

Linda A. Rosenfeld – Chairperson
Malcolm Gross - Vice Chairperson
Candida Svirzovsky - Secretary
Michael Donovan – Treasurer
Lawrence Hilliard – Asst. Secretary

Tamara Weller - Executive Director
Daniel K. McCarthy - APA Solicitor

ALLENTOWN PARKING AUTHORITY
BOARD OF DIRECTORS MEETING
October 28, 2009

A Board of Directors meeting of the Allentown Parking Authority was held at 4:00 PM on Wednesday October 28th, 2009 in the Conference Room, Allentown Parking Authority, 1005 Hamilton Street, Allentown, PA.

The following were in attendance:

Linda Rosenfeld-Chairperson
Malcolm Gross- Vice Chairperson
Larry Hilliard-Asst. Secretary
Candida Svirzovsky-Secretary
Tamara Weller - Executive Director

Also in attendance:

Bruce Koller-Deputy Director-APA
Dan McCarthy-APA Solicitor
George Grazer-Manager of Enforcement
Sandra Borgman-Recorder of the Minutes

Linda Rosenfeld called the meeting to order at 4:02 pm. The Minutes from September were approved by Malcolm Gross and seconded by Larry Hilliard, all were in favor and the Minutes were approved.

EXECUTIVE DIRECTOR'S REPORT

2010 Budget

Ms. Weller stated that Mr. Koller was still working on the Budget for 2010 but would be finished with it before the end of today's meeting.

Permits for R.V.'s

The APA will begin to issue temporary parking permits to Recreational Vehicles to park on city streets only to load or unload. There would be no charge for the permit and they would only be for a 24 or 48 hour time period.

Handicap Sign Application Review

A meeting was held between the APA and the Center for Independent Living (CIL) to review the criteria for Handicap parking. The meeting was very productive and may result in some changes to the application for HCP sign installation.

New Restaurant at the Downtown Holiday Inn

There is a new restaurant in the Holiday Inn downtown called Made In Brazil. They will be hosting the First Monday event in November event to showcase the new eatery. Ms. Weller encouraged whoever could to go and check it out.

Residential Parking Permits

Ms. Weller explained that she is looking at expanding the Residential Parking Permit (RPP) program into other neighborhoods after being asked to do so by some residents. She explained that in the past the responsibility was on the resident to get a petition signed by the majority of residents in a neighborhood. In this day and age, that has proven to be a difficult undertaking. The APA has attempted to help by sending out mailings to areas that have expressed interest in establishing an RPP zone in their neighborhood. There has only been about a 30% response to those mailings, so Ms. Weller would like to use the data from the respondents to affect changes to the RPP zones in the city. Ms. Weller will keep the Board updated on this process. Mr. Gross suggested that a map outlining any new RPP areas be placed with the Morning Call newspaper and offered widely.

ATC and AGAPS use after 5:00 PM

In an effort to increase the use at two new parking decks a mass mailing was sent out to residents in the area of the Allentown Transportation Center, (ATC), and the Allentown Government Area Parking Structure, (AGAPS). The mailer offered a reduced rate of \$45.00 monthly in either deck for parking after 5:00 PM and on weekends.

Valet parking

Ms. Weller stated that Made In Brazil has requested that 2 parking meters in front of the restaurant

along Hamilton Street could be used for valet parking after 5:00 PM. The restaurant is searching for a Valet parking company and will contact the APA when they find one. Ms. Weller told the restaurant that she would work with the restaurant and the Valet Company to come to a workable arrangement. Ms. Svirzovsky asked if the APA would receive revenue from such an agreement. Ms. Weller said that the APA would receive payment for parking utilized by guests.

Saturday Special Event Parking Enforcement

Next, Ms. Weller stated that Symphony Hall had begun to stream live opera from New York onto a movie screen at the theatre on Saturday afternoons. In an effort to promote the arts, on dates of such shows, meter enforcement around the Hall may be halted.

Grace Montessori School

The Grace Montessori School is still interested in expanding their space at the Spiral Deck. The school is attempting to secure the funds needed to do so and is exploring the possibility of a capital campaign.

Minimum Municipal Obligation

Ms. Weller explained that the Minimum Municipal Obligation for the Authority's Pension Plan would increase by \$100,000. To reduce that burden, the APA is going to take advantage of an option provided by ACT 44, which allows payment to be based on figures from either 2007 or 2009. Conditions were much more favorable in 2009, so payment will be made using those figures. Weller also recommended increasing the valuation, as provided for in the Act, by 30% and using an amortization schedule of 75%. This is simply a way to defer payment. Ms. Weller stated that she was fairly confident that the APA would be able to pay the full obligation for 2010 but would rather not commit to that and still have the option to make the total payment.

Meter removal from 800 & 900 blocks of Chew Street

The removal of parking meters from the 800 and 900 blocks of Chew Street has been placed on the agenda for City Council's meeting of November 4, 2009.

OLD BUSINESS

Oak Street Lot

The APA will lease, with an option to buy, the property for ten years from the Redevelopment Authority for one dollar a year. After 10 years, the purchase price will be \$1.00.

Construction Update

Construction of the new APA offices has begun. The APA hopes to have the construction completed in March 2010 and move into the new headquarters by April. Mr. Hilliard asked if there has been any further communication with the Allentown Police Department regarding their purchase of 1005 Hamilton Street. Ms. Weller said she has been in contact with Captain Warg concerning the schedule.

2009 Series Bond

Mr. Koller stated that he has negotiated a line of credit to help with the construction costs of building the new APA office space. The credit would be through a Bond Issue and will be \$1.2 million. Mr. Gross approved the resolution to proceed with the \$1.2 million 2009 Bond Issue. Ms. Svirzovsky seconded, all were in favor and the resolution was approved. Ms. Svirzovsky signed the resolution.

FINANCIAL STATEMENT

Mr. Koller presented the Board with a month-to-month comparison showing figures from September 2008 vs. September 2009 and another comparison showing the first 9 months of 2008 vs. the same period 2009. Both reports show revenue is down and expenses are up. There is still a small amount of excess revenue over expenses after transfers, but it is not as much as it had been in previous years. Those funds will be put into escrow to pay off the debt service. Mr. Hilliard stated that some of the candidates for City Council should look at these reports to see that the APA does not have massive cash in reserve. He suggested that Ms. Weller might be asked to speak at the City Council budget hearings.

2010 Budget Distribution

Mr. Koller distributed the 2010 Budget to the Board. There will be discussion on the Budget at the next Board meeting in November.

OTHER BUSINESS

Lighting Grant

Mr. Koller stated that the APA has requested a grant to help offset the cost of updating lighting in the APA decks. Based on contact from the State, he feels confident that the funds will come through. New lighting is scheduled to be installed in the 3 older parking garages in 2010. Mr. Hilliard stated that the City has received \$1.1 million in energy grants, some of which must be distributed to outside agencies and urged Mr. Koller to seek funds from it.

Remaining Board Dates

November meeting- November 18th
Board dinner to be scheduled on December 10th at Boun Gusto.

ADJOURNMENT

The meeting was adjourned at 5:23 pm.