

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 April 27, 2022 at 4:00 p.m.

The following were in attendance:

Dino Cantelmi – Chairman
Lynn Cunningham – Vice Chairman
Eugene Gonzalez – Secretary
Mark Jobes – Treasurer
Billy Kounoupis - Member
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 April 27, 2022 meeting of the Bethlehem Parking Authority to order.

MINUTES

Mr. Dino Cantelmi asked the Board for a motion to approve the Minutes for the February 23, 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

Ms. Mary Galvin of 636 Atlantic Street voiced her concerns regarding parking on the 600 and 700 block of Atlantic Street as well as Buchanan Street. Mr. Steve Fernstrom asked the Enforcement Manager to look into the vehicles parked in those blocks and asked to share with her the City Ordinance on how a block gets zoned into a Residential Permit Parking.

DIRECTOR'S REPORT

Polk Street Garage

The construction fence has been installed, erosion sediment has been installed and trees have been removed. Utility service mapping has been performed and the construction trailer has been delivered.

Walnut Street Garage Feasibility Study

We are currently in the parking study phase.

Accredited Parking Organization

We started the process on becoming an Accredited Organization.

Polk Street Meter Installation

Meters will be installed on 300 block of Fillmore and the 600 block of E. 3rd Street

Reservation Parking

Reservations can now be made to park in any of our garages by using your phone.

Community Outreach

Ms. Carol Wladika mentioned that the first event was held on April 2nd and had a good outcome with family members as well.

SOLICITOR'S REPORT

Musikfest amended and restated License Agreement for the Lehigh Street Lot. A damage deposit of \$500 has been added to the amended agreement and a cancelation provision.

Mr. Jim Broughal asked for a motion to approve the Amended and Restated License Agreement and authorization for the Chairman and Secretary to sign. Mr. Mark Jobes made a motion and Mr. Billy Kounoupis second the motion. Motion passed unanimously.

Hold Harmless Indemnification Agreement between the Bethlehem Parking Authority and Greater Lehigh Valley Chamber of Commerce requested to place porta potties and a dumpster on Rubel Street. Mr. Jim Broughal asked for a motion to approve the Hold Harmless Indemnification Agreement between the Bethlehem Parking Authority and Greater Lehigh Valley Chamber of Commerce and authorize the Chairman and Secretary to sign. Ms. Lynn Cunningham made a motion and Mr. Eugene Gonzalez second the motion. Motion passed unanimously.

FINANCIAL REPORT

Mr. Chris Betley of Buckno & Lisicky reported actual revenue to date is \$1,711,362 and budgeted \$1,709,005. Total expenses to date is \$707,428 and budgeted \$733,360.

Ms. Lynn Cunningham made a motion to approve the Financial Report and Mr. Mark Jobs second the motion.

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

OLD BUSINESS

None

NEW BUSINESS

Quarterly assessments for the Walnut Street Garage

The consultant is recommending doing monthly inspections for precautions. Mr. Steve Fernstrom asked for a motion to do monthly inspections for the Walnut Street Garage. Ms. Lynn Cunningham made a motion and Mr. Mark Jobs second the motion. Motion passed unanimously.

License Plate Readers

A few of our license plate readers are beyond their lifespan. Mr. Steve Fernstrom asked for an additional \$86,000 to purchase new License Plate Readers.

Ms. Lynn Cunningham made a motion to approve the additional expense and Mr. Billy Kounoupis second the motion. Motion passed unanimously.

Electric Vehicles

Mr. Steve Fernstrom asked for motion to approve going over the Electric Vehicle amount by an additional \$4,501.49. That amount is with dealer rebates but not with the Commonwealth rebates. Mr. Eugene Gonzalez made a motion to approve the additional amount of \$4, 501.49 and Mr. Billy Kounoupis second the motion. Motion passed unanimously.

Mr. Jim Broughal announced an Executive Session to discuss litigation after the meeting is adjourned.

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.