

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 hybrid meeting of the Bethlehem Parking Authority Board was held on July 28, 2021 at 4:00 p.m.

The following were in attendance:

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

Mr. Dino Cantelmi, the Vice Chairman of the Board called the July 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 May 2021 meeting. Ms. Lynn Cunningham made a motion to approve the Minutes and Mr. Gene Gonzalez seconds the motion. Motion passed unanimously.

### **COURTESY OF THE FLOOR**

None

### **DIRECTOR'S REPORT**

Executive Director Fernstrom updated the board that all the gated equipment has been installed in the garages and operationally, things are going very well. He also stated that through operational changes, 100% of all BPA business can now be performed online through our website.

### **SOLICITOR'S REPORT**

Attorney Jim Broughal brought forward several parking space lease agreements for the Polk Street Garage, Factory LLC for 30 spaces, St Lukes Health Network for 100 spaces, Bethworks Greenway B LP for 25 spaces, PD Polk St LLC for 50 spaces, PD Taylor St LLC for 45 spaces and Mechanic Street Development LP for 114 spaces. Ms. Lynn Cunningham made a motion to approve, Mr. Gene Gonzalez second, no discussion, motion passed unanimously.

### **FINANCIAL REPORT**

Mr. Chris Betley from Buckno & Lisicky reported the May- June 2021 financials. Through June, revenue was \$3,557,386, \$781,073 above budget. Expenses through June are \$1,598,230, \$317,046 under budget. Income through June is \$1,959,156, \$1,098,119 above budget. Mentioning that \$299,900 is due to PPP Loan forgiveness.

Vice Chair Lynn Cunningham made a motion to approve the financials for the period ending June 2021 and Mr. Gene Gonzalez seconded the motion. Motion passed unanimously.

### **OLD BUSINESS**

No old business

### **NEW BUSINESS**

Executive Director Steven Fernstrom mentioned that the BPA and PFM has been working on a Capital Reserve Fund Resolution that will allow the BPA to responsibly earmark money for future Capital Repair projects in lieu of borrowing. He introduced Chris Bamber from PFM to detail the resolution. Ms. Lynn Cunningham made a motion, Mr. Gene Gonzalez second, no discussion, motion passed unanimously.

Executive Director Steven Fernstrom discussed the need to build the Polk Street Garage larger due to the increase of leased spaces. To do this, an increase of borrowing needs to be in place. He then introduced Attorney Kevin Reid from King Spry to discuss the resolution detailing the next steps for a larger loan amount. Ms. Lynn Cunningham made a motion, Mr. Gene Gonzalez second, 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 Mr. Gene Gonzalez second the motion. No discussion, motion passed unanimously.