

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

Minutes for the Regularly Scheduled Board Meeting held

**January 24, 2019**

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, January 24, 2019 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, and Phillip Cabassa, Secretary.

Also Present: Larry Cohen, LPA Executive Director; Susan Blecher, LPA Deputy Executive Director; Ibrahim Aman, LPA Director of Operations, David Weichert, LPA Director of Finance & Administration; Matthew Crème, LPA Solicitor; Carol Gifford, LPA Communications Manager, and Natasha Jones, LPA Human Resource Generalist.

Public in Attendance: Bernie Harris, City of Lancaster Clerk; Randy Patterson, City of Lancaster Economic Development & Neighborhood Revitalization; Arthur Morris, former Lancaster Mayor; Tim Stuhldreher, LNP; Theodore Vedock, Hammel & Associates, and Mike Albers, Walker Parking Consultants.

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

### **Approval of the Minutes**

Minutes from the December 20, 2018 board meeting were reviewed.

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

### **Finance**

- Mr. Weichert presented the November and December financial reports.
- Ms. Blecher presented a Reimbursement Resolution to the Board for approval. The resolution provides the ability for reimbursement of expenditures related to the 151 N. Queen St. capital project with the proceeds from a future debt financing for the project. Mr. Cabassa made a motion to approve the resolution, as proposed. Mr. Sollenberger seconded the motion and it was approved by all members present.

### **Economic Development**

- Mr. Cohen gave an update on the status of the acquisition of the Lancaster Square Annex land parcel. The appraisal and Phase II environmental study are underway as part of LPA's due diligence on the project.
- A presentation of the Lancaster Square Annex Site design proposal was made by Ted Vedock of Hammel & Associates and Mike Albers of Walker Consultants. The proposal outlined the plans for professional design services including architectural and structural engineering for the Lancaster Square Annex Site project. Mr. Sollenberger made a motion to authorize the LPA to enter negotiations with Hammel & Associates to provide design and engineering services for the annex garage/library project. Mr. Reinmiller seconded the motion and it was approved by all members present.

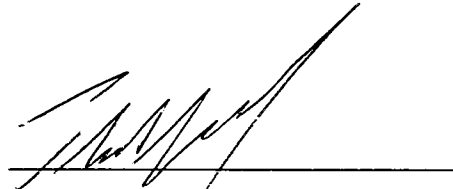
- At the suggestion of the City Redevelopment Authority (which owns the North Queen Street Garage), Mr. Cohen said he is working to acquire the garage. Discussions are underway with the city to determine the best method of funding the acquisition.
- Mr. Cohen said the Kimley-Horn parking supply and demand study consultants should be ready to present draft recommendations at the March 28 board meeting. The plan is to host public meetings to discuss the recommendations the week of March 25.

**Other Items**

- Mr. Cohen said the LPA will be awarded the Accredited Parking Organization (APO) credential at the February 28 board meeting. Mayor Danene Sorace and Shawn Conrad, CEO of the International Parking & Mobility Institute, will attend and give remarks.
- Mr. Cohen mentioned his "Saving Lives," agenda to give employees tools to help save lives including suicide prevention (QPR training), First Aid, CPR, AED, and mental health first aid. Ms. Bleecher said 19 employees have been trained in Red Cross First Aid and CPR and all employees will be trained in those areas by the end of the year. She told the Board that Automatic External Defibrillators (AED) are now available in all garages and the LPA office.

Mr. Sollenberger made a motion to adjourn the meeting. Mr. Cabassa seconded the motion. Approved by all members present. The Board adjourned the meeting at 9:23 a.m. The next board meeting is scheduled for Thursday, February 28, 2019, at 8:00 AM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Phillip Cabassa', is written over a horizontal line. The signature is stylized and somewhat cursive.

Phillip Cabassa, Secretary