

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

December 21, 2017

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, December 21, 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.

Absent: Brian Reynolds, Vice Chairman

Public in Attendance: Randy Patterson, Lancaster City Department of Economic Development and Neighborhood Revitalization; Rick Gray, Mayor of Lancaster City

Also Present: Larry Cohen, LPA Executive Director; Susan Graver, Deputy Executive Director; Ibrahim Aman, LPA Director of Operations, David Weichert, LPA Director of Finance & Administration;

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

Minutes from the November 16, 2017 board meeting were reviewed. Ms. Stewart made a motion to approve the minutes as presented with a clarification on the board member seconding the motion to approve the minutes. Mr. Snively seconded the motion and it was approved by all members present.

Public Comment

None

Economic Development

Mr. Patterson provided an update on the demolition plans for existing buildings in Lancaster Square.

Mr. Cohen provided an update on the architect firm review for the Lancaster Square Garage project that was conducted in December. Three architect firms were selected to move on to the next phase of the process and provide financial proposals for their work on the proposed garage.

Financial

- The October and November 2017 financial reports and enforcement financial summary were reviewed.
- The 2018 draft budget which was presented at the November 16, 2017 board of directors meeting was presented for final approval. A motion was made by Ms. Stewart to approve the 2018 budget as it was presented in November 2017. The motion was seconded by Mr. Reinmiller and approved by all members present.

Other Items

- Mr. Reinmiller presented an update on LPA public relations presence and activity on LPA social media outlets. An animated video is in process to provide a proactive message regarding the LPA services.

- Mr. Vergenes presented Mayor Gray with a photograph of the Prince Street Garage helix in appreciation of his service to the City of Lancaster, Pennsylvania.
- The board discussed the potential for a conflict of interest with regard to Mark Reinmiller's company, Kinectiv, performing paid public relations and social media management work for the LPA.

Executive Director's Report

- A new strategic plan will be developed starting in February 2018. The board members agreed to move forward with contracting with Anne Gingrich of the Pennsylvania Association of Nonprofit Organizations to facilitate the strategic plan development process. Community stakeholders will be consulted.

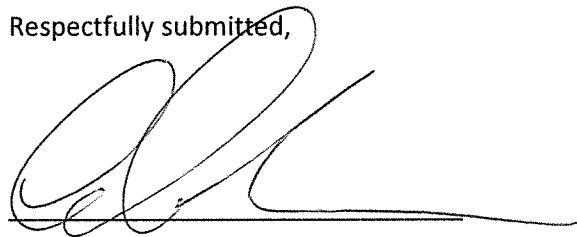
Miscellaneous

Board meeting dates scheduled for 2018 were presented to the board. A motion was made by Mr. Snively to publish the 2018 board meeting dates. The motion was seconded by Ms. Stewart and approved by all board members present.

The next board meeting is scheduled for Thursday, January 25, 2018 at 8:00 AM.

A motion was made by Ms. Stewart to adjourn the public meeting at 9:00 AM to executive session to discuss matters of personnel without return to the public session. The motion was seconded by Mr. Snively and approved by all members present.

Respectfully submitted,

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

Mark Reinmiller, Secretary