



MT. LEBANON
PENNSYLVANIA

**Parking Facility Advisory Board Meeting Minutes
Thursday, September 22nd 2016 - 6:00 p.m.
Municipal Building Room C**

I. Call to Order

Mr. Egler called the meeting to order at 6:01 PM, and asked Mr. Sukal to call the roll.

II. Roll Call

The meeting was attended by board members David Egler, Paul DiGirolamo, Andrew Flynn, and Mose McNeese

The meeting was also attended by Rudy Sukal, the Director of Public Works, Mark Quealy, Parking Enforcement, and Phillip Avolio, Facilities & Parks Coordinator

Shawn Levine and John Bendel were absent.

III. Citizens Comments

No Citizen Comments to Report

IV. Approval of August, 2016 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.

V. Financial Review

Mr. Egler asked the group for their feedback on the Financial Statements.

Mr. Egler noted that he would like to see a full account distribution summary at the end of the year for the board to review.

VI. Beverly Road Parking Study:

Mr. Sukal shared with the group that a committee was formed to review 8 submittals that were received in response to the RFP that was advertised regarding the parking study. Each member of the group reviewed all 8 submittals and narrowed it down to 4 vendors.

Mr. DiGirolamo noted that the RFP from Environmental Planning & Design was the first choice of everyone on the committee. He stated that it hit all the key points, and offered the most in depth study, providing 6 days of observation for 12 hours each visit.

Mr. McNeese agreed that the proposal covered all angles of the RFP.

Mr. Egler stated that Mr. Milliron can report to the Commission that the Parking Facilities Board is in full support of the selected vendor

VII. Garage Repair Update

Mr. Avolio updated the Board on the CIP progress related to the North & South Garages. He noted that the crew at the South Garage will be addressing a large patch under the bank steps. Once that repair is completed, that crew will join the others that have mobilized at the North Garage. The North Garage swing stages have started working on the northern façade, and are completing cleaning, pointing, replacement, caulking during each drop to make room for the roofers to mobilize as soon as possible.

VIII. Future Meeting Schedule

Mr. Sukal shared with the group that Mr. Egler and himself had a conversation after the last meeting about cutting the meetings back to be more productive. He suggested that quarterly meeting may be more beneficial to the group, whereas currently, some of the same issues are discussed in back to back meetings.

Mr. Egler noted that these changes would have to be approved by the Commissioners. He also suggested keeping in contact using email in-between meetings.

Mr. Sukal stated that he will check with the Manager and or Commissioners regarding the possible change.

IX. Old Business:

Mr. Egler asked if any progress had been made regarding the South Garage entrance.

Mr. Avolio reported that Mr. McCreery is reviewing a proposal for a solid blue, backlit "P" sign for the south, and a scrolling LED message board for the north.

X. New Business:

Mr. Sukal reminded the Board the Academy Lot will be closing 10:00pm Friday night, and hopefully re-opened Sunday evening

XI. Adjournment:

A motion was made by Mr. McNeese and a second by Mr. Flynn to adjourn the meeting. The motion passed, and the meeting was adjourned at 6:48 PM.