

Meeting Minutes

October 24, 2012

7:30 PM

Conference Room C

Mt. Lebanon Municipal Building

Parking Facility Ad-Hoc Committee

Attendees:

David Egler
William Lewis
Mickey Gatto
Steve Silverman
Tom Kelley, Staff Liaison
Mark Quealy, Parking Enforcement

Absent:

Alan Kraemer
Kristen Linfante, Commission Liaison

Call to order: The meeting was called to order at 7:35 p.m. by Chairman Lewis.

Roll Call: Attendees indicated above all in attendance.

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

Approval of Minutes: The meeting minutes for the September 27, 2012 meeting were approved as amended for minor changes under: Old Business, item 2 d) CIP rather than CIF; New Business, item 1, MLPA rather than MLPD, and BPA rather than BPD.

New Member: Chairman Lewis welcomed new committee member Mickey Gatto and requested that Tom Kelley send her a set of relevant documents (i.e. Rich & Associate parking study, Atlantic Engineering reports on North and South Garages, the Bakewell/Oxford Development report on garages and lots with recommendations for parking equipment, the Parking Facilities Maintenance Manual, Chapter 10 and Appendix of the Mt. Lebanon Code, etc.) Mickey was advised that previous Agenda's and minutes, as well as other parking information were available on the Municipal website.

Old Business Updates:

- **North & South Garage Engineering Studies:** Tom Kelley advised that the contract with Atlantic Engineering Services had not been fully executed and underway. Even though approved by the commission in September, a signature page error on the contract was

only recently noted – the contract was not between AES and Gateway Engineers, but AES and the Municipality of Mt. Lebanon. Tom indicated this would be corrected and finalized within a week.

This delay will probably mean the work will not be completed and a report available until January at the earliest. Mark Quealy indicated that the cathodic testing may not be able to be conducted at temperatures below 50 degrees F, and this might further delay the studies. Bill Lewis will notify the Economic Development Council and Municipal Planner Keith McGill of this setback.

- **Committee Mission:** Members again expressed disappointment in the restrictions or limitations imposed on the committee by the municipal staff, particularly in accounting and financial areas as that will impede development of cost-justified facility and equipment consideration and recommendations, a principal mission of the committee assigned by the commission.

Chairman Lewis shared copies of the September 2012 Y. T. D. income statement for the Parking Fund. Through September nine months, or 75% of the year, the “surplus”, otherwise known as net revenue or profit, after pro-rata allocation of year-end, one time indicated costs, was \$285,783 V. a year-end budget figure of just \$119,910. Far ahead of plan!

- **Beverly Road – Saturday Parking:** Bill Lewis reviewed the results of the October 2012 commission meeting action on Beverly Road Commercial District Saturday Parking. The commission agenda included a motion to not only not enforce parking meters on Saturday (the original and only proposal) but to eliminate meter requirements en-total on Beverly Road only as well! Lewis recognized an obvious problem with such an action, and spoke in citizens comments at the beginning of the meeting prior to the action item. Lewis pointed out (1) that no consideration was made for the 7 meters on Overlook Drive, 5 meters on Ralston Place and the 48 parking spaces in the Overlook Lot; and (2) that such a situation would be unworkable and create more problems; and (3) loss of meter revenue would be about \$12,000 annually in addition to \$2,500 in lost fine and enforcement revenue.

The commission tabled the matter and requested further review and consideration. Lewis separately warned some staff and commission that if meter requirements were eliminated in the Beverly Commercial District, the Washington Road Uptown Business Association would demand equal treatment, and this in turn would cost parking upwards of \$70,000/year in additional lost revenues, and would represent a serious threat to parking financials.

Neither Lewis nor the committee has any idea as to what is now being considered “behind the scenes.” Mickey Gatto graciously accepted a request that she contact Eric Milliron of the Commercial Districts Office and offer assistance in resolving the matter with the Beverly Road merchant.

New Business:

- Parking Fee's – 2012 & 2013. Lewis handed out the recommended parking fee schedule for 2013 compared to 2012 that are incorporated in the 2013 recommended schedule of fees for all municipal departments and services. The proposed 2013 parking fees are unchanged from 2012 except for 100 validation ticket books for merchants, which increased to \$100 from \$75. Mark Quealy indicated that the \$75 charge represented only 50% of the current garage rate for 1 hour and had been in effect for perhaps 20 years.

The no change otherwise will be welcomed by the public and merchants, and Lewis will advise Eric Milliron and the EDC.

- Proposed activities/projects:
 - 1) Lewis agreed to prepare a critique and recommendation on the Rich & Assoc. parking study and present recommended action on the Keith McGill apartment parking issues in 2000 which never received full consideration by Commissions or staff subsequently.
 - 2) Lewis asked that Al Kraemer, Dave Egler and Steve Silverman work together with Tom Kelley to develop CIP recommendations on new equipment and parking technology improvement for increased efficiency for the next 5 years (a mission purpose supported by staff and commission). This would supplement ordinary repair and maintenance items for existing facility operations.
 - 3) Mickey Gatto agreed to be our lead member and coordinator in working with Eric Milliron in meetings with the Washington Road and Beverly Road commercial districts business association on parking matters and issues (another mission requirement). Committee members may also assist.
 - 4) Lewis proposed that the committee consider privatization as an option for parking operations. In essence, an outside independent and qualified parking firm to manage parking operations owned by Mt. Lebanon. This would be a self-initiated limited study, not requested by commission or staff. If initial results proved supportive of the option, the committee could propose it to the commission and suggest RFQ's and RFP's to test the concept. Al Kraemer and Lewis might work together on this with participation from any other committee or staff members.

- Meeting Schedule:

The committee agreed not to meet on December 26, 2012 as scheduled, or at all in December if finally determined at the November meeting.

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