

## **PARKING AUTHORITY OF THE CITY OF LANCASTER**

Minutes for the Regularly Scheduled Board Meeting held

**May 26, 2016**

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, May 26, 2016 at 8:00 AM in the LPA offices at 111 N. Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Brian Reynolds, Vice Chairman; Mark Reinmiller, Secretary; Cindy Stewart, Treasurer; 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, Director of Operations; Matt Creme, LPA Solicitor; Tracey Rash, Partner, Maher Duessel.

Public in attendance: Jim Morrissey

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

Minutes from the April 28, 2016 board meeting were reviewed. Ms. Mandros made a motion to approve the minutes as presented. Mr. Reynolds seconded the motion and it was approved by all members present.

### **Public Comments:**

None.

### **Financial:**

- Tracey Rash presented the draft of the Audited Financial Statements for the years ended December 31, 2015 and 2014, Communication to Those Charged with Governance, and report on the auditors' review of internal controls.

Maher Duessel has issued an unqualified opinion that the financial statements present fairly, in all material respects, the financial position of the Authority as of December 31, 2015 and 2014, and the changes in its financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Ms. Rash explained the changes to financial reporting for the LPA pension plan to comply with changes to the Government Accounting Standards.

Ms. Stewart made a motion to accept the Audited Financial Statements as presented. The motion was seconded by Mr. Mandros and was approved by all members present.

### **Executive Director's Report:**

- LPA will discuss the agreement to manage enforcement for the City of Lancaster with Lancaster City Council at the June 6 City Council committee meeting. The agreement will be presented for full Lancaster City Council vote at the June 14, 2016 City Council meeting. The board requested that the 2016 implementation budget and the 2017 program budget for enforcement as soon as possible prior to the review and approval of the agreement by the LPA BOD. If needed, a special meeting of the BOD will be scheduled in the first week of July to review the agreement.
- The 2016 garage maintenance and repair project is out for bid. There is a significant alternate in this year's bid for sealing of the Penn Square Garage roof. Additional funds in excess of the 2016 budget for capital improvements may be required to complete this alternate project.

### **Miscellaneous Business**

- Board member seats were presented to same as the prior year. A motion was made by Mr. Mandros to have board members continue to serve in their current board seats. Ms. Stewart seconded the motion and it was approved by all members present.

A motion was made by Ms. Stewart to adjourn the public meeting to executive session to discuss matters of real estate at 9:00 AM. The motion was seconded by Mr. Reynolds and approved by all members present.

The board returned to the public session of the meeting at 9:15 AM.

### **Real Estate**

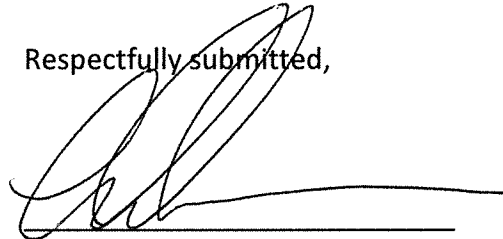
A proposed agreement of sale for the property at 30 West Orange Street, Lancaster, PA 17603 was presented for review and approval. The proposed purchase price of the property is \$950,000 with an addendum that states that based on an appraisal of the property, the price would be adjusted to an amount between \$900,000 and \$1,000,000. There is a due diligence period of 30 days that would allow the Lancaster Parking Authority to evaluate the property and withdraw from the agreement. There is a leaseback provision in the agreement through December 31, 2016 to allow post-closing occupancy by the current owner.

A motion was made by Ms. Stewart to permit the Chairman of the Board and the Executive Director to complete the agreement of sale and place a deposit on the property. The motion was seconded by Mr. Mandros. The board discussed amending the agreement to allow for a thirty-day option to purchase the property should the enforcement agreement not move forward as expected. All members voted to approve the motion.

- The next board meeting is scheduled for Thursday, June 23, 2016 at 8:00 AM.

Mr. Reynolds made a motion to adjourn the public board meeting at 9:40 AM. The motion was seconded by Mr. Reinmiller and approved by all members present.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Mark Reinmiller', written over a horizontal line.

Mark Reinmiller, Secretary