

## **Park Harrisburg Advisory Committee Press Release**

The Park Harrisburg Advisory Committee met on Thursday October 9, 2014 at the offices of the Capitol Regional Economic Development Corporation. The Agenda (attached) provided for a broad review of the performance of the Park Harrisburg system since the closing that occurred in December, 2013.

The meeting was private which is allowed under the terms of the project documents. This was the first opportunity for the members of the Committee to meet in private.

Major accomplishments and items discussed are as follows:

- Automated meters have been installed.
- Pay by Phone provider Pango selected and to go on line in 4<sup>th</sup> quarter, 2014.
- Installation of automated entrance/exit systems for all garages to begin installation in 4<sup>th</sup> quarter.
- Park Harrisburg Website brought on line.
- 1<sup>st</sup> half 2014 financials provided (attached) and showed moderate profit.
- 2014 Capital Projects (primarily automated meters and automated entrance/exit) are on budget.
- Long Term Capital Budget and Parking Standards completed.
- 2015 Operating and Capital Budgets preparation in progress.

Information made available to the Advisory Committee included the minutes from the previous meeting of the Committee in February 2014, the Advisory Committee Rules of Governance and the Quarterly Income Statements for the 1<sup>st</sup> quarter 2014 and 2<sup>nd</sup> quarter 2014.

The next meeting of the Park Harrisburg Advisory Committee will be in February 2014 and will include a public session and a private session. The date and location of the public session will be announced prior to the meeting.

**Park Harrisburg  
Parking Advisory Committee Meeting Agenda  
October 9, 2014**

- 1. Introduction of Committee Members**
  
- 2. Approval of Minutes from February 20 Meeting**
  
- 3. Review of Advisory Committee Rules of Governance**
  
- 4. Project Status – SP +and PK Harris**
  
- 5. System Information**
  - a. System Data presentation**
  - b. Park Harrisburg Website**
  - c. Community information sessions**
  
- 6. 2015 Planning**
  
- 7. Additional Comments by Committee Members**

Park Harrisburg  
Parking Advisory Committee Meeting Minutes  
February 20, 2014

1. Introduction of Committee Members

2. Review of Advisory Committee Rules of Governance

- a. Rules (Schedule 14 to Asset Transfer Agreement) read aloud by John Gass

3. Project Status – SP +and PK Harris

a. Chris Sherman

- i. Office opened under new management on Dec 24
- ii. New team of 44 people
- iii. 11 smart meters installed to date – install delays due to weather
- iv. New hours and rates will take effect as new meters are installed
- v. Only issuing warnings for expanded hours currently
- vi. Online and phone payment for monthly fees and violations will be available soon
- vii. Plan to offer expanded products for off-street parking – examples: evenings, overnight, etc.

b. John Gass

- i. 2014 Operating and Capital budgets have been approved
- ii. Project financials will be posted quarterly on Park Harrisburg website

4. System Information

a. Park Harrisburg Website

i. Rick West

1. General information about what will be on the website: payment portal for monthly parking fees and violations, weather information, FAQs, financials, etc.
2. Anticipated upgrades:
  - a. Email notification about website changes
  - b. Current status of lot availability
  - c. Merchant validation program
  - d. Pay by phone

b. Community information sessions

i. Chris Sherman

1. Held info meeting with companies
2. Held community forum at Hilton
3. Plan for forum in midtown in March
4. Will have printed “how-to” info for parking in future (for example, businesses may keep some to hand out to educate customers)

## 5. 2014 Planning

- a. Long Term Capital Budget – John Gass
  - i. Desman supplied original capital needs report and will be updated by them.
  - ii. Year 1 savings expected due to improvements completed by HPA in 2013 which were not accounted for in the original report.
- b. Parking Standards – Rick West
  - i. Operating Standards must meet Schedule 2 (of the Asset Transfer Agreement)
  - ii. First draft due to committee by March 1
  - iii. Final due by May and must provide for:
    - 1. Off-street
      - a. Safe operations of parking
      - b. Routine maintenance
      - c. Condition alert protocol
    - 2. On-street
      - a. Provide ability for customer input
      - b. City can remove/reassign spaces as long as total space count maintained
      - c. Standards will include:
        - i. Policies for bagging meters
        - ii. Policies for resident parking

## 6. Additional Comments by Committee Members

- a. Bruce Webber
  - i. requested copy of budgets
  - ii. Motion to recommend two added seats on Advisory Committee for residents and businesses – no second
  - iii. David Black and John Gass suggested that the motion may be taken under consideration in future
- b. David Black
  - i. Recognized that the transition has gone well, that SP Plus is listening to all concerned parties
- c. Rick West
  - i. Mentioned that listening to feedback from the community began before close and gave detail on how the decision to use multi-space meters was influenced by community.
- d. Chris Sherman
  - i. Gave more detail on how future parking products may look (off-hour parking, etc.)

## 7. Public Comment

- a. Russell Sullivan – Pine Street Presbyterian Church
  - i. Changes will make Harrisburg unattractive
  - ii. Church wants to add an adult learning center and increased hours / rates will make that difficult for attendees
  - iii. Charging for Saturday parking will affect weddings, funerals, and families visiting downtown
- b. Saint Patrick Cathedral representative

- i. Saturday mass at 5:30 will be affected by increased hours
  - ii. Charging for Saturday parking will affect volunteers and poor who attend meals intended for the poor and homeless
  - iii. Weddings and funerals impacted
  - iv. Request to eliminate or shorten Saturday hours or offer permits at reduced rates
- c. Pat Davis – Pat's Hardware on 2<sup>nd</sup>
  - i. Not enough time to pay ticket when it comes in the mail by 3 day deadline
  - ii. Requested free parking for first 15 minutes so people can run in for small (inexpensive) items
  - iii. Stated that her understanding is tickets will not be placed on car, but received through mail and people will not know they received a ticket until later
  - iv. Requested more loading zones
- d. Walter Pediger – Church of Christ
  - i. Church holds a clothing giveaway on 1<sup>st</sup> Saturday of the month from 8a to 1p, this will be expensive for attendees and volunteers
- e. Patrick Slyde
  - i. Raising fees affects ability to pay bills
  - ii. Concerned about timing and amount of tickets
- f. Mr. Presley
  - i. Complained about prices
- g. Asia Richardson – salon owner
  - i. Clients usually stay for a couple of hours, adding \$15 to the price of their service is turning people away
  - ii. Having to stay later for clients to avoid the cost of expanded hours
  - iii. Claimed that it is unsafe for people to be out later and she had to escort a client to her car at 11pm
- h. Councilwoman Eugenia Smith
  - i. Thanked Bruce for motion
  - ii. Requested that someone be added to the Advisory Committee from the church community
- i. Mr. Gonzalez
  - i. Does volunteer work at the hospital
  - ii. No parking at the hospital from time to time and people have to use the city parking system, requested that less expensive parking be offered for those situations
- j. Ted Hanson – resident at 400 block of Bose Street
  - i. Enforcement is lacking in residential area
  - ii. Commented that money from residential enforcement goes to city
  - iii. Requested changes to permit system
    - 1. Issue construction permits with address instead of license #
    - 2. Provide visitor permits like residents of D.C.
    - 3. Better verification of resident status – Mr. Hanson is a landlord and someone approached him asking that he give them a lease in order to obtain a permit (he denied the request)

4. Ability for residents to report violations – for instance take a picture from smartphone and upload
- k. Un-named – lives in Grayco highrise
    - i. Missing 71 spots that are supposed to be allocated to Grayco
    - ii. Parking is an issue for residents and may cause them to move elsewhere
  - l. Joe Kowalchuck – business owner
    - i. Concerned about overall structure
      1. City has no control
      2. Parking system has no competition
  - m. John Mank – lives in Grayco
    - i. Walks two miles to avoid paying parking fees
    - ii. Concerned about new hours
  - n. Stacey Basor – resident and business owner
    - i. Referenced pre-closing meeting and asked if violation income alone would be sufficient to avoid expanded hours
    - ii. Requested decreased monthly rates for employees of downtown businesses
    - iii. Stated that the website is unclear if extended hours are in effect or not
  - o. Cynthia Presley
    - i. May change where she shops (avoid downtown) just to avoid parking fees
    - ii. Gave examples of other places she could shop with no parking fee and accomplish the same task
  - p. Melissa Nicholson – Gamut Theater
    - i. Actors rehearse on evening and weekends and cannot afford the parking fees
    - ii. Non-profits rely on volunteers and that may be difficult with expanded hours and rates

## 8. Adjournment

## SCHEDULE 14

### Advisory Committee Governance

#### Advisory Committee Rules of Governance

- I. **Creation of Advisory Committee.** The Advisory Committee is established by the Asset Transfer Agreement to provide input to PEDFA, the Qualified Designee, the Asset Manager, and the Operator with respect to certain matters affecting the Parking System in accordance with the terms of the Asset Transfer Agreement. Capitalized terms used in these Rules have the meaning ascribed to them in the Asset Transfer Agreement. The Asset Manager will be responsible for administering the Advisory Committee.
- II. **Committee Members.** The Advisory Committee shall be composed of one representative of each of the Qualified Designee, the Asset Manager, the Operator, HPA, the City's Mayor, the City Council, AGM, the County, and DGS, in each case subject to the limitations of the Asset Transfer Agreement. Each Member shall hold his or her seat on the Advisory Committee until a successor is duly appointed and qualified or until the Member's earlier death, resignation, disqualification or removal by the entity they represent.
- III. **Resignation or Removal of Members.** Any Member may resign at any time by notice given in writing or by electronic transmission to the Asset Manager and the Qualified Designee. Such resignation shall take effect at the date of receipt of such notice by the Asset Manager or at such later time as is therein specified. Each party represented on the Committee may replace its representative at any time.
- IV. **Powers & Responsibilities.** By an affirmative vote of the Members as set forth under Section VI of these Rules of Governance, the written resolutions of the Advisory Committee shall govern all matters which come before the Advisory Committee.
- V. **Meetings.** The Advisory Committee shall meet upon the request of PEDFA, Asset Manager, or Mayor but not less than twice per Operating Year. Meetings of the Advisory Committee may be held on not less than ten (10) days notice (unless waived by all Members) and in the City of Harrisburg (unless a different location is approved by a majority of the Members). Initially, meetings are anticipated to be held at least quarterly.
- VI. **Voting.** The vote of a majority of the Members shall be required for any recommendation of the Advisory Committee. A "minority" recommendation will be included if approved by at least three (3) members of the Advisory Committee.
- VII. **Reasonable Vote.** In discharging his or her duties on the Committee, the Members shall act in the best interest of the Parking System, Bondholders, and users of the Parking System. In determining what is in the best interest of the Parking System, Bondholders, and users of the Parking System, the Members shall not be required to regard the Party who appointed it as a dominant or controlling interest or factor, but shall

give due and reasonable consideration to all factors affecting or related to the Parking System, including, but not limited to: (i) long-term prospects and interests of the Parking System and its users; (ii) the social, economic, legal, or other effects of any action on the Parking System; (iii) the recommendations, counsel and advice of any Consultant or Engineering Firm appointed in connection with the Asset Transfer Agreement; and (iv) the goal of operating the Parking System to comply with the Rate Covenant and the Prospective Rate Covenant.

VIII. **Scope.** The Advisory Committee shall act in an advisory role to provide input to PEDFA, its Qualified Designee, the Asset Manager, and the Operator in their operation of the Parking System. The Advisory Committee shall review and provide input with respect to the following: (a) any proposed expansion or contraction of the Parking System or its operations; (b) contractual compliance; (c) residential permit parking; (d) parking enforcement; (e) technology and capital improvements; (f) customer service; (g) Operating Standards; (h) other matters specifically mentioned in the Asset Transfer Agreement; and (i) any other matters the Asset Manager desires to discuss with the Advisory Committee.

IX. **Notices.** The Asset Manager shall promptly give notice to all members of the Advisory Committee of all matters to be considered by the Advisory Committee as provided in the Asset Transfer Agreement. The Asset Manager will provide information to Committee members and schedule meetings so the Advisory Committee can timely respond to matters it is to consider. All notices to the Advisory Committee shall be given to the Asset Manager and the Asset Manager shall promptly provide such notices to the members of the Advisory Committee.



**Park Harrisburg  
Quarterly Income Statement - Unaudited**

	Q2 Actual	YTD Actual
<b>System Revenues</b>		
Transient Parking	998,783	1,858,243
Monthly Parking	1,297,369	3,448,739
Commonwealth Contract	1,679,340	2,453,310
Meter Revenue	613,445	910,778
Enforcement Revenue	355,872	586,986
Rental Revenue	489	1,491
Other Revenue	19,156	28,952
Total System Revenues	4,964,455	9,288,500
Parking Tax (@20%)	<u>(663,995)</u>	<u>(1,279,428)</u>
Revenues Net of Parking Tax	4,300,459	8,009,072
 <b>Senior Debt - Series A</b>		
Series A Net Debt Service	1,127,871	2,255,742
Gross Revenue Coverage	381%	355%
 <b>Operating Expenses</b>		
Operator Expenses	955,929	1,731,972
Asset Manager Expenses	110,366	208,042
Authority Expenses	24,000	48,000
Management Fees	<u>110,000</u>	<u>220,000</u>
System O&M Fees	1,200,295	2,208,014
 <b>NET OPERATING INCOME</b>	 1,972,293	 3,545,316
 <b>Junior Debt - Series B &amp; C</b>		
Series B - Dauphin County Net Debt Service	617,892	1,235,784
Series C - AGM / Dauphin County Net Debt Service	<u>220,797</u>	<u>441,594</u>
Total Junior Debt Service	838,689	1,677,378
Debt Service Coverage	235%	211%
 <b>CASH FLOW AFTER DEBT SERVICE</b>	 1,133,604	 1,867,938
 <b>Subordinated Expenses</b>		
City Payments	545,455	909,091
Performance Based Asset Management Fee	13,636	22,727
Performance Based Parking Management Fee	16,364	27,273
PEDFA	<u>54,545</u>	<u>90,909</u>
Subordinated Expenses	630,000	1,050,000
 <b>SURPLUS CASHFLOWS</b>	 503,604	 817,938

**Park Harrisburg**  
**Quarterly Income Statement - Unaudited**

	Q1 Actual	YTD Actual
<b>System Revenues</b>		
Transient Parking	859,460	859,460
Monthly Parking	2,151,370	2,151,370
Commonwealth Contract	773,970	773,970
Meter Revenue	297,333	297,333
Enforcement Revenue	231,114	231,114
Rental Revenue	1,003	1,003
Other Revenue	9,796	9,796
Total System Revenues	4,324,046	4,324,046
Parking Tax (@20%)	<u>(615,433)</u>	<u>(615,433)</u>
Revenues Net of Parking Tax	3,708,613	3,708,613
<b>Senior Debt - Series A</b>		
Series A Net Debt Service	1,127,871	1,127,871
Gross Revenue Coverage	329%	329%
<b>Operating Expenses</b>		
Operator Expenses	776,043	776,043
Asset Manager Expenses	97,676	97,676
Authority Expenses	24,000	24,000
Management Fees	<u>110,000</u>	<u>110,000</u>
System O&M Fees	1,007,719	1,007,719
<b>NET OPERATING INCOME</b>	<b>1,573,023</b>	<b>1,573,023</b>
<b>Junior Debt - Series B &amp; C</b>		
Series B - Dauphin County Net Debt Service	617,892	617,892
Series C - AGM / Dauphin County Net Debt Service	<u>220,797</u>	<u>220,797</u>
Total Junior Debt Service	838,689	838,689
Debt Service Coverage	188%	188%
<b>CASH FLOW AFTER DEBT SERVICE</b>	<b>734,334</b>	<b>734,334</b>
<b>Subordinated Expenses</b>		
City Payments	363,636	363,636
Performance Based Asset Management Fee	9,091	9,091
Performance Based Parking Management Fee	10,909	10,909
PEDFA	<u>36,364</u>	<u>36,364</u>
Subordinated Expenses	420,000	420,000
<b>SURPLUS CASHFLOWS</b>	<b>314,334</b>	<b>314,334</b>