

# **MINUTES**

## **Reading Parking Authority**

**May 28, 2014**

The Reading Parking Authority held their meeting on Wednesday, May 28th, 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

Ashley Chambers

### **Absent**

Christina Gilfert, Finance Director, RPA

### **Others Present**

Patrick Mulligan, Executive Director

James Lillis Solicitor

### **Guest(s)**

David Kostival, Reading Eagle

The meeting was called to order by Mr. Murin @ 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 Angel Figueroa concerning their needs for I-lead when they move into their new building. They currently have a need for 80 spaces. Plus five additional for board members and a validation program for visitors. I sent an offer letter and they responded that they will take 80 spaces at the rate of \$56.00 per space. I am waiting to hear when they want to start. I met with Michael Gross, the acting Director of Public Safety to discuss Albrights parking plan. The meeting was very informative. I met with Acting Fire Chief Gary Mogul concerning the RFD request we put locking caps on all the internal fire outlets. Since this would be a significant investment, we agreed to do this in stages when the RPA can better budget for this expense. We chose to retrofit Reed & court for this year only.

#### **Equipment Repairs and Removal**

The No. 4 elevator in South Penn has a new motor as per our service contract with ThyssenKrupp at no cost. Reading Elevator will now start the jack replacement on Thursday, May 29<sup>th</sup> which will take approximately 3 weeks.

#### **Parking Lot Improvements**

As Both Judy's lot and the 6<sup>th</sup> & Cherry lot had all the cracks filled with hot rubber and then we had both lots restriped. They look great. Handicapped spaces were added to Judy's lot to bring it into compliance

#### **Vehicle Maintenance**

We received our 1999 dump truck back from repair and everything is working great. We are waiting on the final invoice. The 2008 pickup is in the shop currently for body repair for a damage that occurred during the winter.

#### **New PEO Uniforms**

I have replaced the PEO uniforms using ARAMARK and piggy backing on the City bid. Shirts are much brighter and reflective and the shorts are now cargo shorts with extra pockets.

#### **Insurance Payment and Restitution**

We received a payment from Westfield Insurance for the amount of \$50,000.00 as reimbursement for the event staff theft that occurred. Also, one of the individuals that had been implicated in the theft, plead guilty and has made full restitution to the court and is currently in the ARD program for two (2) years.

## Motions

### Motions for the Board

1. A motion was made to approve the minutes from April by Mr. Miccicke and seconded by Mr. Cianciosi. The motion passed 2014-24.
2. A motion was made by Mr. Murin and seconded by Mr. Miccicke to approve accounts payable. The motion 2014-25 passed.
3. A motion was made by Miccicke to approve the Executive Directors report and the motion was seconded by Mr. Cianciosi. The motion passed 2024-26.
4. A motion was made to approve the following new contracts; Stevens & Lee, St. Joseph Regional Health Network, SMG/Santander Arena, Judy's on Cherry and Mobil Now. A motion to approve was made by Mr. Murin and seconded by Ms. Chambers the motion passed 2014-27.
5. A motion was made to adjourn the meeting by Mr. Murin and seconded by Mr. Cianciosi. The motion 2014-28 passed.

### **Solicitor's Report:**

None

### **Approval of Accounts Payable**

Motion 2014-25 was made by Mr. Murin and seconded by Mr. Miccicke to accept the accounts payable. The motion passed.

### **Old Business**

The board asked the ED in a prior meeting as to the accounting of monies provide to the City for the LED conversion. The original gift of \$160,000.00 was to convert all street signals and cross walk signs from incandescent bulbs to LED. Further investigation into this matter resulted in finding that \$12,570.00 was spent on Poles, pushbuttons, controller modules, banding and wire. \$6,020.00 on LED signals and LED Hand/man signals. \$14,110.00 on signs and painting with \$13,696.00 remaining unspent from the original gift. The board advised the ED to send a letter to the Managing Directors office for clarification and resolution.

Mr. Murin inquired about the purchase of a certain piece of land that the RPA has been in discussion to acquire.

### **New Business**

None

### **Other Business**

Gary Wegman inquired about our relationship with SMG and the new GM of SMG. The ED informed the board that SMG is still searching and the Finance Manager Hope Parkin in currently in charge and all is good with our business relationship.

Ashley Chambers was introduced as the newest board member of the Reading Parking Authority.

Gary Wegman has asked the ED to look into consolidating signs and signage in general in all of our garages, but is concerned about over signage in our garages and would like to go color coordinating based on a past study.

Gary Wegman asked if the RPA suffered any hail damage from the latest storm. None has been reported.

**Executive Session**

None

The meeting adjourned at 7:00 PM

**RPA Next Regular Meeting**

The next board meeting is scheduled for June 25th, 2014