

**Board of Directors  
Meeting Agenda  
January 16, 2024 @ 5:00PM**



- 1) Meeting Called to Order
- 2) Pledge of Allegiance
- 3) Moment of Silence
- 4) Roll Call
- 5) **Reorganization**
- 6) Public Comment
- 7) **Approval of the Minutes** from December 19, 2023
- 8) **Approval of the Minutes** from December 27, 2023
- 9) **Approval of Accounts Payable Checks** via General Fund 12/9/23 – 1/10/24
- 10) General Solicitor
  - a) **Resolution 2024-1** – authorize check signers
  - b) **Resolution 2024-2** – credit card policy
  - c) **Resolution 2024-3** – Free 15 on Penn
  - d) **Employment Agreement** – executive director
  - e) **954 N 10<sup>th</sup> St**
- 11) Executive Director
- 12) Finance
  - a) Financial Statements December
  - b) Credit Card statements
- 13) Operations
  - a) Director and manager report
  - b) Public Safety/Security report
- 14) Human Resources
- 15) Office Administration – no report
- 16) Communications and Special Projects
- 17) Board Member report(s)
- 18) Old Business
  - a) **1200 N 10<sup>th</sup> St**
  - b) **McKnight St surface lot**
  - c) **Cooperation agreement/City payment**
    - Violation reduction analysis
- 19) New Business
- 20) Next Board Meeting – Third Tuesday of the month, **February 20, 2024 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.