

Dino Cantelmi – Chairman  
Lynn Cunningham – Vice Chairman  
Eugene Gonzalez – Secretary  
Mark Jobes - Treasurer  
Billy Kounoupis – Member  
Steve Fernstrom – Executive Director  
Jim Broughal – BPA Solicitor  
Paige Van Wirt – City Liaison

## BETHLEHEM PARKING AUTHORITY BOARD OF DIRECTORS MINUTES

A meeting of the Bethlehem Parking Authority Board was held on February 23, 2022 at 4:00 p.m.

The following were in attendance:

Dino Cantelmi – Chairman  
Lynn Cunningham – Vice Chairman  
Eugene Gonzalez – Secretary  
Jim Broughal - Solicitor  
Steve Fernstrom – Executive Director  
Luz Vega – Permit and Contract Parking Supervisor  
Richard Lynn – Maintenance Manager  
Ken Jones - Enforcement Manager  
Carol Wladika – Office Manager

Mr. Dino Cantelmi, the Chairman of the Board called the February 23, 2022 meeting of the Bethlehem Parking Authority to order.

Mr. Jim Broughal announced the Bethlehem Parking Authority Board held an Executive Session on February 2, 2022 at 4:00pm for 30 minutes to discuss litigation matters.

### **MINUTES**

Mr. Dino Cantelmi asked the Board for a motion to approve the Minutes for the January 26, 2022 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**

### **Polk Street Garage**

Mr. Steve Fernstrom reported that they had the bid opening today for the site improvements and Boyle Construction will make their recommendation and move forward to the contract. Four out of the six contracts have been signed. The lot will close on April 1, 2022 and all leases have been notified.

Two Way Video Conferencing will go live in our garages. It has the ability to translate up to ten different languages. It also tracks and records data.

We received an additional electric vehicle from last year's purchase and have another on the way which will make a total of five electric vehicles.

ParkMobile zone on Packer Avenue is one of our highest transaction revenue rates for the ParkMobile App.

### **Community Outreach**

Ms. Donna Taggart met with ten team members from the Bethlehem Parking Authority and was very pleased with the interest of the team members in Community Outreach. They spoke about certain events they were interested in participating like the St. Patrick's Day Parade. Also, Southside Arts District Cleanup and a walk.

### **Green Team**

A member of each department will meet to discuss ways of becoming more green. Ms. Donna Taggart mentioned that Donegan Elementary School has a leadership program and the 2<sup>nd</sup> grade is on recycling and would like to team up.

## **SOLICITOR'S REPORT**

Mr. Jim Broughal asked for a motion to approve the amended lease agreement with Main Street Commons for 57 spaces in the Lower Commons for \$70.00 a month and 19 spaces on Rubel Street for \$60 a month. Mr. Eugene Gonzalez made a motion and Ms. Lynn Cunningham second the motion. Motion passed unanimously.

## **FINANCIAL REPORT**

Mr. Chris Betley of Buckno Lisicky reported for the month of January 2022, revenue was \$615,000.00. The monthly Magistrate was \$90,000.00 because we received the months of November, December and January all in one month. Expenses for the Lehigh Riverport Garage was over \$42,000.00. Usually \$3,000 is paid monthly but the full amount was paid. Budget net income of over \$102,000.00.

Mr. Dino Cantelmi asked for a motion to approve the Financials. Mr. Lynn Cunningham made a motion and Mr. Eugene Gonzalez seconds the motion. Motion passed unanimously.

**OLD BUSINESS**

None

**NEW BUSINESS**

The Bethlehem Parking Authority entered a lease agreement with Mechanic Street Development Associates for the land located at 404 E. Third Street. The lease is for one year for 38 parking spaces for \$350.00 per month.

Mr. Jim Broughal asked for a motion to approve the lease for the Chairman and Secretary to sign. Ms. Lynn Cunningham made a motion and Mr. Eugene Gonzalez seconds the motion. Motion passed unanimously.

Mr. Steve Fernstrom asked the Board to pass a 16 weeks maternity/paternity/adoption paid leave. The shop steward has been notified and we are totally opened to negotiate into current or future contract. The Executive Director is not eligible until 2023. Mr. Dino Cantelmi asked for a motion to approve the 16 weeks paid maternity/paternity/adoption leave. Ms. Lynn Cunningham made a motion and Mr. Eugene Gonzalez second. Motion passed unanimously.

**ADJOURNMENT**

Mr. Dino Cantelmi asked the Board for a motion to adjourn. Mr. Lynn Cunningham made a motion to adjourn the meeting and Mr. Eugene Gonzalez second the motion. Motion passed unanimously.