

MINUTES

Reading Parking Authority

January 29, 2014

The Reading Parking Authority held their meeting on Wednesday, January 29, 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

Bernardo Carbajal, Secretary

Absent

Larry Miccicke, Board Member

Others Present

Vaughn Spencer, Mayor

Patrick Mulligan, Executive Director

Christina Gilfert, Finance Director, RPA

James Lillis Solicitor

Guest(s)

Don Spatz, Reading Eagle

Daniel Giandomenico, RPA Employee

The meeting was called to order by Mr. Murin @ 5:35 pm

Public Comments

None

Reading and Approval of the Minutes

Motion 2014-01 was made by Mr. Cianciosi to accept the minutes from the December board meeting. The motion was seconded by Mr. Carbajal. The motion passed.

Correspondence

Letter from Santander Arena complementing our staff with the latest event Winter Jam. They especially complimented one of our staff members Aileen Zdradzinski about her ability to make the entire event go smooth.

Executive Director's Report

Meetings

We I met with David Phillips who is the CFO-COO of RC Theaters, the Reading IMAX management company. Nothing important, just a meet and greet.

I met with the College Heights Community Council and listened to their concerns about parking and Albright College. I agreed to reach out to Albright with their concerns and return for a future meeting in May or June.

I had lunch with Council President Francis Acosta – we became more familiar with each other was the point of the meeting. The ability to have an ongoing open dialog with council is important to insure effective positive changes in the way the RPA operates.

We met with Berks County concerning their monthly parking agreement. The RPA made a fair offer and agreed to wait until February to hear back from the County. Equipment Repairs and Removal

Equipment Repairs and Removal

Both dump trucks have needed significant repairs this month. One for brakes and the other for a fuel pump that had corroded. We purchased a heater and thermostat unit for the Chiarelli Plaza elevator room which failed during the last cold snap. We had a sink hole develop outside the South Penn garage on the Cherry Street side. Site was excavated and filled with concrete, cold patch was put on top until spring when asphalt plants open and the job can be completed. A much needed vertical concrete spalling and crack repair had to be completed on the Doubletree garage prior to the start of the construction of the new hotel. This was completed at a cost of \$5,890.00. The cracks were discovered by Wohlsen Construction. Work has been completed. Clancy has upgraded the phones the PEO's use. We are now using the Samsung Galaxy SIII, we previously had the Galaxy SII's. This phone is much faster.

1019 Penn Lot

We continue to sell permits for this lot and I have conducted a door to door canvassing to market the property.

Human Resource Manager

Our part-time HR manager started on January 6th. So far he has reviewed and revamped our employee handbook, reviewed and updated our employee application. Reviewed the DOJ Consent Decree to insure compliance and has reviewed our current CBA with the local union. He has met all of our employees as well.

Vehicle Accident

One of our vehicles was involved in an accident on Jan 10 during a snow storm. No injuries to either party. Our vehicle did not sustain any damage and the other vehicle sustained \$600.00 in damage. Damage was contained to the bumper. Our insurance handled the claim and the claim has since been closed.

Motions

Motions for the Board

1. A motion was made to approve the minutes from December by Mr. Cianciosi and seconded by Mr. Carbajal. The motion passed 2014-01
2. A motion was made by Mr. Murin and seconded by Mr. Cianciosi to approve accounts payable. The motion 2014-02 passed.
3. A motion was made by Mr. Murin and seconded by Mr. Cianciosi to approve a contract with Wohlsen Construction to lease parking space in the Doubletree garage. The motion 2014-03 passed.
4. A motion 2014-04 was made by Mr. Murin and seconded by Mr. Cianciosi to send a letter of support for the restoration of parking along Washington Street as long as the Police Department and Public Works Department believes it's safe to do so. The motion 2014-04 passed
5. A motion was made by Mr. Murin and seconded by Mr. Cianciosi to adjourn the meeting. The motion 2014-05 passed.

Solicitor's Report:

None

Approval of Accounts Payable

Motion 2014-02 was made by Mr. Murin and seconded by Mr. Cianciosi to accept the accounts payable. The motion passed.

Old Business LED Conversion

So far Telco completed the LED conversion at 55 intersections. There are 15 intersections remaining. The work completed refers to the traffic signals only. The pedestrian signal conversions will be included in Change Order #1 at an additional cost of \$49,690.00. The work at 2nd and Walnut Streets includes signal modifications to allow two-way traffic in the 100 block of 2nd Street, the installation of LED pedestrian signals (There are none at the intersection now.), and associated signing and line painting modifications. This work will be included in Change Order #2 at an additional cost of \$32,700.00. The revised total cost of the project including both change orders is \$143,160.70.

CAN Insurance asked for a discount for the last six (6) months of parking owed under contract which is \$78,360.00. The board asked the ED to inquire with I-Lead to identify their needs before deciding on the CAN request.

New Business

State Ethics forms provided to all board members and the solicitor. Forms are due by May 1, 2014 and is for the calendar year of 2013. Forms are to be sent to the ED.

CNA Insurance asked for a discount for the last six (6) months of parking owed under contract which is \$78,360.00. The board asked the ED to inquire with I-Lead to identify their needs before deciding on the CNA request. The board asked the ED to reach out to CNA Insurance and let them know that the board will table a decision on this currently.

New Business Continued:

The board approved a letter of support for a proposal made by Alan Shuman to restore parking to Washington Street between 2nd and 7th. The board's approval of support is contingent upon Reading Police Department and Public Works approval. The board asked the ED to inquire with the Police Chief concerning a safety issue.

Wohlsen construction will rent 10 spaces in the Doubletree garage at the rate of \$50.00 per month for the term of January 29th – the completion of the hotel. Completion will take approximately 1800 months.

Other Business

Mr. Bernardo Carbajal resigned from the RPA board due to a recent appointment to the Reading School Board.

Executive Session

Executive Session was to discuss potential litigation on an employee issue and real-estate.

The meeting adjourned at 9:15 pm

RPA Next Regular Meeting

The next board meeting is scheduled for February 26, 2014