

PARKING AUTHORITY OF THE CITY OF LANCASTER, PENNSYLVANIA

Minutes for the Regularly Scheduled Board Meeting held

September 26, 2024

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, September 26, 2024, at 8:00 AM at the LPA Administrative Offices at 30 W. Orange Street, Lancaster, PA.

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

Members Absent: Megan Ryan, Treasurer; and Phillip Cabassa, Secretary.

Present by Phone: Larry Cohen, LPA Executive Director.

Also Present: Ibrahim Aman, LPA Director of Operations; Elizabeth Kraft, LPA Director of Administration; Keith Radecic, LPA Director of Finance; Joan London, Esq., LPA Solicitor; and Maria Lapp, LPA Accounting Manager.

Public in Attendance: Bernie Harris, City Clerk for the City of Lancaster (8:06 AM).

Public Comment: None.

Approval of the Minutes

The meeting was called to order by Mr. Reinmiller at 8:00am. Minutes from the August 22, 2024 Board meeting were reviewed by the Board. A motion was made to approve the August 22, 2024 minutes. All Board members present approved the motion.

LPA Statement Regarding August 22, 2024 Meeting

The LPA Board Solicitor, Ms. London, read the following statement into the record:

“At the August 22, 2024 meeting, the Parking Authority Board of Directors had a discussion with officials from the State Office of the Budget to address questions from the Parking Authority Board on the Lancaster Public Library’s request to utilize \$1.3 million of value from the 2019 “as-is” appraisal of what is now Christian Street Garage towards its match for the Commonwealth Redevelopment Assistance Capital Program (RACP) grant. This discussion was held as an information session with state officials, which is a lawful executive session under the Sunshine Act. We had initially asked for the session to be part of the regular LPA business meeting, but state officials would not agree to this discussion in the regular meeting. State employees are bound by procedural rules on statements in public, including clearing any statements or presentations with supervisors, and in some cases having legal counsel for the Commonwealth vet any statements. In order to have critical questions answered, and not for purposes of deliberation or discussion, which we know that along with official actions must be taken in a public meeting, we agreed to the executive session. In doing so, we gave our word that there was no media present, that nothing said was being recorded, and that this was an executive session and what was said would be kept confidential and used only as information to guide the LPA’s decisions. There were also two City officials present during this entire conversation. Their presence was known to the Office of Budget participation was necessary to the executive session.

After the meeting, and after a productive discussion, we became aware of social media posts by third parties who were not present at the meeting, who were familiar with its subject matter, and commenting on the session. This is not only disappointing, as it violated an agreement to which Mr. Cohen and I gave our word, but it is especially concerning that it also could jeopardize the LPA's position on future rounds of RACP and other grants. Further, social media posts based upon notes, recollection of statements, or information from third parties are not the official record of the meeting, only approved minutes are, and the social media post created the likelihood of confusion with the official record.

The LPA conducts its meetings, deliberations, discussions, and all official actions in a public and transparent manner. However, trust and respect for the confidentiality of executive session are critical to the functioning of this organization. Anything said in an open meeting is open for discussion in any public forum, whether it is print, broadcast, digital media or social media. Information gained in executive sessions and other lawful meetings not open to the public, however, is to remain confidential in order to prevent harm to this organization, its employees, and those we serve."

Finance

Mr. Radecic presented the August 2024 Board financials including the financial highlights, financial statements, and balance sheet.

Mr. Radecic announced near full staffing levels with one new Customer Service Representative added and one temporary full-time position filled to assist with database cleanup.

Mr. Radecic announced he will be providing Board members with the annual Minimum Municipal Obligation (MMO) calculation for the LPA pension fund which increased from \$127,000 to \$132,000 from last year due to additional participants.

Economic Development

Mr. Cohen provided an update on the design phase for the North Prince Street office renovation with Morotta Main Architects in Lancaster, PA. The plan is to provide two to three storefront spaces for lease and renovate LPA maintenance office space.

A motion was made by Mr. Reinmiller and seconded by Mr. Weaver to go into executive session at 8:19 AM to discuss a matter of litigation at Lancaster County Court of Common Pleas Docket No. CI-23-03810 and adjourn from executive session. All Board members present approved the motion. At 8:30 PM, the meeting adjourned. The next board meeting is scheduled for Thursday, October 23, 2024, at 8:00 AM in the LPA Administrative Offices located at 30 West Orange Street, Lancaster, PA 17603.

Respectfully submitted,



Phillip Cabassa, Secretary