

**READING PARKING AUTHORITY**

**Minutes of Reading Parking Authority  
Board Meeting – April 15, 2026**

1) Meeting Called to Order

The Reading Parking Authority’s regular board meeting was called to order on April 15, 2026 at 5:06 p.m. by Nelson Espinal, Chairman. It was held at the Reading Parking Authority, 430 S. 4<sup>th</sup> Street, Reading, PA 19602, pursuant to notice published and posted according to law.

The following Board Members were present:

Nelson Espinal, Chairman  
Patricia Vasquez, Vice-Chairman  
Kerry Burford, Secretary/Assistant Treasurer

The following members of the Authority were present:

Rafael Batista, Executive Director  
Josue Vega, Finance Director  
Nellie Martir, Operations Manager  
John Brown, Director of Human Resources  
Jesse Metheny, Finance Operations Manager  
Janice Nieves, Communications Specialist  
Mahlon J. Boyer, Esquire, General Solicitor

2) Public Comment

There was no public comment.

3) Approval of Board Meeting Minutes

Mr. Burford made a motion to approve the March 18, 2026 regular board meeting minutes. Second by Ms. Vasquez. The motion passed unanimously.

4) General Solicitor

a) No-parking Signs – 12<sup>th</sup> & Marion

Mr. Boyer said that he was contacted by a project manager with CHA on behalf of the Reading School District. Work is scheduled to be performed at 12<sup>th</sup> & Marion Elementary School. The contractor needs to reserve 7 parking spaces for construction use. The contractor is requesting a long-term agreement for use of the spaces without a renewal every 2 weeks as required by ordinance. After discussion held, Ms. Vasquez made a motion to approve the usage of 7 no-parking signs from June 2026 to August 2028 without the need for two-week renewals to support

the work at 12<sup>th</sup> & Marion Elementary. The School District will be charged \$1.00 per sign and it will pay the total balance owed for the entire time of usage when the signs are ordered. It was noted that this same accommodation had been made for the School District for the construction of the Innovation Academy.

b) Cherry Street Parking Lot

Mr. Boyer said that Alan Shuman was requesting an amendment to the sale agreement for the Cherry Street parking lot to itemize the purchase price. The Board said that it was not opposed to the itemization but took no other position on the matter and took no action in regard to the request.

5) Executive Director Report

Mr. Batista said that work is continuing on the EV stations at the DoubleTree Garage. The EV stations should be operational in one week.

Mr. Batista said that Ardent's work on the DoubleTree Garage elevators is continuing. Travel cables will be replaced this week. There will be 2 operational elevators by next week. The third and final elevator should be ready in August due to a pending receipt of necessary equipment for the elevator.

Mr. Batista said that the Authority is obtaining quotes to perform the work-by-others part of the elevator repairs at the Poplar & Walnut and Chiarelli parking garages. Ms. Martir said that the Authority is waiting for some quotes and others have refused to provide quotes. The Authority will continue to obtain quotes for this work and will present them to the Board.

Mr. Batista said that the Authority is conducting an HR assessment to see how the Authority is doing and to make sure it is in compliance. There will be an on-site visit by Align, which will then provide a report.

Limarys Rodriguez from LMG Marketing Solutions addressed the Board. LMG has been with the Authority for several years. It provides social media marketing. A Social Media and Website Traffic Analytics Report was presented to the Board. Mr. Rodriguez confirmed that the majority of posts on the Authority's social media platforms are educational.

6) Director of Finance Report

a) Financial Statements – March 2026

Mr. Vega said that the audit of the Authority's 2025 financial statements is moving forward. RKL will be present at the Authority on Monday and will work remote afterwards.

Mr. Vega said that the Authority has made changes in regard to its insurance coverages. It has a new broker that works flat fee rather than commission based. The Authority has reduced its insurance costs.

Mr. Vega said that the Authority showed positive net income in March of about \$487,000.00. Revenue increased while expenses trended lower.

Mr. Batista congratulated the accounting team. The Authority's A/R has been reduced by 13%. Permit holders are paying on time. The Authority's collection team is doing a good job.

b) Approval of Accounts Payable

The Authority's accounts payable for the time period of March 5, 2026 to April 1, 2026, in the amount of \$799,423.06, was presented to the Board. Mr. Espinal made a motion to approve payment of the accounts payable. Second by Mr. Burford. The motion passed unanimously.

7) Board Member Reports

Mr. Burford asked about the status of Legal Shield as a voluntary benefit for employees. Mr. Brown said that the Authority is still working on this for presentation to employees.

Ms. Vasquez suggested a renewal of the amnesty program. Mr. Batista said that a renewal of the program may be good timing because the Authority is transitioning to a new collections company. Mr. Batista will send a proposal to the Board regarding a new amnesty program.

8) Next Board Meeting

The Authority's next regular board meeting will be held on May 20, 2026, at 5:00 p.m. at the Reading Parking Authority, 430 S. 4<sup>th</sup> Street, Reading, PA 19602.

9) Adjourn

There being no further business of the Board, the meeting was adjourned at 6:23 p.m.

10) Executive Session

An executive session to discuss personnel matters and litigation was announced with no return to regular session.

