

Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez – Secretary
Billy Kounoupis – Assistant Secretary / Treasurer
Mark Jobes - Member
Steve Fernstrom – Executive Director
Paige Van Wirt – 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 April 28, 2021 at 4:00 p.m.

The following were in attendance:

Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Eugene Gonzalez – Secretary
Mark Jobes - Member
Jim Broughal - Solicitor
Steve Fernstrom – Executive Director
Luz Vega – RPP/HP Coordinator

Mr. Dino Cantelmi, the Vice Chairman of the Board called the April 28, 2021 meeting of the Bethlehem Parking Authority to order.

MINUTES

Mr. Dino Cantelmi asked the Board for a motion to approve the Minutes for the March 24, 2021 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

None

SOLICITOR'S REPORT

Attorney Broughal reviewed the Lee Antenna Hold Harmless Agreement with the Board. Lee Antenna, who operates the cellular tower on the property next to the Wyandotte and Sassafrass lot would like to trim/remove trees from the BPA property to obtain a clear cellular service. BPA operations has no issue with this request but asks that we enter a Hold Harmless Agreement with Lee Antenna to address any possible damage etc. Vice Chair Lynn Cunningham motioned, Member Mark Jobes seconded, no discussion, motion passes unanimously.

FINANCIAL REPORT

Mr. Chris Betley from Buckno & Lisicky reported that we currently have a \$1,644,711-positive change in cash from year to date. The operating revenue for March was \$698,496, \$252,345 positive vs budget. Operative expenses for March were \$201,621, \$48,140 under budget. To date, operating income is \$1,265,577, \$688,807 positive vs budget. \$299,900 of that is PPP loan forgiveness from round 1 PPP.

Vice Chair Lynn Cunningham made a motion to approve the financials for the period ending March 31, 2021 and Member Mark Jobes seconded the motion. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Executive Director Steven Fernstrom discussed the North Street Garage installation of the new PARCS equipment and ageing equipment. He stated that the equipment in the Walnut Street Garage has reached its useful end of life and the BPA has been experiencing an unsustainable number of failures in the equipment that has been negatively affecting customer service and revenues. He stated that the equipment in the New Street Garage is four years old but unfortunately, it is also experiencing failures and does not have the level of technology as what is being installed in the North Street Garage. Mr. Fernstrom proposed to the Board to remove the equipment in the Walnut Street and New Street Garages and install Flash Parking, the equipment in the North Street Garage to gain efficiencies, increase positive customer service and have continuity throughout the entire parking system. Chairman Dino Cantlemi encouraged the need for the technology, communicated that he likes the newly installed system in North Street and thanked previous Chairman Joe Hoffmeier for identifying the technology to the BPA to explore. Member Mark Jobes made a motion to approve, Vice Chair Lynn Cunningham seconded the motion, no discussion, motion passed unanimously.

Executive Director Steven Fernstrom introduced the Walnut Street Garage condition report and representatives from THA Consulting to discuss their work. Todd Helmer and Kevin Carrigan from THA

discussed that from their condition report, they identified two paths for Walnut Street Garage, one was to put the garage on a 5 year repair schedule, addressing needs to keep a safe and operating condition and a 20 year plan, basically a total rehab of the garage. THA recommends the 5 year path. Member Mark Jobes asked if we shorten the life of the garage, would it decrease costs, Kevin Carrigan stated no, that the work is front loaded to address important issues in the first two years. Member Mark Jobes stated that he was thankful the path is more cost effective than previous proposals. Vice Chair Lynn Cunningham motioned to approve the 5 year repair plan, Member Mark Jobes seconded, no discussion, motion passed unanimously.

Executive Director Steven Fernstrom discussed the construction of the Polk Street Garage and the renewed interest in leases and the positive financial position of the Authority. Attorney Broughal mentioned that before we halted the construction due to the pandemic, the board had fully approved the construction of the garage. Attorney Broughal also discussed the RACP funds of 2.5 million dollars that the BPA should take advantage of and not risk losing. Vice Chair Lynn Cunningham stated that the garage is needed to support further economic development in that area and advocated to begin construction. Member Mark Jobes asked if there any lease requirement for the bank loan at which Attorney Broughal stated not that he knew of but with the conversations with Uninvest recently, they are still very interested in moving forward with the financing. Vice Chair Lynn Cunningham motioned to support moving forward with the construction of the Polk Street Garage, Member Mark Jobes seconded, no discussion, motion passed unanimously.

ADJOURNMENT

Chairman Dino Cantelmi asked the Board for a motion to adjourn. Vice Chair Lynn Cunningham made a motion to adjourn the meeting and Member Mark Jobes second the motion. No discussion, motion passed unanimously.