

READING PARKING AUTHORITY

Minutes of Reading Parking Authority Board Meeting – February 15, 2022

1) **Meeting Called to Order.**

The Reading Parking Authority's regular board meeting was called to order on February 15, 2022, at 5:30 p.m. by Timothy J. Profit, Chairperson. It was held at the Reading Parking Authority, 613 Franklin Street, Reading, PA 19602, pursuant to notice published and posted according to law.

Due to the COVID-19 pandemic, some of the RPA Board members participated in the meeting remotely via Zoom. The physical meeting was closed to the public, but notice published and posted prior to the meeting provided members of the public with information to listen to and take part in the meeting. A recording of the meeting was made.

Individuals Present

RPA Board Members:

Timothy J. Profit, Chairperson

Daniel Laws, Vice-Chairperson (*participated remotely*)

Keith Eschleman, Treasurer/Assistant Secretary

Others Present: Nathan L. Matz, Executive Director; Michael McGrath, Director of Finance; Bart Ganster, Director of Operations; Claudia Hurwitz, Executive Assistant; and Mahlon J. Boyer, Esquire, General Solicitor.

2) **Pledge of Allegiance.**

3) **Moment of Silence.**

4) **Roll Call.**

A roll call to confirm all individuals present for the meeting, whether in person or remotely, was taken. A quorum of the Authority's Board of Directors was present.

5) **Public Comment.**

There was no public comment.

6) Approval of Minutes.

Minutes from the previous regular meeting of the Authority's Board of Directors were circulated to the members of the Board prior to the meeting. There being no requested revisions, Mr. Eschleman made a motion to approve the minutes of the meeting held on January 24, 2022. Second by Mr. Laws. The motion passed unanimously.

7) Approval of Accounts Payable.

Mr. McGrath presented the accounts payable for February 2022, which totaled \$513,816.60. The proposed payables were sent to the Authority's Board of Directors prior to the meeting. Mr. Eschleman made a motion to approve the proposed payables for February 2022. Second by Mr. Laws. The motion passed unanimously.

8) General Solicitor Report.

Mr. Boyer presented Resolution 2022-1, which authorizes the filing of a declaration of taking for the real property at 420 Spring Garden Street, Reading, PA. Mr. Boyer confirmed that the property is part of several contiguous properties needed to create a surface parking lot. The Authority already owns some properties at this location. This is part of the Authority's Citywide Parking Relief program that is meant to create parking relief for residents throughout the City.

9) Executive Director Report.

a) Construction update

Mr. Matz said that construction on the garage rehabilitation program will successfully end in February 2022. Mr. Ganster said that a punch-list meeting is scheduled. The modernization of the garage elevators will begin in April 2022 if the necessary computer chips are obtained.

b) Ordinance changes

Mr. Matz confirmed that City Council had recently passed the updated Snow Emergency Ordinance. Mr. Profit complimented the Authority and its staff for its recent snow clearing work.

Mr. Matz also said that the Authority is working with its engineer and solicitor on possible zoning changes that would be presented to the City for approval. The zoning changes would help to facilitate the Citywide Parking Relief program.

c) Events

Mr. Matz confirmed that events went well in January. There were no complaints from event attendees regarding parking. Mr. Matz said that the Authority has placed a new supervisor over event parking and that is working well. Mr. Matz also said that event attendees are spreading out to different parking garages, which helps for a faster exit from the garages.

d) Citywide Parking Relief (CPR)

Mr. Matz said that the Authority is continuing forward with efforts to purchase properties across the City for new surface parking lots and is engaged in some on-going negotiations. McCarthy Engineering is working on the design of some of the parking lots. Mr. Profit said that the City approached the Authority about a possible use of the East Reading pool for a parking lot. A preliminary review of the property suggests it could possibly accommodate 60 parking spaces.

10) Director of Finance Report & Administration Report

Mr. McGrath confirmed that a January Financial Statement was issued to the Board for their review prior to the meeting. The Board posed no questions in regard to his report.

11) Director of Operations Report

Mr. Ganster submitted his operations report to the Authority's Board of Directors prior to the meeting. The Board posed no questions in regard to his report.

12) HR Report.

There was no report from Ms. Reardon.

13) Office Administration Report

Cindy Sanzo and Abril Ortiz submitted their office administration report to the Authority's Board of Directors prior to the meeting. The Board posed no questions.

14) Communications & Special Projects Report

Kristen Stubblebine submitted her communications and special projects report to the Authority's Board of Directors prior to the meeting. The Board posed no questions.

15) Board Member reports

There were no reports.

16) Old Business

None.

17) New Business

None.

18) Next Board Meeting

The next board meeting will be held on March 15, 2022, at 5:30 p.m. at the Reading Parking Authority. An executive session will be held and will start immediately after the conclusion of the public meeting.

19) Adjourn.

Mr. Profit announced that an executive session was going to be held to discuss personnel matters and pending litigation with no board action to be taken upon the conclusion of the executive session.

There being no further business of the Board, the meeting was adjourned at 5:41 p.m.