Julio A. Guridy, President
Ray O'Connell, Vice President
Joseph Davis
Jeanette Eichenwald
Jeff Glazier
Cynthia Y. Mota
Peter Schweyer

Allentown City Council
435 Hamilton Street
Allentown, Pa. 18101
AllentownPa.Gov

Facebook: Allentown City Council

COUNCIL MEETING
January 16, 2013
COUNCIL CHAMBERS
435 Hamilton Street

Parks and Recreation 6:15 PM

Bill 83 Shade Tree Ordinance
Amending the 2012 Capital Fund Budget to provide for a supplemental appropriation of Ten Thousand Sixty ($10,060) Dollars as payment in lieu of planting as defined by the Shade Tree Codified Ordinance.

Human Resources, Administration and Appointments 6:30 PM

R56 Records Retention
Authorizes Disposition of Certain Records

PUBLIC HEARING – 6:45 PM
INTERMUNICIPAL LIQUOR LICENSE TRANSFER REQUEST

Allentown City Council will conduct a Public Hearing on Wednesday, January 16, 2013 at 6:45 PM in Council Chambers, 435 Hamilton Street, Allentown, PA 18101. The purpose of the Public Hearing is to receive public comment on the request for the Intermunicipal Transfer of Liquor License Number R-9239 from 3750 Hamilton Boulevard, South Whitehall Township to 2805 Lehigh Street, Allentown, Pa 18103.

R1 Liquor License Transfer
Transfer of a Liquor License to 2805 Lehigh Street

Council Meeting – 7:00 PM

1. **Invocation:** Pastor Edwin Colon from Iglesia 1ra de Corintio 13
2. **Pledge to the Flag**
3. **Roll Call**
4. **Courtesy of the Floor**
5. **Approval of Minutes:** January 2, 2013
6. **Old Business**

7. **Communications**

Budget and Finance: Chairperson Schweyer
Public Safety: Chairperson Eichenwald
Community and Economic Development: Chairperson Davis
Parks and Recreation: Chairperson Mota
Public Works: Chairperson O'Connell
Human Resources, Administration and Appointments: Chairperson Glazier
Rules, Chambers, Intergovernmental Relations and Strategy: Chairperson Guridy

OTHER COMMITTEE REPORTS

Controller's Report

Managing Director's Report

9. APPOINTMENTS

Sheet Metal Technician Board
Frank Frankenfield Term to Expire 5/6/2017
William Dorward Term to Expire 5/6/2017

10. ORDINANCES FOR FINAL PASSAGE:

Bill 1 Street Vacation - Court Street
Providing for the vacation of City Hall Court from Linden Street south to its limit in the Fifth Ward of the City of Allentown

Bill 3 Street Vacation 2nd Street
Providing for the vacation of S. 2ND Street from W. Montgomery Street to the north property line on 1751 Clyde Street in the Nineteenth Ward of the City of Allentown

Bill 83 Shade Tree Ordinance
Amending the 2012 Capital Fund Budget to provide for a supplemental appropriation of Ten Thousand Sixty ($10,060) Dollars as payment in lieu of planting as defined by the Shade Tree Codified Ordinance.

Bill 84 Parking Meter Ordinance Revisions
Amending Parking regulations by providing certain exemptions for city and school district vehicles conducting official business.

Bill 85 Pipe Line Safety Initiative
Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Fifty Thousand Dollars ($50,000.00) as a result of a grant from the U. S. Department of Transportation to the City of Allentown. The Technical Assistance Grant is part of the Pipeline and Hazardous Materials Safety Administration.

11. ORDINANCES FOR INTRODUCTION:

Parking Control Map

Bill 5 Traffic Control Map
Amendments to the Traffic Control Map

Bill 6 WREN Grant
Amending the 2013 Water Fund Budget to provide for a supplemental appropriation of Seven Thousand Dollars ($7,000) reflecting receipt from a WREN Public Water Education Grant from the LWVPA Citizen Education Fund, to encourage action to protect drinking water supply areas in the Lehigh Valley from potential contaminants, such as spills on transportation corridors, agricultural, urban runoff and other risks identified in the Source Water Protection Plans. The Water Resources Operations Bureau is supervising and monitoring the grant.

Bill 7 FEMA Grant
Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars ($225,625) as a result of a grant from the US Department of Homeland Security (FEMA) Assistant to Firefighters Grant, to the City of Allentown Fire Department to assist with the purchase and installation of the Ply-Mo Vent System for all existing City of Allentown Fire Stations.

12. CONSENT AGENDA:

CA-1 Police Officer Appointment

CA-2 Certificates of Appropriateness in the Historic Districts

13. RESOLUTIONS ON SECOND READING:

R1 Liquor License Transfer
Transfer of a liquor license to 2805 Lehigh Street

R56 Records Retention
Authorizes Disposition of Certain Records

14. RESOLUTIONS ON FIRST READING:

R5 Allentown Emergency Operation Plan
Approves the Adoption of Amendments to the Allentown Emergency Operation Plan (AEOP)

15. NEW BUSINESS

16. GOOD AND WELFARE

17. ADJOURNED

Allentown
City without limits.

Ed Pawlowski, Mayor
City of Allentown
435 Hamilton Street
Allentown, PA 18101-1699
Office 610.437.7546
fax 610.437.8730
Ed.Pawlowski@allentownpa.gov

TO: Michael Hanlon
City Clerk

FROM: Ed Pawlowski E.P.
Mayor

DATE: January 7, 2013

SUBJECT: Authorities, Boards, Commissions Appointments

Mayor Pawlowski has approved the following reappointment for City Council's consideration.

Name	Authority/Board/Commission	Term to Expire
Frank Frankenfield	Sheet Metal Technician Board	5/6/2017
William Dorwood	Sheet Metal Technician Board	5/6/2017

These two appointments are reappointments to this board. I have attached their resumes for your review.

EP/kal

Attachments

ORDINANCE NO.

BILL NO. 1 - 2013

January 2, 2013

AN ORDINANCE

Providing for the vacation of City Hall Court from Linden Street south to its limit in the Fifth Ward of the City of Allentown:

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION 1. That City Hall Court, a twenty (20') foot wide street, from the southerly right-of-way line of Linden Street south to its limit, in the Fifth Ward of the City of Allentown be and the same is hereby vacated.

SECTION 2. That this ordinance shall not become effective until such time as a deed of easement for any existing utilities has been filed in the Lehigh County Office of the Recorder of Deeds which Easement shall be within the limits of the right-of-way lines of proposed vacated streets or as required by the affected utilities, if any.

SECTION 3. That if said deed of easement is not recorded within one year from the effective date of this Ordinance, then this Ordinance shall become null and void.

SECTION 4. Subject to the provisions set forth in Ordinance No. 12245, passed April 6, 1977.

SECTION 5. That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

ORDINANCE NO.

BILL NO. 3 - 2013

January 2, 2013

AN ORDINANCE

Providing for the vacation of S. 2ND Street from W. Montgomery Street to the north property line on 1751 Clyde Street in the Nineteenth Ward of the City of Allentown:

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION 1. That S. 2ND Street, a forty (40') foot wide street, from the northerly right-of-way line of W. Montgomery Street to a line that extends from point where the property line between 1751 Clyde Street and 138 W. Paoli Street intersects the east right-of-way line of S. 2ND Street to a point where the property line between 207 W. Montgomery Street and 213 W. Montgomery Street intersects the west right-of-way line of S. 2ND Street, in the nineteenth Ward of the City of Allentown be and the same is hereby vacated.

SECTION 2. That this ordinance shall not become effective until such time as a deed of easement for any existing utilities has been filed in the Lehigh County Office of the Recorder of Deeds which Easement shall be within the limits of the right-of-way lines of proposed vacated streets or as required by the affected utilities, if any.

SECTION 3. That if said deed of easement is not recorded within one year from the effective date of this Ordinance, then this Ordinance shall become null and void.

SECTION 4. Subject to the provisions set forth in Ordinance No. 12245, passed April 6, 1977.

SECTION 5. That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

ADMINISTRATION

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 83 - 2012

INTRODUCED BY

DECEMBER 19, 2012

AN ORDINANCE

Amending the 2012 Capital Fund Budget to provide for a supplemental appropriation of Ten Thousand Sixty ($10,060) Dollars as payment in lieu of planting as defined by the Shade Tree Codified Ordinance.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the 2012 Capital Fund in the amount of Ten Thousand Sixty Dollars ($10,060), reflecting receipt of monies from Allentown Terminal Corporation as payment in lieu of planting shade trees.

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balance of the 2012 Capital Fund to the Parks Department, as follows:

001-08-1994-1212-68	Shade Tree Revitalization	$10,060

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

LEGISLATIVE TEMPLATE

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

  Parks & Recreation, Shade Tree Ordinance.

- **Summary and Facts of the Bill**

  The Shade Tree Ordinance (Article 911) was passed in December 2010 and effective January 1, 2011, provided for a fee in lieu of planting street trees if the recommended amount was not feasable to be planted in the developed location. (911.05, 4c). To date, $10,060 was received. This bill will appropriate that amount into the Capital Fund to be used on replacement tree plantings throughout the City, as provided for in the Ordinance.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

  This bill provides for additional funding for replacement tree planting in the City of Allentown, in accordance with the established Codified Ordinances.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

  Initial costs are paid by the payment in lieu of planting and provides multiple ongoing benefits to enhance the beauty of the City.

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

  Funds were received from the Allentown Terminal Corporation.

- **Priority status/Deadlines, if any**

  Prior to the close of 2012 so the funds can be encumbered into 2013.

- **Why should Council unanimously support this bill?**

  Provides for many benefits to the City of Allentown at no additional taxpayer cost.

ORDINANCE NO.

BILL NO. 84 - 2012

INTRODUCED BY

December 19, 2012

Amending Parking regulations by providing certain exemptions for city and school district vehicles conducting official business.

SECTION ONE: That Article 533.13 be amended to read as follows:

533.13 EXCEPTIONS

Nothing in this article shall be construed as prohibiting the Authority from providing for free parking space for loading or unloading of commercial vehicles, for bus stops, taxicab stands or for other matters of a similar nature. (8024 §14 4/3/56; 14312 §1 8/18/05). The provisions of this Ordinance shall not apply to Vehicles of the City of Allentown or to the Allentown School District which display a Municipal plate and are engaged in official business."

SECTION TWO: That Article 534.08 be amended to read as follows:

534.08 PERMIT PARKING EXEMPTION

A resident vehicle on which is displayed a valid parking permit as provided for herein shall be permitted to stand or be parked in the Residential Permit area for which the permit has been issued without being limited by time restrictions or meter requirements established pursuant to this article. However, said resident's vehicle shall not be exempt from parking restrictions or prohibitions established pursuant to authority other than this article including Article 531, Stopping and Parking, and Article 539, Street Sweeping, of the Codified Ordinances as well as loading zones, five minute parking zones, handicapped zones and other special parking restrictions. All other motor vehicles parked within a Residential Permit Parking area shall be subject to the time restrictions and meter requirements adopted as provided in this article as well as the penalties provided for herein. The provisions of this Ordinance shall not apply to Vehicles of the City of Allentown or to the Allentown School District which display a Municipal plate and are engaged in official business. A person shall not allow a vehicle to be parked, stopped, standing or drifted to conceal an officer's chalk mark. (12595 §3 2/15/84; 13901 §4 4/19/01)

A Residential Parking Permit shall not guarantee or reserve to the holder thereof an on-street parking space within the designated Residential Permit Parking area. (12568 §1 9/7/83)

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION TWO: That this Ordinance will take effect ten (10) days after final passage.

SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

TITLE FIVE
STOPPING, STANDING AND PARKING

531 Stopping and Parking
532 Limitations on the Parking of Trucks and Vehicles
533 Parking Meters
534 Residential Permit Parking
535 Impounding
537 Abandoned Vehicles
539 Street Sweeping

ARTICLE 531
STOPPING, STANDING AND PARKING

531.01 Parking in Prohibited Areas
531.02 Parking Limited in Designated Areas
531.03 Parking Prohibited in Specific Areas
531.04 Blocking Garage Entrance
531.05 Greasing or Repair Work
531.06 Displaying or Advertising Vehicles for Sale
531.07 Parking Truck and Trailers
531.08 Storage of Vehicles on Streets
531.09 Parking of Inoperable or Illegally Registered Vehicles
531.10 Parking Prohibited on Private Property
531.11 Parking Prohibited at Handicapped Areas
531.12 Parking, Stopping, Standing or Drifting Prohibited in a Loading Zone or Five Minute Zone
531.13 Washing Vehicles
531.99 Notice of Violation; Waiver
(13389 §1 3/25/96)

CROSS REFERENCES
Prohibited Parking Areas – See Vehicle Code §3353 *et seq*

[ED Note: 13389 (3/25/96) increased the fine for greasing and repairing vehicles from $15 to $50, and created a section on parking in a Loading Zone. 13387 (3/25/96) allows an owner/occupant to park in front of their garage.]

531.01 PARKING IN PROHIBITED AREAS

When signs are erected lawfully giving notice thereof, no person shall park a vehicle at any time upon any of the streets or parts of streets designated as prohibited parking areas by the Traffic Control Maps, or by temporary regulations in conformity with Article 505. (9898 §10 9/18/62)

531.02 PARKING LIMITED IN DESIGNATED AREAS

When signs are erected lawfully giving notice thereof, no person shall park a vehicle longer than the time permitted upon any street or parts of streets designated as limited parking areas by the Traffic Control Maps, or by temporary regulations in conformity with Article 505. (9898 §10 9/18/62; 14701 §1 4/6/09)

531.03 PARKING PROHIBITED IN SPECIFIC AREAS

No person shall park a vehicle or tractor or permit it to stand, whether attended or unattended, upon a highway or in any of the following places:

A. Within an intersection

B. On a crosswalk

C. Between a safety zone and the adjacent curb or within thirty (30') feet of points on the curb immediately opposite the ends of a safety zone, unless local officials shall indicate a different length by signs or markings.

D. Within twenty-five (25') feet from the intersection of curb lines or, if none, then within fifteen (15') feet of the intersection of property lines at an intersection of highways.

E. Within thirty (30') feet upon the approach to any official flashing signal, stop sign or traffic signal located at the side of the roadway.

F. Within fifteen (15') feet of the driveway entrance to any fire station.

G. Within fifteen (15') feet of a fire hydrant

H. On a sidewalk

I. In front of a private driveway or alongside any street or highway excavation or obstruction, or opposite the same, unless a clear and unobstructed width of not less than twenty (20') feet upon the main traveled portion of the street or highway shall be left free for passage of other vehicles thereon. (9898 §10 9/18/62)

J. In the lane ordinarily used by moving traffic or on the roadway side of any vehicle stopped or parked at the curb or edge of the highway. (10657 §2 3/23/65)

K. At any place where official signs have been erected prohibiting standing and parking.

L. Within fifty (50') feet of the nearest rail or railway crossing.

M. Except when necessary in obedience to traffic regulations or traffic signs or signals or where angle parking is permitted, the operator of a vehicle shall not stop, stand or park such vehicle on the highway within a business or residence district other than parallel with the edge of the highway, headed in the direction of authorized traffic movement and with the right hand wheels on a two (2) way highway or the curb side wheels on a one way highway within six (6") inches of the edge of the highway or curb. Vehicles which, because of the type or construction, cannot load or unload parallel to the curb, shall be exempt, while loading or unloading only, from the requirements of standing parallel to the curb. (9898 §10 9/18/62; 14702 §1 4/6/09)

N. At any place where official signs have been erected prohibiting parking pursuant to any declared emergency under the provisions of this article. (11120 §1 2/28/67)

531.04 BLOCKING GARAGE ENTRANCE

No person shall park a vehicle at any time in front of, opposite to, or in such a position as to block entrance to or exit by a vehicle from a garage or driveway. The only exception to this is on streets with widths of twenty (20') feet or more where said vehicle is able to park on an apron to a garage and it is able to be more than fifty (50%) percent off the roadway, and it is not parked on a sidewalk. (9898 §10 9/18/62; 13387 §1 3/25/96; 14061 §1 2/21/03)

531.05 GREASING OR REPAIR WORK

No vehicle shall stand on any street or sidewalk for the purpose of greasing or repair work except in case of emergency repairs. (9898 §10 9/18/62; 13389 §1 3/25/96)

531.06 DISPLAYING OR ADVERTISING VEHICLES FOR SALE

No vehicle shall be displayed or advertised for sale while parked upon any street. (9898 §10 9/18/62)

531.07 PARKING TRUCK AND TRAILERS

No truck trailer or trailer shall be parked upon any street without having attached thereto a means of mechanical traction constructed or designed for the purpose of pulling or drawing such trailer. (9898 §10 9/18/62)

531.08 STORAGE OF VEHICLES ON STREETS

No vehicle shall be stored upon any street. As used herein, "stored" shall mean the parking of a vehicle in one place upon any street continuously for over seventy-two (72) hours. (9898 §10 9/18/62)

531.09 PARKING OF INOPERABLE OR ILLEGALLY REGISTERED VEHICLES

A. No person shall park or leave on the streets, highway or public property of the City any mechanically inoperable vehicles or vehicles without current registration plates. (9610 §9 9/26/61)

B. No person shall park or leave on the streets, highways or public property of the City any vehicle without a current inspection sticker unless the vehicle is legally parked in front of, or in close proximity to, an official Pennsylvania State Inspection Station which identifies said vehicle by work order specifying a state inspection will be performed within twenty-four (24) hours. Additional work orders beyond the initial twenty-four (240) hour period are prohibited. (13035 §1 3/6/91)

531.10 PARKING PROHIBITED ON PRIVATE PROPERTY

A. No person shall park or leave unattended a vehicle on private property without the consent of the owner or other person in control or possession of the property, except in the case of emergency or disablement of the vehicle, in which case the operator, within twenty-four hours, must show proof of the emergency and disablement and remove the vehicle from the private property. (13036 §1 3/6/91)

B. The provisions of this section shall not apply to private parking lots unless such lots are posted to notify the public of any parking restrictions, and the operator of the vehicle violates such posted restrictions. For the purpose of this section, "private parking lot" means a parking lot open to the public or used for parking without charge; or a parking lot used for parking with a charge. The City hereby adopts the regulations promulgated by the Pennsylvania Department of Transportation which defines posting for public notice pursuant to 75 PA Consolidated Statutes Annotated §3353 (b)2 and any amended or successor statute(s). (13036 §1 3/6/91)

531.11 PARKING PROHIBITED AT HANDICAPPED AREAS

No person shall park or leave unattended a vehicle at any place specifically reserved for handicapped parking, unless the parked vehicle has a state issued plate or placard (displayed in a conspicuous manner) for a handicapped person or severely disabled veteran, and is being used in the immediate service of a handicapped person or severely disabled veteran.

For the purpose of this section, a reserved handicapped parking place must be indicated by a PennDOT approved sign with universally accepted handicapped symbols. Each sign must indicate that a state issued placard or plate must be displayed at all times while parking in the space. (13194 §1 4/21/93)

531.12 PARKING, STOPPING, STANDING OR DRAFTING PROHIBITED IN A LOADING ZONE OR FIVE MINUTE ZONE

No person shall allow a vehicle to be parked, stopped, standing or drifted to conceal an officer's chalk mark without loading activity for more than twenty (20) minutes in a marked Loading Zone or more than five (5) minutes in a Five Minute Zone. (13389 §1 3/25/96)

531.13 WASHING VEHICLES ON STREETS AND SIDEWALKS

No vehicle shall stand on any street or sidewalk for the purpose of washing. (13389 §1 3/25/96)

531.99 NOTICE OF VIOLATION; WAIVER

Any police officer or duly authorized Parking Authority employee shall place on motor vehicles/ conveyances parked in violation of the provisions of the following sections, a notice for the owner or operator to r0eport to such place as may be designated by the Parking Authority in regard to the violation. (12659 §1 6/5/85)

A. For violation of Sections 531.02, Parking Limited in Designated Areas and 531.09, Parking of Inoperable or Illegally Registered Vehicles, the owner or operator within ten (10) days of the time when such notice was attached to his motor vehicle/ conveyance, pay as a penalty and in full satisfaction of each violation, the sum of Fifteen ($15) Dollars, and after ten (10) days, but within Twenty (20) days of the violation, the sum of Twenty-five ($25) Dollars. (12659 §1 6/5/85; 13069 §1 8/8/91; 13227 §1 12/1/93; 13389 §1 3/25/96; 13901 §2 4/19/01)

B. For violation of Article 531.03, Parking Prohibited in a Lane Ordinarily used by moving traffic or on the roadway side of any vehicle stopped or parked at the curb or edge of the highway, and 531.10, Parking Prohibited on Private Property, the owner or operator within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty and in full satisfaction of each violation, the sum of Thirty-five ($35) Dollars, and after ten (10) days, but within twenty (20) days of the violation, the sum of Fifty ($50) Dollars. (12659 §1 6/5/85; 13069 §1 3/25/96; 13901 §1 4/19/01; 14025 §1 10/4/02; 14059 §1 2/21/03)

C. Violation of Section 531.03 J, Parking Prohibited (Double Parking)

1. For violation of Section 531.03 (J), Parking Prohibited in a lane ordinarily used by moving traffic or on the roadway side of any vehicle stopped or parked at the curb or edge of the highway, the owner or operator, within ten (10) days of the time when such notice was issued, pay as a penalty and in full satisfaction of each violation, the sum of One Hundred ($100) dollars, after ten (10) days, but within twenty (20) days of the violation, the sum of One Hundred Fifty ($150) Dollars. On the second violation offense, the owner or operator, within ten (10) days of the time when such notice was issued, pay as a penalty and in full satisfaction of each violation, the sum of Two Hundred ($200) dollars, after ten (10) days, but within twenty (20) days of the violation, the sum of Two Hundred Fifty ($250) Dollars. On the third and subsequent violation offense, the owner or operator, within ten (10) days of the time when such notice was issued, pay as a penalty and in full satisfaction of each violation, the sum of Three Hundred ($300) dollars, after ten (10) days, but within twenty (20) days of the violation, the sum of Three Hundred Fifty ($350) Dollars.

2. Lazy Parker Provision: If the violator of Section 531 J, is adjacent to an open space within ten feet of an available parking space, an additional $100 shall be added to the penalty (14059 §1 2/21/03; 14490 §1 6/8/07; 14787 § 03/03/10' 15009 § 1 8/15/12)

D. For violation of Section 531.05, Greasing or Repair Work, the owner or operator, within ten (10) days of the time when such notice was attached to the motor vehicle/ conveyance, pay as a penalty, Fifty

($50) Dollars and after ten (10) days, but within twenty (20) days of violation, the sum of One Hundred ($100) Dollars. (13389 §1 3/25/96)

E. For violation of Section 531.11, Parking Prohibited at Handicapped Areas, the owner or operator, within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty in full satisfaction of each violation, the sum of Fifty ($50) Dollars and after ten (10) days, but within twenty (20) days of violation, the sum of One Hundred ($100) Dollars. (13194 §1 4/21/93; 13389 §1 3//25/96; 13902 §3 4/19/01)

F. For violation of any other provision of this article, the owner or operator may, within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty the sum of Fifteen ($15) Dollars after ten (10) days but within twenty (20) days of the violation, the sum of Twenty-five ($25) Dollars. (13069 §1 8/8/91; 13194 §2 12/1/93; 13901 §2 4/19/01)

G. For violation of Section 531.12, Parking, Stopping, Standing or Drifting Prohibited in a Loading Zone or Five Minute Zone, the vehicle is subject to immediate towing and/or a notice placed on the vehicle. The owner or operator, within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, will pay as a penalty, the sum of Fifteen ($15) Dollars and after ten (10) days, but within twenty (20) days of the violation, the sum of Twenty-five ($25) Dollars. (13069 §1 5/15/91; 13194 §1 4/21/93; 13389 §1 3/25/96; 13901 §2 4/19/01)

H. In all cases, failure of the owner or operator to make payment after twenty (20) days, shall make the owner or operator subject to a penalty not to exceed One Hundred ($100) Dollars, and default of payment of fine and costs, imprisoned not more than ten (10) days. (13069 §1 5/15/91; 13194 §1 4/21/93; 13389 §1 3/25/96; 13901 §24/19/01)

I. For violation of Section 531.08, Storage of Vehicles on Street, the owner or operator may, within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty the sum of Thirty-five ($35) dollars after ten (10) days but within twenty (20) days of the violation, the sum of Fifty ($50) Dollars. Any vehicle parked in violation of the provisions of this ordinance may be removed by any member of the Police Bureau, their designee, or a designated Allentown Parking Authority personnel. Any vehicle removed may be towed to and placed at any area designated by the Mayor or his duly designated representative or the Parking Authority, for impounding of vehicles. All fines and costs for removal, towing, storage or parking of any vehicle removed under the provisions of this section shall be paid by the owner of the vehicle and the vehicle shall remain impounded until all costs are paid. (13901 §2 4/19/01)

J. For violation of Sections 531.07, Parking Truck and Tractor Trailers, and 531.13, Washing Vehicles on Streets and Sidewalks, the owner or operator within ten (10) days of the time when such notice was attached to his motor vehicle/ conveyance, pay as a penalty and in full satisfaction of each violation, the sum of Twenty-five ($25) Dollars, and after ten (10) days, but within twenty (20) days of the violation, the sum of Thirty-five ($35) Dollars. (13901 §2 4/19/01)

K. For Violation of Section 531.03 (G), Parking Prohibited within fifteen (15') feet of a fire hydrant, the vehicle is subject to immediate towing. The owner or operator within ten (10) days of violation pay a penalty of Fifty ($50) Dollars, and after ten (10) days, but within twenty (20) days of the violation, pay the sum of One Hundred ($100) Dollars. In addition, the owner will be responsible for all towing and storage fees, and costs of the vehicle, and all must be paid prior to its release. (14025 §1 10/4/02)

L. Any vehicle that has been cited two (2) times within a one year period shall be towed upon the third citation for

violating Article 531.11, Parking Prohibited at Handicapped Areas, and Article 531.12, Parking, Stopping, Standing or Drafting
Prohibited in a Loading Zone or Five Minute Zone. The owner of said vehicle will be responsible for all towing and storage fees
and the costs of the vehicle, and all must be paid, including all fines, prior to its release. (14514 8/2/07)

M. For violation of Sections 531.07, Parking Truck and Tractor Trailers, the owner or operator within ten (10) days of
the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty and in full satisfaction of each violation, the sum of Thirty-five ($35) Dollars, and after then (10) days, but within twenty (20) days of the violation, the sum of Fifty ($50) Dollars. (13901 § 2 4/19/01; 14787 § 03/03/10)

SECTION 532
LIMITATIONS ON THE PARKING OF TRUCKS AND TRAILERS

532.01	**Purpose**
532.02	**Definitions**
532.03	**Prohibitions**
532.04	**Exceptions**
532.05	**Permit for Loading or Unloading Recreational Vehicles or Truck Campers**
532.99	**Penalty**

14500 (6/25/07) added the BLI as a prohibited district.
14421 (9/15/06) establishes limits on large vehicles that could parking in residential areas.
14468 (2/8/07) prohibited vehicles that have a Class V license or above and prohibits parking in any district other than industrial districts.

532.01 Purpose

Allentown City Council finds it necessary to regulate the parking of large vehicles and trailers to reduce public safety
hazards and maintain the quality of residential neighborhoods, thereby preserving the value of property in those districts. The street grid in Allentown predates the manufacturing and licensing of large vehicles and trailers; over 90% of the streets are 36 feet wide, leaving 8 feet for parking and 10 feet for the flow of two lane traffic. Large vehicles and trailers create safety hazards by encroaching into the abutting lane and moving traffic across the center lane. Such parking and obstructions, besides being a public safety issue, impedes the free flow of traffic. Parked close to an intersection, such vehicles and trailers, negatively impact the distance for vehicles entering the street. Large vehicles and trailers parked in residential areas generate complaints from residential neighborhoods in regard to traffic impediments and safety hazards, as well as noise. (14421 §1 9/15/2006)

532.02 Definitions

Bus: A motor vehicle designed to transport 16 or more passengers, including the driver; or, a motor vehicle, other than
a taxicab or limousine, designed to transport not more than 15 passengers, including the driver. The term does not include a vehicle used in a ridesharing arrangement, as defined in the Act of December 14, 1982 (P.L. 1211, No. 279), entitled, "An act providing for ridesharing arrangements and providing that certain laws shall be inapplicable to ridesharing arrangements, or a school bus.

Dual Wheel Motor Home: A motor vehicle designed or adapted for use as a mobile dwelling or office, except a motor vehicle equipped with a truck-camper.

Oversized Vehicle: A motor vehicle that has a Class 5 license or above, or any equivalent license or above, or with a Gross Vehicle Weight of over 11,000 pounds. (14468 2/8/07)

Owner: A person, other than a lien holder, having the property right in or title to a motor vehicle. The term includes a person entitled to the use and possession of a vehicle subject to a security interest in another person, but excludes a lessee under a lease not intended as security.

Park or Parking: When permitted, means the temporary storing of a vehicle, whether occupied or not, off the roadway; and, when prohibited, means the halting of a vehicle, whether occupied or not, except momentarily for the purpose of and while actually engaged in loading or unloading property or passengers.

Recreational Trailer: A trailer designed or adopted and used exclusively for recreational purposes.

School Bus: A motor vehicle which is designed to carry 11 passengers or more including the driver and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.

The term does not include a motor vehicle used to transport preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities, which is designed to carry 11 to 15 passengers, including the driver, and which is registered in this Commonwealth as a bus prior to March 1, 1993; or, a motor vehicle which is designed to carry 11 to 15 passengers, including the driver, and which was titled to any public, private or parochial school on or before March 1, 1993, and which is registered to that public, private or parochial school in this Commonwealth as a bus prior to September 15, 1993.

Tractor Trailer: A motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.

Trailer: Every vehicle, wagon or truck without motive power designed to carry property or passengers wholly on its own structure and to be drawn by a motor vehicle.

Truck Camper: A structure designed, used or maintained primarily to be loaded or affixed to a motor vehicle to provide a mobile dwelling, sleeping place, office or commercial space. (14421 §1 9/15/2006)

532.03 Prohibitions

It shall be unlawful for any person to park, or allow to remain parked, on any street or parts of streets, the following
vehicles: Buses, dual wheel motor homes, oversized vehicle, school buses, tractor trailers, trailers, truck campers within the districts listed below as defined and circumscribed in the City's Zoning Ordinance; and, on any street abutting such zone; and, that this prohibition shall apply to any designated district established in the Zoning Code except for I-2, Limited Industrial, and I-3, General Industrial Districts. (14500 §1 6/25/07; 14468 §1 2/8/07; 14500 §1 5/25/07; 14468 §1 2/8/07)

532.04 Exceptions

These provisions of this Ordinance shall not apply to:

Vehicles of the City of Allentown, such as fire apparatus and ambulances, or vehicles engaged in the work of a public utility;

Vehicles of service companies, contractors, repairmen, delivery trucks or others actually engaged in working operations in the vicinity during the actual period of such between the hours of 7:00 AM and 8:00 PM. (14421 §1 9/15/2006)

532.05 Permit for Loading or Unloading Recreational Vehicles or Truck Campers

Permits shall be issued by the Allentown Parking Authority to the owners of Recreation vehicles or truck campers for a 24 hour permit to unload or load said vehicle (14421 §1 9/15/2006; 14742 §1 9/16/09)

532.99 Penalty

For violation of Section 532, Parking of Trucks and Trailers Prohibited In Residential Areas, the owner or operator,

within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty in full satisfaction of each violation, the sum of Fifty ($50) Dollars and after ten (10) days, but within twenty (20) days of violation, the sum of One Hundred ($100) Dollars. In addition to the fine, the Police Department may have the vehicle or trailer immediately towed if the vehicle is posing an immediate safety hazard. (14421 §1 9/15/2006)

ARTICLE 533
PARKING METERS

533.01 Definitions
533.02 Parking Meter Zones Established; Traffic Control Maps
533.03 Sundays and Holidays Excepted
533.04 Time of Parking Limited by Zone; Hours of Operation
533.05 Marking of Spaces
533.06 Meter Signals
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533.08 Deposit of Proper Coins in Meter
533.09 No Parking Beyond Meter-Indicated Time
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533.11 Slugs Prohibited
533.12 Injuring or Defacing Meters
533.13 Exceptions
533.14 Enforcement
533.15 Duty of Police
533.16 Verification of Meters
533.99 Notice of Violation; Waiver

533.01 DEFINITIONS

The following words, whether in the singular or plural, when used in this article shall have the meanings ascribed to them in this article except in those instances where the context clearly indicates otherwise.

1. **Public place** shall mean any municipal parking lot operated by the City or the Parking Authority of the City.

2. **Parking meter** shall mean a device intended to assist public authorities in enforcing ordinances limiting the time during which vehicles may be parked on any street or highway or other public place within a parking meter zone.

3. **Parking meter zone** shall mean streets or highways, or portions thereof, or municipal parking lots operated by the City or the Parking Authority of the City on which parking meters are installed, operated and used. (8024 §2 4/3/56)

533.02 PARKING METER ZONES ESTABLISHED; TRAFFIC CONTROL MAPS

All municipal parking lots operated by the City of Allentown or the Parking Authority of the City of Allentown. (8024 §3 4/3/56)

Parking meter zones shall be established and set forth by legend on the Traffic Control Maps of the City. (9844 §1 7/3/62; 14312 §1 8/18/05)

533.03 SUNDAYS AND HOLIDAYS EXCEPTED

Parking restrictions and limitations in any parking meter zone are exempted on Sundays and on the holidays of New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Martin Luther King, Jr. Day and Christmas. (8024 §4 4/3/56; 13201 §1 6/3/93; 14312 §1 8/18/05)

533.04 TIME OF PARKING LIMITED BY ZONE; HOURS OF OPERATION

On all days, other than those set forth in Section 533.03, parking in all zones is hereby limited not to exceed the maximum time stated in each meter. (8024 §5 4/3/56; 13201 §1 6/3/93; 14312 §1 8/18/05)

533.05 MARKING OF SPACES

In all parking meter zones a parking meter shall be installed for each parking space. All parking spaces may be placed either parallel, diagonal or perpendicular to the curb. Parking in other than designated parking spaces is prohibited in any parking meter zone. (8024 §6 4/3/56; 14312 §1 8/18/05)

533.06 METER SIGNALS

Parking meters shall be placed in such a way that each designated parking space is clearly marked as to show or display by a signal that the parking space controlled by such meter is or is not legally occupied. Each parking meter shall indicate by a proper legend the established legal parking time and, when in operation, shall also indicate on or by its display the duration of the period of legal parking or any illegal or overtime parking. (8024 §7 4/3/56; 14312 §1 8/18/05)

533.07 MANNER OF PARKING

Every vehicle parked parallel with the curb in any parking meter zone on a street or highway shall be parked with the front end of such parked vehicle at or immediately adjacent to the parking meter controlling such parking space. Every vehicle parked perpendicular to the curb of any street or highway or on any parking lot within a meter zone, shall be parked with the front end or the rear end of such parked vehicle, as the situation may be, at or immediately adjacent to the parking meter controlling such parking space. All vehicles shall be parked entirely within the lines of the designated parking space controlled by the meter situated adjacent thereto. (8024 §8 4/3/56)

533.08 DEPOSIT OF PROPER COINS IN METER

A. Upon parking any vehicle in any parking meter space, the operator shall immediately deposit, in the meter controlling such space, the proper coin of the United States as designated for such parking on the instructions for operations of such meter. Upon the deposit of such coin and placing the meter in operation, such meter space may be lawfully occupied by any vehicle during the period of parking time as indicated on the meter. (9844 §2 7/3/62)

B. Pursuant to this section, Council is hereby authorized and empowered to designate the proper coin or amount to be placed in such meter and to amend the instructions on the meter to reflect the proper coin or amount required for the operation of such meter. The rate per hour shall be One ($1) Dollars. (12161 §1 12/22/75; 14312 §1 8/18/05)

533.09 NO PARKING BEYOND METER-INDICATED TIME

No owner or operator of any vehicle shall cause, allow, permit or suffer such vehicle to be parked overtime or beyond the period of legal parking time as indicated or set forth on the instructions of such meter. (9844 §3 7/3/62)

533.10 USE OF METER FUNDS

The coins required to be deposited in parking meters are levied and assessed as fees to provide for the proper regulations and control of traffic upon the streets and highways and other public places of the City, including the cost of supervising and regulating the parking of vehicles in the parking meter zones created hereby, and the cost of the purchase, supervision, protection, inspection, installation, operation, maintenance, control and use of the parking meters and municipal parking lots. The coins required to be deposited in parking meters shall be collected and accounted for under the direction of the Executive Director of the Parking Authority and deposited by the Director at least once a week. (8024 §11 4/3/56; 13201 §1 6/3/93)

533.11 SLUGS PROHIBITED

No person shall deposit or cause to be deposited in any parking meter any slug, device or metallic substitute for legal coins of the United States. (8024 §12 4/3/56)

533.12 INJURING OR DEFACING METERS

No person shall deface, injure, tamper with or willfully break, destroy or impair the usefulness of any parking meter installed by authority of Council or by the Parking Authority of the City. (8024 §13 4/3/56)

533.13 EXCEPTIONS

Nothing in this article shall be construed as prohibiting the Authority from providing for free parking space for loading or unloading of commercial vehicles, for bus stops, taxicab stands or for other matters of a similar nature. (8024 §14 4/3/56; 14312 §1 8/18/05). **The provisions of this Ordinance shall not apply to Vehicles of the City of Allentown or to the Allentown School District which display a Municipal plate and are engaged in official business."**

533.14 ENFORCEMENT

The duty of enforcing the provisions of this article shall be on the department of Police and the Allentown Parking Authority. In case of emergency, any of the provisions of this article may be temporarily suspended by such Director or Chief of Police, who shall then have the authority to adopt and enforce such other temporary rules and regulations as traffic conditions, during such emergency, may demand or required. (8024 §15 4/3/56; 13201 §1 6/3/93)

533.15 DUTY OF POLICE

It shall be the duty of police officers or Parking Authority Personnel or other duly authorized City employees of the City, acting in accordance with instructions issued by the Chief of Police or the Chief's designee, or the Executive Director of the Parking Authority, to turn in the violation ticket. The violation shall contain: (14312 §1 8/18/05)

A. The number of each parking meter which indicates that the vehicles occupying the parking space adjacent to such parking meter is, or has been, parked in violation of any of the provisions of this article.

B. The State license number of such vehicle.

C. The day and hour at which such vehicle is parked in violation of any of the provisions of this article at the time of his inspection.

D. Any other facts, a knowledge of which may be considered necessary to a thorough understanding of the circumstances attending such violation. (11813 §1 7/21/70; 13201 §1 6/3/93; 14312 §1 8/18/05)

533.16 VERIFICATION OF METERS

All parking meters located in the City of Allentown shall be checked for accuracy at least once a year. At the completion of each calendar year, a statement verifying that the annual inspection has been completed, shall be submitted to City Council. (13201 §1 6/3/93)

533.99 NOTICE OF VIOLATION; WAIVER

A. Any police officer or other duly authorized Parking Authority employee shall place on motor vehicles/conveyances parked in violation of the provisions of this article a notice of said violation. (12786 §1 8/5/87)

Each such owner or operator may, within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a penalty and in full satisfaction of each violation, the sum of Ten ($10) Dollars; and after ten (10) days, but within twenty (20) days of the violation, the sum of Twenty-five ($25) Dollars. (12660 §1 6/5/85; 12786 §1 8/5/87; 13227 §3 12/1/93; 13901 §3 4/19/01; 14312 §1 8/18/05)

Failure of the owner or operator to make payment after twenty (20) days shall make the owner or operator subject to a penalty not to exceed One Hundred ($100) Dollars and, in default of payment of fine and costs, be imprisoned not more than ten (10) days. (12660 + 6/5/85; 12786 §1 8/5/87; 13901 §3 4/19/01)

ARTICLE 534
RESIDENTIAL PERMIT PARKING

534.01 Purpose
534.02 Residential Permit Parking Program
534.03 Designation of Residential Permit Parking Areas
534.04 Designation Criteria
534.05 Designation Process
534.06 Issuance of Parking Permits
534.07 Display of Permit
534.08 Permit Parking Exemption
534.09 Application for and Duration of Permit
534.10 Permit Fees
534.11 Revocation of Permit
534.12 Residential Parking Permit Zones
534.13 Regulations and Procedures
534.99 Penalties

534.01 PURPOSE

The City Council of the City of Allentown considers it to be in the interest of the citizens of the City of Allentown to provide for the establishment of a Residential Permit Parking (RPP) Program in order to alleviate the hardship experienced by residents in obtaining on-street parking space to preserve the residential quality of neighborhoods and to provide for improvement in air quality. The powers and duties as contained in this article shall be performed by the Parking Authority. (12708 §1 5/7/86)

534.02 RESIDENTIAL PERMIT PARKING PROGRAM

The Parking Authority is hereby authorized to designate, subject to the approval by City Council, as herein provided, certain streets and other public areas within the City of Allentown as permit parking areas in which resident vehicles displaying valid parking permits may stand or be parked without limitation by parking time restrictions established by this article. Vehicles not displaying valid parking permits may stand or be parked for a limited time not to exceed the time specified upon adequately posted signs. (12708 §2 5/7/86)

534.03 DESIGNATION OF RESIDENTIAL PERMIT PARKING AREAS

A residential area, regardless of current zoning designation, shall be considered for designation as a residential permit parking area provided that designation criteria established by this article be satisfied and that City Council, through enactment of an ordinance, authorize the posting of appropriate signs specifying time limits and period of the day for its application. (12568 §1 9/7/83; 14702 §1 4/6/09)

534.04 DESIGNATION CRITERIA

A residential area shall be deemed impacted and thereby eligible for residential permit parking provided that the following criteria are satisfied:

A. In areas zoned other than Central Business District, the following criteria must be met:

1. At least fifty (50%) percent of the street level, front footage use is residential or non-business related. (12804 §1 11/4/87)

2. During any period between the hours of 8:00 AM and 6:00 PM on weekdays, except holidays, the number of vehicles parked and/or standing, legally or illegally, at on-street parking spaces is equal to seventy (70%) percent or more of the legal on-street parking capacity of the area. For purposes of this evaluation, a legal parking space shall be twenty (20) linear feet. (12804 §1 11/4/87)

3. During the same time period as specified above, ten (10%) percent or more of the vehicles parking and/or standing, on the streets in the area are not registered in the name of a person residing within a three (3) block distance of the location at which the vehicle is parked. (12804 §1 11/4/87)

4. On streets where there are parking meters and/or time restricted parking in Section 534.04 (2) and (3) are not criteria for designation. (12804 §1 11/4/87)

B. In areas zoned Central Business District, the following criteria must be met:

1. At least eighty (80%) percent of the street level front footage abutting the street designated have a residential or non-business related use. (12804 §1 11/4/87)

2. During any period between the hours of 8:00 AM and 6:00 PM on weekdays except holidays, at least eighty (80%) percent of all occupied on-street parking spaces are occupied by vehicles registered in the name of a person residing within a three (3) block distance of the location at which the vehicle is parked. (12804 § 11/4/87)

3. If the above criteria are not met at any time, the Allentown Parking Authority shall notify City Council. City Council may consider revoking the Residential Parking Permit status for that street. (12804 §1 11/4/87)

534.05 DESIGNATION PROCESS

A. If the area in question is not an approved Residential Permit Parking Zone and a sufficient number of residents have requested to be a residential permit parking zone then the Parking Authority will schedule and administer a public hearing. For this hearing, every resident and property owner of the proposed plan area shall be notified by mail. On the basis of testimony taken, City Council shall or shall not designate the areas as an Official Residential Permit Parking Area. (12708 §4 5/7/86)

B. On blocks or portions there within a Residential Parking Permit Zone where parking meters and/or time restricted parking already exists, the Parking Authority may designate the area as a residential permit parking block. (12708 §4 5/7/86)

C. On blocks or portions thereof within a Residential Parking Permit Zone where no parking meters and/or time restricted parking exists, the following process is to be followed:

1. A block or portion thereof may be considered as a potential residential parking block or portion thereof upon the receipt by the Parking Authority of verified petitions from the residents of that block or portion thereof. The petition process may be initiated at the resident's request by the Allentown Parking Authority. A separate petition must be filed for each block and in order for the petition to be valid, it must contain the signatures of the majority of households in that block. (12708 §4 5/7/86; 14702 §1 4/6/09)

2. The Parking Authority shall conduct surveys of potential residential parking areas to determine the following:

a. The number of legal on-street parking spaces available on each block in the area. (12708 §4 5/7/86)

b. The number of legal on-street spaces occupied by parked vehicles during an average weekday on each block in the area. Two (2) surveys will be made on different days of the week and at different times of the day. One observation will be made in the early part of the day and the other later in the day. (12708 §4 5/7/86)

c. The number of parked vehicles in the area which are registered to addresses of persons who do not live in the area. (12708 §4 5/7/86)

3. If all designation criteria for a particular block has been satisfied, the Parking Authority shall direct the Bureau of Traffic Planning and Control to erect, or cause to be erected, signs on the designated block indicating that parking beyond the stipulated number of hours is by permit only. This restriction shall be considered a temporary traffic regulation subject to approval by City Council. (12708 §4 5/7/86)

534.06 ISSUANCE OF PARKING PERMITS

Following City Council's approval of the designation of a Residential Permit Parking area, the Parking authority may issue appropriate permits and shall cause parking signs to be erected in the area indicating the times and conditions under which parking shall be allowed. A permit shall be issued upon application and payment of the applicable fee, only to the owner or operator of a motor vehicle who resides in the appropriate Residential Permit Parking area. A separate permit shall be required for each motor vehicle. Commercial vehicles exceeding a gross weight of 10,000 pounds are not eligible for permits. Eligibility for a permit shall be as follows:

A. **Residents:** The resident must prove residency and vehicle ownership or evidence of having a leased or company-owned vehicle. The Parking Authority shall establish criteria for proof of residence. A separate application shall be required for each vehicle and each application shall be accompanied by a permit fee. (12708 §5 5/7/86)

B. **Visitors:** Special permits may be issued to visitors for a period of time not to exceed fourteen (14) days. No resident of a Residential Permit Parking area shall be issued more than two (2) visitor permits at any time. (12708 §5 5/7/86)

C. **Residents living in the Central Business District** have the option of purchasing a permit to park in an adjacent designated area. (12708 §5 5/7/86)

D. **Caregiver:** Caregivers may be issued a parking permit sticker provided the address of the resident receiving the care is within said parking area, and the resident requiring care forfeits a current, valid permit or does not possess a current Residential Permit Parking permit. The requirements to obtain a parking permit for a caregiver are:

A completed application form in both the resident's and caregiver's name and address;
A current DMV vehicle registration for the vehicle the applicant is requesting a permit for;
Proof of residency in the permit area of the person receiving the care;
A letter from the resident identifying the permit applicant as the caregiver;
Photo identification and employment verification of the caregiver. (14702 §2 4/6/09)

534.07 DISPLAY OF PERMIT

Permits shall be displayed on the driver's side of the rear bumper so as to be readily visible to enforcement personnel. (12568 §1 9/7/83)

534.08 PERMIT PARKING EXEMPTION

A resident vehicle on which is displayed a valid parking permit as provided for herein shall be permitted to stand or be parked in the Residential Permit area for which the permit has been issued without being limited by time restrictions or meter requirements established pursuant to this article. However, said resident's vehicle shall not be exempt from parking restrictions or prohibitions established pursuant to authority other than this article including Article 531, Stopping and Parking, and Article 539, Street Sweeping, of the Codified Ordinances as well as loading zones, five minute parking zones, handicapped zones and other special parking restrictions. All other motor vehicles parked within a Residential Permit Parking area shall be subject to the time restrictions and meter requirements adopted as provided in this article as well as the penalties provided for herein. . The provisions of this Ordinance shall not apply to Vehicles of the City of Allentown or to the Allentown School District which display a Municipal plate and are engaged in official business. A person shall not allow a vehicle to be parked, stopped, standing or drifted to conceal an officer's chalk mark. (12595 §3 2/15/84; 13901 §4 4/19/01)

A Residential Parking Permit shall not guarantee or reserve to the holder thereof an on-street parking space within the designated Residential Permit Parking area. (12568 §1 9/7/83)

534.09 APPLICATION FOR AND DURATION OF PERMIT

Each parking permit issued shall be valid for one (1) year from the date of issuance. Permits may be renewed annually upon reapplication in the manner required by the Parking Authority. Each application or re-application for a parking permit shall contain information sufficient to identify the applicant, his residence address or address of real property owned or leased within a Residential Permit Parking area, and the license number of the motor vehicle for which application is made, and such other information that may be deemed relevant by the Parking Authority. If a resident sells or otherwise transfers a vehicle bearing a parking permit sticker, he shall remove the sticker before the transfer. If a resident transfers a

vehicle bearing a valid permit parking sticker and acquires another vehicle, he shall provide the Parking Authority with proof of the transfer an affidavit attesting to the removal of the sticker. The Parking Authority shall then provide, at no cost, a new sticker which will expire at the same time as the original sticker. (12708 §6 5/7/86)

534.10 PERMIT FEES

The initial cost for each Residential Parking Permit shall be Twenty-five ($25.00) Dollars and each annual renewal cost will be Twenty ($20.00) Dollars. The cost for visitor parking permits will be Two ($2.00) Dollars. (12708 §7 5/7/86; 12827 §1 2/17/88))

534.11 REVOCATION OF PERMIT

The Parking Authority is authorized to revoke the Residential Parking Permit of any person found to be in violation of this article and, upon written notification thereof, the person shall surrender such permit to the Parking Authority. Failure, when so requested, to surrender a Residential Parking Permit so revoked shall constitute a violation of law and of this article. (12708 §8 5/7/86)

534.12 RESIDENTIAL PARKING PERMIT ZONES

The following areas are hereby designated as the Residential Parking Permit zones.:

A. Residential Parking Permit Zone #1

1. Area bounded by Turner Street on the south, Allen Street on the north, 7th Street on the east and 10th Street on the west, but not to include 7th Street or Turner Street from Hall Street to 7th Street. Along the boundaries of Turner, Allen and 10th Streets, both sides of the street shall be included in the program. In addition, the 100 block of North 8th Street from Linden Street to Turner Street is included in this zone, as well as the 400 block of North 9th Street. (12708 §9 5/7/86; 13889 §1 2/8/01; 14702 §2 4/6/09)

B. Residential Parking Permit Zone #2

1. Area bounded by Turner Street on the south, Allen Street on the north, 4th Street on the east and 7th Street on the west but not be include Turner Street from Morris Street to 7th Street. Along each of the four (4) boundaries, both sides of the street shall be included in the program. (12708 §9 5/7/86; 13889 §1 2/8/01)

C. Residential Parking Permit Zone #3

1. Area bounded by Turner Street on the north, Court Street on the south, 4th Street on the east and Penn Street on the west, but not to include Turner Street. Along the boundaries of Court Street, 4th Street, and Penn Street, both sides of the street shall be included in the program. (12708 §9 5/7/86)

2. Area bounded by Turner Street on the north, Linden Street on the south, Penn Street on the east, and Law Street on the west, but not to include Turner Street. Along the boundaries of Linden Street, Penn Street and Law Street, both sides of the street will be included. (12708 §9 5/7/86)

3. Area bounded by Walnut Street on the north, Law Street on the west, Union Street on the south, and 4th Street on the east. Along each of the four (4) boundaries, both sides of the street are to be included.

4. Area bounded by Maple Street on the north, Law Street on the west, Walnut Street on the south and College Street on the east. Along each of the four (4) boundaries, both sides of the street are to be included. (12804 §1 11/4/87)

D. Residential Parking Permit Zone #4

1. Area bounded by Maple Street on the north, Union Street on the south, 13th Street on the west and 10th Street on the east. Along each of the four (4) boundaries, both sides of the street are to be included. Also included is the unit block of South Jefferson Street. (12708 §9 5/7/86; 14702 §2 4/6/09)

2. Area bounded by Walnut Street on the north, Union Street on the south, 8th Street on the east and 10th Street on the west but not to include Walnut Street from 9th to 10th Streets, 9th Street from Walnut Street to Jackson Street and Jackson Street from 9th to 10th Streets and all areas included in the between these boundaries. (12708 §9 5/7/86)

E. Residential Parking Permit Zone #5

1. Area bounded by Chew Street on the north, Linden Street on the south, 10th Street on the east and 13th Street on the west but not to include 10th Street from Chew Street to Turner Street. Both sides of the street are to be included. Also included is the 200 block of North Poplar Street. (12708 §9 5/7/86; 14702 §2 4/6/09)

2. Area bounded by Turner Street on the north, Fountain Street on the east, Linden Street on the south and 10th Street on the west but not to include Turner Street. Both sides of the street are to be included. (12708 §9 5/7/86)

3. Area bounded by Linden Street on the north, Court Street on the south, Howard Street on the east and 13th Street on the west, to include both sides of the streets on the boundary streets. (12708 §9 5/7/86)

F. Residential Parking Permit - Zone #6

An area bounded by Gordon on the north from 13th to 16th Streets, 13th Street from Gordon to Turner, Turner on the south from 13th to West Street, inclusive of the north side of Turner and West Street on the west from Gordon to Turner. (13214 §1 9/2/93)

On the 200 block of North 19th Street, bounded by Turner on the south and Chew on the north. (1369 §1 2/5/98)

534.13 REGULATIONS AND PROCEDURES

A. Time Restriction on Parking - Except as otherwise designated, on-street parking will be restricted to a one to three hour time limit on streets that now have legal, on-street parking except for metered areas. Vehicle bearing valid Residential Parking Permit stickers for this area shall be exempt from the one to three hour time limit and meter requirements. The Bureau of Traffic Planning and Control will erect, or cause to be erected signs. These signs shall indicate the one to three hour time limit and the exclusion for vehicles with Residential Permit Parking stickers or shall indicate the exclusion of said vehicles from meter requirements. The one to three hour time limit shall be enforced from 8:00 AM to 6:00 PM weekdays, excluding holidays. (12708 §10 5/7/86)

B. In areas with existing parking meters, operators with valid Residential Parking Permits will be allowed to be parked at meters within the designated area without the need to deposit coins. (12708 §10 5/7/86)

C. Existing Parking Regulations - All existing parking regulations shall remain in effect. These include but are not limited to: prohibited parking areas, street cleaning restrictions, five (5) minute parking areas, loading zones, and the seventy-two (72) hour parking rule. Holders of Residential Permit Parking stickers will not be exempt from these regulations. (12708 §10 5/7/86)

534.99 PENALTIES

A. It shall be unlawful and a violation of this article for any person to stand or park a motor vehicle for a period exceeding the time limitation established pursuant hereto. No person shall move and repark a vehicle on the same side of the street within the same block in order to avoid a parking time limit. For violation of any provisions of this article the owner or operator may within ten (10) days of the time when such notice was attached to his vehicle, pay as a penalty the sum of Fifteen ($15) Dollars; after ten (10) days but within twenty (20) days of the violation the sum of Twenty-five ($25) Dollars. In all cases, failure of the owner or operator to make payment within twenty (20) days shall make the owner or operator subject to a penalty not to exceed One Hundred ($100) Dollars, and, in default of payment of fine and costs, imprisonment for not more than ten (10) days. (12708 §11 5/7/86; 12787 §1 8/5/87; 13227 §4 12/1/93; 13901 §4 4/19/01; 14702 §2 4/6/09)

B. It shall be unlawful and a violation of this article for a person to falsely represent himself as eligible for a parking permit or to furnish false information in an application therefor. (12708 §11 5/7/86)

C. It shall be unlawful and a violation of this article for a person holding a valid parking permit issued pursuant hereto to permit the use of display of such permit on a motor vehicle other than that for which the permit is issued. Such conduct shall constitute an unlawful act and violation of this article both by the person who so uses or displays the permit on a motor vehicle other than that for which it is issued. (12708 §11 5/7/86)

D. It shall be unlawful and a violation of this article for a person to copy, produce or otherwise bring into existence a facsimile or counterfeit parking permit or permits. It shall further be unlawful and a violation of this article for a person to knowingly use or display a facsimile or counterfeit parking permit in order to evade time limitations on parking applicable in a Residential Permit Parking area. (12708 §11 5/7/86)

E. For violation of any provision contained in Sections 534.14(b), (c) and (d) of this article, the person committing the unlawful act shall be subject to a penalty not to exceed Three Hundred ($300) Dollars and/or imprisonment for not more than ten (10) days for each such violation. (12708 § 5/7/86)

ARTICLE 535
IMPOUNDING

535.01 Authority of the Bureau of Police and the Designated Enforcement Officer(s) of the Allentown Parking Authority
535.02 Scofflaw
535.03 Designation of Garages; Bonding; Charges
535.04 Notice to Owner
535.05 Payment of Charges

CROSS REFERENCES
Removal of Vehicle -- See Vehicle Code §3352
Removal from Snow Routes -- See Traffic Article 527.04
Removal of Abandoned Vehicles -- See Traffic Article 537.03

535.01 AUTHORITY OF THE BUREAU OF POLICE AND THE DESIGNATED ENFORCEMENT OFFICER(S) OF THE ALLENTOWN PARKING AUTHORITY

The Bureau of Police and the designated enforcement officer(s) of the Allentown Parking Authority shall have the authority to remove and impound any motor vehicle/conveyance parked on the streets or highways of the City in violation of any ordinances of the City or of any provisions of the Motor Vehicle Code of the Commonwealth of Pennsylvania. (12661 §1 6/5/85)

535.02 SCOFFLAW

A. If any motor vehicle/conveyance is illegally parked in violation of this Title or any applicable provision of the Motor Vehicle Code of the Commonwealth of Pennsylvania or whose owner is delinquent in payment of fines and costs imposed by a district magistrate and for whom a warrant of arrest has been issued by a district magistrate or whose owner is delinquent in payment of fines and penalties as a result of his violation of the parking laws of the City or the Commonwealth of Pennsylvania then that owner's motor vehicle(s) /conveyance(s) shall be prohibited from parking on City streets and shall be seized, removed and impounded or immobilized. (12661 §2 6/5/85; 13700 §1 10/8/98)

B. Upon conviction of or entry of a plea of guilty or nolo contendere for one or more of the following non-parking related offenses and upon imposition of a fine or fines which separately or together with any other outstanding or unpaid fines imposed for the following offenses, total in excess of Two Hundred Fifty ($250) Dollars, the owner of the motor vehicle/conveyance shall be allowed twenty-four (24) hours either to pay the fine or fines and costs or to make arrangements to pay installments; during which time the vehicle/conveyance may be rendered temporarily inoperable by the Bureau of Police. (14183 §2 5/21/04)

Section 1301 (relating to registration and certificate of title required);
Section 1332 (relating to display of registration plate);
Section 1371 (relating to operation following suspension of registration);
Section 1501 (relating to drivers required to be licensed);
Section 1786 (relating to required financial responsibility);
Section 7124 (relating to fraudulent use or removal of registration plate).
(14183 §2 5/21/04)

If the owner neither makes payment nor makes arrangements for payment within the 24 hour period or defaults upon such payment, an impoundment order for the vehicle/conveyance may be issued, and its enforcement directed by a police officer, a district justice or an authorized impoundment official as authorized by the issuing authority.

The owner of any vehicle/conveyance impounded under this section may obtain possession of the vehicle/conveyance by:

1) Furnishing proof of valid registration and financial responsibility; and

2) Paying all fines and costs associated with the impoundment or making arrangements with the appropriate authority to make payments of all fines and costs by installments.

This Section (B) applies only to non-parking related violations set forth above and does not in any manner limit the authority of the Bureau of Police to seize, remove, impound or immobilize a vehicle/conveyance pursuant to Section (A) for parking related violations. (14183 §2 5/21/04)

The Bureau of Police and the designated law enforcement officer(s) of the Allentown Parking Authority are hereby further empowered to immobilize any motor vehicle/conveyance parked on the streets or highways of the City of Allentown in violation of this Title by attaching a wheel locking device. (12661 §2 6/5/85)

No immobilized or impounded motor vehicle/conveyance shall be released until all costs and fines including towing and storage charges owed by the vehicle's owner have been paid in full. For the purpose

of this section "all fines and costs" shall include fines, penalties and costs owed by the vehicle's owner on either a State Citation or a "Notice of Outstanding Parking Ticket" issued by the Allentown Parking Authority. (12661 §2 6/5/85; 13700 §1 10/8/98)

535.03 DESIGNATION OF GARAGES; BONDING; CHARGES

The Bureau of Police shall do the following:

A. Designate garages as approved storage places of the storage of impounded motor vehicles/conveyances, such list of designated garages to be posted in the Bureau of Police. (12661 §3 6/5/85)

B. Provide for the bonding of approved storage places in an adequate amount for the indemnifying of the owner of a motor vehicle/conveyance against the loss thereof or injury or damage thereto, while in the study of such pound keeper. (12661 §3 6/5/85)

C. Fix specific towing and storage charges and post a list of towing and storage charges in the Bureau of Police and the offices of the Allentown Parking Authority. (12661 §3 6/5/85)

535.04 NOTICE TO OWNER

Within twelve (12) hours from the time of removal of a motor vehicle/conveyance, notice of the fact that such motor vehicle/conveyance has been impounded shall be sent by the Bureau of Police or the Allentown Parking Authority, whichever has impounded said motor vehicle/conveyance, designating the place from which the motor vehicle/conveyance was removed, the reason for its removal and the pound in which it has been impounded. (12661 §4 6/5/85)

535.05 PAYMENT OF CHARGES

The payment of towing and storage charges, unless such payment shall be made "under the protest", shall be final and conclusive, and shall constitute a waiver of any right to recover the money so paid. In the event that the towing and storage charges are paid "under protest", the offender shall be entitled to a hearing before a magistrate or court of record having jurisdiction, in which case the defendant shall be proceeded against and receive such notice as provided by applicable law in other cases of summary offense, and shall have the same right as to appeal and waiver of hearing. (12661 §5 6/5/85)

535.99 PENALTY

Whoever violates any of the provisions of this article shall be fined not more than Fifty ($50.00) Dollars and costs for each offense and, in default of payment, shall be imprisoned not more than ten (10) days.

ARTICLE 537
ABANDONED VEHICLES

537.01 Definitions
537.02 Abandoned Vehicle
537.03 Removal of Vehicle
537.04 Exceptions
637.05 Permitting Abandonment of Vehicle
537.99 Penalty

CROSS REFERENCES
Abandoned Vehicle Defined -- See Vehicle Code §102
Abandonment Prohibited -- See Vehicle Code §3712
Disposition of Abandoned Vehicles -- See Vehicle Code §7310 et seq.

537.01 DEFINITIONS

The following words and phrases, when used in this article, shall have the meanings ascribed in this section unless the context clearly indicates a different meaning.

1. **Person** means any individual, partnership, limited partnership, association or corporation.

2. **Vehicle** means a machine ordinarily propelled by power and designed to travel by the use of wheels, treads, runners or slides and to transport persons or property and shall include, without limitation, automobiles, trucks, trailers, motorcycles and tractors.

3. **Street or Highway** means the entire width between the boundary lines of any public right of way constructed and maintained for the use of the public and vehicular traffic.

4. **Public Property** means any real property owned or controlled by the City of Allentown or the Allentown Parking Authority. (10697 §1 5/25/65; 13727 §2 1/7/99)

5. **Private Property** means a lot or piece of property in private ownership. (14062 §1 2/21/03)

6. **Parking Lot** means a parking lot open to the public if used for parking with or without a charge. (14062 §1 2/21/03)

537.02 ABANDONED VEHICLES

No person shall abandon a vehicle within the City on either public or private property. For purposes of this article, an abandoned vehicle shall be:

1. The vehicle is physically inoperable and is left unattended on a highway or other public property for more than forty-eight (48) hours; or (10697 §2 5/25/65; 14062 §1 2/21/03)

2. The vehicle has remained illegally on a highway or other public property for a period of more than forty-eight (48) hours; or (14062 §1 2/21/03)

3. The vehicle is left unattended on or along a highway or other public property for more than forty-eight (48) hours and does not bear all of the following, or:

I. A valid registration plate
II. A certificate of inspection
III. An ascertainable vehicle identification number; or (14062 §1 2/21/03)

4. The vehicle has remained on private property without the consent of the owner or person in control of the property for more than forty-eight (48) hour; or, a vehicle with a deflated tire or tires; or, one without a tire or tires, or a vehicle without current license tags; or, a partially disabled, wrecked or junked vehicle when allowed to remain in such condition for a period of forty-eight (48) hours. (10697 §2 5/25/65; 14062 §1 2/21/03)

537.03 REMOVAL OF VEHICLE

Any such abandoned vehicle may be removed by the Bureau of Police, or a designated Allentown Parking Authority personnel, after five (5) days' written notice to the registered owner thereof to remove such vehicle. If the vehicle constituted a safety hazard, the Bureau of Police or the Allentown Parking Authority may remove it immediately and, within twelve (12) hours, send a written notice to the registered owner stating the cause of removal and the procedure to follow in reclaiming the vehicle. (10697 §3 5/25/65; 13727 §2 1/7/99; 14062 §1 2/21/03)

537.04 REMOVAL OF VEHICLE ON PUBLIC OR PRIVATE PROPERTY

Any such abandoned vehicle may be removed by the Bureau of Police or the Allentown Parking Authority. In order for a vehicle to be towed from a parking lot, the lot must be posted to notify the public of any parking restrictions and the consequences there. (14062 §1 2/21/03)

537.05 EXCEPTIONS

The provisions of this article shall not apply to such vehicles in an enclosed building, a vehicle on the premises of a business enterprise when necessary to the operation of such business or to a vehicle in an appropriate storage place or depository. (10697 §4 5/25/65)

537.06 PERMITTING ABANDONMENT OF VEHICLE

No person owning property within the City shall allow or permit another person to abandon a vehicle on his property. In addition, the owner of a property on which a vehicle is parked or left unattended in violation of a City ordinance may have the vehicle removed. The owner must sign the Pennsylvania State Form MV-952. The Bureau of Police or the Allentown Parking Authority will be responsible for collecting a fee from the property owner prior to the tow. The fee will be per vehicle and will be equal to that charged by the towing company under contract with the Authority or the City. In the event that the owner of the vehicle claims the vehicle and pays all costs associated with the tow, the Bureau of Police and/or the Allentown Parking Authority will reimburse said owner. (10697 §5 5/25/65; 14062 §1 2/21/03)

537.99 PENALTY

Whoever violates any of the provisions of this article shall be fined not more than Three Hundred ($300.00) Dollars or imprisoned not more than ninety (90) days, or both. (11995 §5 2/21/73)

ARTICLE 539
STREET CLEANING

539.01 Definitions
539.02 Control Maps and Preparation
539.03 Parking Restrictions; Exception
539.04 Existing Parking Regulations; Emergencies
539.05 Year Round Street Cleaning
539.06 Reporting Requirements
539.99 Penalty

14437 §1 11/7/06 amending the Street Sweeping section by enacting cleaning throughout the year and added a sunset provision requiring Council review. 14656 §1 11/21/08 repealed the sunset provision on winter street cleaning and established an annual reporting requirement on Street Cleaning by May 15.

CROSS REFERENCES
Parking Prohibitions Generally -- See Traffic Article 531
Parking Meter Zones Established -- See Traffic Article 533.02

539.01 DEFINITIONS

Person means every natural person, firm, corporation, partnership, association, or institution. (14437 §1 11/7/06)

Street Cleaning shall include the year round sweeping, salting, plowing or snow removal of the designated streets. (14437 §1 11/7/06)

539.02 CONTROL MAPS AND PREPARATION

There are hereby established street cleaning control maps prepared and maintained by the Director of Public Works and kept on file in the office of the City Engineer. All street cleaning control maps shall be a matter of public record, but keeping these maps up to date shall not be a requisite condition for the prosecution to any violation of a legal regulation. (11863 §2 3/2/71; 14216 §1 10/8/04; 14437 §1 11/7/06)

539.03 PARKING RESTRICTIONS; EXCEPTIONS

A. No person shall stop, stand or park a vehicle, or cause or permit a vehicle to be parked or left unattended on a City street posted for "No Parking/Street Cleaning" during the designated days and hours chosen by regulations promulgated by the Director of Public Works or his designee. (14216 §1 10/8/04; 14437 §1 11/7/06)

B. The posted times designated on the "No Parking/Street Cleaning" signs shall remain in effect for the full length of time or until the street area has been cleaned. (11863 §3 3/2/71; 14216 §1 10/8/04; 14437 §1 11/7/06)

C. Enforcement shall be suspended during winter storms and for a reasonable period of time thereafter as determined by the Director of Public Works or designee. A reasonable period of time should be no less than 24 hours from the end of the winter storm event. (14437 §1 11/7/06)

539.04 EXISTING PARKING REGULATIONS; EMERGENCIES

Nothing herein shall be construed to permit any motor vehicle to be parked on any street or in any parking area where parking is prohibited by the terms of any other article.

Nothing in the section shall be construed as prohibiting physicians or emergency cars, or any other person, firm or corporation operating authorized emergency vehicles while engaged in their duties, from parking a vehicle in designated areas upon the occasion of any emergency.

Nothing in this section shall be construed to prohibit taxicabs or public buses standing in any established taxicab or bus stand, provided the same are attended by the drivers thereof. (11863 §4 3/2/71)

In all cases, failure of the owner or operator to make payment within twenty (20) days shall make the owner or operator subject to a penalty not to exceed Fifty ($50.00) Dollars, and in default of payment of fines and costs, imprisoned for not more than ten (10) days. (13227 §5 12/1/93)

539.05 YEAR ROUND-STREET CLEANING

Street Cleaning will continue in the designated posted areas during the months of December through February. (14437 §1 11/7/06, 14656 §1 11/21/08)

539.06 REPORTING REQUIREMENTS

The Department of Public Works and the Allentown Parking Authority by or on May 15 of each year shall prepare and submit a report on year round street cleaning focusing on winter street cleaning to Allentown City Council's Public Works Committee for review at a public meeting. (14656 §1 11/21/08)

539.99 PENALTY

Any police officer or duly authorized Parking Authority employee shall place on motor vehicle/conveyance parking in violation of the provisions of this ordinance, a notice of said violation.

A. For violation of "Prohibited Parking/Street Cleaning" the owner or operator may, within ten (10) days of the time when such notice was attached to his motor vehicle/conveyance, pay as a fine and in full

satisfaction of each initial violation, the sum of Twenty ($20) Dollars; and, after ten (10) days but within twenty (20) days of the violation, pay a penalty of Thirty ($30) Dollars. Subsequent offenses will incur additional penalties when repeat violation occurs more than one time in a thirty (30) day period. For violation of "No Parking/Street Cleaning", the owner or operator may, within ten (10) days of the time when the subsequent notice was attached to his vehicle, pay as a fine and in full satisfaction of repeat violation, the sum of Fifty ($50) Dollars; and, after ten (10) days but within twenty (20) days of the subsequent offense, pay a penalty of Sixty ($60) Dollars. In all cases failure of the owner or operator to make payment within twenty (20) days shall make the owner or operator subject to a penalty not to exceed One Hundred ($100) Dollars, and in default of payment of fines and costs, imprisoned for not more than ten (10) days. (13227 §5 12/1/93; 13901 §5 4/19/01) (11863 §5 3/2/71; 13227 §5 12/1/93; 13901 §5 4/19/01; 14216 §1 10/8/04; 14437 §1 11/7/06; 14787 3/19/2010)

LEGISLATIVE TEMPLATE

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

  The Office of the Managing Director. The initiative was borne of conversations with Department heads and Bureau Managers.

- **Summary and Facts of the Bill**

  This ordinance revises Article 533.13 of TITLE FIVE, STOPPING, STANDING AND PARKING of the Consolidated Ordinances to reflect changes to allow City of Allentown vehicles as well as School District of Allentown vehicles which display a Municipal plate and are engaged in official business to forego parking meter fees.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

  The goals and parallel benefits of the bill are multifold: (1) reduce administrative staff time on managing current parking meter fees under current system for both City and Parking Authority; (2) forgoes significant investment in new swipe card technology for city employees as Parking Authority moves to new smart meters; (3) improves mobility and effectiveness of staff deployment; and (4) aligns the city with practices in other cities such as Bethlehem, Easton, Philadelphia and Reading.

  This bill accomplishes additional streamlining of the administrative bureaucracy by reducing staff time on the current management of the meter key program; and (2) relieves bureau managers and department heads from paying parking tickets for their employees who were performing work duties and were cited.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

  There are no costs associated with implementing this new system. In fact, costs are eliminated in both the short term and long term. In the short term, there will be no need to manage meter keys, fill meter keys and track them for employees. In the long term, this new system will save the APA from investing approximately $15,000 in new technology and swipe cards for City employees when they transition from their current meters to new meters which will not have a key capacity.

Funding Sources – Please include the following in your explanation:
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

Not applicable

- **Priority status/Deadlines, if any**

  Before January 2013.

- **Why should Council unanimously support this bill?**

  City Council should support this Bill because it is consistent with our joint effort to reduce costs, streamline administrative processes and improve productivity and morale.

ADMINISTRATION

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 85 - 2012

INTRODUCED BY

AN ORDINANCE

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Fifty Thousand Dollars ($50,000.00) as a result of a grant from the U. S. Department of Transportation to the City of Allentown. The Technical Assistance Grant is part of the Pipeline and Hazardous Materials Safety Administration.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unapprpriated balance of the General Fund in the amount of Fifty Thousand Dollars ($50,000.00) reflecting receipt of grant funds.

SECTION TWO: That City Council authorizes a supplemental apprpriation from the unapprpriated balnce of the General Fund in the following manner:

Department of Managing Director
Office of Managing Director:

000-07-0604-0007-34	**$ 4,800**	**Training and Prof. Development**
000-07-0604-0007-46	**28,500**	**Other Contract Services**
000-07-0604-0007-50	**3,500**	**Other Services and Charges**
000-07-0604-0007-58	**2,000**	**Office Supplies**
000-07-0604-0007-72	**11,200**	**Equipment**

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

LEGISLATIVE TEMPLATE

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

  The Office of the Managing Director.

- **Summary and Facts of the Bill**

  Purpose of the ordinance is to appropriate the revenue and expense from the U.S. Department of Transportation.

- Purpose – Please include the following in your explanation:
  - What does the Bill do – what are the specific goals/tasks the bill seek to accomplish
  - What are the Benefits of doing this/Down-side of doing this
  - How does this Bill related to the City's Vision/Mission/Priorities

  The grant project is two tiered: 1) Fire Department to purchase gas surveyors to detect gas leaks to prepare for possible evacuations; and (2) Assist the Mayor to research and develop a national Mayor's Council on Pipeline Safety for the purpose of achieving collaboration efforts in defining and disseminating pipeline safety initiatives specific to urban cities.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

  There is minimal financial impact on the General Fund due to the fact that invoicing and payments are done electronically and advances can be requested.

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

  The Technical Assistance Grant is funded by the U.S. Department of Transportation, Pipeline Hazardous Materials Safety Administration.

- **Priority status/Deadlines, if any**

  The Project will begin in January, 2013. The bill is therefore necessary so that funds can be expensed. Project ends in October, 2013.

- **Why should Council unanimously support this bill?**

  This grant supports the dissemination of information on pipeline safety so that cities across Pennsylvania and indeed across the nation will be able to develop pipeline safety initiatives and acquire necessary resources to protect the citizens from future pipeline leaks. Allentown will be taking the lead for the rest of the county to follow.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 5 – 2013

JANUARY 16, 2013

AN ORDINANCE

Amending article 507 (Traffic control Maps) of the Codified Ordinances of the City of Allentown.

The request is from the Administration. The Mayor is authorized to establish traffic regulations for a temporary period not to exceed 90 days. This legislation, in effect, would make the changes permanent. In terms of procedures, the temporary regulations are filed in the Clerks Office until we collect a number of them, then we send them to Council for an ordinance, usually at the direction of the Traffic Control Superintendent.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That pursuant to Section 507.02, changes in Maps by Ordinance: Exception, of the Codified Ordinances of the City of Allentown, authorizing amendments to the Traffic Control Maps of the City, the following traffic regulation is hereby made permanent.

STOP

Florence Street at Wahneta Street a "T" intersection
Brooke Street at E. Maple Street making this a 4 way stop intersection

NO PARKING

Priscilla Street from S. Carldon Street to Pittston Street (east side only)
Honochick Drive from Ott Street to Park Blvd. (south side only)
Newton Street from College Street to Penn Street
Mitchell Avenue from 29th St SW west to the dead end at Giant parking lot)South
Emmett Street from 13th to Richland Streets
Montgomery Street from S. 4th to Jute Streets (north side)
South Bryan Street from Juniata Street to Brownstone Street
Church Street from Emaus Avenue to the South Mountain Middle School Parking lot (west side only)
Business Park Lane from Allentown Drive to Allentown Drive (400 block) the even side of the street only.

TWO HOUR PARKING

South 10th Street from Harrison Street to the Little Lehigh Creek (east side only)

SPEED LIMIT

25 MPH – East Highland Street from Airport Road to Plymouth Street
25 MPH – East Walnut Street from Carlisle to Albert Streets
25 MPH – Springwood Drive from Springhouse Road to Chew Street
25 MPH - Allen Street from Ott Street to College Heights Blvd.

25 MPH – 16th Street from Washington Street to Roth Avenue
25 MPH – Greenleaf Street from 16th to 19th Streets
25 MPH – East Tilghman Street from Irving to Fenwick Streets
25 MPH – Washington Street from 19th to 22nd Streets

SECTION TWO: That this Ordinance will take effect ten (10) days after final passage.

SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

LEGISLATIVE TEMPLATE

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

  This Bill originated from the Bureau of Traffic Planning & Control

- **Summary and Facts of the Bill**

  This Bill amends the City's Traffic Control Map by adding stop signs, no parking signs and speed limit signs.

  The request is from the Administration. The Mayor is authorized to establish traffic regulations for a temporary period not to exceed 90 days. This legislation, in effect, would make the changes permanent. In terms of procedures, the temporary regulations are filed in the Clerks Office until we collect a number of them, then we send them to Council for an ordinance, usually at the direction of the Traffic Control Superintendent.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

  The Bill adds stop signs, no parking signs and speed limit signs to City streets.

  These traffic signs were installed for safety and better traffic flow.

  The Bill relates to the City Mission of safety to the general motoring public.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

  NA

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

  NA

- **Priority status/Deadlines, if any**

  NA

- **Why should Council unanimously support this bill?**

  The stop signs and speed limit signs deal with traffic safety and flow of traffic. The neighborhood where no parking signs were installed have all been contacted.

ADMINISTRATION

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 6 - 2013

JANUARY 16, 2013

AN ORDINANCE

Amending the 2013 Water Fund Budget to provide for a supplemental appropriation of Seven Thousand Dollars ($7,000) reflecting receipt from a WREN Public Water Education Grant from the LWVPA Citizen Education Fund, to encourage action to protect drinking water supply areas in the Lehigh Valley from potential contaminants, such as spills on transportation corridors, agricultural, urban runoff and other risks identified in the Source Water Protection Plans. The Water Resources Operations Bureau is supervising and monitoring the grant.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the Water Fund in the amount of Seven Thousand Dollars ($7,000) reflecting installment receipts of a WREN Public Water Education Grant to educate the public on water source protection.

SECTION TWO: That City Council authorizes a supplemental appropriation from the Water Fund in the following manner:

002-03-2727-0001-26	Printing	$ 250
002-03-2727-0001-46	Contract/Services Fees	6,750
Total		$ 7,000

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Water Resources, Department of Public Works

- **Summary and Facts of the Bill**

The City of Allentown is awarded a $7,000 partnership frant from the Water Reources Education Network for the purpose of educating the public on protecting drinking water area.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

The purpose of the funding is to encourage action to protect drinking water supply areas in the Lehigh Valley from potential contaminants, such as spills on transportation corridors, agricultural, urban runoff and other risks identified in the Source Water Protection Plans.

The bill will promote action to protect drinking water supply areas in the Lehigh Valley from potential contaminants, such as spills on transportation corridors, agricultural, urban runoff and other risks identified in the Source Water Protection Plans. Project funds will be used to develop a Source Water Protection brochure that will be distributed during public education events, field days, workshops and school programs and posted to partner websites. Purchase and install source water protection spill notification signs along key roadways.

The resolution supports the City's commitment to safe drinking water

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

This resolution will not have a financial impact on the City. A benefit will be with continued education on source water protection will decrease the amount of processing necessary at the Filtration plant.

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

002-03-2727-0001-26 $250.00
002-03-2727-0001-46 $6,750.00

- **Priority status/Deadlines, if any**

These funds must be expended by 06/30/2013

- **Why should Council unanimously support this bill?**

This bill increases grant revenue and allows for the payment of expenses for the Water Sources Education program

ADMINISTRATION

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 7 - 2013

INTRODUCED BY

JANUARY 16, 2013

AN ORDINANCE

Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars ($225,625) as a result of a grant from the US Department of Homeland Security (FEMA) Assistant to Firefighters Grant, to the City of Allentown Fire Department to assist with the purchase and installation of the Ply-Mo Vent System for all existing City of Allentown Fire Stations.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the Capital Fund in the amount of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars ($225,625) reflecting reimbursement from the FEMA Grant.

SECTION TWO: That City Council authorizes a supplemental appropriation from the un-appropriated balance of the Capital Fund in the following manner:

Fire Stations Ventilation System:

001-05-1695-1311-46	Other Contract Services	$ 225,625

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Fire

- **Summary and Facts of the Bill**
  The Fire Department was awarded a FEMA grant in the amount of $225,625.00 for the purchase and installation of a Ply-Mo vent system for all existing fire stations. We are asking council to appropriate $225,625.00 from the
  Un-appropriated balance of the capital fund until payment from FEMA is received. This work must be completed by December of 2013, however it is vital that we have this system installed as soon as possible to increase the safety to our firefighters and make our Stations a healthier environment in which to work. The funds will be re-imbursed as soon as the project is approved by this Council and the funds are in place.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
    To provide funding for the installation of the Ply-Mo Vent System with re-imbursement from FEMA

  - **What are the Benefits of doing this/Down-side of doing this**
    This project will fulfill our biggest need, satisfying our recent comprehensive needs analysis, as well as bring our department into compliance with NFPA 1500 section 9.1.6 relating to the exposure of firefighters to emissions.
    The installed system we proposed will capture 100% of the exhaust emissions via direct connections to the vehicle exhaust pipes. A filtration system and fans will vent the emissions to the outdoors, which will meet the requirements in NFPA 1500-2007 edition, the National institute of Occupational safety and health (NIOSH), the US Department of Health (USDOH, the clean air act of 1990 and the Occupational safety and Health Administration (OSHA) requirements and recommendations. We see no down side to this project.

  - **How does this Bill related to the City's Vision/Mission/Priorities**

    The bill will create a healthier environment in all fire stations for all fire personnel.

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
    Initial $237,000, Ongoing minor increase to electric bills.

  - **Benefits (initial and ongoing)**

We currently spend more than $2,220,984 annually for health benefits and insurance for our personnel. This number could grow higher with the potential for long term health conditions due to constant exposure to high levels of CO and cancer causing carcinogens. In order to comply with OSHA, we cannot continue to allow our personnel to be exposed to these dangerous fumes. Protecting the health of 125 firefighters for the Federal cost over a 20 year period translates to $47 per year per firefighter – an amount which pales in comparison to the cost of long term health benefits! The protection of these personnel for such a limited investment provides a great cost/benefit ratio. The lifespan of our PPE, which currently hangs in the apparatus bays located directly adjacent to the apparatus exhaust, will be greatly extended.

Each time our vehicles are started, all of the gear is subjected to the black/blue diesel exhaust fumes and smoke. Our firefighters then don their PPE which
really can't be considered personal "protective" equipment due to the PPE being coated in cancer causing carcinogens emanating from our apparatus.
After our vehicles start up, our apparatus bays must be manually ventilated by opening the doors which causes an effect on our utility bills in the winter months. Regardless of the time of year or the weather conditions, this is a completely unsafe condition that our staff should not have to be subjected to.
Additionally, we will see a financial benefit related to our building maintenance and equipment replacement. Our buildings will remain clean and soot free from harmful exhaust fumes. We will reduce our maintenance costs for heating filters, paint for our walls, and the replacement of ceiling tiles which are notorious for turning various shades of black after exposure to the diesel exhaust. Our crews who sleep inside the station will not be in danger of inhaling carbon monoxide in their sleep due to the amount of diesel emissions throughout the building.
With 118,032 citizens to protect, a project such as this at a Federal expense of only $225,625 provides a great cost/benefit per resident. When taking into account the amount of citizens, divided by the cost of the project multiplied by an approximate 20 year equipment life expectancy, the cost per person per year equals to only $0.08 (8 cents!) per resident throughout the span of this project! This cost analysis alone proves this project has a very favorable cost/benefit ratio.

- **Funding Sources – Please include the following in your explanation:**
    - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

  Re-imbursement through FEMA $225,625.00

- **Priority status/Deadlines, if any**

  ASAP

Why should Council unanimously support this bill?

To create a healthier environment for All Fire Personnel and begin to realize the cost benefit.

- **Committee Action**
- **Public Comments**
- **Body/Text of the Bill**
- **Exhibits**
- **Vote**

CITY OF ALLENTOWN

CA-1 **RESOLUTION** 2013

Introduced by the Administration on January 16, 2013

Police Officer Appointments

Resolved by the Council of the City of Allentown, That

WHEREAS, Council appoints the following as Patrolmen, in the Department of Police, at a base salary of $46,856 per annum. All appointments are contingent upon the candidates receiving Police Civil Service Approval, passing physical and psychological examinations as stipulated in the Police Civil Service Rules and Regulations and obtaining and maintaining a valid state certification from the Pennsylvania Municipal Police Officers Education and Training Commission.

Jordan Smith
Catasauqua, PA

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, hereby authorizes the Mayor to appoint the above, as Patrolmen, in the Department of Police.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

  Police Department

- **Summary and Facts of the Bill**

  Hiring of one (1) Police Officer, as Patrolman, in the Department of Police, at a base salary of $ 46,856 per annum. All appointments are contingent upon the candidate passing physical and psychological examinations as stipulated in the Police Civil Service Rules and Regulations and obtaining and maintaining a valid state certification from the Pennsylvania Municipal Police Officers Education and Training Commission.

- **Purpose – Please include the following in your explanation:**
  - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
  - **What are the Benefits of doing this/Down-side of doing this**
  - **How does this Bill related to the City's Vision/Mission/Priorities**

  Hiring of one (1) police officer:

  Jordan Smith - Catasauqua, PA

- **Financial Impact – Please include the following in your explanation:**
  - **Cost (Initial and ongoing)**
  - **Benefits (initial and ongoing)**

  Funded through COPS Hiring Grant

- **Funding Sources – Please include the following in your explanation:**
  - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

  Funded through COPS Hiring Grant from Department of Justice

- **Priority status/Deadlines, if any**

  As soon as practical

- **Why should Council unanimously support this bill?**

  Benefit City of Allentown with additional police presence

CITY OF ALLENTOWN

No. CA-2 **RESOLUTION** **2013**

Introduced by the Administration on January 16, 2013

Certificates of Appropriateness for work in the Historic Districts

Resolved by the Council of the City of Allentown, That

WHEREAS, Certificates of Appropriateness are required under the provisions of the Act of the General Assembly of the Commonwealth of Pennsylvania No. 167, June 13, 1961 (P.L. 282) and City of Allentown Ordinance No. 12314; and

WHEREAS, the following owners and/or applicants propose exterior alterations of the listed properties as indicated on the attached Case Reports:

516 N 6th Street
Alicia Velez

616 N 6th Street
Housing Association & Development Corp; Eric Weiss, Director of Project Development

WHEREAS, on January 7, 2013, the Allentown Historical Architectural Review Board recommended approval of the above applications or offered modifications, which were subsequently accepted by the property owners, to City Council; and

WHEREAS, after reviewing the above-mentioned HARB Case Reports, it is the opinion of City Council that the proposed work is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Allentown that Certificates of Appropriateness are hereby granted for the above referenced work.

CITY OF ALLENTOWN

No. 1 ***RESOLUTION*** ***2013***

Introduced by City Council on January 2, 2013

Approving the Intermunicipal Transfer of LV Gaucho, Inc. License R-9239 at 3750 Hamilton Boulevard, S. Whitehall Township, Allentown, PA 18103 to 2805 Lehigh Street, Allentown, PA 18103

Resolved by the Council of the City of Allentown, That

WHEREAS, the Pennsylvania Liquor Code (47 P.S. Sec. 4-461 (b.3) provides for the intermunicipal transfer of certain liquor licenses, under circumstances that include approval of the transfer from the governing body of the receiving municipality; and

WHEREAS, the City of Allentown (the "City"), Lehigh County, has received an application from LV Gaucho, Inc. for the transfer of a liquor license from 3750 Hamilton Boulevard, Allentown, PA 18103 (South Whitehall Township) to LV Gaucho, Inc., 2805 Lehigh Street, City of Allentown, Lehigh County, and has held a public hearing to receive comments and recommendations of interested individuals; and

WHEREAS, the City Council of the City of Allentown does not find that the requested liquor license transfer would adversely affect the welfare, health, peace and morals of the City or its residents.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Allentown, Lehigh County, Pennsylvania, hereby resolves as follows:

That the requested transfer of a Liquor License R-9239 from the LV Gaucho, Inc., 3750 Hamilton Boulevard, Allentown, PA 18103 (South Whitehall Township) to 2805 Lehigh Street, City of Allentown, Lehigh County, be approved.

CITY OF ALLENTOWN

No. 56 **RESOLUTION** **2012**

Introduced by the Administration on December 19, 2012

Authorizes Disposition of Certain Records

Resolved by the Council of the City of Allentown, That

WHEREAS, by the virtue of Resolution No. 24363, adopted September 20, 1978, the City of Allentown declared its intent to follow the provisions of the Municipal Records Act approved by the Local Government Records Committee of Pennsylvania Historical and Museum Commission with respect to the retention and disposition of all public records; and

WHEREAS, in accordance with this enabling legislation, City Council shall officially act by Resolution on each individual item submitted for disposition.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, in accordance with the retention and disposal schedules approved by the local Records Committee of Pennsylvania Historical and Museum Commission, hereby authorizes the disposition of the following public records noted on said attachment.

RECORDS RETENTION
TO BE DESTROYED LIST

DEPARTMENT OF FINANCE

Item	Destruction Date
2005 City Real Estate Receipts 7/22 – 8/23	2012
2005 City Real Estate Receipts 4/22 – 5/23	2012
2005 Per Capita Receipts	2012
2005-2006 Per Capita County Maint	2012
2005-2006 Per Capita Maint	2012
2004 FR1 11/2/2005 – 12/1/2005	2011
2004 FR1 7/25 – 7/28	2011
2004 FR1 5/11 – 5/18	2011
2004 FR1 6/20 – 6/23	2011
2004 FR1 4/29 – 5/10	2011
2004 FR1 10/8 – 10/12	2011
2004 FR1 8/16 – 9/20	2011
2004 FR1 3/17 – 4/1	2011
2004 FR1 2/28 – 3/16	2011
2004 FR1 6/8 – 6/13	2011
2004 FR1 10/13 – 10/17	2011
2004 FR1 4/20 – 4/28	2011

2004 FR1 7/20 – 7/25	2011
2004 FR1 10/4 – 10/8	2011
2004 FR1 7/18 – 7/20	2011
2004 FR1 4/1 – 4/18	2011
2004 FR1 7/5 – 7/12	2011
2005 City Real Estate Tax Refunds	2012
2004 FR1 6/23 – 6/28	2011
2004 FR1 10/17 – 10/19	2011
2004 FR1 4/11 – 4/20	2011
2004 FR1 6/3 – 6/8	2011
2004 FR1 9/26 – 10/4	2011
2003 FR1 Claims	2010
2004 FR1 12/5 – 12/7	2011
2004 FR1 6/15 – 6/17	2011
2005 Misc Tax Refunds	2012
2004 FR1 5/18 – 5/23	2011
2003 FR1 Claims	2010
2004 FR1 7/28 – 8/16	2011
2004 FR1 6/28 – 7/5	2011
2004 FR1 1/1 – 2/25	2011
EIT 10/7 – 12/31	2011
2004 FR1 9/20 – 9/24	2011
2004 FR1 6/2 – 6/3	2011
2005 School Refund	2012
2004 FR1 6/13 – 6/15	2012
2005 FR1s 11/13/2006 – 11/21/2006	2012
2005 FR1s 7/20/2006 – 8/1/2006	2012
1998-1998 Open Accounts	2012
1998 FR1s 3/26/1999 to 4/13/1999	2009
2005 FR1s 11/6/2008 to 11/8/2008	2012
Claims	2012
2005 FR1s 8/1/2006 – 8/9/2006	2012
2003 Business Privilege Tax #3 of 5	2010
2007 ET2 Supplemental	2007
2005 FR1s 7/6/2007 – 7/22/2007	2012
Claims	2012
2005 FR1s 11/1/2007 – 11/6/2007	2012
2006 No Detail	2012
1991 Suppressed Accounts	2012
2005 FR1s 11/9/2006 – 11/9/2006	2012
Claims	2012
2005 ET2 QW27901-QW28700	2012
1993 FR1s 4/26/1993 – 5/11/1994	2007
ET1s (Turn over to Audit)	2012
2005 FR1s 11/21/2006 – 12/12/2006	2012
2005 ET2s QW28599 – QW29006	2012
2005 Balance Sheets	2012
2005 FR1s 10/23/2006 – 11/2/2006	2012
2005 FR1s 12/12/2006 – 12/31/2006	2012
2005 ET2 QW2600 – QW13150	2012
2003-2005 ET2 PDD – 0001	2012
2005 FR1s 10/30/2006 – 11/6/2006	2012

2005 FR1s 5/23/2006 – 6/6/2006	2012
2005 FR1s 4/20/2006 – 5/9/2006	2012
2005 ET2 QW13151 – QW21400	2012
2005 FR1s 11/10/2006 – 11/13/2006	2012
2005 FR1s 6/19/2006 – 6/22/2006	2012
2005 FR1s 6/6/2006	2012
1997-2004 PS-0001 – ET1 (various years PSD-00B EIT Responses)	2011
2005 FR1s 11/8/2006 – 11/19/2006	2012
2005 FR1s 5/9/2006 – 5/23/2006	2012
EIT	2012
2005 FR1s 6/27/2006 – 7/11/2006	2012
2005 FR1s 10/2/2006 – 10/18/2006	2012
2004 Claims	2012
2005 FR1s 4/6/2006 – 4/20/2006	2012
2005 FR1s 8/9/2006 – 9/18/2006	2012
2006 OPT Owes	2012
2007 Violation Notices	2012
2004 Claims	2012
2001 ET2 QW8375 – QW13350	2012
2001 Distribution by Vendor	2012
2001 ET2 QW1000 – QW8374	2012
2005 Ops 1st Quarter	2012
2004-2005 County Maintenance	2012
2000 BP Tax Return Mail – Old Solicitors licenses	2012
2005 Portnoff Correspondences	2012
Going Out of Business Log Sheets	2012
2001 ET2	2012
2001 TD2 QW13351 – QW18800	2012
ET2 October 13, 2005 – December 30, 2005	2012
1099 G Register/2004 Final Returns/2002 Final Returns	2012
2005 City Real Estate	2012
2001 ET2 QW18801 – QW21400	2012
2000 Business License & BP Tax Reports 2003-2004 Billing Register	2012
2003 Business License & BP Tax Report	2012
2005 Water/Sewer Billing Register Jan/Mar	2012
2005 Distribution by Vendor 645-8045	2012
2005 Water/Sewer January/September	2012
Billing Registers 2004-06 ET1s & Delinq., 2004-06 Op3s, 2004-06 It1s, IT3	2012
2001 ET2 QW 24013, MW 19217, MW 09102, QW23574,QW22653, QW23555, QW23555, QW24460, QW16999, QW21418, QW20698, QW22736, QW00860, QW00692	2012
2002-2003 Receipts & Business License Reports	2012
2001 ET2 MW000069, QW24020, MW00121, QW19517, QW24012, MW00459, QW17154 QW24506, EW86765, QW25053, QW18721, QW24863, QW24490, QW23120, QW24013, QW152668,QW24984, QW23591, QW25587, QW25474, QW20723, QW25796, QW24696, QW17516, MW00218, QW23865	2012
2002-2003 Business License 11/21/2002 – 1/2/2003	2012
2001-2003 Billing Register BP Tax – Business License	2012
2004 Business License 11/26/2003 – 12/31/2003	2012
2001 ET2 QW25001 – QW250036	2012
2001 ET2 QW21401 – QW23800	2012
2004 Business License 1/2/2004 – 12/31/2004	2012
1999-2003 Denial Letters	2012

2005 Various Time Sheets	2012
2005 Daily Bank Statements	2012
2005 Daily Receipts Quadrants	2012
2001 Business License – BP Tax Receipt	2012
1998-1999 Return Mail – BP Tax – Business License	2012
2005 ET1 2/8/2005 – 4/29/2005	2012
2001 ET2 QW23801 – QW25000	2012
2001-2003 Final Return Reports	2012
2002 OP2s	2010
ET1 By Account/Vendor – Supplemental Books	2012
1998-2005 Amusement Devices Mayfair 4/5/2003 – Animal Expo 2005	2012
2006 Distribution by Vendor	2012
2006 Keeps	2012
2005 Water/Sewer Billing Registers July/Sept	2012
2005 4th Quarter	2012
2005 Water/Sewer Billing Register October/December	2012
2005, 2006,2007 Billing Register	2012
2005 Water/Sewer Billing Register April/June	2012
2005 Second Quarter Detail	2012
2005 Second and Third Quarter Detail	2012
2005 Billing Register Oct/Dec	2012
2003 Per Capita Cash	2012
2000 Misc Audit Report	2012
2003 ET1	2011
ET2 QW07012-QW12824	2011
2000 ET2s Large Packs QW19471-MW00033	2011
2000 City Real Estate 3/26/2003 – 4/3/2003	2012
2002 Cash Sheet – January/December	2012
2001 FR1s Receipts Oct 1 – Oct 4	2012
2003 ET1 March 27 – May 7	2012
2000 Et2 QW 00021 – QW06983	2011
2000 City Real Estate and School Real Estate Tax Service Payment	2011
2003 City Real Estate Receipts January 3, 2003 – March 17, 2003	2012
2001 Returned City Real Estate Bills	2012
2000 ET2s	2011
Claims Run 10/2002 – 3/2003	2012
2004 Water/Sewer Bills 7/6/2004 – 7/20/2004	2012
2004 Water/Sewer Bills 7/21/2004 – 8/13/2004	2012
2004 Water/Sewer Bills 6/16/2004 – 7/2/2004	2012
2004 Water/Sewer Bills 9/7/2004 – 9/21/2004	2012
2004 Water/Sewer Bills 1/23/2004 – 2/16/2004	2012
2002 FR1 Register	2011
2004 Water/Sewer Bills 8/16/2004 – 9/3/2004	2012
2004 Water/Sewer Bills 4/15/2004 – 5/5/2004	2012
2002 Garbage Exoneration, 2002 Interims, 2002 Maint	2012
2004 Water/Sewer 11/1/2004 – 11/23/2004	2012
2004 Water/Sewer 12/10/2004 – 12/31/2004	2012
2004 Assessment Records Wards 1-19 Dist 2	2012
2003 Delinquent Trash	2012
2004 S T E B Report	2012
2004 Water/Sewer 3/29/2004 – 4/14/2004 – 5/18/2004	2012
2004 Water/Sewer Billing 10/8/2004 – 10/29/2004	2012

2003-2004 School Real Estate Report	2010
2003 Receipts 4/21/2003 – 1/6/2004 – City Real Estate	2012
2003 City Real Estate Receipts 5/21/2003 – 6/18/2003	2012
2004 Water/Sewer Bills 5/6/2004 – 5/26/2004	2012
2004 Water/Sewer Bills 2/18/2004 – 3/5/2004	2012
2004 Water/Sewer Bills 1/2/2004 – 1/22/2004	2012
1997 OPT	2012
2003 Rental Inspection Sheets Jan 1 – Jul 14	2012
2004 Water/Sewer Bills 3/8/2004 – 3/26/2004	2012
2003 Bills Jan 2 to Feb 2	2012
2004 Water/Sewer Bills 9/22/2004 – 10/7/2004	2012
2004 Water/Sewer Bills 5/27/2004 – 6/15/2004	2012
2003 Interim and Garbage Receipts	2012
2003 City Real Estate Receipt 6/19/2003 – 8/20/2003	2012
2004 Water/Sewer Bills 11/23/2004 – 12/9/2004	2012
2002 Final Returns	2011
2003 City Real Estate Receipts 4/4/2003 – 4/16/2003	2012
Incoming Check Claims, answered and mailed back	2012
2002-2003 Per Capita Report	2012
2005 Water/Sewer 4/5/2005 – 4/20/2005	2012
2005 School Real Estate Return Mail	2012
2004 Final Return Register	2012
2004-2005 Per Capita Master files	2011
2001 Distribution by Vendors Book II	2012
2000 Distribution by Vendors, Book I and II	2012
2005 Water Receipt 4/5/2005 – 4/20/2005	2012
2005 City Real Estate Receipts 1/3/2005 – 3/14/2005	2012
2005 Water/Sewer 11/4/2005 to 11/23/2005	2012
2005 Water/Sewer 9/26/2005 to 10/12/2005	2012
2005 Water/Sewer 3/1/2005 to 3/16/2005	2012
2005 Water/Sewer 5/11/2005 to 6/2/2005	2012
2005 City Real Estate Receipts 4/5/2005 to 4/21/2005	2012
2005 Water/Sewer 9/8/2005 to 9/23/2005	2012
2005 Water/Sewer 2/9/2005 to 2/28/2005	2012
2005 Water/Sewer 6/21/2005 to 7/7/2005	2012
2005-2006 Billing Registers	2012
2005 Water/Sewer 11/28/2005 – 12/15/2005	2012
2005 School Real Estate	2012
2005-2006 School Real Estate Billing Register	2012
2005 Water/Sewer 12/16/2005 – 12/31/2005	2012
2005 Water/Sewer 6/3/2005 – 6/20/2005	2012
2005 Water/Sewer 1/20/2005 – 2/8/2005	2012
2005 Water/Sewer 7/8/2005 – 7/28/2005	2012
2005 Water/Sewer 1/3/2005 – 1/19/2005	2012
2005 Water/Sewer 7/29/2005 – 8/19/2005	2012
2005 Water/Sewer 8/22/2005 – 9/7/2005	2012
2005 Water/Sewer 10/13/2005 – 11/3/2005	2012
2005 Water/Sewer 4/21/2005 – 5/10/2005	2012
2004 Monthly Reconciliation	2012
2004-2005 Real Estate, Bus. Receipts Corrections	2012
2003 Business Privilege Tax 3/31/2004 – 4/16/2004; 2001, 2001, 2003,2004 Refunds and Exonerations	2010

2005 City Real Estate Receipts 3/17/2005 – 4/4/2005	2012
2005 Rental Inspection Receipts 1/3/2005 – 4/15/2005	2012
2004-2005 Misc Invoices	2012
2005-2006 Per Capita; 2005-2006 Delinq Register; Per Capital Master File	2012
2002 FR1s 6/18/2003 – 6/24/2003	2012
2004-2005 Misc Tax Year	2012
2001 Exoneration Letters; 2002 FR1; 6/24/2002 – 6/26/2002	2012
2005 City Maint Final Returns, City Real Estate, School Real Estate	2012
2003-2005 Commercial Trash Register	2012
Old Personnel Files	2012
2005 Garbage Exoneration, 2005 Maint. 2005 corrected bills and interims	2012
2006 EIT Distribution	2012
2005 FR1s 4/6/2006 – 4/20/2006	2012
2005 FR1s 8/9/2006 – 9/18/2006	2012
2006 OPT	2012
2007 Destroy Violation Notices	2012
2004 Claims	2012
2005 Water Reports	2012
2005 Business Licenses 11/25/2004 – 12/30/2004	2012
2002/2003 Tax Certificates	2010
2005 Business Licenses 1/3/2005 – 11/30/2005	2012
2005 Cash Receipts	2012
2004/2005 Business Licenses Register	2012
2004 Miscellaneous Tax and School Real Estate Refunds	2011
2006 Miscellaneous Reports	2012
2002 FR1 Requesting Letters	2012
2005 Monthly Cash/Receipt/Reconciliation	2012
2001,2002,2003,2004 – Budget Manifest – Miscellaneous	2012
Budget Records Sportsfest	2012
2005 IT3 – ET1	2012
2003-2004 Business Register	2011
Business Privilege Tax 2002-2005 8/15/2003 – 1/14/2004	2009
2004 Misc Inventory – 2005 Am sit and OP3	2012
Business Privilege Tax 2004 – 3/31/2005 – 4/15/2005	2012
2001-2002 Claims Reports	2012
Business Privilege Tax 2004 4/21/2005 – 5/31/2005	2012
2006 Violation Notices	2012
2000-2003 Claims Supplements	2012
2005 FR1s 9/18/2006 – 10/2/2006	2012
2005 ET2 QW21401 – QW25100	2012
2007 Violation Notices	2012
Exception and overpaid/Letters 2003-2005	2012
2005-2007 Violation Notices	2012
2005 FR1s 10/5/2002 – 10/13/2006 – 10/18/2006 – 10/23/2006	2012
2005 FR1s 11/06/2006 – 11/08/2006	2012
2005 FR1s W2s 3/9/2006 – 4/6/2006	2012
2005 FR1s 6/12/2006 – 6/19/2006	2012
2005 FR1s 6/22/2006 – 6/27/2006	2012
2006-2007 Violation Notices	2012
2004 Timesheets Misc Inv	2012
2003-2005 ET2 PSD 0001	2012
2005 FR1s 10/30/2006 – 11/06/2006	2012

2005 FR1s 5/26/2006 – 6/06/2006	2012
2005 FR1s 4/20/2006 – 5/09/2006	2012
1997-2004 ET1 PSD 0001	2011
2005 ET2 QW13151 – QW21400	2012
2005 FR1s 11/10/2006 – 11/13/2006	2012
2005 FR1s 10/2/2006 – 10/18/2006	2012
2005 FR1s 11/8/2006 – 11/9/2006	2012
2005 FR1s 11/6/2008 – 11/9/2006	2012
2005 FR1s 10/2/2006 – 10/18/2006	2012
2004 Claims	2012
2005 FR1s 5/09/2006 – 5/23/2006	2012
2005 FR1s 6/19/2006 – 7/22/2006	2012
2005 FR1s 6/06/2006	2012

AUDIT AND ENFORCEMENT

Item	Destruction Date
2005 Resolved A-Bab	2012
2005 Resolved Bac-Cap	2012
2005 Resolved D-Fi	2012
2005 Resolved Fl-Ha	2012
2005 Resolved He-Jz	2012
2005 Resolved K-Lc	2012
2005 Resolved Le-Maz	2012
2005 Resolved Mc-Mz	2012
2005 Resolved Se-St	2012
2004 Resolved A-Ban Box 1/19	2012
2004 Resolved Bap-Car 2/19	2012
2004 Resolved Cas-Cr 3/19	2012
2004 Resolved Gs-I	2012
2004 Resolved Kp-Martin	2012
2004 Resolved N-Ph	2012
2004 Resolved Pi-Roc	2012
2004 Resolved Sf-Te	2012
2004 Resolved Tf-Wa	2012
2004 Resolved Wb-Z	2012
2004 Water and Sewer Reports	2012
2004 Tax Certs/AP	2012
2004 Bankruptcies	2012
2004 Bankruptcies	2012
2004 Resolved –Cs-E	2012
2004 Resolved F-Gr	2012
2004 Resolved Martin-Mz	2012
2003 Resolved Rosef-Sha	2011
2003 Resolved Fe-Hab	2011
2003 Resolved She-Thi	2011
2003 Water and Sewer Reports	2011
2003 Resolved Jf-Leh	2011
2004 Resolved J-Ko	2012
2004 Resolved Rod-Sey	2012

PURCHASING

Item	Destruction Date

Purchase Orders 61950-62299	2012
Purchase Orders 63300-63649	2012
RFP 2004-14 and Bids 2004-17 Box #29	2012
RFP 2004-57 2004-58 Box #32	2012
2004 Bids 1-12 Box #28	2012
Purchase Orders 62950-63299	2012
Purchase Orders 62650-62949	2012
2004 Bids 48-65	2012
2005 Purchase Orders 60900-61599	2012
Purchase Orders 48700-49099	2012
Purchase Orders 54700-55099	2010
Purchase Orders 55100-55399	2010
Purchase Orders 56700-56099	2010
Purchase Orders 52600-53199	2010
Purchase Orders 50800-51299	2010

GOLF COURSE

Item	Destruction Date
2004 Golf Course Manifests	2009
2002 DCOB Reports	2009
Golf Course Receipts	2011
End of 2003-2004	2011
Golf Receipts 2004	2011
Golf Receipts 2004	2011
Golf Receipts 2004	2011
2003 Golf Course Receipts	2012
Golf Course Information	2011
Personnel Records	2012

TREASURER'S OFFICE

Item	Destruction Date
2004 Bank Reconciliation – January thru December & Bank Statements January thru December & A/P Final Check Listing	2012
2005 Tax Certs 56,600 to 57999	2012
2004 P/R Reports, 2004/2005 Liens	2012
Treasury F/B EMS Manual Checks	2012
2005 Golf Receipts, checks, Lights in Parkway, liquor license	2012
2005 Payroll July-Oct	2012
2005 Desk Sheets	2012
2001-2002 Pension Roll Ups	2012
2/24/2004 – 8/6/2004 Ref #3100-4041	2012
1099 Misc (2002 and 2003) 2003,2004,2005, Pension Roll Up Statements, Payroll Accts Reconciliation,	1995 2012
2000 A/P, 2001+ 2002 A/P	2012
Journal Entries 6/15/05 – 11/3/05	2012
Journal Entries 4/17/2003 – 12/18/2003	2012
2005 Investment Activities	2012
2005 Back Budget, Constr, ECS, Garbage	2012
2005 Payroll Oct – Dec	2012
2005 Journal Entries Jan/Dec	2012

2005 Journal Entries 9/5/2002 to 3/8/2003 92-924	2012
2005 Journal Entries 10/11/2004 – 3/24/2005 4477-5491	2012
2005 Journal Entries 10354, 10356, 18269, 18275, 22278 Daily Receipts	2012
2003 + 2004 Pension Roll Up	2012
2005 O&E Pension, Police, Fire Statements	2012
2005 Daily Receipts March/April	2012
Pension Payroll (1997 Bank Reconciliation)	2012
2005 P/R Reports January-April	2012
2005 Desk Sheets – January and February	2012
2005 Jun 14-July1 – 8/1-8/31	2012
2005 Desk Sheets July/August	2012
2005-2006 Mailroom Records	2012
2003 FR1s June-December	2011
2003 Register Receipts Jan to Mar	2010
City & School Real Estate Certified Claim Bureau	2012
2003 Tax Certs Response Oct to Dec	2009
City & School Real Estate 1984-1996;1998-2000	2012
2003 Tax Certs Response Jan to Sept	2012
2004 Golf Checks, Golf Receipts, Investment Activity	2011
2003 Receipts City Real Estate 4/17/2003 – 5/20/2003	2012
2005 Deposit Slips, Daily Desk Sheets	2012
2003 A/P C-Compaq	2010
2003 A/P Receipts	2010
2003 A/P AAA-Allentown	2010
2004 P/R Rept. Jan-Dec. A/P Expenditure	2012
2004 Manual checks, Final check history	2012

COMMUNITY & ECONOMIC DEVELOPMENT

Item	Destruction Date
CDBG #3 23rd year	2009
DCED	2006
CDBG Deposits Disbursements	2012
2001-2002 Special Events	2010
2005 Rep. & Disb. Payroll, Final Check List	2012

BUILDING MAINTENANCE

Item	Destruction Date
2002 Work Orders	2009
2002-2003 BM DCOB (Vehicles Ins. Reprt)	2010
2002 Work Orders	2009
BM Payroll	2009

BUREAU OF BUILDING STANDARDS AND SAFETY

Item	Destruction Date
2005 Violation Notices	2012
2007 Timesheets	2012
2006 Miscellaneous Invoices	2012
2003-2004 Requisitions, 2003/2004 Budget Documents	2012

2005 Weeds – 2nd Street to Jordan	2012
Weed notices Numeric Streets	2011
Disruptive Conduct Reports Appeal Documentation	2011
Miscellaneous Invoices 4/26/2001 – 5/20/2003	2010
2003-2004 Requisitions/ 2002/2004 Budget Documentation	2012
2007 Timesheets Contract Invoices	2012
2005 Violation Notices	2012
2007 Timesheets	2012
2006 Misc. Invoices	2012

CONTROLLER'S OFFICE

Item Date	Destruction
2001 A-E	2012
2001 E-P	2012
2001 P-Z	2012
2005 Contracts A-M	2012
2005 Contracts M-Z	2012
1994 A/P Assumpsits Atlantic Control Bs to Centurim	2012
2004 A/P Verifications Oct-Dec; 2003 A/P Work papers	2011
2004 A/P Work papers	

HEALTH BUREAU

Date	Destruction
Administration	
2009 Time Sheets with Attendance Sheets – 1 box	2012
2005 Financial Records – 1 Box	2012
2006 Three packs of Contracts (6 years old)	2012
Clinical Services	
2005 TB patient files – 1 box	2012
Communicable disease records (5 boxes HIV; 3 boxes STD records)	2012
2005 Communicable Disease Admin Billing – 1 Box	2012
2008 Animal bite records (none)	
2002 Adult Immunization (Including Flu) – 1 Box	2012
2002 Child Health records of children whose DOB is in 1984 - 1 Box	2012
2005 Lead Billing and Lead Logs – 1 Box	2012
2005 MCH Patient files – 1 Box	2012
Environmental Protection	
2008 Animal Control files – 1 Box	2012
2008 Community Health Complaints – 1 Box	2012
2008 Inspection reports – food service, child care – 2 Boxes	2012
2005 Environmental Clerk Files – 1 Box	2012
Chronic Disease/Tobacco	
2005 Heart Disease and Osteoporosis patient files – 1 Box	2012
2005 Cancer patient files and clerk files – 7 Boxes	2012

2005 Clerical files – ½ Box	2012

Injury Prevention

2005 Injury Prevention general office files – 1 Box	2012

PUBLIC WORKS

2002-2005 Decommissioned Vehicle Information (6 BOXES)	2005
2005 – Time Sheets	2008
2005 – Time Cards	2008
2005 – Pothole Slips, PA #1 Calls, Misc Paper Work	2012
2005 – PA#1 notebook, Daily Logs, Daily Sheets	2012
2005 – Work Slips (2 BOXES)	2008
2005 – Accu Weather, Misc Materials, General File	2012
2005 – Misc Work, Request to Fill positions	2012
2006 – General Files & Misc Maint. Work	2011
2006 – Work Slips (3 BOXES)	2009
2006 – Time Cards	2009
2006 – Time Sheets	2009
2007 – Daily Work Slips (3 BOXES)	2012
2007 – General Street Work (2 BOXES)	2012
2007 – Time Sheets	2010
2007 – Time Cards	2010
2007 – Daily Logs, PA#1 calls, Monthy Folders	2010
2008 – PA #1 calls, Work orders, Daily Logs	2011
2008 – Work Slips (3 BOXES)	2011
2008 – Monthly Folders, Daily Logs	2011
2008 – Time Sheets	2011
2008 – Time Cards	2011
2009 – Monthly Folders & Daily Logs	2012
2009 – Time Cards	2012
2009 – PA#1 calls, Pothole Slips, Misc Compl Slips	2012
2009 Time Cards	2012

CITY OF ALLENTOWN

No. 5 ***RESOLUTION*** *R - 2013*

Introduced by the Administration on January 16, 2013

Approves the Adoption of Amendments to the Allentown Emergency Operation Plan (AEOP)

Resolved by the Council of the City of Allentown, That

WHEREAS, Section 7053 of the Pennsylvania Emergency Management Services Code, 35 Pa. C.S.A. Section 7101, et seq. mandates the City of Allentown prepare, maintain and keep an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency or disaster within this City; and

WHEREAS, in response to the mandate stated above, the City has prepared an emergency operations plan to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster; and

WHEREAS, the City of Allentown has also prepared an emergency operations plan in order to reduce the potential effects of a major emergency or disaster and to protect the health, safety and welfare of the residents of Allentown.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, does hereby approve, adopt and place into effect, the Emergency Operations Plan of the City of Allentown. This plan supersedes previous Allentown plans developed for response to a major emergency or disaster and shall be reviewed and adopted as necessary and/or every two (2) years to make certain that it conforms with the requirements of the Lehigh County Emergency Operations Plan.

- What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

  Resolution Needed
  Fire Department, Fire Chief/ Emergency Management Coordinator

- Summary and Facts of the Bill

  Adopt Allentown Emergency Operation plan (AEOP) as amended, Changes shall be made if necessary and adopted every two years. As per new requirement

  The Commonwealth's Emergency Management Service code (35 Pa. C.S.A Section 7101-7707), also known as P.L. 1332, directs and authorizes each political subdivision of the Commonwealth to establish a local Emergency Management Agency and develop a comprehensive emergency plan; and each Emergency Management Agency shall have the responsibility for Emergency Management activities involving mitigation, preparedness, response and recovery in order to provide for the health, safety and welfare of the citizens within the agency's Jurisdiction.

  Note: Changes have been made to the notification sections only, (names, positions and phone numbers). No changes needed or made to the Basic Operations plan. Changes reflect the new City of Allentown Council President.

  Purpose
  - What does the Bill do – what are the specific goals/tasks the bill seek to accomplish.

    Adopt Allentown Emergency Operation plan (AEOP) as amended

  What are the Benefits of doing this/Down-side of doing this

  Remain within the Commonwealth's Emergency management Code.
  Keep the City Of Allentown available for State and Federal funding following a disaster.

  How does this Bill related to the City's Vision/Mission/Priorities

  The City Of Allentown shall have the responsibility for Emergency Management activities involving mitigation, preparedness, response and recovery in order to provide for the health, safety and welfare of the citizens within the City of Allentown.

- Financial Impact
  - Cost (Initial and ongoing)
    N/A
  - Benefits (initial and ongoing)
    N/A

  Funding Sources
  N/A

- Priority status/Deadlines, if any

  Changes should be adopted as soon as possible, last adopted in 2011

  Why should Council unanimously support this bill?

  For all the reasons as stated above.