

Lynn Cunningham – Chairwoman  
Mark Jobes – Vice Chairman  
Eugene Gonzalez – Secretary  
Mark Jobes - Treasurer  
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 22, 2023, at 4:00 p.m.

The following were in attendance:

Lynn Cunningham – Chairwoman  
Mark Jobes – Vice Chairman  
Mark Jobes – Treasurer  
Eugene Gonzalez – Secretary  
Chris Betley – Buckno & Lisicky  
Jim Broughal - Solicitor  
Steve Fernstrom – Executive Director  
Luz Vega – Office Supervisor  
Richard Lynn – Maintenance Manager  
Ken Jones - Enforcement Manager  
Carol Wladika – Office Manager

Ms. Lynn Cunningham, the Chairman of the Board, called the February 22, 2023, meeting of the Bethlehem Parking Authority to order.

**MINUTES**

Ms. Lynn Cunningham asked the Board for a motion to approve the Minutes for January 25, 2023, meeting. Mr. Mark Jobes made a motion to approve the Minutes, and Mr. Eugene Gonzalez seconded the motion. A motion was passed unanimously.

**COURTESY OF THE FLOOR**

None

**DIRECTOR'S REPORT**

**Polk Street Garage**

Mr. Steve Fernstrom reported that the pedestrian bridge has been installed, and the precast will be 75% complete in the next 30 days.

### **Wayfinding Signage**

Once we have the permit(s), the installation in the garages should be in two months.

### **ParkMobile Only Zone Extension**

Last year the ParkMobile zone was introduced in two blocks on Packer Avenue as a pilot. We have had no complaints and have been issuing fewer tickets. We have decided to extend the zone on Packer Avenue heading east to Taylor Street.

### **SOLICITOR'S REPORT**

Mr. Jim Broughal asked for a motion to approve the contract between the Bethlehem Parking Authority and SouthShore Construction LLC for the repair work in the Commons Garage. The amount of the contract is \$176,746.00. Mr. Eugene Gonzalez made a motion, and Mr. Mark Jobes seconded the motion. A motion was passed unanimously.

### **FINANCIAL REPORT**

Mr. Chris Bentley reported for January 2023, \$1,233,496.97 in cash and \$5,117,776.63 in investments. We have \$3,709,353.06 in restricted cash. The total unrestricted cash and investments are \$2,641,920.54. The total net operating income for the month was \$281,335.38, with a net income of -\$258,664.52. Ms. Lynn Cunningham asked for a motion to approve the January 2023 financials. Mr. Mark Jobes made a motion to approve the financials, and Mr. Eugene Gonzalez seconded the motion. A motion was passed unanimously.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Persons with Disability Parking Policy will be tabled for this meeting.

### **Walnut Street Garage Demolition Funding**

Mr. Scott Shearer from PFM Financial Advisors said there were two proposals that came back from the RFP for the demolition loan of the Walnut Street Garage. The two proposals were from Fidelity Bank and the other from Fulton Bank. Fulton Bank is a two-year loan with small principal payments at a rate of 4.99%. The bank is requiring a \$1,000,000 deposit. The banking fees and lock-in rate is \$6,500. The bank will loan the Bethlehem Parking Authority up to \$3,000,000.00 at the same rate and fees.

Mr. Kevin Reid presented the Resolution with a maximum principal amount of \$3,000,000.00 with Fulton Bank for a Non-Bank Qualified Tax-Exempt Subordinate Loan.

Ms. Lynn Cunningham asked for a motion to approve the Non-Bank Qualified Tax-Exempt Subordinate Loan with Fulton Bank in the amount of \$3,000,000.00. Mr. Mark Jobes made a motion to approve the loan, and Mr. Eugene Gonzalez seconded the motion. A motion was passed unanimously.

Ms. Lynn Cunningham asked for a motion to approve the resolution authorizing the issuance of the Non-Bank Qualified Tax-Exempt Subordinate Parking System Revenue Note as presented to the Board. Mr. Mark Jobes made a motion, and Mr. Eugene Gonzalez seconded the motion. A motion was passed unanimously.

## **ADJOURNMENT**

Ms. Lynn Cunningham asked for a motion to adjourn the meeting. Mr. Eugene Gonzalez made a motion, and Mr. Mark Jobes seconded the motion. A motion was passed unanimously.