



Ted Zeller – Chairperson
Candida Affa – Vice Chairperson
Santo Napoli – Treasurer
Daryl Hendricks - Secretary

John N. Morgan – Executive Director
Dan McCarthy, Davison McCarthy – APA Solicitor

ALLENTOWN PARKING AUTHORITY BOARD OF DIRECTORS MINUTES

A regular meeting of the Allentown Parking Authority Board was held at 12:00 p.m. on February 26, 2020 at the office of the Allentown Parking Authority, 603 W. Linden St. Allentown, PA 18101

The following were in attendance:

Ted Zeller – Chairperson
Daryl Hendricks – Secretary
Santo Napoli – Treasurer
Dan McCarthy – APA Solicitor
John Morgan – Executive Director
Jon Haney – Deputy Director
Christina Dayton – Deputy Director
Connie Abercrombie – Finance Manager
Janet Canevari – Minutes
J.B. Reilly of City Center – Guest
Judy Borelli of City Center – Guest
Jane Heft of City Center – Guest
Leonard Lightner of the City of Allentown.- Guest
Tom Williams of the City of Allentown – Guest
Candida Affa – Vice Chairperson ABSENT

Mr. Zeller called the meeting to order at 12:10pm. He asked for a review of the January Meeting Minutes, and then asked for a motion to approve. Mr. Hendricks made a motion, Mr. Napoli seconded. The Board voted and approved the January minutes.

Mr. Zeller stated there were two Real Estate matters to be discussed in Executive Session, so the meeting would now go into Executive Session.



The Board broke at 12:12 p.m. for an Executive Session to discuss the RFP response, Real Estate Matters and Other Issues. The Board ended their Executive Session and the regular meeting resumed at 1:25 p.m.

Mr. Zeller stated during Executive Session real estate matters were discussed. He made a motion to authorize Executive Director John Morgan to make an offer of to the bank that holds the mortgage on the property located at 530 N. 7th Street of \$417,500.00 to purchase the judgement on their property. Mr. Napoli seconded the motion. Mr. Zeller asked for discussion. The Board voted and approved.

Mr. Zeller also made a motion to authorize the Executive Director, John Morgan, to execute a letter of intent which we have received from City Center, involving the relocation of the Lanta Bus Terminal on land that would be part of a swap transaction, as detailed in the letter of intent. After review by counsel, hired by the Parking Authority, to work with the Executive Director in finalizing the letter of intent, and thereafter proceeding to the land swap agreement and subsequent amendment to the lease with Lanta. Mr. Hendricks seconded. Mr. Zeller asked for discussion. The Board voted and approved.

In regard to the Butz issue, Mr. Zeller stated that we have agreed to defer their payment that is owed to us (which was due on January 31, 2020), on the property known as the Farr Lot. It is being deferred to January 31, 2022, with whatever the interest is; we are going to retain all revenues associated with parking on the Farr Lot; we will be giving them up to 50 parking spots in our 9W Deck at a 50% discount. The payment is being deferred to the 1/31/22 date OR until they close on the Farr Lot with the DiVinci Center, at which time they would fund our payment and their discounts would end, as well. Whichever comes first.

EXECUTIVE DIRECTOR'S REPORT

Mr. Morgan wanted to be sure the Board understands that Jon Haney is now officially the Deputy Director, who is responsible for Enforcement, Facilities and Events. Christina Dayton has been promoted to Deputy Director overseeing HR, Finance and Customer Service. Congratulations all around. Mr. Haney reported on January's enforcement figures.



EXECUTIVE DIRECTOR'S REPORT.....continued

Mr. Haney reported that for the month of January, there were a number of factors combined that have allowed our Enforcement division to dramatically increase what they have been able to do, in comparison to previous years. Our increase in ticketing has been approximately 7,000 more than what we did in January 2019. The weather has been a factor, the increased number of officers, the increased hours of enforcement, and the new technology we are using now, has all contributed to the increase in numbers. In concert with that, the double-parking citations have increased dramatically from 2 in January of 2019 to 51 in January of 2020. We have twice as many officers on the streets as we did last year.

Mr. Zeller said he has heard two complaints from citizens regarding the citations they received for expired registration and/or expired inspection. He would like to open this up for further discussion at the next meeting, as he would like Ms. Affa to be present, as well. Mr. Zeller asked Mr. Haney to gather specific reports for the next meeting, so the Board can further discuss this topic.

Mr. Morgan noted that he had a discussion yesterday with Police Chief Granitz of APD, and Chief Granitz stated that APD never gives "warning tickets" for expired registration or inspections on a "Parked" vehicle. They always issue a full citation. The only time they issue a "warning" for those violations, is when they are writing a citation for a "moving violation" and they also have expired reg or inspection.

The Board discussed this topic for a few minutes, but all agreed to further discuss this next month.

At this time, Mr. Hendricks exited the meeting due to another scheduled commitment. Mr. Zeller asked Ms. Abercrombie to report the Finances.

FINANCIALS

Ms. Abercrombie reported this is a Statement of Revenue and Expenses as Compared to Budget for the period ending January 31, 2020. The monthly statements are prepared on an accrual basis. Since the budget shown on the statement is a temporary 3-month budget, the comparison is not against budget, but rather against January 2019.



FINANCIALS...continued

Total revenue for the month of January was \$876,356. (36% higher than January 2019). Operating revenue was \$862,709 (39% higher than 2019) and Non-Operating revenue was \$13,646. (34% less than 2019).

Total operating expenses for the month of January were \$351,666. (3% higher than January 2019).

Overall for the month of January, total revenue exceeded total expenses by \$524,689 (74% higher than January 2019). After transfers to the City of Allentown, the general operating fund shows an excess of \$279,346.

COURTESY OF FLOOR

Mr. Zeller asked if anyone had a topic to discuss. No topics were discussed.

This meeting was adjourned at 2:00 pm

The next Board Meeting will be held on Wednesday, March 25, 2020 at 12:00pm
at The Allentown Parking Authority 603 W. Linden St. Allentown, PA 18101