

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

May 28, 2015

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, May 28, 2015 at 8:00 AM in the LPA Office's at 111 N. Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Brian Reynolds, Vice Chairman; Lisa Riggs, Treasurer; Cindy Stewart, Secretary; Constantine Mandros, Asst. Secretary/Asst. Treasurer

Absent: None

Also present were: Larry Cohen, LPA Executive Director; Susan Graver, LPA Director of Finance and Administration; Gael Aime, LPA Director of Operations; Mark Reinmiller, newly appointed board member

The Lancaster Parking Authority Board Meeting was called to order at 8:00 A.M. by Mr. Vergenes.

Minutes from the April 23, 2015 board meeting were reviewed and revisions were proposed by Cindy Stewart as follows:

- A motion was made by Cindy Stewart, at 8:25 AM, to go into executive session with Tracey Rash in order to assure that the Board of Directors, acting as the Audit Committee, was acting independent of the management team and the reported outcome of the audit was free of staff influence. The motion was seconded by Lisa Riggs and all staff was dismissed from the executive session. The board returned to public session at 8:35 AM.
- The Board reviewed the changes in the presentation of the strategic plan and agreed with the outcomes defined in the strategic plan.

Cindy Stewart made a motion to approve the minutes as amended. Lisa Riggs seconded the motion and it was approved by all members present.

Public Comments:

None

Board Elections:

The board thanked and recognized Lisa Riggs for her contribution as a board member over the past 10 years.

Board officers were elected as follows:

Chairman – Mark Vergenes

Vice-Chairman – Brian Reynolds

Secretary – Mark Reinmiller

Treasurer – Cindy Stewart

Asst. Treasurer/Asst. Secretary – Constantine Mandros

Board Committees responsibilities were assigned as follows:

Finance – Cindy Stewart

Personnel – Brian Reynolds

Facilities – Mark Reinmiller

Constantine Mandros will act as a substitute for any of the committees as needed.

Executive Director's Report:

- Mike Hacke, Walker Parking Consultant, presented a proposal for the East King Street Garage Expansion. Challenges initially identified include electric service, right of way and stormwater management. Marotta Architects and Rettew Engineering have been requested to assist with the next phase of design and engineering assessment for the expansion. Estimated initial fees for engineering and design are up to \$350,000.
- A motion was made by Constantine Mandros to approve expenditure of up to \$350,000 for design and engineering for the E. King Street Garage expansion. The motion was seconded by Brian Reynolds and approved by all board members present.
- Park Mobile has been selected as the pay-by-phone service provider for the Lancaster Parking Authority.
- The on-street parking program is being evaluated by management for areas of improvement in quality and internal controls.

Financial:

- The April 2015 financial reports were presented and reviewed.

Miscellaneous Business

- The next board meeting is scheduled for Thursday, June 25, 2015 at 8:00 AM.

A motion was made by Ms. Stewart to adjourn the public board meeting at 9:00 AM. The motion was seconded by Mr. Reynolds and approved by all members present.

Respectfully submitted,


Cindy Stewart, Secretary