

**Board of Directors
Meeting Agenda
November 14, 2023 @ 3:00PM**



- 1) Meeting Called to Order
- 2) Pledge of Allegiance
- 3) Moment of Silence
- 4) Roll Call
- 5) Employee Recognition
- 6) Public Comment
- 7) **Approval of the Minutes** from September 26, 2023
- 8) **Approval of Accounts Payable Checks** via General Fund 9/14/23 – 11/09/23
- 9) **Audit Presentation**
- 10) General Solicitor Report
 - a) **1019 Penn St – change order**
 - b) **Extension of Penn St parking**
 - c) **127 N 4th St**
 - d) Zoning amendments
 - e) 2024 Payment to City
 - f) **Charitable Contributions**
- 11) Executive Director report
 - a) **Reed & Court Garage Repair**
 - b) **Small Business Initiative**
 - c) City update
 - d) Construction update
 - e) T2 update
 - f) **WiseSight Proposals**
 - **420 Spring Garden**
 - **1019 Penn**
 - **925 Cherry**
 - g) Citywide Parking Relief (CPR)
- 12) Director of Finance report
 - a) 2024 Budget (Draft)
 - b) Finance Dept update
 - c) Financial Statements Sept & Oct
- 13) Director of Operations report
 - a) **T2 Paystation quote**
- 14) HR report
- 15) Office Administration report
- 16) Communications and Special Projects report
- 17) Board Member report(s)
- 18) Old Business
- 19) New Business
- 20) Next Board Meeting – Third Tuesday of the month, **December 19, 2023 at 5:00pm**
- 21) Executive Session to start immediately after conclusion of public meeting
- 22) Adjourn

Items in bold print are potential Board action items.

READING PARKING AUTHORITY PUBLIC PARTICIPATION POLICY

The Reading Parking Authority (“Authority”) recognizes the importance of public participation at its Board Meetings. All regular and special Authority Board Meetings shall be open to the public. Time for public comment will be provided at all of the Authority’s Board Meetings. The following rules shall apply to public participation at Authority Board Meetings:

1. Members of the public in attendance at a Board Meeting shall conduct themselves in a responsible, courteous and respectful manner.
2. Public comment will only occur during designated public comment periods listed in the Authority’s meeting agenda. Comments shall be related to matters of concern, official action or deliberation under consideration by the Authority’s Board of Directors as stated on its agenda.
3. No foul language, threatening tones or other disruptive behavior shall be permitted.
4. An individual that makes threats of any type, offensive or impertinent remarks or becomes unruly shall be called to order by the presiding Board officer and may be ordered to immediately cease all further comments and/or shall be ordered to leave the Board Meeting.
5. Members of the public may not use placards, banners or other signs in the meeting room and shall not be permitted to distribute flyers, pamphlets or other written materials.
6. Each individual wishing to address the Board shall be given 2 minutes to speak. When his or her time has ended, the speaker shall cease further comments but may ask for an extension of time that the Board may grant in its sole discretion.
7. If the Board determines there is not enough time for public comments, the comment period may be deferred to the Authority’s next regular Board Meeting or at a special meeting occurring in advance of the next regular Board Meeting.
8. The failure of any person to adhere to these rules may result in his or her removal from the Board Meeting.

THESE RULES ARE MEANT TO PROVIDE A BOARD MEETING THAT IS CONDUCTED WITH RESPECT AND GOOD ORDER. THEY ARE NOT IN ANY WAY MEANT TO INTERFERE WITH PUBLIC PARTICIPATION, WHICH THE BOARD WELCOMES AND ENCOURAGES TO THE BENEFIT OF THE AUTHORITY AND TO THE PUBLIC.