

READING PARKING AUTHORITY

Minutes of Reading Parking Authority Board Meeting – May 28, 2025

1) Meeting Called to Order

The Reading Parking Authority's regular board meeting was called to order on May 28, 2025 at 5:00 p.m. by Nelson Espinal, Chairman. It was held at the Reading Parking Authority, 430 S. 4th Street, Reading, PA 19602, pursuant to notice published and posted according to law.

2) Pledge of Allegiance

3) Moment of Silence

4) Roll Call

A roll call to confirm all individuals present for the meeting was taken. The following individuals were present for the meeting:

RPA Board Members: Patricia Vasquez, Vice-Chairman; Kerry Burford, Secretary/Assistant Treasurer; and Dr. Rodney S. Ridley, Sr.

Others Present: Rafael Batista, Executive Director; Josue Vega, Finance Director; John Brown, Director of Human Resources; Jesse Metheny, Finance Operations Manager; Janice Nieves, Communications Specialist; Vanessa Ortiz, Head of Supervisors; and Mahlon J. Boyer, Esquire, General Solicitor.

5) Public Comment

The following individuals made public comment.

Lisberry Aviles-Leandry submitted a printed statement to the Board. She said that she is a business owner and community advocate. She has a chronic illness. She does not feel heard in regard to her attempts to resolve parking tickets that she has received. She said that her vehicle was booted without notice.

Erica Hamilton said that the City should consider a program that uses parking ticket revenue for free public bus service. She will provide the information about this suggested program to the Authority. She also read portions of the statement that Ms. Aviles-Leandry had submitted to the Board.

Jeanna Jackson said that she received an invoice for a parking citation one and a half years after the citation was issued. She came to the Authority to discuss it but was dismissed. She said that the matter has been submitted by the Authority to collections, which defames her name. She said that she did not receive any notice of the citation before it was sent to collections.

Dan Snyder said that he received a citation. He tried to use the Authority website to pay it but was unable to. He said that there should be more pay-stations and increased signage. He

suggested a program in which individuals could pay parking citations by donating school supplies to the Reading School District.

6) Approval of Board Meeting Minutes – April 16, 2025

Mr. Burford made a motion to approve the April 16, 2025 regular board meeting minutes. Second by Dr. Ridley. The motion passed unanimously.

7) General Solicitor

a) Website Redesign

Mr. Burford made a motion to ratify the Board's approval of a Website Design Proposal from Dmunoz Media to redesign the Authority's website. The total cost is \$15,000.00. Second by Ms. Vasquez. The motion passed unanimously.

b) Eleven11 Parking Amendment

Dr. Ridley made a motion to approve the First Amendment to Parking Facilities Agreement between the Authority, R&R Fish, LLC and Eleven11 Property Group, Inc. The Amendment increases the total number of residential parking spaces from 56 to 66 at the Reed and Court Parking Garage and permits the assignment of the Agreement from R&R Fish, LLC to Eleven11 Property Group, Inc. Second by Mr. Burford. The motion passed unanimously.

c) Berkshire Building Parking Agreement

Ms. Vasquez made a motion to approve the Parking Facilities Agreement between the Authority and Berkshire II Real Estate Holdings, LLC for 79 parking spaces at the Chiarelli Parking Garage. Second by Dr. Ridley. The motion passed unanimously.

8) Executive Director Report

a) Financial & Program Updates

Mr. Batista said that the community is taking advantage of the Amnesty Program. 601 people have used it. The Authority has collected \$111,450.33 through the Program. The Amnesty Program ends on June 30, 2025. Ms. Vasquez said that the Authority should announce how much money people have saved through the Program.

Mr. Batista confirmed that the Authority is trying to reduce its accounts receivable balance. Individuals that owe money to the Authority will have their garage permits cancelled. These individuals will be notified of the cancellation before it occurs. Also, Ms. Ortiz confirmed that the Authority recently tested new Barnacles. They will be used for individuals that owe more than \$200.00. Barnacles are less expensive than vehicle boots.

b) Operational & Strategic Progress

Mr. Batista said that the hearing process is being improved to reduce the backlog and increase the case processing speed. There are roughly 1500 tickets pending for a hearing. 1120

hearings have been scheduled. The Authority is scheduling 55 hearings per day from 9:00 am – 5:00 pm. The Authority is working with the hearing officer to clean up the process.

Mr. Batista said that the Authority is continuing to transition from informal “handshake deals” to formalized written agreements. Five new formal agreements have been completed.

Mr. Batista said that the Authority’s website is being redesigned. The Authority wants the website to be more user friendly. The estimated completion time is 6 months.

c) Executive Session - UGI

At 5:48 pm, an executive session was announced to discuss potential litigation. The meeting returned to regular session at 6:36 p.m.

9) Director of Finance Report

a) Financial Statements – April 2025

The Authority’s April Financial Statements were presented to the Board prior to the meeting. Mr. Vega confirmed that the audit of the Authority’s 2024 financial statements is underway. The draft report should be ready in 30-60 days.

b) Approval of Accounts Payable

Mr. Burford made a motion to approve the accounts payable in the amount of \$562,990.12. Second by Dr. Ridley. The motion passed unanimously.

10) Director of Human Resources Report

Mr. Brown said that the Authority is going to meet with its negotiation team in regard to the Collective Bargaining Agreement with the Union. Employee attendance and other issues will need to be addressed. Mr. Brown also noted that he recently went to the Job Fair and received many resumes. Seven people were hired by the Authority as a result.

11) Operations & Departmental Report

Ms. Martir submitted a report to the Board prior to the meeting.

12) Board Member Reports

There were no board member reports.

13) Old Business

None.

14) New Business

None.

15) Next Board Meeting

The next regular board meeting will be held on June 18, 2025 at 5:00 p.m. at the Reading Parking Authority, 430 S. 4th Street, Reading, PA 19602.

16) Adjourn

There being no further business of the Board, the meeting was adjourned at 7:42 p.m. An executive session to discuss personnel matters and pending litigation was announced with no return to public session.