

**ANIZDA Board Meeting Minutes**  
**August 02, 2023**  
**America On Wheels**  
**2<sup>nd</sup> Floor Meeting Room**  
**5 North Front Street, Allentown, PA**

**Attendance:**

**Board Members:** Seymour Traub, Esquire (Chairperson), Eileen Aguilera, John Stanley, Esquire, and Pedro Torres attended in person. Dr. Ann Bieber and Nelson Diaz attended via Zoom video conference. Absent were Stephen Breininger and Tiffany Polek.

**Board Staff:** Steve Bamford (Executive Director), Jerome B. Frank, Esquire (Solicitor) and Selma Ritter (Manager, Finance and Administration) attended in person.

**Members of the public and media** were present.

1. **Call to Order.** The meeting was called to order by Chairperson Sy Traub, Esquire, at 5:00 p.m. A quorum was met.
2. **Approval of June 07, 2023 Meeting Minutes.** A motion to approve the June 07, 2023 meeting minutes, as written, was made by J. Stanley and seconded by P. Torres. The public was given the opportunity to comment. No comment(s) or change request(s) were received. The minutes were approved by a vote of 6-0.
3. **Public Comment on all Matters to be Acted Upon.** Comments were deferred until matters were to be acted upon.
4. **Old Business.** None.
5. **New Business.**

a. **Ratification of Second Loan Modification for People's Security Bank and Trust Company Line of Credit- Resolution R2023-292.** ANIZDA established a Credit Facility with Peoples Security Bank and Trust Company ("Peoples Security") to borrow funds through a revolving Line of Credit ("LOC") to finance approved public improvement projects. A Credit Facility Loan Modification Agreement and Note Modification Agreement were executed in December 2020. The interest rate for this loan is currently linked to the London Interbank Offered Rate ("LIBOR").

S. Bamford explained that after many years of serving as a benchmark interest rate, regulators have phased out LIBOR and replaced it with Secured Overnight Financing Rate ("SOFR"). Therefore, the loan documents for ANIZDA's LOC with Peoples Security need to be modified to indicate the interest rate is now calculated utilizing SOFR, instead of LIBOR. Adoption of Resolution R2023-292 is required to approve and ratify the requested modification.

A motion to approve Resolution R2023-292 was made by J. Stanley and seconded by P. Torres. The public was given the opportunity to comment. No public comment was received. Resolution R2023-292 was approved by a vote of 6-0.

b. Designation of Community Events at PPL Center – Resolution R2023-293. Section 5.4 in the executed Lease between ANIZDA and Arena Operator, BDH Development LLC, dated December 09, 2011, allows ANIZDA to designate up to five (5) rent-free community events each lease year at the PPL Center. While the rent for the event would be free, the Event Organizer would be responsible to pay any arena operating expenses.

S. Bamford explained that in 2016, the ANIZDA Board designated the graduation ceremonies for William Allen High School, Dieruff High School and Lehigh Carbon Community College as recurring annual community events that do not require annual action from the ANIZDA Board.

If approved this evening, Resolution R2023-293 would add the Building 21 graduation ceremony and Lehigh Career and Technical Institute Senior Recognition Night to the recurring list of designated community events that would not require annual action from the ANIZDA Board.

J. Stanley suggested keeping at least one rent-free community event undesignated to allow other organizations to have an opportunity to apply for it, instead of designating all five. J. Frank noted Resolution R2023-293 includes a stipulation which provides for the ANIZDA Board to modify the resolution as it so determines may be necessary from time to time as circumstances may dictate.

There was a discussion on possibly seeking proposals for rent-free community event requests and establishing a deadline, if all five events were not designated this evening. S. Bamford suggested a September 15<sup>th</sup> deadline, so that the ANIZDA Board could act upon it at the October meeting. It was suggested if a deadline for proposals is approved, it should be posted on the ANIZDA website.

There was a unanimous consensus to revise Resolution R2023-293 to indicate four of the five rent-free community events as designated and recurring each year for: (1) William Allen High School; (2) Dieruff High School; (3) Lehigh Carbon Community College; and (4) Building 21 graduations. The fifth rent-free community event would remain undesignated at this time, with a deadline to receive proposals from interested parties by September 15<sup>th</sup>.

A motion to table Resolution R2023-293 until the next ANIZDA Board meeting was made by J. Stanley and seconded by P. Torres. The public was given the opportunity to comment. No public comment was received. The tabling of Resolution R2023-293 was approved by a vote of 6-0.

c. Expansion of Arena Block Parking Management Systems – Resolution R2023-294. In 2022, by Resolution R2022-279, the ANIZDA Board approved an update to the parking access revenue control system at the Arena parking facilities, which included new gates, equipment and software. Since the new equipment has been installed, operations have improved.

S. Bamford explained, if approved this evening, Resolution R2023-294 would provide for further expansion of the parking management system at the parking garage on Linden Street. Currently, this garage serves the PPL Center, Renaissance Hotel, office building tenants and transient parkers. This garage currently has only one (1) ingress point and during peak periods of demand, vehicles line up on Linden Street to enter the garage creating a traffic bottleneck.

To mitigate the problem, approval of Resolution R2023-294 would authorize new equipment to be installed allowing the dock entrance (located on Linden Street, to the west of the existing parking entrance) to serve as an alternate entrance during peak periods. The gates would be installed further inside the structure, which would provide more room to stack vehicles within the structure. City Center Investment Corporation would pay all of the costs for this expansion, but ANIZDA would be the owner of the equipment.

A motion to approve Resolution R2023-294 was made by P. Torres and seconded by J. Stanley. The public was given the opportunity to comment. No public comment was received. Resolution R2023-294 was approved by a vote of 6-0.

d. Q2 Statement of Operational Revenues and Expenses. The Second Quarter (Q2 – January through June 2023) Financial Report was prepared on a cash basis for the Authority's unrestricted operating accounts.

Revenues through June 30, 2023 totaled \$348,104, which is approximately \$4,800 under budget. However, in July ANIZDA received a \$4,800 annual fee payment from St. Luke's for the Sacred Heart loan, which now brings the year-to-date revenue on budget.

Expenses through June 30, 2023 totaled \$440,306. The expense line items are all under budget, with two (2) exceptions, which are both timing issues: (1) the Allentown Condominium Association line item is \$11,754 over budget because the Authority paid the condo assessments though June, but had not been reimbursed by BDH Development and City Center Investment Corporation yet; and (2) The Trustee/Escrow Agent/Rating Agency & Fee expense line item is approximately \$14,000 over budget. The Authority collected the fees at the time of the DaVinci and EPC Butz closings in December 2022, but did not pay the Moody's Investors Service and Bank New York Mellon invoices until 2023.

Through June 30 there is an operating deficit of \$92,000. However, annual fee revenue anticipated in September will resolve the deficit.

**6. Executive Directors Report.**

a. As reported at the June 07, 2023 ANIZDA Board meeting, the LANTA Allentown Transportation Center (“LANTA”) project was a finalist for the Urban Land Institute (“ULI”) Philadelphia 2023 Awards for Excellence in the Open Space category. On June 16, 2023, ULI announced the LANTA project won the award.


ANIZDA, LANTA, the Allentown Parking Authority and City Center Investment Corporation partnered on the project. ANIZDA provided approximately \$3,000,000 in funding through its Public Improvement Investment Program.

b. Moody’s Investors Service (“Moody’s”) completed its annual review of the Arena bonds (Series 2021 and 2022), as well as the rated bonds ANIZDA issued for City Center Investment Corporation projects. The bond ratings were affirmed. Also, Moody’s revised the outlook from negative to stable on the arena bonds. (Moody’s had a negative outlook on the arena bonds since the pandemic.)

**7. Adjournment.** The meeting was adjourned at 5:29 p.m.

**Next scheduled ANIZDA Board Meeting:** Wednesday, September 06, 2023, at 5:00 p.m.

Respectfully Submitted,



Pedro Torres, Secretary