

**PARKING AUTHORITY OF THE CITY OF LANCASTER  
MINUTES**

For the Regular Board Meeting held

May 14th, 2009

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, May 14th, 2009 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Deno Mandros, Vice President; Lisa Riggs, Treasurer; Cindy Stewart, Secretary; Brian Reynolds, Assistant Secretary-Treasurer.

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc; Mary Dougherty, Financial Manager; Bob Newcomer, Beard Miller Co.; Nate Weber, Beard Miller Co.; Kyle Ressler, Accounts Payables.

Absent were: Kathleen Gray, Barley Snyder LLC.

The Lancaster Parking Authority Board Meeting was called to order at 4:26 P.M. by Mr. Vergenes, Chairman.

The minutes from April 9th, 2009, were approved with corrections. Motion by Ms. Riggs and seconded by Mr. Reynolds.

**Public Comments**

- None.

## Reports of Committees

### Personnel, Wage & Salary Committee

- None.

### Finance Committee

- Mr. Robert Newcomer, Beard Miller Company, LLP reviewed the 2009 financial report. The financial report was presented in DRAFT although none of the details were expected to change. The Board accepted the report as submitted.
- Mr. Newcomer brought to the Boards attention that the Operating Revenues have dramatically increased from the 2007 Calendar Year, due mainly to rate increases.
- The Net Income before operations was \$889,056 for 2008. The DCED Grant of \$19,950 for the new Lighting Project was included as a Capital Contribution increasing the Net income to \$909,006 for 2008.
- One of the very important comments made by Mr. Newcomer related to the newly implemented credit card payment system. Mr. Newcomer recommended that The Lancaster Parking Authority develop as much documentation as possible to reconcile and provide a good audit trail for the newly implemented credit card programs for garages, office and the multi-space meters.

### Marketing Committee

- Due to trademark infringement issues, the name of the LPA newsletter has been changed from "The Parking Spot," to "The Parking News."

### Facilities & Security Committee

- Mr. Reynolds informed the board that the new LED lights are currently being installed at the Prince Street Garage. The lighting project is scheduled to be completed and fully functional by the first week of June, 2009.

## Other Business Items


### Executive Director's Report

- Mr. Matthews indicated that all the details regarding the proposal schedule for the helix lighting, multi-space meter, theatre lighting and the signage are continued in the Executive Director's Report.

### Motions:

- A motion was made at 5:18 pm to adjourn by Ms. Stewart and seconded by Mr. Mandros. The motion was approved by all board members present.

Respectfully submitted,

  
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Cindy Stewart, Secretary  
*Brian Reynolds*