

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

Minutes for the Regularly Scheduled Board Meeting held

**May 28, 2020**

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, May 28, 2020 at 8:00 AM via conference call due to restrictions on in-person meetings in Lancaster County resulting from the COVID-19 pandemic.

Members Present on conference call: Mark Reinmiller, Chairman; Kyle Sollenberger, Vice-Chairman; Phillip Cabassa, Secretary, Jodie Macariola, Treasurer, and 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; Matthew Crème, LPA Solicitor; Natasha Jones, LPA Finance Manager.

Public in Attendance: Susan Hoover, Resident; Arthur Morris, Resident; Bernie Harris, City Clerk

### **Approval of the Minutes**

Minutes from the January 23, 2020 board meeting were reviewed. Ms. Macariola made a motion to approve the minutes as presented. Mr. Sollenberger seconded the motion. The motion was approved by all members present.

### **Finance**

The financial reports for the year ended December 31, 2019 were reviewed. The audited financial statements for 2019 will be presented at the June board meeting.

The financial reports for the month of April 2020 and the year to date through April 30, 2020 were reviewed. Financial impact of the COVID-19 pandemic in 2020 were discussed. Personnel layoffs and return to work arrangements were discussed.

### **Strategic Plan Update and 2019 Accomplishments**

Mr. Cohen presented a review of organizational accomplishments for 2019 and an update on progress to complete the actions steps in the 2018 through 2021 strategic plan.

### **Operations**

Mr. Cohen presented an operations update on actions taken due to the COVID-19 pandemic and return to enforcement activities in the coming weeks.

### **Economic Development**

#### **Christian Street Garage Project Update**

Mr. Cohen presented an update on activities relating to the Christian Street Garage project. Bids on trades have been completed for all trades except for the waterproofing and joint sealants, which did not receive any bids.

Ms. Bleecher presented a summary of project costs for the Christian Street Garage project with an update to the estimated budget due to completion of bidding on all trades except the waterproofing and joint sealants. CRIZ contributions impact due to the COVID-19 pandemic were discussed.

Mr. Cohen discussed the responses from Benchmark Construction and Hammel Associates regarding evaluation of the increase in the costs over what was anticipated in August 2019 and the current expected cost of the project after receipt and acceptance of all but one of the trade bids.

Ms. Bleecher presented the Guaranteed Maximum Price agreement with Benchmark Construction to be ratified by the board. The agreement is still under final legal review for technical legal aspects of the agreement but is expected to be signed in the next week. A motion was made by Mark Reinmiller to ratify the Guaranteed Maximum Price Agreement with Benchmark Construction. Mr. Cabassa seconded the motion. The motion was approved by all members present.

Mr. Crème presented the agreement and lease with the Lancaster Public Library for ratification by the board. Mark Reinmiller made a motion to ratify the agreement and lease with the Lancaster Public Library. Mr. Sollenberger seconded the motion. The motion was approved by all members present.

Mr. Crème discussed the two agreements with R&R Studios and the City of Lancaster for the public art that are presented for ratification by the board. Mark Reinmiller made a motion to ratify the agreements with R&R Studios and the City of Lancaster as presented. Mr. Cabassa seconded the motion. After discussion, the motion was approved by all members present.

#### **Other Business**

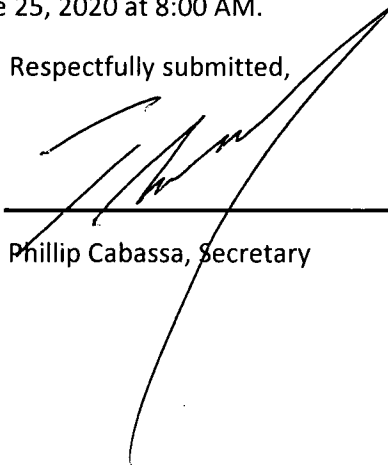
Mark Reinmiller has been re-appointed to the LPA Board of Directors for another five-year term by Mayor Danene Sorace.

#### **Public Comment**

Mr. Morris requested copies of the board packet including all documents discussed during the meeting.

Mr. Reinmiller 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 9:00 AM. The next board meeting is scheduled for Thursday, June 25, 2020 at 8:00 AM.

Respectfully submitted,



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Phillip Cabassa, Secretary