

## Meeting Minutes

May 23, 2013

7:30 PM

Conference Room C

Mt. Lebanon Municipal Building

### **Parking Facility Advisory Board**

#### **Attendees:**

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

#### **Absent:**

Alan Kraemer  
Kelly Fraasch, Commission Liaison

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

**Roll Call:** Attendees indicated above all in attendance. Al Kraemer is on a business trip in Richmond, VA and Kelly Fraasch was in route to California due to the death of a family member.

**Public Comments:** No members of the public were present until the near close of the meeting when Mr. William Matthews appeared. He referred to parking permit demand that might increase significantly when the Shannon Transit Village project at the Castle Shannon LRT Station begins. He is making 6 month advance purchases of monthly permits for lower North Garage space.

**Approval of Minutes:** The meeting minutes for the April 25, 2013 meeting were approved as submitted.

#### **Old Business Updates:**

1. Phase 1 – North & South Garage Projects: Tom Kelley indicated that Gateway Engineering and AES are preparing drawings and specifications for the Phase 1 contracts. Bid invitations will likely be out in late June/early July and contracts awarded late August/early September. Concrete repair and replacement would be completed before freezing temperatures. Hopefully, rectifier replacement will be included. Alternate ingress/egress and street parking for the South Garage work will be arranged. There are no alternatives for the North Garage, but work on the upper deck will pose no serious

problems. Hopefully, scheduling will not result in restricted parking in both garages at the same time.

2. Scofflaw, Booting & Towing: Mark Quealy reported that some 23 vehicles have been booted since the program was reinstated a few weeks ago involving unpaid tickets amounting to \$19,507. There is now about \$90,000 in outstanding ticket fines. When an offender's unpaid tickets reach five, the offender is added to the scofflaw list and subject to booting. There is no immediate need for the purchase of additional boots other than perhaps a large size for SUV's and light trucks with 16" wheels.
3. Zamagias, Sale of 788 and 794 Washington Road and Subcontracting: Kelly Fraasch will provide an e-mail report after returning from California, prior to our June Meeting.

### **New Business:**

1. Parking Fund Financials: Tom distributed financial statements for the month of April. Terri Windstein had incorporated some of the suggested columnar changes by Dave Egler. Dave suggested that board members having questions and/or suggestions and requests about the financials submit them to him and he will ask Tom Kelley to submit them to the Finance Department.
2. Economic Development Office – Bicycle Corrals in Garage: The board reviewed Eric Milliron's material and request. We support the idea subject to it not creating an added liability risk of significance. There are places in the North Garage for such a corral; and, a location under a canopy in the walkway to the LRT Station near the lower North Garage (Parse Way) might be a best location proximity-wise to the LRT station. It would also eliminate any vehicular traffic conflicts with bicycles within the upper garage. Eric should be able to attract funding of a corral from "Green" grants due to the potential for energy savings and transit use.
3. Permit Hour Overlaps: Bill Lewis presented data showing that permit hour overlaps for the three available monthly permits result in there being 13.5 hours each day when two permits overlap, and 10.5 hours where all three permits overlap. There are only 30 minutes each day when only one permit is in effect. Since there have been no reported complaints in this regard from transit lot or garage parkers, there does not seem to be a problem with the overlaps; however, Al Kraemer will be asked to review the situation and provide opinions on whether any modifications should be made in permit hours, whether more permit sales should be encouraged, etc.
4. Bill Lewis provided Tom Kelley with a copy of the NPA guide on subcontracting, which Tom will send members.

**Adjournment:** The meeting was adjourned at 9:30 p.m.

Amended comment from Mark Quealy is added via PDF.