

READING PARKING AUTHORITY (RPA)

MINUTES

From meeting held on March 22, 2017 at 5:30 PM at the Penn Room, City Hall

Board Members Present

Nelson E. Espinal

Delphin Vazquez, Vice-Chair

Cindy Castner

OTHERS PRESENT

Reimundo Encarnacion, Executive Director

Felix Freytiz, PEO Supervisor

David Sobotka, Solicitor

Absent

Pastor Felipe Fana

GUESTS

Eric Montalvo

Timothy B. Butler

Thomas MacDougal

Christine Moszcienski

Meeting was called to order at 5:30pm

Pledge of Allegiance

Public comments

none

Guest

Reading and Approval of Minutes

- Motion 2017-23 to approve minutes from April's meeting made by Cindy Castner and seconded by Angela Carmello . All in favor, None opposed. Motion passed.

Correspondence

The Whiting-Tuner Contracting Company- This is a correspondence that we just received, they are requesting permission to take some picture of our Doubletree Garage for marketing purposes.

Cindy: Mr. Chairman can we ask our solicitor to reach out to this company and find out what they really want?

David: Absolutely

Nelson E. Espinal: Our solicitor will reach out and find out there purpose and we will make a decision on our next meeting.

Fulton CRIM Documents update- They need to be updated as soon as possible, this is the cash reserve investment money that we have. Right now, we have a million twenty one thousand two hundred eighty eight dollars. It was under a CD and is already mature; the board has to decide what they are going to do with the money or where we going to invest it. The board members should update those documents and bring it up on our next meeting.

Executive/PEO/Maintenance Report (submitted in advance)

Omega Systems loaner server- we have to make a decision in regards to the server, we are going to lease our server for now because when we go gateless we don't know exactly what our needs would be until we go forwards.

Cindy: I think is a good idea since we are moving to the gateless system is a good idea to lease.

- Motion 2017-24 to lease the server made by Cindy Castner seconded by Angela Carmello. All in favor, None opposed. Motion passed

Solicitor's Report:

Discuss at the executive session.

Old Business:

Budget 2017- We need a motion to approve the budget.

- Motion 2017-25 to pass the budget made by Cindy Castner and seconded by Angela Carmello, All in favor, None opposed. Motion passed.

Redesign Reading:

New Business:

None

Other Business

Roof Top Yoga: this is going to take place at the top of our doubletree garage is a simple agreement that happen last year they pay for yoga session \$200 dollars to the authority. We made sure there insurance is up to date we are first listed on the policy everything is in place is going to be similar to last year agreement.

- Motion 2017-26 to approve the yoga contract made by Cindy Castner and seconded by Angela Carmello All in favor, none opposed. Motion passed.

Police Officer to patrol parking garages: this is in regards to see the possibility to use a police officer to go around our facilities at nighttime. The cost is \$50.00 an hour, we do have a security at night but right now, she is on her own.

Cindy: this came up not only several complaints by the community but the police came to us because there have been numerous reports of drug activities and we are aware of the homeless and people sleeping in the garages and things like that but this goes way beyond that. This drug activities and prostitution in our garages can't ask to our security whose job is to drive around and make sure what's going on to confront drug dealers and prostitute. This was a solution that the police came up with. The mayor was very direct with the police department that he really wanted there help with regards to this activity that's happening in the garages, he wants everyone to feel safe so that's how this all came up, if we do this and it works \$50.00 dollars an hour is nothing and I would also feel comfortable allowing you to make the decision on how many hours and days you would need them.

- Motion 2017-27 to approve the police to patrol our parking garages made by Cindy Castner and seconded by Angela Carmello. All in favor, none opposed. Motion passed.

Jetset Agreement: Jetset went over to the authority asking for some type of agreement if they get approve for a licenses that they are waiting for them to use our South Penn garage for their activities. The time for their event is from 8pm-2am only on weekends.

Cindy: We can do an agreement if it starts right away paying regular rate for 100 spaces monthly.

Penn St Market: they are requesting what we did last year with vouchers and signs.

Saint Joseph Agreement: Was sent out today and we will received it next week to get it sign.

Updating the SOP for our PEO:

Felix Freytiz: The SOP for our PEO is a big change from before and now, for our meter violation you could have received another violation for meter every 3 hours I removed that. Street cleaning and other violations done at the same time has been removed, if a PEO is on sweeper they should only ticket for street cleaning, they can call the PEO on the truck and that person can go out and issue a ticket.

Cindy: how are the hearings going?

Felix: there going really good Thomas MacDougal is doing a great job and Board members if you can review the Standard Operating Procedure and let me know if it needs any more changes.

Motions

- Motion 2017-23 to approve minutes from April's meeting made by Cindy Castner and seconded by Angela Carmello. All in favor, None opposed. Motion passed.
- Motion 2017-24 to lease the server made by Cindy Castner seconded by Angela Carmello. All in favor, None opposed. Motion passed
- Motion 2017-25 to pass the budget made by Cindy Castner and seconded by Angela Carmello, All in favor, None opposed. Motion passed.
- Motion 2017-26 to approve the yoga contract made by Cindy Castner and seconded by Angela Carmello All in favor, none opposed. Motion passed
- Motion 2017-27 to approve the police to patrol our parking garages made by Cindy Castner and seconded by Angela Carmello. All in favor, none opposed. Motion passed.
- Motion 2017-28