

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

BETHLEHEM PARKING AUTHORITY BOARD OF DIRECTORS MINUTES

A virtual meeting of the Bethlehem Parking Authority Board was held on July 22, 2020 at 4:00 p.m.

The following were in attendance:

Joseph Hoffmeier – Chairman
Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez - Secretary
Jim Broughal – Solicitor
Dr. Paige Van Wirt – City of Bethlehem City Council Liaison
Steve Fernstrom – Executive Director
Luz Vega – RPP/HP Coordinator
Carol Wladika – Staff Accountant

Mr. Hoffmeier, the Chairman of the Board called the July 22, 2020 meeting of the Bethlehem Parking Authority to order.

MINUTES

Mr. Hoffmeier asked the Board for a motion to approve the Minutes for the June 24, 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

None

DIRECTOR'S REPORT

Mr. Steve Fernstrom reported on Capital Repair projects for 2019/2020 for three of the garages, Riverport Garage, North Street Garage and Walnut Street Garage. The work for Riverport Garage and North Street Garage is complete. Currently they are working on Walnut Street Garage.

The members for the Ad-Hoc Committee for Handicap will be Mr. Steve Fernstrom, Mr. Brian Shelton and Ms. Helene Whitaker. Appeals will begin to be reviewed in August.

SOLICITOR'S REPORT

None

FINANCIAL REPORT

Ms. Carol Wladika reported the total revenue for the month of June 2020 was \$486,430.00. Total expenses were \$451,868.00 with a total change in net position of \$28,312.00. Total cash flow for the beginning of June 2020 was \$3,030,083.90 and the end of June 2020 was \$3,181,482.23. The accounts payable was high this month due to capital repairs for a total of \$808,000.00.

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

Mr. Hoffmeier asked the status of unpaid tickets and Ms. Carol Wladika said they were starting to pick up again as well as online payments. Mr. Hoffmeier also asked how was the new Parkmobile app? Mr. Steve Fernstrom said with the previous app we were averaging five hundred to six hundred transactions a month and with the new app we are currently seeing between two hundred fifty to three hundred transactions a month and the numbers are increasing.

OLD BUSINESS

Ratification of prior actions

Mr. Steve Fernstrom sent a request last month to the Board for any objections to terminate the contract for the Polk Street Garage. This is to put a hold on the project due to the pandemic we are currently in. Mr. Hoffmeier asked if we are going to rebid again in January and if Desman feels we might get better pricing? Mr. Steve Fernstrom said yes with the market as it is right now. Mr. Hoffmeier asked if there were any problems with precast or slowing us down? Mr. Steve Fernstrom said, no.

Ms. Lynn Cunningham made a motion to ratify the decision to terminate the prime contracts for Polk Street Garage. Mr. Dino Cantelmi seconds the motion. Motion passed unanimously.

NEW BUSINESS

None

Mr. Hoffmeier asked Mr. Jim Broughal on his projection on zoom meeting versus in person meetings? Mr. Jim Broughal said the decision to have in person meetings is the decision of the Board as long as we are following CDC guidelines but would also need to have a virtual feature due to capacity limitations and also citizens that are challenged due to medical conditions.

ADJOURNMENT

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