

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

For the Regular Board Meeting held

September 10th, 2009

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, September 10th, 2009 in the Authority Office at 111 North Prince Street, Lancaster, PA.

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

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc; Kathleen Gray, Barley Snyder, LLC; Mary Dougherty, Financial Manager; Kyle Ressler, Accounts Payables.

Note: The LPA solicitor, Kathleen Gray, Barley Snyder, LLC, is requested to attend the board meeting when board business may require the solicitor's opinion on guidance.

The Lancaster Parking Authority Board Meeting was called to order at 4:30 P.M. by Mr. Vergenes, Chairman.

The minutes from August 13th, 2009, were approved with corrections. Motion by Mr. Reynolds and seconded by Ms. Riggs.

Public Comments

- None.

Reports of Committees

Personnel, Wage & Salary Committee

- Mr. Matthews brought it to the board's attention that Josh Ressler has been placed as the new Assistant Operations Manager leaving a maintenance position open. Cody Broyles who is a part time security guard is being moved to full time.

Finance Committee

- Mr. Matthews wanted to make the board aware of the 2009 major maintenance budget in relation to jobs that have or are still being completed that were initiated in 2008. Factoring that, LPA is still within budget for its major maintenance for 2009.

Marketing Committee

- The updated Parking News bulletin is finished and is being printed.

Facilities & Security Committee

- Mr. Reynolds reported on the proposals received from the representatives from InterTECH Security and Carpency and Associates. After meeting with both companies, Carpency and Associates has been found to meet more of the needs the Parking Authority and a motion was made for Carpency to perform the security audit
- Mr. Reynolds noted that the holiday lighting changes for the helix lighting are being completed and will be implemented for following holidays.

Other Business Items

Executive Director's Report

- As event scheduling for the Marriott Hotel and Convention Center increases, LPA parking availability decreases. A more structured program for the time and rates will be established for these events as ticket requirements increase, as well as increasing in communication and partnership in order to excel the relationship between the LPA and the Marriott.
- The contract for the E4 group to facilitate LPA's strategic planning was signed for the amount of \$21,500.00. The amount increased from the original amount of \$18,500.00 for the added focus group, which is still within limits of the \$25,000.00 maximum that the board determined at its prior meeting.

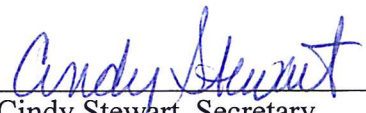
Miscellaneous Business

- Mr. Matthews met with Dave Kilmer to discuss the matter of the garage being constructed by the RRTA and collaboration between RRTA and LPA. The LPA requested compensation for the cost of acquiring the federal funds for the Chestnut Street project. Members encouraged Mr. Matthews to continue the dialogue with RRTA and work toward reestablishing the partnership.

Motions:

- A motion was made to accept the proposal by Carpency and Associates to perform the security audit. Motion by Mr. Riggs and seconded by Mr. Vergenes. The motion was approved by all board members present.
- A motion was made at 5:40 pm to adjourn by Ms. Riggs and seconded by Mr. Reynolds. The motion was approved by all board members present.

Respectfully submitted,


Cindy Stewart, Secretary