

MINUTES

Reading Parking Authority

June 25, 2014

The Reading Parking Authority held their meeting on Wednesday, June 25th, 2014 at 5:30 P.M. in their office at 613 Franklin Street, Reading, PA.

Board Members Present

Dr. Gary Wegman, Chairman (via phone)

Larry Miccicke

Ashley Chambers

Absent

Larry Murin, Vice-Chairman

Mark Cianciosi, Treasurer

James Lillis, Solicitor

Others Present

Patrick Mulligan, Executive Director, RPA

Christina Gilfert, Finance Director, RPA

Brian Boland, (sitting in for James Lillis)

Guest(s)

Carol Duran, Reading Eagle

Gary & Karen Mogel, Mogel Fire Protection LLC

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

Public Comments

None

Reading and Approval of the Minutes

A Motion 2014-24 was made by Mr. Miccicke to accept the minutes from the April board meeting. The motion was seconded by Mr. Cianciosi. The motion passed.

Correspondence

None

Executive Director's Report

Meetings

I met with the College Heights community on June 8th to present my proposed residential parking plan. The plan was widely accepted by those that attended the meeting. The community association has decided to form a working group to get more feedback and input from the community. We should hear more from them in early August. I met with Ralph Johnson concerning the LED conversation program. We are due a refund of monies not spent for the project as our letter dictated, the RPA board can chose to appropriate those funds in another manner.

Equipment Repairs and Removal

The No. 4 elevator in South Penn jack replacement has been completed and is back in operation. State certification has been completed as well.

Parking Lot Improvements

We have installed electronic directional signage at the entrance and exit lanes of the South Penn garage. These were installed to help prevent cars from proceeding down the wrong lanes especially during the afternoon time when we use the lanes on Franklin Street side as exit lanes to allow customers easy access to Franklin Street.

Window Washing

As directed by the chairman, as of the COB of Tuesday, June 24, 2014, all of the garage windows have been washed. We are now on a regular cycle to have them washed in June and December each year. The fee for this service was \$9445.00 A \$2655.00 savings from the last time this was done. This will be the price for December as well.

I-Leads

I-Leads have had only 26 individuals express interest in monthly parking out of the 80+ that was anticipated by the school. I am optimistic if this number will actually increase. We continue to invoice CNA on a monthly basis.

IPI - Dallas

I attended the IPI convention in Dallas from June 1st – 4th. Came back with refreshed knowledge and some great ideas on how we can handle event parking in the future. For example, Zip Park has an event revenue technology that would work with our current access control system and allow individuals to purchase parking when they are buying tickets on line to events. This would hopefully decrease the amount of cash we handle at events on a regular basis and reduce the potential of theft. I have a meeting scheduled to occur next month with a company representative

July 10th Country Concert

On July 10th, Jake Owen will be playing at the Santander Arena. This is another concert that has the possibility of bringing upwards of 6000 people to our area and benefit our community as well as other business establishments. However, they also tend to be a large drinking crowd that has the potential to get out of control. Therefore, I have arranged with the RPD to provide a total of six (6) off duty uniformed officers to patrol our garages, to keep people safe from sitting on ledges and to hopefully prevent trash from being thrown from the parking structure. This is mainly to keep the peace in our parking facilities.

Concrete Sidewalk Repair/Injury Claim

On June 16th we were made aware of a claim that actually occurred on May 10th. A person attending a graduation ceremony was returning to the South Penn Garage and twisted their ankle on uneven sidewalk. Although the actual location of where the injury actually occurred has not been determined as of yet, my review of the condition of the sidewalk along cherry street shows significant deterioration. I have instructed our maintenance manager to seek at least four bids to replace certain sections of the sidewalk.

Motions

Motions for the Board

1. A motion was made to approve the minutes from April by Mr. Miccicke and seconded by Ms. Chambers. The motion passed 2014-29
2. A motion was made by Ms. Chambers and seconded by Mr. Miccicke to approve the director report. The motion 2014-30 passed.
3. A motion to approve the accounts payable report was tabled until the July's meeting since only two board members were actually present at the time and one via telephone. This was done on advice of counsel. The Motion number is 2014-31
4. A motion was made to approve the settlement agreement Geist vs. Reading Parking Authority. The RPA has no financial responsibility in the settlement. A motion was made by Ms. Chambers and seconded by Mr. Miccicke. The motion passed 2014-32
5. A motion to approve a new contract with Berks County Health Center was made by Mr. Miccicke and seconded by Ms. Chambers. The motion passed 2014-33
6. A motion to approve a new contract with Child & Family Support Service was made by Ms. Chambers and seconded by Mr. Miccicke. The motion passed 2014-34
7. A motion was made to adjourn the meeting by Mr. Miccicke and seconded by Mr. Wegman. The motion 2014-35 passed. Meeting adjourned at 6:17 pm

Solicitor's Report:

None

Approval of Accounts Payable

A motion to approve the accounts payable report was tabled until the July's meeting since only two board members were actually present at the time and one via telephone. This was done on advice of counsel. The Motion number is 2014-31

Old Business

None

New Business

None

Other Business

None

Executive Session

None

The meeting adjourned at 6:17 PM

RPA Next Regular Meeting

The next board meeting is scheduled for July 23th, 2014