

**Reading Parking Authority
Board Meeting
November 29, 2017**

Meeting called to order approx. 5:35 pm in the Penn Room Reading City Hall 815 Washington Street Reading PA

Present : Bill Murray; Larry Miller; Misael Marmolejos; Felipe Fana, Chair; Tom MacDougal, Bill Wisser, Mahlon J Boyer, Attorney At Law.

Pledge of Allegiance to the Flag

Moment of Silence

Executive session was held prior to meeting.

Public Comment

Mayor Wally Scott

- Brought an idea for permit parking thru blocks in the city
- Mayor is looking to better the parking situation in the city as a whole
- Mayor checking to see if City Council has passed a motion to allow property owners with yards to park in the yard on their property for next meeting
- Mayor and Pastor Fana brought up a long term solution to add more garage/parking lots to the area
 - Property/Real Estate will need to be obtained by the Parking Authority to do so
 - Mayor said it would be possible to earmark real estate for community development
 - Another idea was to privatize garages/Parking lots
 - Executive Director was asked to research processes, costs, time frames, and reach out to business owners and other cities to see how they manage their parking issues
- Due to complaints from public, is it possible to extend the patrol hours for parking enforcement.
 - Complaints of parking in front of fire hydrants is one of the most recieved by Reading PD
 - Parking in a hydrant zone and other safety issues to be monitored by Parking Enforcement to determine if the need is great enough to warrant extension of hours.

Dr Gary Wegman

- Represents a group of Pennsylvania Dentists that volunteer 1 time per year in a city of their choosing to donate dental services to those in need
- Santander Arena Has been procured for May 18-19, 2018
- Announcements will be made thru local churches and Opportunity House
- 700+ volunteers will be given accommodations thru Doubletree Hotel and Reading Parking Authority

Minutes from the October meeting were approved

- Larry Miller motioned, Misael Marmolejos seconded. No objections. Motion approved

Approval of Accounts Payable invoices via General Fund for November 2017

- Total of \$328,723.43 in checks written
- Larry Miller motioned, Misael Marmolejos seconded, No objections. Motion approved

Report from General Solicitor Mahlon Boyer

- Bylaws have still not been changed to rectify the check signing issue
 - It was asked to allow the Executive Director power to sign checks under \$500 with only 1 signature
 - Motion was made to allow the Executive Director and the Treasurer ability to sign all checks
 - Motion was withdrawn until next month's meeting

Labor Solicitor's Report - John Stott not Present

Report from Executive Director Tom MacDougal

- Contract negotiations with the Union are set for December 11,2017 @4pm
- Parking Authority is looking to recoup \$30,000 from NuPark
- Reading Royals contract to terminate at the end of this season by design
 - New contract will be put in place
 - Fan of the month parking space at Doubletree garage is a hit
- RPA Board meeting schedule is posted with 1 change
 - January 24,2018 meeting changed to January 31,2018
- Thyssen-Krupp Elevator contracts have been sent out
- Tesla contract has been sent out

Report from Finance Manager Bill Wisser

- Revenue & Expense report thru September 2017
 - Report compares this year to last year
 - Report is not entirely accurate due to input at the end of year during audit instead of throughout the year
 - General Ledger is now tied into the report so everything is visible
- Operating & Expense Preliminary Budget
 - Projected numbers reviewed by board
 - Motion made to allow preliminary report to go to Reading City
 - Larry Miller motioned, Misael Marmolejos seconded. No objections. Motion approved

Board Member Reports

Pastor Felipe Fana

- Nothing to report

Misael Marmolejos

- Nothing to report

Larry Miller

- Will be meeting with Executive Director, General Solicitor and the Board Secretary to establish duty guidelines expected of Board Secretary
 - All documents filed and distributed electronically and on paper
 - Decipher what is administrative and what needs board discussion
 - Addition of "Old Business" to agenda
- Public seems pleased the Executive Director has instituted a payment plan
 - Plan includes calling individuals before their car is towed/booted

Bill Murray

- Forensic audit will be completed in January 2018
- Would like the Executive Director to research financial repercussions of "decriminalizing" parking tickets
 - Percentage of tickets paid vs tickets written
 - Be able to prove financially this was the proper thing to do
 - Show successes
 - No jail time
 - Public working to pay off what is owed
 - 3 step process vs 2 step process for disputes

Delphin Vasquez - not present

Next Meeting to be held December 27, 2017 at the Penn Room City Hall

- Executive Session at 5pm
- Meeting to begin at 5:30pm (to be kept short)

Meeting adjourned at 7:10pm