

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

Minutes for the Regularly Scheduled Board Meeting held

**October 22, 2020**

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, October 22, 2020 at 8:00 AM via conference call on the ZOOM platform due to restrictions on in-person meetings due to the COVID-19 pandemic.

Members present on conference call: Mark Reinmiller, Chairman; Kyle Sollenberger, Vice-Chairman; Phillip Cabassa, Secretary, Jodie Macariola, Treasurer

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: Art Morris, Resident; Bernie Harris, City Clerk for the City of Lancaster; Suzy Hoover, Resident; Jean Weglarz, Resident.

**Approval of the Minutes**

Minutes from the September 24, 2020 board meeting were reviewed. Mr. Reinmiller made a motion to approve the minutes as presented. Mr. Sollenberger seconded the motion. The motion was approved by all board members present.

**Economic Development**

**Christian Street Garage Project Update**

Mr. Cohen presented an update on activities relating to the Christian Street Garage project. The LPA requested an sixty-day extension for completing and filing the land development plans with the City.

Ms. Bleecher presented the most recent Guaranteed Maximum Price Amendment (Exhibit A) to the Benchmark construction management contract for ratification by the board. The new expected completion date is October 29, 2020. This GMP does not reflect the cost of the survey bust that is currently being evaluated by all involved parties. The GMP does not include the additional costs due to design changes required by the library. Ms. Macariola made a motion to ratify the Guaranteed Price Amendment (Exhibit A). Mr. Reinmiller seconded the motion. All board members approved the motion.

Mr. Cohen and Ms. Bleecher discussed current actions being taken to resolve the issues from the survey bust with the vendor.

Ms. Bleecher presented an addendum to the library agreement to address payment for changes to the project design to accommodate the library's requirements to address pandemic-related concerns. Mr. Sollenberger made a motion to ratify the addendum to the library agreement. Mr. Weaver seconded the motion. The motion was approved by all members present.

**Finance**

Ms. Bleecher presented the current Christian Street Garage project cost update.

Ms. Bleecher presented a revision to the 2020 Budget for approval by the board of directors. A motion was made by Ms. Macariola to approve the revised 2020 budget as presented. The motion was seconded by Mr. Reinmiller. The motion was approved by all members present.

The financial reports for the month of September 2020 and the year to date through September 30, 2020 were presented by Ms. Bleecher.

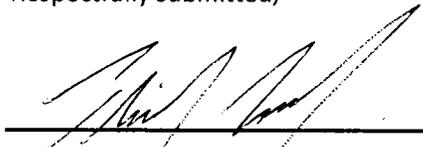
**Public Comment**

Mr. Morris made a statement regarding his concerns about public comment at the Lancaster Parking Authority. Mr. Morris suggested that the board consider implementing a formal written policy that is similar to the policy used by the City of Lancaster City Council. Mr. Morris suggested that the agenda for the board meetings be posted on the website. Mr. Morris suggested that the LPA board develop a formal written policy on solicitor conflict of interest. Mr. Reinmiller thanked Mr. Morris for his thoughtful remarks and suggestions.

Ms. Hoover requested that information regarding how to attend board meetings on Zoom be presented on the Lancaster Parking Authority's website for easy access to all members of the public.

Mr. Cabassa made a motion to adjourn the meeting. Mr. Reinmiller seconded the motion. The motion was approved by all members present. The Board adjourned the meeting at 8:39 AM. The next board meeting is scheduled for Thursday, November 19, 2020 at 8:00 AM via conference call using the ZOOM platform.

Respectfully submitted,



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Phillip Cabassa, Secretary