

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

Minutes for the Regularly Scheduled Board Meeting held

**June 25, 2020**

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, June 25, 2020 at 8:00 AM at the Board Conference Room at 30 West Orange Street, Lancaster, PA.

Members Present: Mark Reinmiller, Chairman (by phone); 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 Blecher, LPA Deputy Executive Director; Ibrahim Aman, LPA Director of Operations; Matthew Crème, LPA Solicitor; Jennifer CruverKibi, Maher Duessel.

Public in Attendance: Arthur Morris, Resident; Bernie Harris, City Clerk for the City of Lancaster.

### **Approval of the Minutes**

Minutes from the May 28, 2020 board meeting were reviewed. Ms. Macariola made a motion to approve the minutes as presented. Mr. Cabassa seconded the motion. The motion was approved by all members present.

### **Finance**

The audited financial statements for the year ended December 31, 2019 were presented by Jennifer CruverKibi of Maher Duessel. The financial statements were issued with an unmodified opinion that the financial statements referred to in the report present fairly in all material respects, the financial position of the Authority as of December 31, 2019 and 2018. Additionally, Jennifer reported on unaudited supplemental information to the financial statements, the management letter and other matters to be communicated to the Board as a result of the audit process. The draft statement will have a change made to note 12 by removal of a subsequent event, signature of the Guaranteed Maximum Price Contract, that did not occur as expected in May 2020. A motion was made by Mr. Cabassa to approve the audited financial statements as presented with the noted minor change to note 12. Mr. Weaver seconded the motion and it was approved by all members present.

The financial reports for the month of May 2020 and the year to date through May 31, 2020 were reviewed. Financial impact of the COVID-19 pandemic in 2020 were discussed.

### **Personnel**

A proposed change to the Lancaster Parking Authority's Pension Plan was presented for review by the Board. The proposed change reduces the number of years for full vesting of employees in the pension plan from ten years to eight years. This proposal was reviewed with the Personnel Committee of the Board in February 2020. Cheiron provided an actuarial evaluation report of the financial impact of the change at our request through Pennsylvania Municipal Retirement System, the LPA's pension administrator. This report was reviewed with the Board members by Ms. Blecher. A motion was made by Ms. Macariola to approve the proposed change to the pension plan provisions to reduce the number of vesting years to eight years of service for 100% vesting. The proposal was discussed. The motion was seconded by Mr. Weaver. The motion was approved by all members present.

## **Operations**

Mr. Cohen presented an operations update on actions taken over the past month include providing garage wall space for murals for Music for Everyone to use since the pianos will not be placed in the City this year and street spaces to be provided free or at reduced cost to restaurants in the City for outdoor dining space.

## **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. There have been some unforeseen circumstances below grade that have been discovered and are being addressed.

Ms. Bleecher presented an updated summary of project costs for the Christian Street Garage project with receipt of all bids. The Guaranteed Maximum Price Agreement presented last month was not signed since we will be working on a final agreement to include all costs. A final GMP agreement will be presented for Board approval in the coming months. Ms. Bleecher provided information on actions taken to investigate means to secure additional financing for the project.

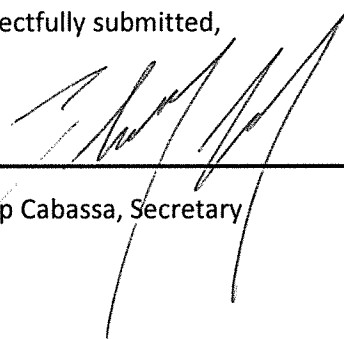
Ms. Bleecher reported on potential financial impact of errors made in measurement of the project site in the land survey that necessitates a redesign. The impact is not currently known and is being investigated as the redesign work continues. There also could be some impact to the project timeline but it is not expected to be more than a few months at this time.

## **Public Comment**

Mr. Morris provided commentary about the project and his appreciation for the detailed discussion.

Mr. Cabassa 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 9:00 AM. The next board meeting is scheduled for Thursday, July 23, 2020 at 8:00 AM.

Respectfully submitted,



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Phillip Cabassa, Secretary