

MINUTES

Reading Parking Authority

December 17, 2014

The Reading Parking Authority held their meeting on Wednesday, December 17, 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

Ashley Chambers

Absent

Mark Cianciosi, Treasurer

Larry Miccicke

Others Present

Patrick Mulligan, Executive Director, RPA

Christina Gilfert, Finance Director, RPA

James Lillis, Solicitor

Guest(s)

Doug Brown, Wood to Wonderful

Louise Brown, Wood to Wonderful

Daniel Giandomenico

Don Spatz, Reading Eagle

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

Public Comments

Doug Brown from Wood-to –Wonderful's CAN IT program made a presentation to provide additional trash cans to the RPA garages. He stated that although he does not park in the RPA garages, he has heard that we need more cans to keep them clean. He proposed the installation of 100 additional cans to be placed in our 9 garages at a cost of \$125.00 per can to the RPA. The board thanked him for his presentation and stated that he would hear from the board on his recommendation in about two months or March at the latest.

Reading and Approval of the Minutes

A Motion 2014-66 was made by Mr. Murin to accept the minutes from the November board meeting. The motion was seconded by Ms. Chambers. The motion 2014-66 passed.

Correspondence

The RPA letter from the Greater Reading Convention & Visitors Bureau concerning the upcoming Jehovah Witnesses' Conventions. The GRCVB wants to decrease the amount they have been contributing as their portion of the parking arrangement for the conventions. The board instructed the ED to respond and ask them for more clarification.

Executive Director's Report

Meetings

I Ralph Johnson (DPW) Garreth Donnelly (Boscov Development) to discuss a trail blazing sign package to help people find their way to parking while the hotel is being constructed and to help guide those after the construction is complete, The package is being paid for by Boscov. I met with Tim Krall (DPW) and Berks OnCore. They are in need of loading zones at Court and 9th to help their drivers load food. We came to an agreement where we do not lose on street space totally while providing the support Berks OnCore needs. Loading zone in effect M-F 8:00 am – 12:00 noon, meters in effect after that.

Cups of Compassion

The Reading Parking Authority has provided free parking for the volunteers working at Cups of Compassion again this year. This is an annual event the RPA has supported in the past.

City Christmas tree

With the rededication of the Christmas tree located at 5th & Penn on December 20th, the Reading Parking Authority will provide free parking at the 4th & Cherry Garage, 6th & Cherry lot and the South Penn Garage.

Main Office Roof

According to our maintenance manager, the roof over the main office is at least 30 years old. It has been patched numerous times and needs to be replaced. We solicited a bid from AcryLabs, a company that I learned about from Brian Kelly Redesign CDC. It's a green roofing material that can be applied by our in-house personnel. The materials are \$7,370.10. We will solicit competing bids to insure we are getting a good deal.

Capital Expenditures Anticipated for 2015

- One (1) new 4x4 with plow and sand/salt spreader to replace the 1999 dump truck. \$45,000.00
- New Parking Access Software. \$110,000.00 I have mentioned this in the past, we need it. The budget also includes a computer up grade with more memory and higher speed.
- Elevator Rebuilds – Chiarelli Garage - \$116,000.00 both elevators are severely rusted, the door levers and cabs need to be completely refurbished.

Pay Stations - \$30,000.00 this would allow us to outfit 400 & 500 block of Penn with new technology and remove the meters.

RPA Board Meeting Dates for 2015

The RPA will hold their monthly meeting in 2015 on the following dates:

Wednesday, January 28, 2015
Wednesday, February 25, 2015
Wednesday, March 25, 2015
Wednesday, April 22, 2015
Wednesday, May 27, 2015
Wednesday, June 24, 2015
Wednesday, July 22, 2015
Wednesday, August 26, 2015
Wednesday, September 23, 2015
Wednesday, October 28, 2015
Wednesday, November 18, 2015
Wednesday, December 16, 2015

Motions

1. A motion to approve the minutes 2014 -66 A motion was made by Mr. Murin and seconded by Ms. Chambers. The motion 2014-66 passed.
2. A motion to approve accounts payable for November 2014 -67 A motion was made by Ms. Chambers and seconded by Mr. Murin. The motion 2014-67 passed
3. A motion to approve the ED to request that GRCVB clarify their position on the financial obligations for the upcoming JW Conventions.2014-68 A motion was made by Mr. Murin and seconded by Ms. Chambers. The motion 2014-68 passed.
4. A motion to approve the 2015 budget 2014-69 was made by Mr. Murin and Seconded by Ms. Chambers to approve the budget as present with the contingency that the previous agreed increased payment to be made to the city will only occur if the city meets with RPA to discuss the stipulations attached to the increase. The motion 2014-69 passed.
5. A motion to approve the Electrical contract for the RPA – 2014-70 A motion was made by Mr. Murin and seconded by Ms. Chambers to not continue with a long term contract and go month to month & monitor the usage for a better rate. The motion 2014-70 passed.
6. A motion to approve our general liability and commercial property insurance 2014-71 A motion was made by Ms. Chambers and seconded by Mr. Murin
7. A motion to approve the 2015 RPA Board meeting dates – 2014-72 A motion was made by Mr. Murin and seconded by Ms. Chambers.
8. A motion to approve salary increases for finance manager and on-street manager.-2014-73 Tabled
9. A motion is made to adjourn the meeting 2014-74 A motion was made by Ms. Chambers and seconded by Mr. Murin. The motion passed.

Solicitor's Report:

None

Approval of Accounts Payable

A motion to approve the accounts payable report was made to approve accounts payable by Ms. Chambers and seconded by Mr. Murin. The motion 2014-67 passed.

Old Business

The board requested that the ED reach out to Albright University to attempt to set up a meeting to discuss student parking.

New Business

The RPA electrical contract with Constellation Energy is up for renewal and the ED asked the board to vote on a new contract. Based on the current decline in energy rates, the board decided to go to a month to month contract and revisit the energy market rates in two months.

The board reviewed and approved the RPA's General Liability and commercial property insurance for the 2015 fiscal year and approved the renewal.

Other Business

None.

Executive Session

Was to discuss to discuss a personnel matter

The meeting adjourned at 7:15 PM

RPA Next Regular Meeting

The next board meeting is scheduled for January 28, 2015