



Ted Zeller – Chairperson
Candida Affa – Vice Chairperson
Santo Napoli – Treasurer
Daryl Hendricks – Secretary
Seth O’Neill- Member

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 of Directors was held at 12:00 p.m. on Wednesday, October 27, 2021, at the Office of The Allentown Parking Authority, located at 603 W. Linden Street, Allentown, PA 18101.

The following attended:

Ted Zeller – Chairperson
Daryl Hendricks – Secretary
Santo Napoli – Treasurer
Seth O’Neill - Member
Dan McCarthy – APA Solicitor
John Morgan – Executive Director
Jon Haney – Deputy Director
Christina Dayton – Deputy Director
Connie Abercrombie – Finance Manager
Christina Nolden – Minutes
Taherra Newsome, South 12th Street Business Owner-Guest
Cheryl Watts, South 12th Street Resident-Guest
Diane Gibson, 7th Street Resident-Guest
Rebecca Torres, 7th Street Resident-Guest
Tim Ramos, 7th Street Resident-Guest
Anthony Castelluccio, 549 Hamilton Street Business Owner-Guest
Ryan Abdouche, 549 Hamilton Street-Guest

Candida Affa – Vice Chairperson (Absent)
Daryl Hendricks – Secretary (Absent)

Mr. Zeller called the meeting to order at 12:16 p.m.

COURTESY OF THE FLOOR

Ted Zeller introduced himself to the first 2 guests that were attending.

1. Taherra Newsome- She lives in Emmaus but has had a business in Allentown on 17 S. 12th Street for 7 years. The parking at the property is both residential and commercial and is very scarce. Before, the meters were somewhat affordable to where she could feed the meter and it wasn't as expensive. Now that the prices have gone up and the parking is limited, there is no place for her to park. She came down for a permit last year and she was told that she had to live there. She is asking for an exemption because she has had the business for a long time. The daily rates get to be expensive while operating a salon. She runs back and forth to see if she is getting a ticket. Her customers are there for only a couple of hours at a time. To operate there 5 days a week from 8:30 am to 7:00 pm, she can't afford to pay \$25 a day to park in front of her business. Mr. Zeller explains that the parking rules on street parking and rates are established by statute. It is a city ordinance that is passed that establishes those rates. Mr. Zeller states that we are building a 1,100-spot deck about 2 blocks from her current business to find a way that more lower wage workers can maybe get some type of credit for parking because it is a city. Mr. Zeller asks for her last name. She states that it is Newsome and further states that her husband is an Allentown Police Officer. Mr. Zeller questions her location and the rate at her location. Mr. Morgan mentions that the meter rates are \$1.00, not \$2.00 an hour. Mr. Napoli confirms that the rates in front of his business are \$2.00 an hour. Ms. Newsome asks if Mr. Zeller and Mr. Morgan are talking about the meter or the parking garage because it is \$4.45 for the meter for every 2 hours. Mr. Morgan states that she is in the \$1.00 an hour zone. Ms. Newsome uses the app. Mr. Haney confirms that she is in the \$2.00 an hour zone from 12th to 4th which was established when the Arena came in. Mr. Zeller states that she is right on the edge of it. Mr. Zeller would like to have discussion on the rate. Mr. Zeller mentions trying to balance all the parking needs, the public interest downtown and one of the things with rate raising was, just so you know that everybody was gaming the meters with parking at the arena. Mr. Zeller state we got these decks built yet everyone is flooding the streets and our parking tickets cost \$10.00 for an expired meter. We have an event where the best way to get people to the arena would be to park in the parking decks. People would just park at the meter not even put any money in it and they get a \$10.00 parking ticket. When some of the events were \$10.00 to park. If you had a night business at your location, and you were closer to the arena, that might mess your clientele up, as it did for Mr. Napoli. Mr. Napoli states that the parking decks are \$1.00 an hour and if the streets are a \$1.00 an hour there is no motivation to go into the parking decks.

So that is why they raised the rates to \$2.00 an hour to push people into the decks. Mr. Napoli further states that they are trying to keep the streets open for customers during events. The big challenge is to keep the streets open so customers can go into the businesses. Mr. Zeller asks what type of parking traffic she sees during events in front of her place. She states that there is not a lot. Parking is limited from 12th to Walnut. She doesn't see what is happening on Hamilton. Mr. Morgan mentions that when the new garage is built that she could get a permit for that garage. Ms. Newsome says that the garage is 2 blocks away. Sometimes she works nights, and she doesn't want to walk late at night. Mr. Zeller mentions running up against the statute to get that ordinance. Mr. Zeller further states that he actually wrote, delivered and debated with City Council to get flexibility to address this type of thing. That statute does have flexibility to change the meter rates. They would be looking at her particular street to be sure it is not being gamed by arena traffic. Then there will be no problem backing down to \$1.00 an hour. Ms. Newsome states that she doesn't have a problem paying a \$1.00 an hour at the meter. Mr. Haney introduces himself. He asks if she is looking for a specific personal space for her parking. Ms. Newsome again states that she doesn't mind the \$1.00 an hour parking. Mr. Haney says he will look for other options that are close to her. He asks what distance would be too far for a personal space.

2. There is an interjection by Cheryl Johnson Watts. Cheryl Johnson Watts states her name and that she lives between 18th and 19th Streets on Tremont. Ms. Johnson says that it is very residential. She states that Ms. Newsome is arriving at her business early, leaving her business late so to see her car from the window would be wonderful. It would let her know if there is any tampering and it also allows her to know the lay of the land when she leaves at night. This is a situation where she could become a victim of prey, and she is saying if APA could start thinking about where exactly would be good, eye view of her window would be perfect. Ms. Watts goes on to say that she has seen very little traffic during the day while at the business for more than 2 hours. She asks that whatever we can do so that Ms. Newsome can park in sight from her window, would be a real support to her as a small business owner. Mr. Zeller says that we can't take public property and dedicate it for one person. We do not have the power to do that. Mr. Zeller states that we are trying to make it affordable to her. Mr. Zeller says that he is hearing that there are spaces, but the biggest problem is that cost has been driven up recently. Ms. Watts states when you own a residence, it almost seems as though the moment you don't live at that residence you lose that property right. Mr. Zeller clarifies that they do not own the street. So, there are other programs for the effective management of city parking that a

lot of cities do, one of those being to relieve residents for residential parking. That is an ordinance, and like you've read, because you don't live there you don't qualify for it. We do not have the power to change the ordinance, only City Council does.

3. Tim Ramos of 14th and Linden announces himself. He states that he will take up with City Council members regarding the ordinance. It is his understanding that other business owners, like Mr. Napoli do not have a permit to park in front of other businesses. Mr. Zeller states not one. He further states that there are 2 businesses downtown that pay \$150 per month for dedicated drop offs. Mr. Morgan says that those 2 businesses do not have permanent parking. Mr. Morgan further states that Mr. Napoli is in the central business district which isn't a residential parking permit area. Therefore, Mr. Napoli, even if he lived above his shop, could never get a permit to park on the street. Mr. Napoli states that he is in the 500 block and that if he has 20 permits there will be no place for the customers to park. Mr. Ramos states that he lives in the neighborhood where Ms. Newsome operates her business and people are not parking on 12th Street to walk down to the arena. Mr. O'Neill asks when the downtown zone lines were determined. Mr. Zeller confirms that it was about 2 and 1/2 years ago. Mr. O'Neill confirms that the zone that was drawn would be susceptible to people gaming during events. Mr. O'Neill asks if we think differently now about extending that part. Mr. Zeller states that it was already in the ordinance for rates from 4th to 12th. They come up with flexibility to higher the rates so that people could not game the streets and put people in the decks for the events. Mr. Ramos mentions noticing that spaces from 5th to 9th, Walnut, Union up to Turner, maybe Chew are being used for the arena. Mr. Zeller states that this is why we are going in a different direction. Mr. Zeller mentions that he has built in the ability and flexibility to change the rates. Also, since we got rid of the meters and put in the new kiosks, we now have the ability to change them centrally here which is something we didn't have with single space meters. Ms. Newsome asks if the app will also change when her zone is changed. Mr. Haney confirms that yes, the app will change. Mr. Haney is asked to confirm when the change takes place with Ms. Newsome.

Ms. Newsome, Ms. Watts and Mr. Ramos left the meeting at this time.

Mr. Morgan brings 3 more guests into the meeting at this time.

4. Diane Gibson introduces herself as a resident of 444 N. 7th Street. Rebecca Torres states that she is a resident, business owner of the 400 block of N. 7th Street. Vincent Torres states that he a resident with his parents at 446 N. 7th

Street and that he owns 2 restaurants on 7th Street. Mr. Zeller clarifies that they are on 7th Street and that we have been working for him. Mr. Zeller asks Ms. Gibson understands what we did. Ms. Gibson reads, "Good afternoon, I am Diane Gibson, as you know. I am here again at this time to express on behalf of the residents of the 400 of N. 7th street our gratitude for your reconsideration to the Zone 2 revision. My husband brought up the fact that the 400 block, unlike the 500 and 600 blocks had at least 50% or more residential use. We are pleased you took the time to confirm our position and to amend your decision accordingly. It shows this Board's readiness to hear our concerns, address our needs within our confines of the law. Thank you." The Board proceeds to say, "You're welcome." Mr. Zeller says that we appreciate it very much because we don't get a lot of thank yous being a parking authority. So, that is why we appreciate them being patient. They are hoping to have the new lot up and going in a couple of weeks that will hopefully provide relief to the businesses on 7th Street and also with getting the residential parkers off of that street which will hopefully be better for your business, for both of your businesses. Mr. Zeller asks if Ms. Torres and Mr. Torres would like to say anything. She states, no and that they just wanted to come and support those who could not be there because they had to work.

Ms. Gibson, Ms. Rebecca Torres and Mr. Torres left the meeting at this time.

Mr. Morgan brings 2 more guests into the meeting at this time.

5. Ryan Abdouche-resident of Whitehall. He has a business interest with the Americus Hotel at 6th and Hamilton Street. Anthony Castelluccio introduces himself as the General Manager of Americus Hotel. He states that he is there for a couple of reasons. He starts with the valet zones. Mr. Zeller asks how they got those. Mr. Castelluccio states that the city granted those. Mr. Zeller asks if that is in writing somewhere. Mr. Abdouche states that APA put the sign in and painted the curb. Mr. Morgan asks if there was an application that got filled out. Mr. Morgan asks if Mr. Abdouche just called and APA came down and said okay, we will put the sign up and paint the curb. Mr. Abdouche responds saying that it was an old parking zone in front of the hotel. There was a loading zone behind it, but in front of the hotel there was a no parking zone but because it is for the hotel valet. The hotel hasn't been open in 20 years. All of 6th Street wasn't metered when the hotel was up and running. When the hotel closed, APA put all the meters up on 6th along the hotel back in 2002. They extended the loading and unloading zone from in front of the deli, to the end of the block because they needed it for valet service and for drop off and drop-in service. Mr. Castelluccio states that people are getting ticketed quickly in that area. They are wondering if

there is a way that they can police that area and if someone needs to be ticketed, they can call APA. They are obviously not using that area for associates or anything else like that. When people come in to drop off their luggage or there is a handicap or an elderly person it does take more than 15 minutes to get into the hotel. Mr. Morgan asks if guests are getting ticketed. Mr. Castelluccio confirms that a guest who was there for about a half hour got a ticket. The people were not registered guests. Mr. Morgan points out that it's not private parking for people to park. Valet is to drop a car off and have it taken away. Mr. Morgan also states that they don't even have a valet operation. Mr. Castelluccio says that they do not have a valet service yet. Mr. Morgan wants to know if they think that people who are visiting should be able to park there. Mr. Castelluccio says not for an extending period of time. They are asking for the hotel to be able to watch it and let APA know if they run into an issue. Mr. Zeller asks if that is all they are there for at this time. Mr. Castelluccio states that it is not. Mr. Zeller asks for the next issue. Mr. Castelluccio requests if they can designate a metered parking area from 6th Street and Hamilton, to Court Street. They are wondering if they can pay for that area to not be metered from 5pm to 8pm and how much that might cost. Mr. Zeller asks if it is for pick up and drop off. Mr. Castelluccio says more for the businesses, the store front they have under the hotel, for their customers to be able to park there and hotel people that we know, not associates, but guests that might be there for an event or overnight. He asks if there's a way for them to have that block not metered and pay a fee for it to not be monitored or metered from 5pm to 8pm. Mr. Zeller responds that we have a pickup/drop off policy that we have that allows a business to dedicate spaces for pick up and drop off and that they pay us. There are two in the city. Fegley's do it. Mr. Morgan confirms that Fegley's does pick up/drop off and that not one person has a single dedicated space. Mr. Morgan says that there is a 5-minute zone in front of a health food store on 9th, but it is 5 minutes. Mr. Castelluccio says obviously they need it for more than 5 minutes, but willing to pay for it. Mr. Haney wants to know how the hotel would want APA to regulate that parking. Mr. Castelluccio suggests turning the meters off. Mr. Castelluccio again says that they would be willing to police that area. Mr. Haney states that in essence they are looking for those spaces dedicated for their use Monday through Saturday, from 5pm to 8pm. Mr. Zeller confirms that the hotel would be the only business with that program. Mr. Haney explains that the difficulty is that for example the Symphony. When they have an event, they will purchase no parking signs to reserve for handicap parking. That's an event, an isolated thing that happens here and there throughout its season. The citizens of Allentown own the street. So, it's not within our ability to sell that public property to a private business or a private owner for their sole use. Mr. Castelluccio

understands and says he is not going to block anybody from parking. Mr. Haney says that Monday through Saturday is in essence purchasing the property. Mr. Castelluccio says why don't we look at it like they are purchasing the meters for the night. He doesn't understand the problem. Mr. Zeller asks, and Mr. Castelluccio clarifies that the businesses are having a tough time. Mr. O'Neill asks why they can't just pay for the meters with the app during that time period. Mr. Morgan confirms that the hotel could pay for the meters for that time period at the hotel's own expense. Mr. Castelluccio asks if they could make it simpler and have APA do a monthly invoice. Mr. Haney wants to know what if there is a car there that's not patronizing the hotel or any businesses there. Mr. Castelluccio responds by saying that once they have valet up and running hopefully it will be 24 hours and there will be certain number of eyes on the street for that and if we have to call APA, we will certainly do that. Mr. Haney says that it turns into purchasing public property for private use. Mr. Morgan says that if the merchants have the park mobile app when someone comes in, they give their license plate and they pay for half hour parking. Mr. Morgan said that is what the law firm just did on Hamilton. It wouldn't be easy enough for us to do for people coming into the hotel. Mr. Abdouche said that it wouldn't be ideal for businesses. Seth O'Neill introduces himself as the City of Allentown's Finance Director and also a board member of the Allentown Parking Authority. He is somewhat new to both positions, but it seems clear to Mr. O'Neill that there needs to be something at the city level to comprehensively address the rules around parking and that sounds like it has to happen legislatively. There is going to be an election very shortly and he can assure you that he plans to address this with whoever the likely mayor is in January, if you could wait that long. His problem is there needs to be a rule that says APA can do this. Absent of rule, his only thought is when you pay for a parking meter, you have a right to stay there for that period of time. That is currently something that exists and that's a rule that we can all point to and that makes sense. To come up with an arrangement that is outside any written guideline, to me, that is off the table. If we change the rule so that we can allow something like this and the experts advise that there could be a better change to the rule to accommodate business, something like that, if its in writing then that is something APA could work with. Mr. O'Neill says that is where he is at and that is his deliberation in his head. Mr. Abdouche responds saying that there is no rule that can do it or that you can't. It was his understanding that APA owns the parking on the streets. Mr. Zeller says that if we owned the curbs the hotel would not be able to have the valet zone. No one in the city has been given such a wide range of parking impacting income that we can derive from those things. There is probably a certain amount of factor that you do not have enough parking available there that you are taking it up with an exorbitant huge valet

zone. Mr. Abdouche says that if they have to go through legislation that it will take years. Mr. O'Neill says that it would not take that long. Mr. Zeller states that there are all sorts of messes downtown. Mr. Zeller says that parking does need to be comprehensively addressed on the curb downtown, 100%. We would expect you guys be a part of that discussion and hopefully solution. Mr. Castelluccio says that he doesn't understand why APA wouldn't want to do it if guaranteeing that monthly revenue, especially right now because a lot of people aren't even in downtown. Mr. Zeller says it's a public purpose aspect. Mr. Morgan asks if customers are paying at the meter when they go into the stores. So, APA isn't losing money. Mr. Abdouche states the store fronts need to succeed. A lot of them are complaining there is no parking, that they want to leave, that it isn't worth it for them to be there because there is nowhere for them to park. The APA keeps giving the customers tickets and they are not coming back. Mr. Haney states that the deck is one-quarter block away and it's a dollar an hour cheaper. Mr. Abdouche says that it would be a perk to give his store fronts that they could park at the meter, and it would be one less thing for them to complain about. Mr. Morgan clarifies that they are looking for something from 5pm to 8pm. Mr. Castelluccio confirms, yes for 3 hours. Mr. Castelluccio says the last thing is the valet spots in the deck. The hotel would like the primary choice to be the community deck. The hotel is having a problem with the cost being so much higher than what the hotel can get for a monthly unreserved spot. Mr. Zeller says that a dedicated spot is 24/7 so that's the issue APA has with the dedicate spots. APA has rates for that, residential and business. Mr. Abdouche is not looking for reserved spot that APA sections off, just wanting to get spots. Mr. Zeller says he thought the were looking for a reserved valet area for the hotel, close to the elevator so it's easier for the hotel to run. Mr. Castelluccio is asking if the hotel can use unreserved spots for valet. Mr. Morgan says there are no reserved spots in our garage, only contract parking. Mr. Castelluccio asks if the hotel can get parking permits for \$75 a month if they have over 11 spots or \$80 a month. Mr. Castelluccio asks if they wouldn't be able to use a spot or a permit for a valet. Mr. Morgan says no because there is no way to enforce it. Mr. Castelluccio asks if they are taking the responsibility to understand where they park that car, it is only 1 car going in at a time, we are paying the monthly cost why wouldn't be able to use that permit for a valet spot. The hotel is not asking for a specific part of the garage. Mr. Morgan says that they just want to buy parking permits, but the permits are specific to a vehicle. Mr. Zeller asks about chasers and Mr. Morgan confirms they could buy chasers. Mr. Abdouche says the chasers cost them a \$1.00 an hour and there is no lower rate for using a chaser. Mr. Castelluccio is really asking to be able to use a permit for a valet spot and not to have to register every single car. Mr. Zeller confirms the hotel is

not looking for a dedicated area for all the valet parking. Mr. Morgan states that what will happen is that the hotel will park more than 20 cars. Mr. Castelluccio confirms that there are no in and out privileges. Mr. Morgan further states that the hotel will have to take one in and put one out. However, what happens is people will use their card to let someone else out and then when they can't get out, they press the button and say their card isn't working. APA can't do that. Mr. Morgan states that if the hotel wants to buy 20 key cards, let a car in and that's it and use the same key card to get that car out. Mr. Zeller suggests leaving the key card in the vehicle. Mr. Morgan expresses concern that people will say they don't have the card, or they forget the card and they ask to be let out. Mr. Abdouche suggests APA inspects the valet kiosk on a daily basis. Mr. Zeller asks Mr. Abdouche for his solution. Mr. Abdouche states he would get a clip for the key card and once the car is parked the card and keys would stay together in storage. Mr. Morgan states that that would be acceptable. Mr. Castelluccio asks how the Hotel would go about purchasing those spots without registering a car. Mr. Morgan states there is no way to do that right now. Mr. Zeller says that APA needs to figure that out. Guest comes for a week or whatever it is, they could be arguably taking up that spot for a week at a time. Mr. Zeller asks for the APA to talk about how it would be managed. Mr. Abdouche mentions that that the garage is not full at nighttime when the spots are mostly needed. Mr. Zeller states that he assumes that the hotel parking will be at night. Mr. Zeller said they will talk about this more in Execution Session. Mr. Morgan states that APA is going to move 100 plus parkers from government deck to community, the LVHN people, so APA will have about 47 available spots during the day and at nighttime there are only 125 cars. So, there are 650 spots at night. Mr. Abdouche asks if they would only be able to buy permits for nighttime. Mr. Haney states that it is a residential rate. Residential permits are supposed to be out during the day. Mr. O'Neill asks if other cities or hotels mark cards for valet. Mr. Abdouche states that a postcard could be made with the hotel logo and mark the postcard with a valet number on the rearview mirror. Mr. Castelluccio says that the car could be marked with a card and put on the dashboard. Mr. Castelluccio mentioned the hotel is already working on a system of parking valet cars. Mr. Haney asks that the hotel be sure that the valet people know it is head-in parking. They can't back in and just so they understand that ahead of time. Mr. Morgan asks the hotel to make sure they know that it is \$25 for each lost key card. Mr. Zeller asks about the hotel monthly rate for parking overnight. Mr. Castelluccio states that they just recently had a review about the surcharge. Mr. Castelluccio asks about when they will get any answers. Mr. Haney states it depends on how to make it happen with our permit company

without a license plate. Mr. Morgan states we will have to go to our permit company to see how this situation could be handled.

Mr. Castelluccio and Mr. Abdouche left the meeting at this time.

Mr. O'Neill made a motion to approve the September minutes. Mr. Napoli seconded it. The Board voted and approved the September meeting minutes.

The Board broke for an Executive Session

Mr. Zeller states that coming out of Executive Session, there was talk about contract parking rates in APA decks. Also, there was talk about some real estate matters involving the DaVinci Center project downtown. So, Mr. Zeller would like to make a motion that APA temporarily reduce the parking rates on 4th Street and 12th Street when they are at \$2.00 per hour down to \$1.00 an hour pending completion of a review by APA verifying that the arena attendance is not causing parking on 12th and 4th Streets so there would be no reason to have that higher rate of \$2.00 per hour. Mr. O'Neill seconded it. The Board voted and approved the 4th and 12th Street rate decrease to \$1.00. Mr. McCarthy states that it is a temporary decision by the Board subject to review by the staff with respect to the effect of that change. Mr. Zeller highlights that it is temporary and there will be staff review.

Mr. Zeller makes a second motion to create a new rate called the Unlimited Rate so decks can deal with unique circumstances where permits are not necessarily tied to a specific car but tied to a specific user with a combined current rate of commercial and residential rates. In this instance it would be a \$125 per month rate, subject to other restrictions the staff may advise on including, but not limited to, that the community deck parking would be on the 5th floor or higher to make enforcement a little easier. Mr. Napoli seconded it. The Board voted and approved the Unlimited Rate.

EXECUTIVE DIRECTOR'S REPORT

Mr. Morgan states that the health department violation was rescinded. Mr. Morgan thanks Mr. McCarthy for his assistance. RCAP application is down to the wire. We are waiting for THA to give a construction schedule to fill out form 300 and 310. Most of it is filled out, about 85%. The application is for funding for the proposed garage down at the waterfront, the Lehigh River Redevelopment. We will be filing on Monday. We are waiting for Todd Helmer of THA to get back to us. There has been some back and forth. We now have some numbers that came from High Concrete as to what it was and what it is going to be. We have a delivery schedule from them as far as when the order is placed and how long it will be when they first show up. All of that information has to be on the form. Mr. Morgan states that he has been schooled as to what to ask for, meaning what the asks are for and what the typical grant is, and it is nowhere near what we would like. We are going to apply for 4 and hopefully get 2.

Construction progress- Mr. Morgan has been talking to Mr. Plunkett. He is ready to do the filing for the Walnut Street, Lot 2 property that is going to the City Center entity. Maple Street, all the micropiles are done. The concrete should be done by Friday. They are going to bring the crane in to unload the double-t's Thursday and Friday. Deliveries will start maybe as soon as Friday, but definitely on Monday. The trial run with the delivery trucks has already been done. A number of parking spots have been taken, 85 feet long so in order to make that turn some parking spots needed to be taken. It is asked about storing anything at the end of Front Street. Mr. Morgan confirms that yes, they are storing at Jordan Park. Northstar has already taken care of that with insurance forms and a \$50,000 retainer required by the City. Mr. Morgan states that as of yesterday's meeting at 2pm, if everything goes well, we are right on schedule for end of July, certainly August 1st. North Penn lot is done. The macadam is complete, sealcoating and all the contract parkers are moved over. There are 3 additional spots that can be sold. North 7th Street, the electrical conduits have been put in, the footings for the lighting has been poured, PP&L has been out to survey where the new pole is going to go to bring service in. They are going to bring in stone. They have already cut the sidewalk and street where the new pavement is going to be, 145 which is the permit we are waiting to come in. Mr. Zeller asks about the mural. Mr. Morgan reminds everyone about an email copy that has gone out about the 2 murals. The background and layout for one mural is already up on the South wall. That was a collaborative effort by many parties, but clearly the arts design ran with it by getting the funding, so it isn't costing us anything. They brought out the talent and did a survey so the neighborhood could pick. Mr. Napoli asks about the 12/1 start. Mr. Morgan states that Dan brought in 2 woman who own businesses who volunteered with this organization to hand deliver in English and Spanish notice of what was happening. They have a list of every single resident they visited on the 500 and 600 block, as well as every business they visited on the 500 and 600 block. So, there should be no problem with language or getting information across. They have agreed to talk with every single family. There are several families with as many as 3 vehicles. Several families with 2 vehicles. So, those 13 families come to about 26 vehicles at least. Next, the lighting project over at the police department for lighting up the lobby area by the bridge that comes from the Government deck down to the Courthouse lobby area. Mr. Morgan and Rich Young are working on a quote. The spiral deck engineering review should be done by Pennoni by next month. A report should be provided as to how much it will cost to refurbish the deck.

Mr. Morgan hands the floor over to Christina Dayton to give a presentation about International Parking Day. She states that gold sponsorship is \$2,000.00, Silver is \$1,000 and Bronze was \$500 each. There were many donors that donated items for the raffle table, like money, food items or household items. The donors received tickets and won the donated items. There were two places that food, household and personal items went towards, the Allentown Area Ecumenical Food Bank and the Sixth Street Shelter. 99.9 The Hawk broadcasted live. There was cornhole. There was a dunk tank. It is on record that Mr. Zeller will be donating his time next year. Hot dogs and popcorn were handed out. She presented a few pictures. She mentioned how much was collected from the dunk tank. Mr. Morgan states that at least \$2,500 of goods and

services were donated to each. He also mentions the charity APA does at Thanksgiving and at Christmas. Mr. Zeller asks how much is posted on social media. Ms. Dayton says that everything has been placed on Facebook.

Mr. Morgan is turning it over to Mr. Haney for the September Enforcement results. Mr. Haney states double parking results rebounded from last month from 60 issued at the targeted area on North 7th to 93 issued. A total of 933 double parking tickets have been issued this year so far which is 286 above what we did in all of 2020. The targeted areas are along 4, 5, and 6 of North 7th. In July, our dispatchers handled 1,250 calls for service. In August, that jumped up to 1,475 calls for service. In September, it jumped up again to 1,533 calls for service. The total calls fielded for the year through our dispatch office is 11,393. Mr. Zeller asks for the year to date for the Allentown PD for double parking on North 7th. Mr. Haney responds with 63, 47 in one day. Mr. Napoli mentions how they pass by double parkers all the time. Mr. Haney states they are leaving the double parking to APA. The 11,393 is nearly double what we ever did when the Com Center was in place. We used to average 500 to 600 calls from Com Center. For whatever reason, that has doubled. It could be because we have expanded our hours and we are taking the calls over a longer period of time. Also, there are Saturdays and Sundays as well, Mr. O'Neill asks if all calls are getting a response. Mr. Haney confirms that the calls are closed out once they are handled. Mr. Zeller confirms that the Allentown PD has handled 62 double parkers.

Mr. Morgan wants to update the APA website that the time limit for guests to speak will be no more than 10 minutes. Mr. McCarthy confirms that no resolution is needed.

Mr. Zeller asks Connie Abercrombie for the finance report. Ms. Abercrombie states that the total revenue for September is \$921,000.00 which is 25% ahead of budget. Year to date total revenue \$7.7 million which is 17% ahead of budget. The operating revenue is \$905,000 which is 24% ahead of budget. Year to date operating revenue is \$7 million which is 7% ahead of budget. Enforcement revenue contributed \$547,000 which is 17% ahead of budget. Off-street and events contributed \$295,000, 17% ahead of budget (transients, events and contract parking, anything decks and lots). Year to date contract revenue is 22% ahead of budget. Transient review is 100% ahead of budget. The event revenue is 88% below of budget, but we expect to pick up some in the fall now that there are more hockey games and other events. The non-operating revenue for the month was \$16,000. The total operating expenses for the month of September were \$417,000 which is 12% below budget. Year to date operating expenses at just under \$3.7 million are 13% below budget. For the month, personnel costs at \$287,000 were 16% below budget and services and charges at \$122,000 were just 1% over budget. Materials and supplies were just under \$8,000. For the month of September, revenue exceeded expenses by \$504,000 and after the transfers we have an excess of \$259,000. Overall, for 9 months, our revenue exceeded expenses by \$4 million which is 71% ahead of budget and after all the transfers the excess for the period is \$1.7 million. However, we had to record the PPP grant income which is not actual money this year. If we take that out, the excess is \$1.1 million. The work in process costs that are not shown on the operating statement are \$358,000 year to date, resulting an

excess of \$809,000. We don't include the Maple Street garage projects in these numbers which is just under \$4.8 million because we are not using operating revenue to pay for it. On a cash basis, in September, we took in \$1,668,000 which includes City Center loan money for Maple Street, and we paid out \$2.1 million which includes the expense of Maple Street and our debt service payment of \$619,000. For the month, we had a deficit of \$468,000 and on a year-to-date cash basis we are at a deficient of \$44,000. Ms. Abercrombie mentions our health insurance renewal from our cooperative of other Pennsylvania Municipalities of our size, give or take. They negotiated a new deal with Capital Blue Cross which gave us a reduction in our health rate in the amount of 6.4% of our health costs. They anticipate over the next 3 years there will be more reductions. The way it works in general is we pay our premium to the cooperative and part of that is our claim fund deposits, along with fees and cost insurance. If we do not use all of our claim fund, we get surplus payment back. We got our first part of our surplus payment for 2020. We have received a surplus payment every year since 2016. From 2016 to 2020, we have received just under \$473,000 returned to us which is 25% of our claim fund paid. Our performance ratio is at 107%, but we are still getting the total of \$37,000 back. Last year we got a total of \$145,000 back. We budget about \$41,000 a month for a parking meter. For the first few months of this year, it was really down. This month the parking meter alone was \$79,000.

This meeting was adjourned at 2:35 pm.

The next Board Meeting will be held on Wednesday, November 17, 2021.