

# **MINUTES**

## **Reading Parking Authority**

**26 May 2010**

The Reading Parking Authority held their meeting on Wednesday, 26 May 2010 at 5:30 P.M. in their office at 613 Franklin Street, Reading, PA.

### **Board Members Present**

John M. Darlington, Treasurer, Secretary

Mike Polyak, Board Member

Mark Cianciosi, Board Member

### **Absent**

Christina Gilfert, Finance Manager

George Cook, Chairman

Jack Lantrip, Vice Chairman

### **Others Present**

Lawrence Lee, Executive Director, RPA

James Lillis, Solicitor

### **Guest(s)**

Chris Reber, Reading Eagle

The meeting was called to order by the Secretary of the Board at 5:33 PM.

### **Public Comments**

None

### **Guest**

None

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

Motion 2010-16 was made by Mr. Polyak to accept the minutes from the April meeting. The motion was seconded by Mr. Cianciosi. The motion passed.

### **Correspondence**

None

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

#### Convention Center Garage

The Executive Director received a call from the IRS relative to the Build America Bond interest (35%). Daryl Peck from Concord Financial addressed the issues and the Authority should receive our first check for approximately \$66,850 in June.

Completion percentages for the garage are as follows: 84.2% for MBR's \$846,184; 88.3% for Whiting Turner's total of \$11,298,895; and 67.0% for Dual Temp's \$183,333. A total of \$2.1MM remains on the \$12.28MM contracts. The Authority has directly purchased electrical components from a local vendor in an effort to save on change order costs.

The Authority still has not received our first grant draw which was submitted for \$3.0MM on 10 Mar 10. Our second draw attempt of \$903,000 was made on 14 April 2010.

The Parking Authority received the \$64,000 reimbursement on 25 May for environmental cleanups from the Reading Redevelopment Authority.

The Authority will enter mediation for electrical issues on the DoubleTree Convention Center garage.

The hotel is preparing bid packets for the construction of the hotel and will bid the project in November 2010. The Authority has submitted an invoice for \$191,000 to Our City of Reading for the hotel shared construction costs during the construction of the garage.

#### Act 47

The Executive Director and the Chairman of the board met with Dean Kaplan, Act 47 Coordinator. We talked extensively about the annual contributions to the City of Reading and a number of other Parking Authority related Act 47 matters. He was very receptive to our apprehensions in implementing the \$2.50 fee per parking cost in the garage and \$50 per monthly permit.

Alternatives were discussed and he was receptive to those comments. The Authority has experienced a number of permit reductions since the Act 47 plan went public as a result of the \$50 potential add to monthly permits.

#### Electricity Deregulation

The Parking Authority is still seeking electricity quotes in anticipation of electricity deregulation on 1 January 2011. The rates are very volatile and vary from day to day. Rates are not currently competitive and consequently we will wait to lock in a future rate.

#### Unemployment – Board of Review

Two employees filed an appeal with the unemployment board of review after they lost their unemployment hearing. Unfortunately, the referee due to a mechanical error did not record the two and one-half hour hearing. The new hearing has been scheduled for 26 May. The hearing went well and we await the formal decision of the unemployment referee.

#### Jehovah Witnesses

The Authority will have our first meeting with the JWs on 3 June to discuss the eight conventions scheduled for the summer of 2010. The first convention is 18 June and the last is 20 August. Parking arrangements will be similar to past years (closing the state lot and 6<sup>th</sup> and Cherry to the general public as well as putting JWs in South Penn, Barta Park'n Transit, Chiarelli, and Front and Washington garages on Fridays of the conventions). Monthly permit holders will not be affected by the influx of JWs.

### Copier Lease

The Authority received notification that our five year lease with the Sharpe copier from Frazier Advanced Information System is coming to a close and incentives have been offered to end the lease early. The Authority contacted three (3) additional vendors to shop for the best price. After reviewing the proposals the Executive Director selected the Fraser five year lease proposal.

### **Budget Review**

The Executive Director will address the status of Budget/Revenue for 2010.

Operating Budget: The Authority is currently \$112,789 under budget at the same period of time as last year. Some line items are paid annually (pension) and can skew the monthly snap shot.

Revenue Report: The Authority is \$78,000 behind our revenue from the same period last year. A total of \$81,072 is down from last month's 92,000 deficit for on street operations accounts for the bulk of the difference in the revenue shortage. Act 47 rumors are also starting to affect the bottom line \$50 surcharge on monthly permits and \$2.50 additional for event parking.

Cash flows: Cash flows are steady and comparable to last year.

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### Motions for the Board

1. That the board passes a motion to accept the minutes from the last board meeting.  
Motion 2010-16.

2. That the board accepts the accounts payable from the previous meeting.  
Motion 2010-17.

3. That the board accepts the one year parking contract at a rate of \$85.00 per space for the fifty-five (55) spaces at the Poplar and Walnut garage for Berks Behavioral Health, LLC to commence on 1 May 2010 and end on 31 May 2011. Motion 2010-18 was made by Mr. Polyak and seconded by Mr. Cianciosi. The motion passed.

### **Solicitor's Report**

No report.

### **Approval of Accounts Payable**

A motion was made by Mr. Cianciosi to accept the previous month's accounts payable and was seconded by Mr. Polyak. Motion 2010-17 passed.

### **Old Business**

None

### **New Business**

The Parking Authority received a proposal from a casino company to place hoods over meters on the busiest meters in the city. In essence, the company would pay for all day free parking at the meters for a cost established by the Reading Parking Authority. The Authority provided pricing for one meter for one day, numerous meters for all day and numerous meters for all week. The advertisement would provide free parking for the customer and in exchange provide advertising for the casino company. The Authority has yet to receive a response on any pricing options provided late last week. The locations provided for consideration were the 300 & 400 block of Penn Street and the meters located around the Post Office.

The Executive Director presented a one year parking contract on behalf of Berks Behavioral Health, LLC for \$85.00 per space for the fifty-five (55) parking spaces to commence on 1 June 2010 and end on 31 May 2011 for the Poplar and Walnut garage.

### **Other Business**

The Executive Director indicated he would be on vacation starting 4 June and ending on 18 June.

### **Executive Session**

No executive session.

The meeting adjourned at 6:05 PM.

### **RPA Next Regular Meeting**

The next board meeting is scheduled for 23 June 2010.