

PARKING AUTHORITY OF THE CITY OF LANCASTER, PENNSYLVANIA

Minutes for the Regularly Scheduled Board Meeting held

May 27, 2021

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, May 27, 2021 at 8:00 AM via conference call on the ZOOM platform.

Members present on conference call or ZOOM Meeting: Mark Reinmiller, Chairman; Kyle Sollenberger, Vice-Chairman; Jodie Macariola, Treasurer; Sheldon Weaver, Asst. Treasurer/Asst. Secretary; Phillip Cabassa, 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; Dave Diffendal, Director of Finance & Administration; Jennifer CruverKibi, Maher Duessel

Public in Attendance: Bernie Harris, City Clerk for the City of Lancaster, Tony Dastra, resident

Approval of the Minutes

Minutes from April 22, 2021 board meeting were reviewed. Mr. Reinmiller made a motion to approve the minutes as presented with the above indicated corrections. Ms. Macariola seconded the motion. The motion was approved by all board members present.

Finance

Ms. CruverKibi, Principal for Maher Duessel, presented the results of the external audit of the Lancaster Parking Authority's 2020 financial reports including presentation of the audited financial statements and the Communication to those Charged with Governance. Mr. Reinmiller made a motion to approve the audited financial statements as presented. Mr. Cabassa seconded the motion. After discussion, the motion was approved by all board members present.

Ms. Bleecher presented the financial reports for April 2021 and year-to-date 2021.

Ms. Bleecher presented the Christian Street Garage project cost summary.

Ms. Bleecher presented a summary of the 2021 Capital Budget and related expenditures through May 2021. Based on current planned projects, the scheduled expenditures will exceed the budget by \$62,862. Additionally, there are three proposed capital expenditures totaling \$621,000 that management wishes to be completed in 2021 if adequate funding can be allocated to these projects. The board was requested to approve use of funds from the board restricted reserve fund be spent on these three proposed projects in 2020. Ms. Macariola made a motion to approve use of restricted reserve funds up to \$684,000 to cover the deficit in the current capital project budget and the addition of three proposed capital projects in 2021, with any excess cashflow over the 2020 operating budget being used first for these project funding needs. The motion was seconded by Mr. Sollenberger. After discussion, the motion was approved by all board members present.

Economic Development

Christian Street Garage Project Update

Mr. Cohen provided an update on activities relating to the Christian Street Garage project. The public engagement process for the building façade has been resumed with the artists and the City of Lancaster with several public meetings and meetings with key stakeholders

Other Business

Ms. Bleecher presented a draft of the public participation policy to the board for review. After initial discussion, additional revisions were requested to the policy. The revised policy will be presented to the board at the June 24, 2021 board meeting.

Phillip Cabassa was reappointed to the Lancaster Parking Authority Board of Directors by Mayor Danene Sorace for a term of five years.

Board elections were held as follows:

A motion was made by Mr. Cabassa to appoint Mark Reinmiller as Chairperson. The motion was seconded by Mr. Sollenberger and was unanimously approved by all board members present.

A motion was made by Mr. Reinmiller to appoint Kyle Sollenberger as Vice-Chairperson. The motion was seconded by Mr. Weaver and was unanimously approved by all board members present.

A motion was made by Mr. Weaver to appoint Jodie Macariola as Treasurer. The motion was seconded by Mr. Reinmiller and was unanimously approved by all board members present.

A motion was Mr. Weaver to appoint Phillip Cabassa as Secretary. The motion was seconded by Ms. Macariola and was unanimously approved by all board members present.

A motion was made by Mr. Sollenberger to appoint Sheldon Weaver as Assistant Secretary and Assistant Treasurer. The motion was seconded by Mr. Reinmiller and was unanimously approved by all board members present.

Committee members were appointed as follows:

Finance Committee – Ms. Macariola (Chair), Mr. Reinmiller
Personnel Committee – Mr. Sollenberger (Chair), Mr. Cabassa
Facilities Committee – Mr. Weaver (Chair), Ms. Macariola

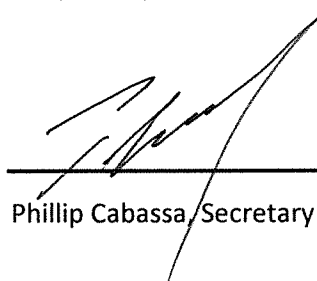
Board members expressed their preference to continue to hold board meetings through electronic means using the Zoom platform until further notice.

Public Comment

None.

Mr. Reinmiller made a motion to adjourn the meeting. Mr. Weaver seconded the motion. The motion was approved by all members present. The Board adjourned the meeting at 9:15 AM. The next board meeting is scheduled for Thursday, June 24, 2021 at 8:00 AM via conference call using the ZOOM platform.

Respectfully submitted,



Phillip Cabassa, Secretary