

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

Minutes for the Regularly Scheduled Board Meeting held

**September 27, 2018**

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, September 27, 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; and Carol Gifford, Communications Manager.

Public in Attendance: Bernie Harris, City of Lancaster Clerk; Michael Connor Kimley-Horn parking and transportation consultant and Susan Hoover, city resident.

The Lancaster Parking Authority Board Meeting was called to order at 8:01 AM by Mr. Reinmiller.

### **Public Comment**

There were no comments.

### **Approval of the Minutes**

Minutes from the August 23, 2018 board meeting were reviewed.

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

### **Maintenance, Facilities and Operations**

- Mr. Cohen stated the preventive maintenance work on the Prince St. Garage helix is scheduled for completion within the next 30 days.
- Mr. Cohen stated that a site visit from the Accredited Parking Organization (APO) occurred this week and review of LPA's documentation is underway. There are thirteen levels of documentation required for accreditation.
- Mr. Cohen stated budget planning for the LPA for 2019 will begin in September.
- Mayor Sorace has asked Mr. Cohen to serve on the City's Climate Action Plan.

### **Economic Development**

- Mr. Cohen gave a brief update on the 101 NQ annex development plan, as provided by Randy Patterson, Lancaster City director of economic development and neighborhood revitalization. It stated the public meeting to discuss future plans of the development is expected to be scheduled soon.
- Mr. Connor gave a presentation about the upcoming parking supply, demand and forecasting study and mentioned there will be three kick-off public meetings to ask for public input, each one focused on a different neighborhood or geographic area. The meetings will be scheduled in October.

- Solicitor Crème said that lease negotiations on the vertical greenhouse proposal have started and that LPA is waiting for a first draft from the developer team.
- Solicitor Crème said he is still working on a review of the prevailing wage report.

**Financial**

- Mr. Weichert reviewed the August 2018 financial report and the quarterly space availability report.

**Action Item**

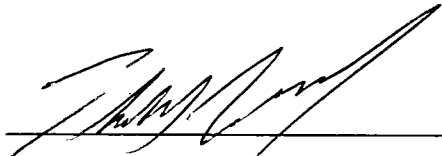
- Ms. Bleecher asked the Board to approve the Pension Plan Minimum Municipal Obligation (MMO) for 2018. Ms. Bleecher explained that this statement shows the contribution of LPA into its pension plan for employees.

Mr. Reinmiller made a motion. Mr. Sollenberger seconded the motion and it was approved by all members present.

Mr. Sollenberger made a motion to adjourn the meeting. Mr. Weaver seconded the motion and it was approved by all members present. The Board adjourned the meeting at 8:41 A.M.

The next board meeting is scheduled for Thursday, October 25, 2018 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 cursive.

Phillip Cabassa, Secretary