

Joseph Hoffmeier – Chairman
Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez – Secretary
Billy Kounoupis – Assistant Secretary / Treasurer
Steve Fernstrom – Executive Director
Paige Van Wirt – Bethlehem City Council City Liaison

Jim Broughal – BPA Solicitor

BETHLEHEM PARKING AUTHORITY BOARD OF DIRECTORS MINUTES

A virtual meeting of the Bethlehem Parking Authority Board was held on June 24, 2020 at 4:00 p.m.

The following were in attendance:

Joseph Hoffmeier – Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez - Secretary
Jim Broughal - Solicitor
Steve Fernstrom – Executive Director

Mr. Hoffmeier, the Chairman of the Board called the June 24, 2020 meeting of the Bethlehem Parking Authority to order.

MINUTES

Mr. Hoffmeier asked the Board for a motion to approve the Minutes for the May 27, 2020 meeting. Ms. Lynn Cunningham made a motion to approve the Minutes and Mr. Eugene Gonzalez seconds the motion. Motion passed unanimously.

COURTESY OF THE FLOOR

Mr. Arif Fazil owner of D'Huy Engineer at 1 E. Broad Street, Bethlehem is requesting consideration for reimbursement of unused parking spaces during the past three to four months. Mr. Hoffmeier told Mr. Fazil he could get reimbursed through the PPE Program through the government. Mr. Arif Fazil said they have depleted their PPE expenses and would still like consideration for reimbursement. Mr. Hoffmeier said they would take it under advisement and will let him know.

DIRECTOR'S REPORT

Mr. Steve Fernstrom reported the Bethlehem Parking Authority's office was running at a limited capacity and two weeks ago we have decided to open the doors to the public. We are performing all our services either in person, email, online or through phone.

ParkMobile will be the new mobile app for on-street parking. We will be operational with ParkMobile as soon as the stickers go on the meters. A marketing campaign will be rolled out with the help of ParkMobile along with social media.

During the month of July, we are rolling out a 40% promotion for chasers for local businesses. They will be able to use them until December 31, 2020.

Mr. Eugene Gonzalez has now attended the meeting.

SOLICITOR'S REPORT

A new parking space lease agreement with Mansion, LLC for forty spaces in the Walnut Street Garage. The initial term is five years and shall automatically renew for three successive five-year term. Mr. Hoffmeier asked for a motion to approve the lease agreement and authorization for the Chairman to execute. Mr. Eugene Gonzalez made a motion to approve the lease agreement with Mansion, LLC and Ms. Lynn Cunningham seconds the motion. Mr. Hoffmeier asked where Mansion, LLC was located and Mr. Steve Fernstrom said it was located at 548 N. New Street. Motion passed unanimously.

Mr. Billy Kounoupis has now attended the meeting.

FINANCIAL REPORT

Ms. Carol Wladika reported the total revenue for the month of May 2020 was \$257,455.00. Total expenses were \$400,913.00 which left us with a net loss of \$149,708.00. Total cash flow for the month of May 2020 was \$2,685,182.95. Ended the month with \$3,030,083.90.

Ms. Lynn Cunningham made a motion approve the financial report for May 2020. Mr. Eugene Gonzalez seconds the motion. Motion passed unanimously.

OLD BUSINESS

Mr. Hoffmeier asked for a motion to approve the new ParkMobile contract. Mr. Billy Kounoupis approve the contract. Ms. Lynn Cunningham second the motion. Motion passed unanimously.

NEW BUSINESS

None

Ms. Paige Van Wirt asked when will the audio for the meeting be published on the website? Mr. Steve Fernstrom said we had some technical difficulties with last meetings audio. She also asked if the approve minutes will be published on the website? Mr. Steve Fernstrom said once the Minutes are approved, they are published on our website.

Ms. Van Wirt asked is there an overall projection of net losses for the year? Mr. Steve Fernstrom said we do not have a projection. We are taking it day by day and month by month. Once there is stability, we can forecast where we will be at the end of year. Mr. Hoffmeier said April and May were brutal months for the Bethlehem Parking Authority.

Ms. Van Wirt asked if there are any concerns over the ability to pay bonds? Mr. Hoffmeier said we were in good shape.

Ms. Van Wirt asked for the status of the property under the Walnut Street Garage? Mr. Jim Broughal said of the three properties, we've acquired two. We are in negotiations with Market Street Condominium. Ms. Van Wirt asked if the Parking Authority is still going forward with the plans to obtain the properties. Mr. Jim Broughal said no matter what is done with Walnut Street Garage, we need to own the dirt. We cannot do repairs or rebuild unless we own the dirt.

ADJOURNMENT

Mr. Hoffmeier asked the Board for a motion to adjourn. Ms. Lynn Cunningham made a motion to adjourn the meeting and Mr. Billy Kounoupis seconds the motion. Motion passed unanimously.