

# **MINUTES**

## **Reading Parking Authority**

**October 23, 2013**

The Reading Parking Authority held their meeting on Wednesday, October 23, 2013 at 5:30 P.M. in their office at 613 Franklin Street, Reading, PA.

### **Board Members Present**

Dr. Gary Wegman, Chairman

Mark Cianciosi, Treasurer

Larry Miccicke, Board Member

### **Absent**

Larry Murin, Vice Chairman

Bernardo Carbajal, Secretary

### **Others Present**

Patrick Mulligan, Executive Director

Christina Gilfert, Finance Director, RPA

James Lillis, Solicitor

### **Guest(s)**

Beth Ann Heesen, Reading Eagle  
Daniel Giandomenico, RPA Employee

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

### **Public Comments**

None

### **Reading and Approval of the Minutes**

Motion 2013-52 was made by Mr. Miccicke to accept the minutes from the September board meeting. The motion was seconded by Mr. Cianciosi. The motion passed.

### **Correspondence**

A thank you note from a concerned city resident thanking me for my service to the Reading Parking Authority

### **Executive Director's Report**

#### **Mobile Now**

As of the COB yesterday, the RPA has collected \$488.25 in parking revenue using Mobile Now. 69 separate accounts have used the system 380 times, of the 69 accounts, 33 were one time users and the other 36 were multiple users. We received pre-paid cards in the amount of \$10.00 increments. I will be asking some of our merchants to carry them in the areas that we currently have Mobile Now.

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

ThyssenKrupp has completed the installation of one elevator and we are waiting for the state inspection to be completed before starting the second.

We are in the process of changing our directional signage to the Santander Arena and Performing Arts Center

The main server that supports the camera system in the Chiarelli Plaza Garage has been repaired. The server actually came back to the RPA several days after our last board meeting.

#### **Metro Bank**

Starting in January 2014 METRO Bank will be assessing fees for the first time. The estimated monthly expense is \$1,097.33 based on our past history. This does not include Deposit Tickets or coin Shipment bags which were free in the past. They will cost extra as well. Price to be determined before next meeting. The board has asked that management look into a new coin counting machine.

#### **Meetings**

I attended the Pennsylvania Parking Association meeting and conference on October 1 – 3<sup>rd</sup>. Much was learned and refreshed. Also had the opportunity to meet with some of our vendors and associates from other PA municipalities and share ideas.

#### **Phish Concert**

The Santander Arena is host a PHISH concert on October 29<sup>th</sup>. The concert is sold out and this crowd typically creates lots of trash. I would like to charge \$12.00 per auto for all vehicles entering our garages and lots. Our normal elevated rates are \$12, \$9 and \$8. We will need to bring in our PEO's to patrol the garages and pay overtime to them and our maintenance staff in order to have the garages and lots clean for our patrons the next day.

## Advertising in Santander Arena

We are progressing with the advertising concept for the arena. I am waiting on their inside art department to get me the drafts. I expect them to be in my hands by the end of the week.

## Motions

### Motions for the Board

1. That the board passes a motion to accept the minutes from the previous board meeting. A Motion 2013-52 was made by Mr. Miccicke and seconded by Mr. Cianciosi. The motion passed.
2. Motion 2013-53 was made by Mr. Cianciosi and seconded by Mr. Miccicke to accept the accounts payable. The motion passed.
3. A motion 2013-54 was made by Mr. Cianciosi and seconded by Mr. Miccicke to charge a fee of \$12.00 for all lots for the Phish concert to be held on October 29<sup>th</sup>. The motion passed.
4. A motion 2013-55 was made by Mr. Cianciosi and Mr. Miccicke to provide an additional \$2000.00 per month to the Reading Redevelopment Authority starting in January 2014. These monies will be deducted from any outstanding monies owed on the 2<sup>nd</sup> & Washington property. The motion passed.
5. A motion 2013-56 was made by Mr. Miccicke and seconded by Mr. Cianciosi to make our bond payment which is due November 1<sup>st</sup>. The motion passed.
6. A motion 2013-57 was made by Mr. Cianciosi and seconded by Mr. Miccicke to consider a resolution to authorize the Parking Authority to boot or tow any vehicle against which the owner of such vehicle has five or more outstanding tickets that have not been paid in full. The motion passed.
7. A motion 2013-58 was made by Mr. Miccicke and seconded by Mr. Cianciosi to adjourn the meeting. The motion passed.

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

None

### **Approval of Accounts Payable**

Motion 2013-53 was made by Mr. Cianciosi and seconded by Mr. Miccicke to accept the accounts payable. The motion passed.

### **Old Business**

We are all done managing the Abe Lincoln parking and we have removed the old pay-station from the property.

### **New Business**

### **Other Business**

### **Executive Session**

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

The meeting adjourned at 7:45 pm

**RPA Next Regular Meeting**

The next board meeting is scheduled for November 20, 2013