Allentown Parking Authority – Board of Directors Meeting Summary

Date: August 26, 2026
Call to Order: 12:14pm

Board Members Present
Ted Zeller, Chairman
Elizabeth Martinez, Vice Chair
Jeremy Binder, Secretary
AJ Knee, Board Member
Frank Kane, Treasurer
Dan McCarthy, Solicitor

APA Staff Present
Jonathan Haney, Executive Director
Oswaldo Tosado, Deputy Director
Christina Dayton, Deputy Director
Nicole Siegfried, Finance Manager

Approval of Minutes
July 2026 Board Meeting minutes approved (Motion: Elizabeth Martinez; Second: AJ Knee).

Board Officer Appointments
The Board addressed vacancies in the Treasurer, Vice Chair, and Secretary positions resulting from resignations and recent appointments. Although officer reconstitution typically occurs in January, the Board determined that filling the vacancies midyear was appropriate to maintain continuity. Frank Kane was unanimously appointed Treasurer. Elizabeth Martinez was unanimously appointed Vice Chair. Jeremy Binder was unanimously appointed Secretary. The appointments formally fill all vacant officer positions.

Advertising Policy
The Authority reviewed its advertising agreement with Ad Park, which provides the Authority with a 30% revenue share and the right to refuse controversial content. Discussion centered on a request from Planned Parenthood for a directional advertisement on the North Lot billboard and the Authority's previous decision to decline a gun show advertisement. Board members discussed the need for consistency when reviewing potentially controversial advertisements and expressed concerns regarding public perception, political implications, and the Authority's legal obligations as a quasi-governmental entity. The Board agreed that a formal advertising policy should be developed with clearly defined categories of advertisements that are permitted or prohibited. Legal counsel will provide guidance regarding First Amendment and viewpoint-neutrality considerations during an executive session. No final Board decision was made regarding the Planned Parenthood advertisement pending legal guidance and development of the policy.

Jeff Glazier Lot Project
Construction of the Jeff Glazier Lot is nearing completion. Grading, conduit, and light pole bases have been completed, with paving and striping expected shortly. Completion is anticipated by the second week of September. A ribbon-cutting ceremony is being planned for September 21 or September 23 at 11:00 am. The event will include invitations to the Mayor, City Council, media, Jeff Glazier's family, and community members. Jeff's wife Carrie may participate in unveiling the lot sign. Free popcorn is planned for the event, pending confirmation of the required permit.

Spiral Deck Restoration
Full-depth structural repairs on the eight-story Spiral Deck have reached areas requiring temporary closures. The work includes removing sections of concrete, re-splicing reinforcing steel, and pouring new concrete slabs. The first closure is scheduled for Friday, August 28 at noon through Monday, August 31 at 7:00 am. A second closure is anticipated during Labor Day weekend. Key stakeholders, including ADP and Da Vinci, have been notified.

Government Deck Maintenance
The Government Deck maintenance project is progressing ahead of schedule and is expected to be completed by mid-September. A change order was approved to address concrete deterioration at a parking tee exit and prevent a potential structural failure. The additional work will be funded through an existing project surplus.

RACP Application
The reimbursement application has been submitted to Stantec, and the project is in its final phase. A final edit from Dan and several Board resolutions remain outstanding. Required project signage has been installed at the Spiral and 940 decks following a site visit. The Board expressed frustration with the length of the reimbursement process.

La Mega Radio Partnership
The Authority is partnering with La Mega Radio to promote International Parking Day. The partnership will also provide information regarding the Code Red emergency notification system, snow emergencies, and kiosk use.

Executive Session
The Board entered executive session to discuss legal and real estate matters. Upon returning to public session, the Board confirmed that the discussion remained within the announced topics.

Enforcement Report

Oswaldo Tosado reported - Call volume is on pace to surpass the previous year.

Service Calls Answered	July 2026 - 1,564
Year to date	12,735
Double Parking Enforcement	Continued Focus
Downtown Traffic Enforcement	Active Enforcement

Customer Appeals Report

Christina Dayton reported – that dismissals and warnings do not necessarily indicate officer error.

Appeals Category	July 2026	Year-to-date
Total Appeals Filed	177	1,271
Valid Appeals	64	520
Dismissed / Reduced Appeals	113	751

Finance Report-July

Nicole Siegfried

Financial Category	Amount
Revenue (YTD)	Approx. $9.4M
Revenue Performance vs. Budget	15% Below Budget
July Operating Expenses	$1M
Financial Category	Amount
July Operating Surplus	$320K
Net Gain After Transfers	$140K
Current YTD Net Position	$1.2M

Community & Public Relations

- International Parking Day is scheduled for Friday, September 18, 2026.
- The Board discussed a recent Lehigh Valley article that members believed inaccurately portrayed the Authority's revenue sources. The Board elected not to issue a formal response.
- Members discussed the possibility of monitoring and providing positive, factual information through social media platforms, including Reddit.

Action Items / Next Steps

- Develop a formal advertising policy establishing clear categories for advertisements that may be accepted or rejected.
- Obtain legal guidance regarding advertising restrictions and the Authority's obligations as a quasi-governmental entity.
- Resolve the Planned Parenthood advertising request following legal and policy guidance.
- Confirm the date for the Jeff Glazier Lot ribbon-cutting ceremony.
- Coordinate invitations, press release, community notification, and event logistics for the ribbon cutting.
- Confirm permit requirements for the popcorn machine.
- Complete the final RACP application edit and remaining Board resolutions.
- Compile advertising policies from comparable authorities for Board review.
- Consider appropriate monitoring and engagement on local social media platforms

Adjournment: 2:18pm

Meeting adjourned following completion of business.