

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

Minutes for the Regularly Scheduled Board Meeting held

**August 24, 2017**

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, August 24, 2017 at 8:00 AM in the LPA offices at 30 W. Orange Street, Lancaster, PA.

Members Present: Mark Vergenes, Chairman; Cindy Stewart, Treasurer; Mark Reinmiller, Secretary; Marshall Snively, Asst. Secretary/Asst. Treasurer.

Members Absent: Brian Reynolds, Vice Chairman.

Also Present: Larry Cohen, LPA Executive Director; Susan Graver, LPA Deputy Executive Director; Ibrahim Aman, LPA Director of Operations, David Weichert, LPA Director of Finance & Administration; Matthew Crème, LPA Solicitor; Misty Bencak, Human Resources Assistant.

Public in Attendance: Bernard Harris, City Clerk; Susan Hoover, City Resident; Tim Stuhldreher, LNP; Randy Patterson, Lancaster City Director of Economic Development & Neighborhood Revitalization.

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

Minutes from the July 27, 2017 board meeting were reviewed. Mr. Snively made a motion to approve the minutes as presented, Ms. Stewart seconded the motion and it was approved by all members present.

### **Public Comment**

Mr. Stuhldreher complimented the Board for providing the board meeting packet prior to the meeting.

### **Economic Development**

Randy Patterson, Lancaster City Director of Economic Development and Neighborhood Revitalization, presented information regarding the Lancaster Square development project and the need for parking as an integral part of the overall project. The City has asked the LPA to be a partner in this project because the City has had an ongoing policy that parking in the City should be managed by a central agency, the Lancaster Parking Authority. The Lancaster Square redevelopment project is a City initiative to redevelop the east side of Lancaster Square in the best manner possible. Parking is a critical component of that project, not just for 101 N. Queen but also for Hotel Lancaster. While parking capacity is still an issue in the City, this particular garage will be full the day it is built. Public comments regarding the project should be addressed to Randy Patterson as part of the economic development project for Lancaster Square.

### **Financial**

- The July 2017 financials were reviewed.
- A financial projection for the remainder of the year was presented. The board requested a narrative to go with the projection in the future.

- Revised financial reports for January – June 2017 were reviewed. These financials reflect the full allocation of all expenses related to the enforcement program. The net income in excess of the minimum guaranteed payments of \$418,760 for the enforcement program for the first six months of 2017 will be paid to the City of Lancaster.

### Executive Director's Report

- Mr. Cohen discussed the space availability report and provided a comparison report reflecting the removal of oversold spaces. Going forward, the space availability report will be presented to the board quarterly.
- Enforcement metrics were reviewed.

### Personnel

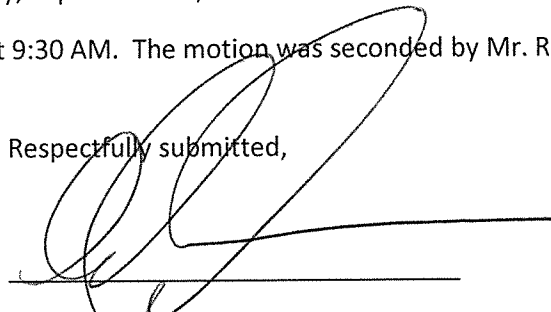
Ms. Stewart discussed the salary administration plan that was included in the board packet. The plan is intended to outline the process for the LPA board and LPA management to evaluate employee performance and determine pay rates and increases. Ms. Stewart made a motion to approve the plan as presented. Mr. Snively seconded the motion and it was approved by all members present.

### Miscellaneous

The next board meeting is scheduled for Tuesday, September 19, 2017 at 8:00 am.

A motion was made by Mr. Snively to adjourn at 9:30 AM. The motion was seconded by Mr. Reinmiller and approved by all members present.

Respectfully submitted,

A large, stylized handwritten signature in black ink, appearing to be 'Mark Reinmiller', is written over a horizontal line. The signature is highly cursive and loops around itself.

Mark Reinmiller, Secretary