

## Meeting Minutes

September 27, 2012

7:30 PM

Conference Room C

Mt. Lebanon Municipal Building

### Parking Facility Ad-Hoc Committee

#### Attendees:

David Egler  
Alan Kraemer  
William Lewis  
Steve Silverman  
Kristen Linfante, Commission Liaison  
Tom Kelley, Staff Liaison  
Coleman McDonough, Chief of Police  
Mark Quealy, Parking Enforcement

**Call to order:** The meeting was called to order at 7:30 p.m. by Chairman Lewis.

**Roll Call:** Attendees indicated above all in attendance. Kristen Fudeman had submitted her resignation due to schedule conflicts.

**Public Comments:** No members of the public were present at this meeting.

**Approval of Minutes:** The meeting minutes for the August 22, 2012 meeting were approved unanimously.

#### Old Business:

1. The commission approved the studies and the funding of the Atlantic Engineering Services proposals for comprehensive engineering studies of the north and south garages. Work will commence shortly and results will hopefully be available before year-end.

Mark Quealy indicated that repairs are proceeding at the Overlook lot for the pavement and the work necessary is less than originally estimated.

2. Committee Mission. Kristin Linfante reported on the municipal staff recommendations as to the extent of the Parking Committees "franchise" with respect to parking fund business matters. The committee had requested guidance from the commission and the commission delegated the determination to the staff under the supervision of the manager. Results were as follows in summary terms:

<u>Parking Matters</u>	<u>Committee Responsibility</u>
a) TRID (TOD) Project	Parking – when more details available
b) “Zamagias” Project	Comments/opinions on parking only
c) Unpaid Parking Fines	Legal/Admin issue only – No
d) 2013 Budget	CIP aspects only, not operational
e) 5-Year Business Plan including 5-Year Financial Plan	Focus on Capital projects rather than operational
f) South garage replacement options	Yes

Beyond these, the committee was asked to be mindful of and consider the parking impact and consequences of the hotel, Howard Hanna and Denis Theatre projects in the Central Business District (CBD). The committee has already assumed responsibility for overall parking supply vs. demand considerations in the CBD with respect to the Rich & Associate 2011 study.

Committee members expressed disappointment in the limitation on the scope of work that could otherwise be performed and contributed by the members based on their parking and business backgrounds.

3. Rich & Associates Report (January 2011). Hearing no expression of interest by other members in assessing or critiquing the Rich & Associates supply/demand study and report, Chairman Lewis indicated he would take on the responsibility.
4. Scofflaw List/Enforcement: Chief McDonough reported that progress had been made very recently in finally developing a scofflaw list capability. It was revealed that the unbudgeted monthly charges to the Parking Fund by a consultant Charles Graf ranging from \$5,000 to \$7,000 for month since March were actually primarily for computer programing development for the scofflaw and related capabilities charged to the AS/400 account. Not having received, nor likely to receive in the future, Parking Fund financial statements, we were unable to determine if the Graf charges are continuing.
5. Rockwood Park – Upper Lot. Commissioner Fraasch had requested the day before that the committee consider and provide comments on a Parks Advisory Board proposal that the Rockwood Park upper parking lot on Rockwood Avenue be demolished and replaced with dirt fill, grass and plantings. The committee had determined that the roughly 20 space lot was not being utilized (perhaps 1 or 2 cars a day) and that all residential properties along both sides of Rockwood Avenue had adequate off-street parking capabilities. In other words the lot was not necessary as a 20 space off street public facility other than perhaps a few spaces to support the adjoining basketball court. There was also a 2 space off street parking pad opposite the basketball court. The committee sense was that removal of perhaps half or more, but not all, lot spaces would be

appropriate; and, this was communicated to Commissioner Fraasch the next day by e-mail from Chairman Lewis.

6. Committee membership. Subsequent to the resignation of Kirsten Fudeman, the commission appointed Mickey Gatto to the committee on September 24, 2012. Mickey and her husband Rex maintain a professional practice and offices in the 750 Washington Road Washington Square building and reside in Mt. Lebanon. Mickey has been a member of the Community Relations Board. She may not have been notified of her appointment in time to attend tonight's meeting.

**New Business:**

1. Beverly Commercial District – Saturday parking. A 20 year plus “gentlemen’s agreement” between the MLPA, Municipality and the BPA of Beverly for non-enforcement of Saturday parking regulations has been questioned and a recommendation sought from the Parking Committee. The committee, with participation by Chief McDonough and Parking Enforcement Supervisor Mark Quealy and Liaison Commissioner Linfante reviewed the matter, including practices for the CBD and concluded the following:
  - a) while distinct differences between Beverly and CBD commercial areas certainly exist, public parking spaces, meters, permits and fee policies exist and are codified and common to both;
  - b) Chapter 10 of the Mt. Lebanon Code in Part 2 dictates that enforcement shall occur;
  - c) accordingly, the committee recommends Saturday enforcement in the C-1 Commercial District according to the code; unless,
  - d) for political reasons a commission majority would choose to amend the code ordinance provision for Saturdays’ for Beverly Road to either abolish meter and permit compliance per-se for Saturdays only (a revenue loss of approximately \$12,000/year) or enforcement alone (an opportunity cost of approximately \$2,500/year).
2. August 2012 and Y-T-D Parking Fund Financials. Financial statements were not provided by the Finance Department.

**Adjournment:** The meeting was adjourned at 9:45 p.m.