

PARKING AUTHORITY OF THE CITY OF LANCASTER, PENNSYLVANIA

Minutes for the Regularly Scheduled Board Meeting held

November 15, 2018

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, November 15, 2018 at 8:00 AM in the LPA offices at 30 W. Orange Street, Lancaster, PA.

Members Present: Mark Reinmiller, Chairman; Kyle Sollenberger, Vice Chairman; Jodie Macariola, Treasurer; Phillip Cabassa, Secretary; Sheldon Weaver, Assistant Treasurer/Assistant Secretary.

Also Present: Larry Cohen, LPA Executive Director; Susan Bleecher, LPA Deputy Executive Director; Ibrahim Aman, LPA Director of Operations, David Weichert, LPA Director of Finance & Administration; Matthew Crème, LPA Solicitor; Kerry Bartens and Natasha Jones, LPA Accounting.

Public in Attendance: Bernie Harris, City of Lancaster Clerk and Tim Stuhldreher, LNP.

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

Approval of the Minutes

Minutes from the October 25, 2018 board meeting were reviewed.

Mr. Cabassa made a motion to approve the minutes as presented. Mr. Reinmiller seconded the motion and it was approved by all members present.

Economic Development

- Mr. Patterson gave an update of the Lancaster Square project annex project and recommended that the LPA consider the construction manager at risk model to construct the parking garage in the annex. This is the model used previously to build the North Queen St. Garage. He recommended that Benchmark Construction be considered as the construction manager at risk since it has been working on the schematic design of the project and with the Lancaster County Public Library on future development plans. Benchmark Construction will be invited to interview and present a proposal at the December 20 board meeting.
- Mr. Cohen said the parking supply and demand study is going well. Kimley-Horn consultants held the first set of public meetings and is working on analysis. The next public meetings will be held after the holidays and include draft findings.

Facilities

- The contract with Central Garage/LNP will end soon and negotiations for an extension are expected.
- Ms. Bleecher said a new contract with the North Queen Street Garage has been approved and there is discussion about the LPA purchasing that garage.
- Customer Service Week for LPA garage parkers is underway. LPA is handing out customer appreciation tokens with a breakfast bar, thank you note with list of recent garage improvements, and an air freshener, and customers are providing good feedback.

Legal

- Solicitor Crème said the vertical greenhouse developers are driving the timetable of lease discussions and there is no update at this time.
- Prevailing wage is still under discussion with Solicitor Crème and the state Department of Labor and Industry, with more information expected to be available at the December meeting.

Financial

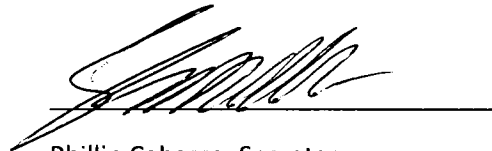
- Mr. Weichert reviewed the proposed 2019 LPA budget.

Action Items

- The personnel committee met with Mr. Cohen and Ms. Bleacher about the draft 2019 personnel section of the annual LPA budget. Mr. Sollenberger explained the budget, highlighting new positions and the proposed merit increase matrix. Mr. Cabassa made a motion to approve the proposed 2019 merit increase matrix. Mr. Weaver seconded the motion and it was approved unanimously by all members.

Mr. Weaver made a motion to adjourn the meeting. Mr. Sollenberger seconded the motion and it was approved by all members present. The Board adjourned the meeting at 9:30 a.m. The next board meeting is scheduled for Thursday, December 20, 2018 at 8:00 AM.

Respectfully submitted,



Phillip Cabassa, Secretary

SHELDON WEAVER, ASSISTANT