



MT. LEBANON
PENNSYLVANIA

**Parking Facility Advisory Board Meeting Minutes
Thursday, October 22, 2015 - 6:00 p.m.
Municipal Building Room C**

I. Call to Order and Roll Call

Mr. Egler Called the meeting to order, and asked Mr. Sukal to called the roll. The meeting was attended by board members David Egler, Paul DiGirolamo, and Andrew Flynn

The meeting was also attended by Andrew McCreery, the Director of Finance, Rudy Sukal, the Director of Public Works, and Mark Quealy, Parking Enforcement

Mose McNeese, Alan Kraemer, and Steve Silverman were absent.

II. Citizens Comments

No Citizen Comments to Report

III. Approval of September 24, 2015 Meeting Minutes

A motion was made by Mr. Flynn and a second by Mr. DiGirolamo to accept the minutes as submitted. The motion was passed and the minutes were accepted.

IV. Review of 3rd Quarter Financial Reports

Mr. McCreery reviewed the 3rd Quarter Financial Reports with the Board. Overall he reported a slight decline from last year at this time, most in part to a decrease in fines, but expenses are down as a positive. These decreases in expenses are due largely to the new banking partnership, and a change of vendors for credit card processing. The only unforeseen repair has been an elevator repair to the South Garage.

Mr. Egler asked what we are doing different to see a decrease in expenses

Mr McCreery reported that a new relationship with First National Bank has changed the operation of manually vesting funds to a faster automatic swipe process.

Mr. Egler also asked about the nature of the repair to the elevator in the South Garage

Mr. Sukal explained that the cart had been inspected, and found to have a deficiency in the main cable of the car. Corrosion had deemed the car deficient, with a requirement to have it replaced.

Mr. Egler would like to know why the fines have gone down for the quarter

Mr. McCreery reports that there has been a large spike in tickets that have been waived

Mr. Quealy also explains that compliance has gone up, there are less active violators

V. Street Line Memo

Mr. McCreery reviewed the Street Line Pilot with the group, touching on the benefits of the service. He reports that the app is doing what it is supposed to do, providing real-time data on available parking in the central business district without lag time.

VI. Control Systems RFP

Mr. McCreery reports that they have received 6 RFP's back for the Control Systems. All RFP's are being reviewed, and he feels that he can move forward quickly and efficiently to upgrade the current readers while making a partnership for the next 10-15 years to better serve the community. His hopes are to have a recommendation of the top two contractors by the November 19th meeting for the board to review.

Mr. Egler asked about the possibility of receiving copies of all RFP's before the next meeting for the Board to look over.

Mr. Quealy suggests that the group receive a copy of the matrix they put together reviewing all of the contractors, rather than read through the large RFP's

VII. Old Business

Mr. Egler asks about the status of the North Garage Repairs

Mr. Quealy reports that everyone is doing a great job of following the structural repairs with the aesthetic work of garage painting and line stripping by the Public Works Crew.

VIII. New Business

Mr. McCreery announces that the fee schedule will be presented to the Commission this Monday, and the Manager Recommended Budget will come out on November 1st.

IX. Adjournment

A motion was made by Andrew Flynn and a second by Mr. DiGirolamo to adjourn the meeting and the motion was passed