

MINUTES

Reading Parking Authority

April 23, 2014

The Reading Parking Authority held their meeting on Wednesday, April 23rd, 2014 at 5:30 P.M. in their office at 613 Franklin Street, Reading, PA.

Board Members Present

Dr. Gary Wegman, Chairman

Larry Murin, Vice-Chairman

Mark Cianciosi, Treasurer

Larry Miccicke

Absent

None

Others Present

Patrick Mulligan, Executive Director

Christina Gilfert, Finance Director, RPA

James Lillis Solicitor

Guest(s)

Carol Duran, Reading Eagle

Chris Turtell, Herbein

Danny Giandomenico

Felix Freytiz III

Brandon Moore

The meeting was called to order by Mr. Wegman @ 5:30 pm

Public Comments

None

Reading and Approval of the Minutes

A Motion 2014-16 was made by Mr. Murin to accept the minutes from the March board meeting. The motion was seconded by Mr. Cianciosi. The motion passed.

Correspondence

A letter was received from the owner of Panevino Restaurant indicting his appreciation of the RPA performance during this past winter and the efforts we made to keep the walkways adjacent to his establishment clear of ice and snow.

Executive Director's Report

Meetings

I met with Angel Figueroa concerning their needs for I-lead when they move into their new building. They currently have need for 80 spaces. Plus five additional for board members and a validation program for visitors. I extended to them the same rate we have asked the County of Berks to pay taking in consideration that they currently do not pay anything for parking and that they are a non-profit organization. I am in the process of sending them an offer letter

Equipment Repairs and Removal

Elevator issues continue to be a large expense. We currently have three (3) elevators down in the South Penn. One is waiting for ThyssenKrupp to start the door controller repair, one needs a new jack and the third had a motor fire this past Thursday evening. I have received three bids to replace the jack and I would like the board's approval tonight to move forward. The lead time to get all the material will be 3-4 weeks and a 1-1 ½ week installation time. The elevator that has the jack issue has a good motor, so we are exchanging that with the bad motor since the elevator with the jack issue will continue to be out of service for another month. In that time we can replace the motor as well.

IPI Conference

As requested last year by the Chairman, I am scheduled to attend the IPI conference which will be held in Grapevine TX from June 1st – June 4th.

Vehicle Maintenance

Our 1999 (15 years old) dump truck is currently being repaired by the City garage. The fuel sensor, fuel tank, and lines needs to be replace. It's all highly corroded from salt. The estimate on parts alone is \$2,600.00 with about \$400.00 in labor. Although expensive, it is much cheaper than a full replacement of the vehicle.

Event Coordinator

We hired an event coordinator. His name is Eric Shultz and he started on April 10th

Motions

Motions for the Board

1. A motion was made to approve the minutes from December by Mr. Murin and seconded by Mr. Cianciosi. The motion passed 2014-16.
2. A motion was made by Mr. Cianciosi and seconded by Mr. Miccicke to approve accounts payable. The motion 2014-17 passed.
3. A motion was made to approve the jack repair on elevator No. 4 in the South Penn garage by Mr. Miccicke and seconded by Mr. Murin. The motion 2014-18 passed.
4. A motion was made to approve a new contract with Berks County by Mr. Cianciosi and seconded by Mr. Miccicke. The motion 2014-19 passed.
5. A motion to approve a change in the contract for Accounts Recovery Bureau was made by Mr. Miccicke and seconded by Mr. Murin. The motion 2014-20 passed.
6. A motion to approve the contract with Ugly Oyster was made by Mr. Cianciosi and seconded by Mr. Miccicke. The motion 2014-21 passed.
7. A motion was made to approve monthly parking contract with the Reading Royals by Mr. Murin and seconded by Mr. Cianciosi. The motion 2014-22 passed.
8. A motion to pay the interest on our bonds was made by Mr. Murin and seconded by Mr. Cianciosi. The motion 2014-23 passed.
9. A motion was made to adjourn the meeting by Mr. Murin and seconded by Mr. Cianciosi. The motion 2014-24 passed.

Solicitor's Report:

None

Approval of Accounts Payable

Motion 2014-17 was made by Mr. Cianciosi and seconded by Mr. Miccicke to accept the accounts payable. The motion passed.

Old Business LED Conversion

Waiting on Charlie Jones to provide details on LED conversion and signal upgrade and if funds were spent appropriately.

New Business

Chris Turtell from Herbein & Company provided the latest findings from 2013 annual audit. The RPA received a bid from Reading Elevator to replace the jack in the No. 4 unit at the South Penn Garage. The board decided to award the contract to Reading elevator.

Other Business

Gary Wegman suggested to the ED to have the garage windows washed on a regular basis. Twice a year would be good.

Executive Session

Executive Session was to discuss an employee matter.

The meeting adjourned at 8:15 PM

RPA Next Regular Meeting

The next board meeting is scheduled for May 28, 2014