

MINUTES

Reading Parking Authority

February 25, 2015

The Reading Parking Authority held their meeting on Wednesday, February 25, 2015 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

Ashley Chambers

Absent

Larry Miccicke

Others Present

Patrick Mulligan, Executive Director, RPA

Christina Gilfert, Finance Director, RPA

Brian Boland, Solicitor

Guest(s)

Felix Freytiz III,

Crystal Seitz

Craig Peiffer

Brian Kelly

Don Spatz, Reading Eagle

The meeting was called to order by Mr. Wegman @ 5:58 pm

Public Comments

Crystal Seitz, President of the Greater Reading Convention & Visitors Bureau came to address the board and to inform the board exactly what the GRCVB does. Additionally, Ms. Seitz expressed her appreciation the support the RPA has provided in the past and welcomes the RPA's continued support in the future as well. The board was also addressed by Craig Peiffer, Division Manager of Reading Zoning. He informed the board about the upcoming Reading 120 bike race that will be held in Reading this coming September 12, 2015.

Reading and Approval of the Minutes

A Motion 2015-04 was made by Ms. Chambers to accept the minutes from the January board meeting. The motion was seconded by Mr. Murin. The motion 2015-04 passed.

Correspondence

None

Executive Director's Report

Meetings

I met with Ralph Johnson, Streets Department. He inquired and asked to spend the remaining \$12,700.00 that was left from the original gift the RPA gave the city for changing street lights to upgrade cross walk signals in the downtown core. The upgrades would include signals for both the hearing and sight impaired. I Ok'd the request. I met with Councilman Chris Daubert to discuss the RPA's plan to adjust on street rates and inform him of our intention to install pay stations in the down town core area. He was receptive to the plan. I met with Larry Murin, vice chairman and a consultant for advice on our towing proposal. I met with Karen Baxter from First Energy and Carole Snyder in the managing directors office. First energy is seeking free or reduced parking for their meter readers while they are reading meters in the downtown area. I suggested setting up a merchant account which their employees could use with mobile now and they were receptive to that. I am working with mobile now to set up the account.

Doubletree Hotel

The valet and guest parking equipment order is progressing and being refined. Craig Poole has the estimates and will be placing the order soon with Richard N. Best so the system is installed in a timely manner and thoroughly tested in time for opening.

Pay Station

There have been a number of last minute unexpected delays to the installation of our first pay station that has nothing what so ever to do with the weather. This has certainly been a learning experience to know what to lookout for in the future. Hopefully, we will have the first machine up and running by the end of next week.

Insurance Audit

I met with Bob Rigg from our insurance carrier Rigg Darlington Group. I reviewed our audit and we received a refund based on our audit of \$1,164.00. Rigg Darlington is working up an insurance quote for the towing proposal.

PEO Performance

I have the latest performance stats from our PEO's. As of COB 2/24/15. We have written 457 more tickets than the previous year. This is good considering that we have had snow during the month of February that typically complicates enforcement and no street sweeping.

Motions

1. A motion to approve the minutes 2015-04 was made by Ms. Chambers and seconded by Mr. Murin. The motion 2015-04 passed.
2. A motion to approve accounts payable for December 2015-05 was made by Mr. Cianciosi and seconded by Mr. Chambers. The motion 2015-05 passed.
3. A motion 2015-05 was made by Mr. Murin and seconded by Mr. Cianciosi to approve a donation of \$150.00 to the library's Cocktails and Classics event. The motion 2015-05 passed.
4. A motion to adjourn the meeting 2015-06 was made by Mr. Murin and seconded by Mr. Miccicke. The motion 2015-06 passed.

Solicitor's Report:

None

Approval of Accounts Payable

A motion to approve the accounts payable report was made to approve accounts payable by Mr. Cianciosi and seconded by Ms. Chambers. The motion 2015-05 passed.

Old Business

I was successful in setting up a meeting with Albright College set for February 27th. Gary Wegman and I will attend and meet with the President of the college along with the Dean of Students. The board approved a donation of \$150.00 to the library's annual Cocktails and Classics event. A motion was made by Mr. Murin and seconded by Mr. Cianciosi. The board also agreed that Mr. Cianciosi and the ED would work together to come up with a gift policy for the RPA to follow going forward.

New Business

The chairman inquired as to the RPA's readiness for the upcoming Elton John Concert. The ED conveyed that the RPA is ready and we have maximum capacity available for parking, additional staff on hand as well as PEO's to help with enforcement of illegal parking.

Other Business

The Chairman wanted to inform the public that the RPA meetings are open to the public, we meet the 4th Wednesday of each month at 5:30 pm and the meetings are held at the RPA office located at 613 Franklin Street. The Chairman stated that there is an open invitation to anyone that has a suggestion to make the parking authority more efficient then please bring the suggestion to the table for consideration.

The Chairman suggested the ED Look into using the valuable roof areas of our garages for solar generation. Mr. Murin suggested the ED approach the Mayor's office sustainability committee and to attend the next meeting.

The Chairman asked the ED the status of the purchase of event ticket/ parking software. The ED informed the board that he has the bid and costs and needs to have a discussion with SMG and the Reading Royals as to sharing the costs of the project.

The Chairman asked the ED to set up a meeting with Alvernia University to have a similar discussion as to that we will have with Albright. The ED agreed to reach out to Alvernia and set that up in the coming months.

The Chairman suggested that a parking space be set aside and designated to a board member when that board member is conducting RPA business at the RPA office. The ED will look into what can be worked out.

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 March 25, 2015