

**WILLIAMSPORT PARKING AUTHORITY MEETING
OF
AUGUST 16, 2023**

The regular meeting of the Williamsport Parking Authority (the “**Authority**”) was held on August 16, 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), Bethany Jones (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 June 21, 2023. Dr. Cipolla made a motion to approve the Minutes as written. The motion was seconded by Mr. Reams and passed by unanimous vote.

Financial Report

Mr. Wright gave the financial report for the period from January 1, 2023, to July 31, 2023. Mr. Wright indicated that all expenses are below budget. He noted that the Authority is holding capital that has not yet been expended—which capital is allotted for Lot F repairs. Mr. Wright indicated the bank balance was \$444,242.68 and outstanding debt is \$181,605 for the mortgage note and \$4,444,382 for the Woodlands Bank bond. It was noted that Woodlands Bank did not have any comments regarding the outstanding debt. Mr. Kinley made a motion to approve the Financial Report. The motion was seconded by Dr. Cipolla and passed by unanimous vote.

Old Business

Enforcement Equipment/Software

Mr. Kish reported on the new enforcement software/equipment upgrade. Progress is on track. Mr. Kish indicated that he hopes the integration to be completed in September.

Lot Repair

Mr. Kish discussed Lot F repair. Mr. Wright suggested securing a set of design specs from an engineer. Mr. Kinley made a motion to request an estimate from Dan

Vassallo for specs and survey. Dr. Cipolla seconded the motion and it passed unanimously.

New Business

On Street Rate

Mr. Kish reported that he needs a date to raise rates for on-street parking. A date of September 1, 2023, was proposed. Additional discussion regarding the City Ordinance(s) took place—and it was noted that the City Ordinance does not set the rates, it just establishes the penalty. Following this discussion, a start date of September 5, 2023, was selected as a start date for the rate increase.

Third Street Garage Fire System

Mr. Kish reported that certain components of the fire system at the 3rd street garage did not pass inspection. Accordingly, Mr. Kish noted that he will request quotes for repairs to present at the next meeting. Otherwise, the system is still online.

Third Street Garage Fencing

Mr. Kish reported that someone cut through the fencing in the 3rd street garage. The fence is repaired, but people are still crawling around the barrier. Mr. Kish will put up signage dissuading people from continuing to ignore the barrier. The Authority also discussed the problem with the homeless staying in the parking deck. Consequently, the Authority asked Mr. Kish to report on the cost of cameras.

There being no further business to come before the Authority, the meeting was adjourned at 5:40 P.M.

APPROVED:
