

AGENDA
BETHLEHEM PARKING AUTHORITY BOARD MEETING
December 12, 2018 AT 4:00 P.M.
85 W. NORTH STREET, BETHLEHEM, PA

- I. Call Meeting to Order
- II. Roll Call
- III. Minutes
- IV. Courtesy of the floor
- V. Reports
 - A. Director's Report
 - B. Solicitor's Report
 - i. Broadway Social Agreement of Sale Addendum
 - ii. Nardello Development Agreement of Sale
 - iii. Matador Holding Lease Agreement
 - C. Financial Report
- VI. Old Business
 - A. Wayfinding
- VII. New Business
 - A. Complus Data Addendum
- VIII. Adjournment

Joseph Hoffmeier – Chairman
Dino Cantelmi – Vice Chairman
Lynn Cunningham – Treasurer
Diana Morganelli – Secretary
Billy Kounoupis – Member
Bryan Callahan – City Counsel Liaison
Kevin Livingston – Executive Director

Jim Broughal – BPA Solicitor

BETHLEHEM PARKING AUTHORITY BOARD OF DIRECTORS MINUTES

A regular meeting of The Bethlehem Parking Authority Board was held on September 26, 2018 at 4:00 p.m. at the offices of The Bethlehem Parking Authority, 85 W. North Street, Bethlehem, PA 18018.

The following were in attendance:

Joseph Hoffmeier – Chairman
Lynn Cunningham – Treasurer
Lisa Pereira – Solicitor
Kevin Livingston – Executive Director
Ivy Harding – Finance Manager

Also, in attendance:

Jeremy Alleshouse – Operation Manager
Steve Fernstrom – Operation Manager

Joseph Hoffmeier, The Chairman of The Board called the December 12, 2018 meeting of The Bethlehem Parking Authority to order.

MINUTES

Mr. Hoffmeier asked The Board for a motion to approve The Minutes for the October 24, 2018 meeting, Lynn Cunningham made a motion to approve The Minutes for October 24, 2018 and Dino Cantelmi seconded.

COURTESY OF THE FLOOR

None

DIRECTOR'S REPORT

The Valet company we had a contract with voided their contract illegally and we had to hire a replacement company. The company we had, we were paying \$16 per hour now with the new company, we are paying \$45 hour just for the month of December. Looking for a renewal for the company to come back next year, we would see an increase from \$16 per hour to \$26 per hour. We are going to get through the month of December and review what we can get. If we can't find a renewal that's affordable, I will ask The Board not to continue having Valet on Main Street and Artsquest. We have notified the DBA and Artsquest through a letter.

Billy Kounoupis is now in attendance.

SOLICITOR'S REPORT

Kevin Livingston reported that there's an addendum to serve contract for the sale of the Broadway Lot. An extension to the contract of sale that was previously approved by The Board and was to expire October 2018. We would like to extend until October 2019 for the closing. If an additional extension is needed, they were told to let us know prior to the October 2019 expiration date.

Kevin Livingston asked The Board to vote on the addendum to the contract of sale for the Broadway Lot, Lynn Cunningham made motion and Dino Cantelmi seconded.

Nardello Development agreement for the development of sale for two parcels under the Walnut Street Garage for \$125,000.00 and to close by December 31, 2019.

Joseph Hoffmeier asked for a motion to approve the agreement with Nardello Development to purchase two parcels under the Walnut Street Garage, Billy Kounoupis made motion and Lynn Cunningham seconded.

Matador Holding lease agreement for parking on Old York Road for an apartment that is being built on W. Union Blvd. They would like to lease 23 parking spaces at market value. Matador will pay the Bethlehem Parking Authority for the spaces and provide us with vehicle information for the parkers.

Joseph Hoffmeier asked for a motion to approve the lease of 23 parking spaces in the Old York Road through Matador Holding, Dino Cantelmi made motion and Lynn Cunningham seconded.

FINANCIAL REPORT

No financials will be reported in this meeting.

OLD BUSINESS

In the budget we have a placeholder amount for signs for \$250,000 non-illuminated and \$320,000 illuminated. The signs will be in the garages and the surface lots. It would need to be go out for bid and will be in the 2019 budget and we might split it into two years depending on the finances.

NEW BUSINESS

Residential Permit Parking will now be able to renew online for a processing fee of \$1.00. Kevin Livingston asked to pass the addendum number two for COMPLUS to allow permit renewals online, Billy Kounoupis made a motion to approve online renewals for Residential Permit Parking and Lynn Cunningham seconded.

ADJOURNMENT

Mr. Hoffmeier asked The Board for a motion to adjourn, Dino Cantelmi made a motion to adjourn the meeting and Lynn Cunningham seconded. Motion passed unanimously.