

PARKING AUTHORITY OF THE CITY OF LANCASTER, PENNSYLVANIA

Minutes for the Regularly Scheduled Board Meeting held

March 28, 2024

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, March 28, 2024, at 8:00 AM at the LPA Administrative Offices at 30 W. Orange Street, Lancaster, PA.

Members Present: Kyle Sollenberger, Vice-Chair; Megan Ryan, Treasurer; Phillip Cabassa, Secretary; and Sheldon Weaver, Assistant Treasurer/Assistant Secretary.

Member Present on Conference Call: Mark Reinmiller, Chair.

Also Present: Larry Cohen, LPA Executive Director; Ibrahim Aman, LPA Director of Operations; Keith Radecic, LPA Finance Director; Elizabeth Kraft, LPA Director of Administration; and Joan London, Esq., LPA Solicitor.

Public in Attendance: Bernie Harris, City Clerk for the City of Lancaster; Suzy Hoover, City resident.

Public Comment:

None.

Approval of the Minutes

Minutes from the February 22, 2024, Board meeting were reviewed by the Board. A motion was made by Mr. Cabassa and seconded by Mr. Sollenberger to approve the February 2024 minutes. All Board members present approved the motion.

Finance

Mr. Radecic presented the February 2024 Board financials including the financial highlights, financial statements, balance sheet, and Christian Street Garage Project cost summary. Mr. Radecic worked to negotiate a favorable readjustment to bank interest rates, a payment for stormwater management in Ewell Plaza was made to the City directly from the CRIZ on behalf of the Authority, financial statements show the Authority financials ahead of budget, and an installment payment was made to the City for \$433,000 in enforcement revenue. The annual audit is to begin in one week and will be ready for presentation to the Board at the May meeting.

Economic Development

Mr. Cohen stated that the Authority will be putting a bid out for a three-year capital rehabilitation project for the garages. The work is estimated to cost between 3 to 6 million dollars depending on bid results.

Parking Access Revenue Control System (PARCS) Presentation

Mr. Aman provided a presentation outlining the major operational changes and improvements occurring as a result of the implementation of a new parking management system which began in 2023 and was completed in early 2024.

Mr. Cohen explained that the entire process for implementation of the new parking management system took about three years to complete and makes the Authority a best-in-class organization nationwide.

Mr. Sollenberger inquired about whether the ParkMobile on-street parking app data is rolled up into the new system. Mr. Aman explained that the new parking management system is tied to the existing ParkMobile system and Mr. Cohen added that almost 94% of all on-street transactions are now done through ParkMobile/credit card versus cash.

Ms. Ryan inquired as to whether monthly customers can make online payments with the new system in place and Mr. Aman confirmed that monthly customers do have access to make online payments.

Mr. Cohen provided an update on the New Lancaster Rainbow art installation at the Christian Street Garage indicating that the project is about 25% complete and on pace for on-time completion.

Mr. Cohen explained that the Authority has been examining potential future uses for the Authority's old office space in the Prince Street Garage. So far, he has met with three architects to obtain proposals for the remodel of the space. He will inform the Board once proposals have been submitted.

Mr. Cohen informed the Board that the Authority is assisting the City in a study and evaluation of the City's residential permit parking program by providing data necessary to the completion of the study. The Authority will also be assisting the City with an electric vehicle study for the City.

Ms. Kraft provided information about a change order for the installation of lighting for the Christian Street Garage art project. A motion was made by Mr. Sollenberger to approve a change order in the amount of \$100,765 for the installation of lighting subject to satisfactory review of original bid documents by the Director of Administration. The motion was seconded by Ms. Ryan. The motion was passed 3-2 with approval by Mr. Sollenberger, Ms. Ryan, and Mr. Reinmiller. Mr. Weaver and Mr. Cabassa voted no.

Mr. Sollenberger made a motion to go into executive session and adjourn the meeting at the conclusion of executive session. The motion was seconded by Mr. Weaver and approved by all members present with the meeting adjourning at 9:25 AM. The next board meeting is scheduled for Thursday, April 25, 2024, at 8:00 AM in the LPA Administrative Offices located at 30 West Orange Street, Lancaster, PA 17603.

Respectfully submitted,



~~Phillip Cabassa, Secretary~~

SHELDON WEAVER, ASSI. SECRETARY