

Meeting Minutes

October 23, 2014

6:00 PM

Conference Room C

Mt. Lebanon Municipal Building

Parking Facility Advisory Board

Attendees:

David Egler
Moses McNeese
Andrew Flynn
Mark Quealy, Parking Enforcement
Tom Kelley, Staff Liaison

Absent:

Mickey Gatto
Alan Kraemer
Kelly Fraasch, Commission Liaison

Call to order: The meeting was called to order at 6:10 p.m. by Chairman Egler.

Roll Call: As indicated above.

Public Comments: Mr. Mark Carsile, a driver with Country Meadows Nursing Care, attended the meeting and complained that the drop-off spot which had been made available during the reconstruction of the south garage had been removed. Mr. Carsile complained that he now must double park when dropping off patients at the medical buildings along Washington Road. There are no other dedicated spaces for handicap drop-off along Washington Road. Also, the configuration of spaces along Washington Road do not meet the applicable handicap parking standards. The junior commissioner, Nikola Ranick, introduced himself to the members of the Parking Board and requested permission to attend the meeting and take notes. The chairman thanked Mr. Ranick and indicated that he would always be welcomed to Parking Advisory Board meetings.

Approval of September 25, 2014 Minutes: Andrew Flynn made a motion to accept the meeting minutes of September 25, 2014 as submitted which was seconded by Moses McNeese and unanimous approved by the members attending the meeting.

Update on Street Line Pilot Parking Project: Nick Schalles, IT Manager for Mt. Lebanon, made a PowerPoint presentation on the status of the street line pilot parking project. The application is up and running and going through a test period which should last approximately two months. Currently there are 95 spaces along Washington Road and on Alfred Street that are tied into the system. Glitches between the company responsible for the meters and Street Line are being addressed and currently there is real time communications between the meters and the

Street Line application. Nick indicated that the six month trial period started in early October and will run for a period of six months. At that time the operations of the system will be evaluated and a presentation will be made to the Parking Facilities Advisory Board.

Mobile Parking Request for Proposals: Keith McGill provided a working draft of a request for proposals to solicit bids from providers of pay by mobile phone parking applications. Copies of the draft RFP were provided to the members of the Parking Facility Advisory Board and they were requested to send comments on the RFP back to Tom Kelley. Mr. McGill discussed two of the applications that are being used. One with the City of Butler and another in San Francisco, CA. Additional information will be provided to the board in 2015.

Review of Monthly Financial Reports: Finance Director, Andrew McCreery, provided an update on parking fund revenues & expenses and reviewed some changes that will be made in 2015 to reduce the amount that the municipality must pay per swipe for credit card applications at the meter. The new arrangement will result in an estimated \$25,000 savings on credit card swipe fees annually.

Other Issues: Mr. McGill will provide a TOD update in 2015. Mr. McGill also discussed the Castle Shannon project, as well as, the Mt. Lebanon TOD.

Adjournment: Andrew Flynn made a motion to adjourn the meeting at 7:30 p.m. which was seconded by Moses McNeese and unanimously approved by the board.