

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 17<sup>th</sup> FEBRUARY 2016**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 17<sup>th</sup> day of February, 2016.

The meeting was called to order at 5:08 p.m. by Mr. Heinly, Chairman and on roll call, the following were present:

Mr. Chris Heinly	Chairman
Mr. Dan Luckey	Vice-Chairman
Mr. James Radwanski	Member

Also present were:

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Money, Barley, Snyder

Upon roll call, Mr. Witwer declared a quorum.

The Minutes of last month's meeting were reviewed as well as the Finance reports and were both approved unanimously.

**Downtown Improvement District contribution**

Chairman Heinly asked the board if there was a motion in regards to a contribution to D.I.D. He reminded the board that representatives from D.I.D. appeared at last month's meeting asking for a \$6,200 contribution for the yearly cleanup of sidewalks around certain RRA owned properties in the downtown.

Mr. Radwanski stated that after reviewing the RRA financial reports he would make a motion for the RRA to make a contribution of \$1,500.00 to D.I.D. Mr. Luckey seconded the motion and motion passed unanimously.

### Bookbindery Apartments

Mr. Mukerji updated the board on upgrades being worked on at the Bookbindery Apartments, an old manufacturing building with 41 apartments. Upgrades include installing low-flush toilets, replacing basement water pumps and cast iron pipes and carpets, as well as adding at least three more security cameras.

The solicitor stated that some of the work may need to be put out for bid due to the cost of the upgrades. Anything over \$10,000 must be put out for bid.

The board discussed putting together a scope of services for the various upgrades and repairs.

Mr. Radwanski advised the staff that they will need to prepare a letter requesting a cooling unit for the building, from the Reading Hospital. He stated that they may be able to donate the cooler to the RRA since it is a not for profit. He stated that he would get the contact information for the letter and follow up.

### Executive Session

At this time the board entered into an executive session to discuss legal matters regarding the possible sale of the Riverview Industrial Park and compensation for staff members.

There being no further business to be brought before the board, Mr. Luckey made a motion to adjourn the meeting; all members were in favor.

The next monthly meeting of the Reading Redevelopment Authority will be held on 16<sup>th</sup> March 2016.

Respectfully submitted by:

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Executive Assistant