

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

For the Regular Board Meeting held

September 13, 2007

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, September 13 2007 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Chip Kirchner, Vice-Chair; Dino Mandros, Treasurer; Cindy Stewart, Secretary; and Lisa Riggs, Assistant Secretary/Treasurer.

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc.; John Kenneff, Goodman & Kenneff; and Mary Dougherty, Financial Manager.

The Lancaster Parking Authority Board Meeting was called to order at 4:34 P.M. by Mr. Vergenes, Chairman.

The minutes from August 9, 2007 were approved without objection. Motion by Mr. Kirchner and seconded by Ms. Riggs.

Public Comments

- There were no public comments.

Reports of Committees

Personnel, Wage & Salary Committee

- The Committee had no report.

Finance Committee

- Ms. Riggs discussed with the board various types of events that the new convention center will be hosting in downtown Lancaster. Currently, the convention center is looking to book an event requiring parking for eight hundred (800) spaces for each day of

a weekend. Based on existing capacity, Mr. Matthews reported to the board that at present, LPA has approximately five hundred seventy (570) spaces available during the workday at all garages. The evening spaces increase to approximately one thousand nine hundred (1,900) spaces. Other spaces will also be available at other non-LPA owned facilities to accommodate the parking needs for the Convention Center.

- Convention Center parking rates proposed for these events were discussed by the Board. Mr. Matthews was given a negotiable range of one dollar and fifty cents to three dollars (\$1.50 - \$3.00) for evening and weekend rates. He will be discussing the rates with Intrastate, the company booking events for the Convention Center for some events currently being booked. These rates may vary as more experience is gained in managing the events.
- The Board discussed the need to raise the parking rates. The rates have not been increased in many years even though personnel costs and operational costs have. Ms. Stewart brought the following proposals to the board: a monthly parking increase of five dollar (\$5.00) a month; parking meters would increase to twenty-five cents (\$.25) for every twelve (12) minutes; and, the hourly garage rates increase to two dollars (\$2.00) for the first hour. Public meetings are to be planned to discuss these increases before their final adoption by the board.
- Mr. Matthews brought to the board for discussion the possibility of lowering the discount for validations from twenty-eight percent (28%) to twenty-five percent (25%). This proposal along with the new garage rate proposals creates an issue with Central Market. This will be discussed in greater detail at the next monthly board meeting.
- Mr. Kenneff stated that additional documents pertaining to the settlement for the bonds have been generated and circulated by Ms. Cathy Gray. These documents must be signed at settlement with the convention center for the final purchase of the land.

Marketing Committee

- Ms. Riggs and Mr. Matthews met with Representative Sturla and Kendren Crosby regarding the Mural Project funds. It was discussed that the funds were to be used to in some way beautify the downtown with interest of the helix located on the corner of Prince and Orange. It was suggested to add fiber optic lights at this location. The LPA board requested Mr. Matthews inform Mr. Sturla's office that LPA approves of this project and will look further into the costs that may be involved.
- Ms. Riggs reported to the board that she and Mr. Matthews will be conducting meetings with various groups near and along the corridor of the East King Street Garage construction site in order to keep them up to date on the project.

Facilities & Security Committee

- Mr. Hummer reported to the board that the 2007 repair package for concrete repairs to the existing garages went out for bid. Two bids were received. Of the two companies who responded, Mr. Hummer recommended Bill Anaskis. His bid was for \$93,938.00 for the repairs. All repairs are expected to be completed by the end of 2007.
- Mr. Hummer reminded the board that Carl Walker has a three year contract with LPA for waterproofing repairs to the garages. The contract has an escalation clause increasing the amount of the contract based upon a formula. For 2007, the contract is for \$26,650.00 for caulking and approximately \$63,000.00 for traffic coding.

Other Business Items


Motions and Resolutions

- Mr. Mandros made a motion that the officers of the parking authority are authorized *execute all documents necessary to finalize issuance of the 2007 bonds; and purchase of and settle for the Lancaster Laundry Site.* to sign the additional documents as requested by the various settlement agents. The motion was seconded by Ms. Riggs. All were in favor and the motion carried.
- Mr. Kirchner made a motion to accept the bid by Mr. Anaskis for concrete repairs to the garages was made by Mr. Kirchner, and seconded by Ms. Riggs. All were in favor and the motion carried.
- Mr. Vergenes made a motion to accept the Carl Walker waterproofing repair contract amount pursuant to the existing contract, and was seconded by Mr. Kirchner. All were in favor and the motion carried.

Miscellaneous Business

A motion was made by Mr. Vergenes to adjourn the Public Board meeting at 5:55 PM and seconded by Ms. Stewart and the motion carried.

Respectfully submitted,


Cindy Stewart, Secretary