

**Meeting Minutes**  
**July 24, 2014**  
**6:00 PM**  
**Conference Room C**  
**Mt. Lebanon Municipal Building**  
**Parking Facility Advisory Board**

**Attendees:**

David Egler  
Mickey Gatto  
Alan Kraemer  
Andrew Flynn  
Kelly Fraasch, Commission Liaison  
Tom Kelley, Staff Liaison

**Absent:**

Mose McNeese  
Mark Quealy, Parking Enforcement

**Call to order:** The meeting was called to order at 6:05 p.m. by Chairman Egler.

**Roll Call:** As indicated above.

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

**Approval of Minutes of June 26, 2014 Meeting Minutes:** Andrew Flynn made a motion to approve the minutes as submitted which was seconded by Dave Egler and unanimously approved.

**Status of South Garage Parking Project:** Robert Mason, P.E. with Gateway Engineers provided the board with an overall description of the current project at the South Garage. He indicated that the contractor is completing work on the 3<sup>rd</sup> floor of the parking garage. The contractor has encountered many areas on the 3<sup>rd</sup> floor that required full depth concrete replacement. If this situation continues on the remaining floors then the cost of the project could increase by \$200,000.

Also in order to accommodate pedestrian traffic from Washington Road to the parking garage, the municipality asked the contractor to leave a pedestrian lane open at all times. This will extend the contract end date from September 1<sup>st</sup> through September 22<sup>nd</sup>. To date one change order has been processed in order to add floor drains on the 3<sup>rd</sup> level at a cost of \$1,344 and to install a new galvanized post and gate frame on the Municipal Way entrance at a cost of \$1,860. Also to provide continual pedestrian access through the next stage of the project, a 21 calendar day extension was also approved.

In summary, the contract has increased by \$3,204 from \$1,433,625 to \$1,436,829. One pay application in the amount of \$113,039.73 has been processed. The contractor is preparing the

second pay estimate in the amount of \$222,989.08. Weekly progress meetings are held every Tuesday at 9:30 a.m.

**Quarterly Overview of Parking Fund Financial Activity:** Andrew McCreery, Finance Director, provided an overview of the financial condition Parking Enterprise Fund. Quarterly reports for the period ending June 30, 2014 were reviewed and a discussion of a general obligation bond issue for the parking garage improvement projects was also discussed. Mr. McCreery made note of the lease sale of 794 Washington Road to the Mt. Lebanon Historical Society. The building will be used to house a community museum. The sales agreement will be presented to the Mt. Lebanon Commission at the next regularly scheduled commission meeting in August.

**Bond Issue:** Mr. McCreery indicated that the commission would be reviewing and approving the GO Bond at their meeting on July 28, 2014. The \$2.8 million in GO debt to be issued for both garages could be paid back by the parking fund within a five year period.

**Parking Capital Improvement Fund – 2015-2019:** Members of the board were presented with a listing of projects that will be included in 2015-2019 Capital Improvement Plan. Projects included parking access revenue control system, renovation for north and south parking garages which were included in the previous CIP, parking lot paving projects for South and Overlook lots, Streetline parking system which includes initial capital cost along with annual software and maintenance costs. Revenues generated from this project should be sufficient to offset expenditures.

**Academy Avenue Parking – Night Permits:** At the previous Parking Facility Board Meeting Mose McNeese and Andrew Flynn agreed to serve on a task force with Mark Quealy, Keith McGill and Tom Kelley to explore options to provide night parking on Academy Avenue. In the past year several spaces have been removed from Academy and some residents have expressed a need for additional overnight parking. The group met in early July and recommended that eight spaces in the back corner of the Academy Lot be signed to indicate permit holder parking only between 6:00 p.m. and 9:00 a.m. Mark Quealy indicated that a similar approach had been used to address overnight parking at the Overlook Lot. Tom has ordered signs and directed his staff to mark the lot appropriately.

**MRTSA Pennsylvania Boulevard Parcel Update:** Tom talked with Todd Pritchard, Executive Director of MRTSA, about the property along Pennsylvania Blvd owned by MRTSA. Mr. Pritchard was asked to provide the municipality with a formal offer of the property. At that point, a detailed evaluation could be made. Some of the drawbacks to accepting the property include current zoning restrictions, location of the property on a private street, the property is located over an active sanitary sewer trunk line and the installation of any facility in this area could restrict residential traffic at the end of Pennsylvania Blvd.

**Update on Streetline Pilot Parking Project:** The contractor will be installing in-pavement sensors along Washington Road in early August and the evaluation of the program should start in early September and continue for a period of six months.

**Automated Revenue Collection:** In the time remaining of the meeting Mr. Kraemer presented an overview of an automated collection system that would enhance the revenue collection system at the parking garages. Mr. Kraemer will provide additional information at an upcoming meeting.

**Adjournment:** At 7:55 p.m. Mr. Flynn made a motion to adjourn the meeting which as seconded Ms. Gatto and unanimously approved. The next meeting will be held on Thursday, August 28, 2014 at 6:00 p.m. in Conference Room C of the municipal building.