



BETHLEHEM PARKING AUTHORITY

85 W. North Street
Bethlehem, Pennsylvania 18018
Phone: 610-865-7123 – Fax: 610-865-7124
Email: info@bethpark.org - Website: www.bethpark.org

Board Meeting Minutes

Date: 1/22/2025

Time: 4:00PM

Location: Bethlehem Parking Authority Offices

I. Call Meeting to Order at The Bethlehem Parking Authority Office on Wednesday, January 22, 2025 at 4:00pm.

II. Roll Call

A. Present: Mr. Mark Jobes, Chairperson; Mr. Eugene Gonzalez, Vice Chairman; Mr. Anthony Giovannini, Jr., Solicitor; Ms. Karen Widrick, Secretary; Mr. Steve Fernstrom, Executive Director; Ms. Tiffany Wells, Deputy Director; Mr. Chris Bentley, Financial Consultant; BPA Staff

III. Minutes

A. Mr. Mark Jobes asked for a motion to approve the Minutes from December 18, 2024. Mr. Eugene Gonzalez made a motion, and Ms. Karen Widrick seconded it. A motion was passed unanimously.

IV. Courtesy of the Floor

A. None

V. Director's Report

A. Walnut Street Garage Project

1. The foundations started two weeks ago. They are 80% done with case on drilling. Preparing the site for a precast date of April 7th.

B. Holiday Parking

2. No complaints were received during the holiday season regarding parking. We've added shuttles and valet parking.

VI. Solicitor's Report

A. None



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VII. Financial Report

A. Mr. Chris Bentley reported for December 2024 the total unrestricted cash and investments was \$8,117,649.81. Total revenue was \$13,512,360.02. The net income was \$4,655,467.76 which included RCAP and sale proceeds. The total cost for the Walnut Street Project was \$6,788,755.49. Mr. Mark Jobes asked for a motion to approve the financials for December 2024. Ms. Karen Widrick made a motion to approve the financials and Mr. Eugene Gonzalez seconded it. A motion was passed unanimously.

VIII. Old Business

A. None

IX. New Business

A. Capital Repair Projects

1. THA did a five-year assessment of all the Bethlehem Parking Authority's assets which helped prepare the 5-year Capital Repair Program. Last year what was presented to the Budget was \$564,000.00 in repairs to the Riverport Garage. It was a two-year project to be done in 2025/2026. Late last year the Maintenance Department noticed significant leaks and water flowing at the S. New Street Garage from the top level. Mr. Ryan Klass from THA did an assessment and provided a summary of the findings. Significant repairs were needed on the T-joints and sealants on the top level of the S. New Street Garage. The repairs for the S. New Street Garage were an estimated \$250,000.00. The leftover funds are to be used for the Riverport Garage. Mr. Mark Jobes asked for a motion to approve the proposal from THA. Mr. Eugene Gonzalez made a motion and Ms. Karen Widrick seconded it. A motion was passed unanimously.

X. Adjournment

A. Mr. Mark Jobes asked for a motion to adjourn the meeting. Ms. Karen Widrick made a motion to adjourn and Mr. Eugene Gonzalez seconded it. A motion was passed unanimously.