

**POTTSVILLE PARKING AUTHORITY
POTTSVILLE, PENNSYLVANIA**

PUBLIC MEETING

Minutes

December 13, 2024

The regular meeting of the Pottsville Parking Authority will be held on the above date at 8 AM at City Hall 401 N. Centre Street, 2nd Floor Conference Room

In attendance were: Ian Lipton, William Messaros, Ronald Dermo, Thomas Champion, Michael Weres, & Stephen Macola.

AGENDA ITEM #1 CALL TO ORDER

AGENDA ITEM #2 EXECUTIVE SESSION

The Board went into Executive Session from 8:01 AM to 8:04 AM, to discuss personnel matters.

AGENDA ITEM #3 Review of minutes from November 8, 2024 meeting.

- Requires motion to approve minutes

MOTION to approve November 2024 Minutes by Dermo / Weres. MOTION passed.

AGENDA ITEM #4 Reviews of monthly revenue / expenses for November 2024

- Highlights of Operating Income and Expense YTD:
 - Decrease in Net Income from October 31 (\$29,294.08) to for November 30, 2024 (\$14,228.52)
 - Budgeted YTD net income 11 Month \$28,231.48
Increase \$43,939.52 over projected income for 11 Month
 - Income from Park Mobile for the month of November 2024 included
 - 5,589 transactions compared with October 2024
Net Income from Park Mobile for November \$10,385.00
 - Net Park Mobile 2024 YTD \$125,948.65, 2023 YTD \$123,867.70 increase YTD - \$2,080.95
Fees paid November 17.1 % \$2,147.10
 - Meter Income November 2024 \$5,894.74
 - 2024 YTD Meter Income \$93,005.41 compared to 2023 YTD Total \$103,290.93.
 - Income from T2 Enforcement ONLY, November 19 days
 - 474 tickets issued; 238 tickets paid
 - Total T2 enforcement revenue billed in November \$8,590 .00
 - Total MPS enforcement revenue billed in November \$945.00
Realized November income \$4,026.16
 - Collectively, enforcement officers issued on average 125 tickets per week during the month of November
 - Larry Newswanger | 29 % of tickets
 - Dale Blum | 31 % of tickets
 - Pat Mahoney | 40 % of tickets
 - Total hours of enforcement labor for November 162
 - Magisterial income for November 2024 \$1,218.53

- Income from CDs and MM accounts November 2024 \$2,627.16
- Budget for 2025 was adopted at the September Board meeting. Finally, the small municipal permit increase of 2% to 2.5% for 2025 will mitigate some of the reduction in revenue.

AGENDA ITEM #5

Parking Areas

- Mahantongo Deck.
 - EV charging income for November not received \$147.80. Utility cost for November \$44.20 (407 kWh) Net income \$102.80
 - EV \$5.00 charging without a municipal permit (19) session \$95.00 income for parking, net income from charging \$7.80
 - The (2) parking Kiosks: Income for November was only \$64.75, a net loss of \$65.25.
 - The Authority's efforts are ongoing to control demand at the Deck due to higher-than-expected electric invoices compared to 2022-2023. For the first month in 2024, Sept. 23 thru Oct. 14 showed a significant DECREASE in usage of -16% and demand -29%. We have made some improvement, but have not been able to contain costs completely. Oct. 14 – Nov. 12 Usage -23% demand -14%. The \$1.50@ month increase in permit cost for the Mahantongo Deck in 2025 will help.
 - All regular enforcement and maintenance were performed in November 2024
- Capitol Deck
 - Phase 1. Prepare and repair the concrete.
Year 2023 (COMPLETE)
 - Phase 2. Steel repairs and drainage system replacement
Year 2024: (COMPLETE)
 - Phase 3. Repair of retaining wall, epoxy crack seal and painting the steel. (RESCHEDULED)Year 2025.
(86) PAGE PROJECT MANUAL FOR THE PAINTING PHASE. This will be advertised for bid this month, completion of this the final phase of approved work to be completed by August 31, 2025 bid will be between \$115,000.00 and \$120,000.00 to complete the final phase of the deck project.
 - All regular enforcement and maintenance were performed in November 2024.
- Union Station

- The lot should be sealed and any cracks repaired in the next 12 to 18 months. This work is estimated at a cost of \$40,00.00 to \$60,000.00. The Pottsville Parking Authority should not accept financial responsibility for this project.
 - All regular maintenance performed for November 2024.
- Arch Street
 - All regular enforcement and maintenance were performed in November 2024.
- John Potts Lot
 - All regular enforcement and maintenance were performed in November 2024
- Pottsville Hotel
 - All regular enforcement of the 50 municipal permit spaces was performed as well as regular maintenance for November 2024.
- Alvernia Lot
 - All regular enforcement and maintenance performed in November 2024.
- McGeever Pocket Park
 - All regular enforcement and maintenance performed November 2024.
- Garfield Lot
 - All regular enforcement and maintenance performed in November 2024.
 - The Redevelopment Authority accepted bids to demolish the apartment building to provide for Restaurant parking. Mr. Chen has agreed to restore the apartments in the front section of the apartment building adjacent to the diner. The Redevelopment Authority of the City has hired Kitsock to demolish the remainder of the building for parking. This demolition work has begun and should be complete in December.
- Residential Permits

- As of December 1, 2024 (136) new 24/25 permits have been purchased @\$50.00 each producing an income of \$6,850.00.
- Municipal Permits
 - First quarter permit invoices mailed the week of November 25th.
 - Municipal Permit Pricing for all facilities for 2025. Increases for 2025 ranged from \$1.00 to \$1.50 per space @month.
 - Special Pricing Request: Residents living in the 100 block of S. Centre Street and 100 and 200 blocks of Mahantongo Street. This is the same rate as residents of the Necho Allen, a 41.5% discount for permits at the Mahantongo Deck \$40.75 @ month plus a \$5.00 administration if paid quarterly. This rate guarantees spaces in the deck unlike a residential permit that does not guarantee the vehicle a parking space on street in the block where the resident resides. **MOTION: Dermo / Weres to accept new pricing for specific residential areas listed. MOTION passed.**

AGENDA ITEM #6

Projects

- Enforcement
 - Total Enforcement Revenue Billed - \$9,225.00
 - Realized October Income - \$4,143.65
 - Unrealized October Income - \$5,081.35
 - Total income from tickets issued prior to November 2024 = \$1,210.66
 - MPS, the Technology platform for enforcement “Safety Stick units (9) have been installed the week of December 11, 2023 along with corresponding signage cautioning motorists at each of these locations that failure to park where prohibited any time will result in a violation and a fine of \$35.00.

A Zoom meeting was held with four members of the MPS team to discuss the contract based on the addendum changes requested by PPA. Executive Director has agreed to a 90-day test to determine if the MPS units are viable for the City, We will not agree to payment of \$900.00 a month at a minimum for payment to MPS regardless of Tickets issued and due for payment. This period would end February 1st. If the program cannot produce results acceptable to both the City and MPS the Authority will remove the units and return them to the MPS and part company.

Currently NO Vehicles are on the Scofflaw Report. Both vehicle owners have been sent citations by the Magisterial system (AOPC).

Park Mobile

- 914 fewer parking sessions were recorded in November compared with October.
 - \$1,726.25 decrease in net income was received during the (19) days of November 2024 compared to 22 days in October 2024. There were only 294 transactions @day in November, compared with 296 transactions @day in October.
 - Average parking session based 171 hours during November two hours, identical to October an increase of 15 minutes when compared with September 2024.
- Parking Meters
 - Mike Hart has resigned as of November 8th.
 - Meter income for November 2024 \$5,894.74 compared with October's \$8,855.33 Note November had 19 days of income from meters compared with 22 days in October.

AGENDA ITEM #7

OLD/NEW BUSINESS

- A review of electric bills at the Mahantongo Parking Deck, is ongoing. Improvements in usage and demand Sept. 13 thru Oct. 14, 2024 produced a -16% decrease in usage and -29% in demand. October 14th thru November 12th resulted in a decrease in usage of 23% and a decrease in demand by 14%.
- Kevin Kline to replace Michael Hart has resolved the maintenance problem. Chairman Messaros invested several days with Kline and Hart shadowing their activities.
- Request for free parking by three organizations, Monday, November 25th, as well as incoming Mayor Mark Atkinson, resulted in an email vote by unanimous approval by the PPA Board. Free on street parking in the Pottsville Business District, as well as, free parking in the Arch Street lot and the Mahantongo Deck for the period of 5:00 PM, Friday, December 13th through Christmas Day, December 25th. Unsafe parking will continue to be enforced as well as all of the other PPA facilities. See attached article and news release.

AGENDA ITEM #8

PUBLIC COMMENT

The question was raised regarding when Public Comment should be Placed on a Public Meeting Agenda. Solicitor should recommend the Sequence for future meetings.

MOTION to MOVE Public Comments Section to beginning of Board Meeting, before Executive Session, by Dermo / Weres. MOTION passed and will be in effect for the January 10th, 2025.

MOTION was made to allow free parking for blood donors at an upcoming Red Cross Blood Drive, which will be located at the Masonic Building, 4 S. 2nd St., sometime in 2025.

MOTION accepted by Weres / Dermo. MOTION passed unanimously.

AGENDA ITEM #9

ADJOURNMENT

**MOTION was made to Adjourn at 9:00 AM by Weres / Dermo.
MOTION passed.**