

**WILLIAMSPORT PARKING AUTHORITY MEETING
OF
JUNE 21, 2023**

The regular meeting of the Williamsport Parking Authority (the “**Authority**”) was held on June 21, 2023, pursuant to legal notice. The meeting was held in the Authority's office at 270 West Third Street, Williamsport, PA. The meeting was brought to order by the Chairman at 5:00 P.M. Members of the Authority in attendance were Ned Roush, Dr. Anthony Cipolla, Jared Kinley, and Shawn Reams. Others in attendance were Dave Kish (WPA), Nicole Farr (RVTA), Todd Wright (RVTA) and Scott T. Williams and Zachary M. DuGan (Solicitors).

Minutes

The Chairman asked the Authority members if they had reviewed the Minutes of the meeting of May 17, 2023. Mr. Kinley made a motion to approve the Minutes as written. The motion was seconded by Dr. Cipolla and passed by unanimous vote.

Financial Report

Mr. Wright gave the financial report for the period from January 1, 2023, to May 31, 2023. He noted that there was \$100,000 in total revenue for the preceding month. Mr. Wright indicated that all expenses are below budget. Mr. Wright explained that there has been \$219,331 in expenses. Mr. Wright indicated the bank balance was \$440,011 and outstanding debt is \$183,207 for the mortgage note and \$4,467,655 for the Woodlands Bank bond. Finally, Ms. Farr noted that the City of Williamsport has an outstanding balance of approximately \$2,228,113.85 that is currently owed to the Authority for Authority debt that went to the City. Dr. Cipolla made a motion to approve the Financial Report. The motion was seconded by Mr. Roush and passed by unanimous vote.

Old Business

Enforcement Software

Mr. Kish reported on the new enforcement software/equipment upgrade. Training on the new software will start at the beginning of July and the software will go live at the end of August or beginning of September. Mr. Kish indicated there could be a delay in when the software goes live due to a data

migration backlog. There was a discussion on archiving old data from existing software.

Exterior Painting

Mr. Kish did not have an update on the exterior painting for the building.

New Business

Garage Rate Survey

Mr. Kish provided a garage rate survey. There was a discussion regarding beginning the rate increase for on street parking to \$0.75 per hour at a later date. Parking in garages to remain at \$2.00 for the first hour and \$1.00 an hour after.

Lot Repair

Mr. Kish reported on lot repairs. Lot F is currently in need of approximately \$47,800 worth of repairs, mostly comprised of paving. There was a discussion on the capital budget of \$88,000 and the revenue coming in from Lot F. Mr. Wright will provide a scope of work for bidding on the lot repair project.

For the Good of the Order

Authority Debt

Dr. Cipolla noted the Authority's ongoing difficulty meeting certain debt obligation payments. There was a discussion related to the benefits conferred by the Authority upon the City and the need to recover the cost of those benefits.

First Friday

Mr. Roush raised a question about blocking William Street during First Friday to allow use of the parking lot. A brief discussion followed. No action was taken.

Parking Passes

A discussion of making different "levels" of parking passes available took place. The Authority discussed potential problems with issuing parking passes allowing residents to park in any lot and on the street. No action was taken.

There being no further business to come before the Authority, the meeting was adjourned at 6:10 P.M.

APPROVED:
