

## Meeting Minutes

February 28, 2013

7:30 PM

Conference Room C

Mt. Lebanon Municipal Building

### Parking Facility Ad-Hoc Committee

**Attendees:**

David Egler  
Mickey Gatto  
Alan Kraemer  
William Lewis  
Steve Silverman  
Tom Kelley, Staff Liaison  
Kelly Fraasch, Commission Liaison  
Mark Quealy, Parking Enforcement

**Guests:**

Evan Rowles, Atlantic Engineering Services (AES)

**Call to order:** The meeting was called to order at 7:35 p.m.

**Roll Call:** Attendees indicated above all in attendance.

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

**Approval of Minutes:** The meeting minutes for the January 23, 2013 meeting were approved as submitted.

1. Old Business Updates:

- a. AES Garage Reports - Evan Rowles of AES and Tom Kelley reviewed the February 2013 AES evaluation of the North and South Garages. Each 48 page report was reviewed and discussed separately in some detail. Tom Kelley had sent the reports to members and Ms. Fraasch several days prior to the meeting and provided hard copies of the reports as well to attendees. Tom also had prepared and distributed at the meeting summarizations of the AES recommended work and estimated costs over the suggested four year periods as well as a possible seven year schedule for the South Garage at Bill Lewis's request.

In summary of the meeting discussions, the South Garage is not as the end of its useful life but significant repairs are recommended. The surprise was that the North Garage is in need of substantial repairs as well, each garage having suggested work on the order of \$1,750,000 over a four year period beginning this

year if possible. The rating on the existing structural conditions for each garage based on industry standards was “good.”

The Parking board agreed with the recommended scope of work for each garage and the estimated costs at the conclusion of the discussions.

Commission Fraasch agreed to request that this matter be scheduled for a forthcoming Commission session to brief the Commission, staff and public of the AES report conclusion and recommendations and Parking Board support. This will be on the Commission’s April 9, 2013 discussion session agenda.

Subsequent Related Event:

Commission Fraasch and Chairman Lewis will meet with the municipal manager and assistant manager on March 18, 2013 to review the matter and discuss financial implications and financing options in preparation for the April 9, 2013 meeting with the Commissioners.

- b. Parking Fund – 2012 Financials and 2013 Budget. The first full year under Municipal operation, 2012, yielded financial results over 2.5 times better than the approved budget. The 2013 budget has been revised significantly as a result, and formal budget amendment approval by the Commission will likely occur in May with other general fund and/or capital amendments.
- c. Permit Parking – Mark Quealy indicated that the Tax Office Parking Permit Clerk has the information we are seeking. He does not. Therefore Al Kraemer and Bill Lewis will try to arrange a meeting with the Tax Office Parking Clerk for answers and to offer advice on permits per Al Kraemer’s professional experience.
- d. Scofflaw & Towing Status – There still is no booting or towing of scofflaw’s due to incomplete IT programming/communications capabilities including databases as well as a municipal ordinance specifically authorizing municipal arrangement of booting and towing. We will need to probe further into this as many expected this full capability would occur in 2012.
- e. Subcontracting/Contracting Out – This agenda item will be rescheduled for April.

2. New Business:

- a. Impact of AES Reports on 2013-2017 CIP. Tom Kelley prepared a chalkboard table comparing the current 5-year CIP with the AES recommended work over 4-years – CIP of \$757,000 v. AES of \$3,500,000 in round numbers. The CIP included all parking infrastructure, not just garages. Tom knew the 2013-2017 CIP was merely a “placeholder” subject to the AES garage results just revealed.
- b. Sale of 788 and/or 794 Washington Road Update – These residential properties, formerly the MLPA offices and Tax now SHACOG/Historical Society offices respectively, are Parking property assets. It is and continues to be the intent of the

municipality to sell both, and Commissioner Fraasch indicated the Commission would like the sales to occur this year. The municipality has created a zoning overlay designation option of Office Boutique as an allowable use to increase the usability and value of the properties.

- c. Committee to Board Status – Commissioner Fraasch advised that the Commission has converted the Ad-Hoc Committee to a full, permanent Advisory Board, appointed current board members to staggered terms effective immediately and the Administrative Code will be amended to this effect.

**Adjournment:** The meeting was adjourned at 9:45 p.m. There will be no March meeting due to the unlikely ability to achieve a necessary quorum on the day prior to Good Friday. The next full board meeting will be held on Wednesday, April 25, 2013 (a full moon.)