

Allentown Parking Authority –Board of Directors Meeting Summary

Date: January 28, 2026

Call to Order: 12:25 PM

Board Members Present

- Ted Zeller, **Chairman** •Darryl Hendricks, **Vice Chairman** •Jeff Glazier, **Treasurer**
 - Elizabeth Martinez, **Board Member** • Dan McCarthy, **Solicitor** • Jeremy Binder, Newly Appointed to Board
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APA Staff Present

- Jonathan Haney, Executive Director • Oswaldo Tosado, Deputy Director
 - Christina Dayton, Deputy Director • Mark Toro, Deputy Director
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Public Guest – Courtesy of the Floor

- Luis Ortiz, City Resident 236 N. Peach St., Allentown
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Approval of Minutes

- A motion to approve the November 2025 Minutes was made by Darryl Hendsricks and seconded by Jeff Glazier. The motion passed unanimously.
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Officer Elections

Following New Board member Jeremy Bender’s welcome, nominations were opened and filled as follows:

- **Chairman:** Ted Zeller
 - **Vice Chairman:** Darryl Hendricks
 - **Secretary:** Elizabeth Martinez
 - **Treasurer:** Jeff Glazier
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Executive Director’s Report – Jonathan Haney

Grant Activity & North Lot RFP

- **RACP Grants:** Continued engagement with state consultants and grant officials is underway. Updates will be provided at future meetings.
- **North Lot RFP:** 25 organizations pulled the RFP. Danish company expressed strong interest.
 - Board discussed formalizing a Review Committee for proposal evaluations, with external and board representatives to be confirmed at the next meeting.

Capital Projects & Property Development

- **940 Deck Project:** Proceeding on schedule with **D&M Construction**. Project includes added security for Allentown Police Department vehicle parking.
- **Ridge Avenue Development:** APA acquired a vacant lot to increase capacity and support redevelopment goals.

Art Museum Lot Contract

- Final contract terms being reviewed by committee (Dan McCarthy, Jon Haney, Santo Napoli).
- Buyer requested:
 - 25 discounted parking permits – APA declined nonprofit discounting but offered 2.5% volume discount.
 - New stairwell access from Court Street – APA agreed to “endeavor” to construct by 2029, subject to capital availability.
- Environmental review (Phase II) underway; closing targeted for March 20, 2026.

Banking Authorization & Compliance

- **Darryl Hendricks** and **Jeff Glazier** volunteered to serve as new authorized signers on APA's bank accounts.
- Staff to provide necessary forms and submit to banking institutions.
- Board reminded to complete ethics forms.

KPI & Goals Discussion tabled for a Future Agenda

Enforcement Report (November/December 2025) – Oswaldo Tosado

Enforcement Statistics – December 2025

- Tickets Issued:
 - APA Enforcement Officers: 132 citations
 - Police Officers: 0 (no citations issued)
- Towing Activity:
 - 13 Abandoned Vehicles removed in December

- 25 Double Parking Tickets issued — noted as a decrease
 - Continued focus on Seventh Street double-parking issues
 - Customer Service Calls:
 - 1,470 service calls answered in December
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Customer Appeals (November /December 2025)– Christina Dayton

Customer Appeals

- December 2025: 212 appeals
 - Valid: 87
 - Dismissed: 29
 - Reduced to Warning: 96
 - Full Year 2025:
 - Total Appeals: 3,049
 - Valid: 49%
 - Dismissed/Warnings: 51%
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Financial Overview – Mark Toro

2025 Financial Summary

- Total Revenue: \$15.4M
- Operating Expenses: \$18.6M
- Pre-Transfer Net Gain: \$6.7M
- Final Net Position: \$525K after capital/debt transfers
- **Quarterly Results:**
 - • Q1: -\$57K • Q2: +\$7K • Q3: +\$20K • Q4: -\$268K
- APA confirmed approval of a \$3.2M capital maintenance loan, with closing scheduled within weeks.

Payment Plans

- 202 plans launched since August 2025
 - 94 Paid in Full
 - 75 Defaulted

- 33 Active
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Audit Services

- Board approved engagement with selected audit firm for a **3 year contract**.
 - Contract to include:
 - Favorable annual rate
 - One-time setup cost (\$2,000)
 - Compliance with Single Audit if thresholds are met
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Snowstorm Response & Community Feedback

- APA garages opened citywide for free parking during snowstorm.
 - Several issues arose with customers remaining past free-parking hours.
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Public Comment – Luis Ortiz

- Resident praised snowstorm garage access but flagged:
 - Confusion over APA vs City signage
 - Lack of door-to-door notification
 - Concerns about double parking and residential access downtown
 - APA committed to:
 - Enhanced public communication during storms
 - Coordination with City departments / Working together with APD
 - Exploring expanded residential parking solutions
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Executive Session:

- Entered at 1:54pm; Returned at 2:25pm
 - No Formal action coming out of session
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Adjournment

Meeting concluded at **2:27 PM**.