

Meeting Minutes

May 22, 2014

6:00 PM

Conference Room C

Mt. Lebanon Municipal Building

Parking Facility Advisory Board

Attendees:

Mose McNeese
Andrew Flynn
Mickey Gatto
David Egler
Mark Quealy, Parking Enforcement
Kelly Fraasch, Commission Liaison
Tom Kelley, Staff Liaison

Absent:

Alan Kraemer

Call to order: The meeting was called to order at 6:14 p.m. by Chairman Egler.

Roll Call: As indicated above.

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

Approval of Minutes of April 24, 2014 Meeting Minutes: Mr. McNeese made a motion to approve the minutes as submitted which was seconded by Mr. Flynn and unanimously approved by the board.

MRTSA Property for Potential Parking near T Stop: Todd Pritchard from MRTSA was unable to attend the meeting because of a previous engagement. MRTSA owns a parcel of property close to the T stop abutting the private section of Pennsylvania Boulevard, and they are interested in selling the property to the municipality. The board discussed the benefit of using this area as a drop off lot for T patrons. Under this scenario there would be an expense for developing the turnaround lot, but not an offsetting revenue stream. The lot would not produce revenue to support its construction or upkeep. However, the board decided to consider options for using the facility and instructed Mr. Kelley to further investigate the property and report back to the board at the next meeting. Mr. Kelley will discuss the matter with Manager Feller and Planner McGill and report back to the board.

Presentation of Parking Fund Financial Information: Finance Director, Andrew McCreery, attended the meeting and provided the board with: an update on the 2013 Comprehensive Annual Financial Report; current year's financial status as of April 30, 2014, and the financing plan for the North and South Garage rehabilitation projects. Chairman Egler thanked Mr. McCreery for

his diligence and requested that transaction level detail reports be made available to the board at their next meeting. Mr. McCreery indicated that he will talk off line with Commissioner Fraasch, and Manager Feller about making the information available.

Update on North and South Garage Rehabilitation Projects: The rehabilitation work for the North and South garages was awarded by the commission on May 13, 2014 to Nathan Construction in the amount of \$1,433,625. The engineer's original estimate for this project was \$2,233,410. Work on the project will commence on June 2, 2014 at the South Garage, and will take approximately 90 days to complete. During the first stage of work parking decks from the 4th floor lobby down to the second floor lobby will be closed to all vehicles. Mark is working to hire temporary employees to ensure that persons are on hand to provide information and direct traffic flow at the South Garage facility during construction. The first stage of the project requires there to be two way traffic at both the Washington Road entrance and the Florida Avenue exit. The lower levels of the garage are reserved for permit holders. South Garage permits will also be active in the North Garage if the South Garage is full. Also the manager will designate areas along municipal streets for permit parking during the construction project. A meeting was held with Eric Milliron to discuss the project and he has made information available to merchants and business owners along Washington Road. Information on the project was made available in the magazine and is posted on the website. Permit holders were provided with information in their monthly invoices and flyers have been placed in the garage over the last month.

ADA Parking Meter Issue: Replacement pay station will be installed at the Academy lot. The public works department will work with the municipal engineer to insure that the new pay stations are installed to meet current ADA standards.

Update on StreetLined Pilot Parking Project: Nothing new to report at this time.

Topic Scheduling for Future Meetings:

- A. Parking needs study-recap of Rich report. Tom Kelley has been in contact with Rich & Associates and has requested a representative to attend the next meeting (June 26th) to provide the board with an overview of the 2011 study prepared by Rich & Associates.
- B. **Modernization:** Alan Kramer will be providing the board with information on modernization of revenue control equipment and automation of other parking functions in either July or August.

Other Items: Andrew Flynn suggested that since interest rates are so low that the commission should consider issuing debt for the upcoming capital improvement projects at the garages and use the operating funds on hand for equipment modernization. Transit Oriented Development (TOD)-members of the board would like to have Eric Milliron attend a future meeting to discuss the impact of the TOD on parking within Mt. Lebanon.

Adjournment: At 8:17 p.m. Mr. McNeese made a motion to adjourn the meeting which was seconded Ms. Gatto and unanimously approved. The next meeting will be held on Thursday, June 26, 2014 at 6:00 p.m. in Conference Room C of the municipal building.