

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

Minutes for the Regularly Scheduled Board Meeting held

**May 26, 2022**

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, May 26, 2022, at 8:02 AM at the LPA Administrative Offices at 30 W. Orange Street, Lancaster, PA.

Members Present: Mark Reinmiller, Chairman; Kyle Sollenberger, Vice-Chairman; Jodie Macariola, Treasurer; and Sheldon Weaver, Assistant Treasurer/Assistant Secretary.

Members Absent: Phillip Cabassa, Secretary.

Also Present: Larry Cohen, LPA Executive Director; Ibrahim Aman, LPA Director of Operations; Dave Diffendel, LPA Finance Director; Elizabeth Kraft, LPA Director of Special Projects; Natasha Jones, LPA Finance Manager; and Matthew Creme, LPA Solicitor.

Public in Attendance: Bernie Harris, City Clerk for the City of Lancaster; Jennifer CruverKibi, Maher Duessel.

**Public Comment**

No comments from the public.

**Approval of the Minutes**

Minutes from April 28, 2022, Board meeting were reviewed. Mr. Weaver made a motion to approve the minutes as presented. Mr. Sollenberger seconded the motion. All board members present approved the motion.

**Finance**

Ms. CruverKibi of Maher Duessel gave a Presentation of the Auditor's Report on Financial Statements for the period ending December 31, 2021.

Mr. Diffendel thanked Ms. Jones, the accounting team, and Maher Duessel for their work in completing the 2021 Audit. Mr. Cohen thanked Mr. Diffendel and Ms. Jones for their efforts, as well.

Ms. Macariola made a motion to approve the 2021 Auditor's Report and Financial Statement for the period ending December 31, 2021. Mr. Weaver seconded the motion. All board members present approved the motion.

Mr. Diffendel presented the April Financial Report, 2022 and the Christian Street Garage project cost summary.

Mr. Weaver inquired as to the expenses related to utility costs. Mr. Diffendel responded by discussing increased distribution charges that have already occurred and are expected to continue to increase.

**Christian Street Garage Project Update**

Mr. Cohen discussed the Christian Street Garage ceremonial opening held May 2, 2022, celebrating the first car parked and the dedication of a plaque recognizing all efforts behind the completion of the Christian Garage project.

Mr. Cohen discussed the wind-down of the Christian Street Project with a few items related to the garage access system, signage, and clean-up that are in the final stages of completion. The garage is not yet ADA accessible. A pedestrian pathway will be opened in the near future.

Mr. Cohen informed the Board that the stand-alone public art project is progressing and will be out for bid in a few weeks. Other items such as airflow feasibility, fabrication, and installation of the public art onto the garage are being addressed on an ongoing basis.

Mr. Cohen stated that the retail space in Ewell Plaza has garnered interest with two potential lessees; one potential lessee is engaging in due diligence and market analysis of the retail space. He added that the end of year 2022 is the target date for securing a lessee.

Mr. Cohen discussed new garage advertising which adds to the beautification of the internal garage space, as well as provides an additional revenue stream.

### **Board Elections**

The Board held its election of officers. Each officer was approved by all board members present. The results are: Mark Reinmiller, Chair; Kyle Sollenberger, Vice-Chair; Jodie Macariola, Treasurer; Phillip Cabassa, Secretary; and Sheldon Weaver, Assistant Secretary and Assistant Treasurer.

All Board members present voted unanimously to keep committee assignments as is. Committee assignments are: Mark Reinmiller and Jodie Macariola for Finance Committee; Kyle Sollenberger and Phillip Cabassa for Personnel Committee; Jodie Macariola and Sheldon Weaver for Facilities Committee.

### **Human Resources Update**

Mr. Cohen shared with the Board that a new in-house HR Manager, Angela Mayo, will start with the LPA within the next month, replacing the current outside contractor.

Mr. Reinmiller made a motion to adjourn the meeting. Mr. Sollenberger seconded the motion. The motion was approved by all members present. The Board adjourned at 8:47 AM. The next board meeting is scheduled for Thursday, June 23, 2022, at 8:00 AM in the LPA Administrative Offices located at 30 West Orange Street, Lancaster, PA 17603.

Respectfully submitted,



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Phillip Cabassa, Secretary