



MT. LEBANON
PENNSYLVANIA

**Parking Facility Advisory Board Meeting Minutes
Thursday, January 28, 2021 - 6:00 p.m.
Microsoft Teams**

I. Call to Order

Mr. Egler called the meeting to order at 6:02 PM, and asked Mr. Avolio to call the roll.

II. Roll Call

The meeting was attended by board members, David Egler, Shawn Levine, Brad McKibben, and Paul DiGirolamo.

The meeting was also attended by Andrew Flynn, Commissioner; Phillip Avolio, Facilities & Parks Coordinator; Andrew McCreery, Director of Finance and Mark Quealy, Traffic Enforcement.

III. Citizens Comments

Jennifer Tieman of Broadmoor Avenue sent in a comment about overnight parking which Mr. Avolio read. Mr. Avolio will send Ms. Tieman the minutes with any responses. Mr. Quealy comment that there is a process in place under Chapter 10, Subsection 906 An Establishment of Permit Parking Zones discretion of the manager and presented to the commission and explained some of the criteria.

Mr. Egler inquired if there was a draft of the changes in the Overnight Parking Ordinance. Commissioner Flynn and Mr. Quealy did not think it was available. Mr. Egler commented that he did not have a problem allow a citizen a permit for a nominal fee and have a placid to put in vehicle. Commissioner Flynn commented that he believes we are trying to take advantage of LPR (License Plate Recognition) technology in police cars that is being implemented and trying to get away from placard and stickers. Mr. McCreery commented that he believes the draft of the changes in the Overnight Parking Ordinance will be available in March and he will make sure Mr. Avolio get it out to the board so it can be reviewed.

IV. Approval of Minutes from October 2020 Meeting:

Commissioner Flynn asked the group to review the October 2020 Meeting Minutes.

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

V. Financial Statement Review:

Mr. McCreery reviewed the current financials with the group:

Transient in garages were down thru December - \$17,000/month (\$220,000/year)

Permits decreased - \$5,000 per month variance net

Meter collection loss - \$7,000/month

Rental: Playtown Square vacated space, so we are losing that revenue

Written tickets are down

We projected a decrease in next year's budget:

- Do not know when it will pick back up and
- Will professional services go back into buildings by mid-summer?

We have a large vibrant uptown project – redoing sidewalks and lighting on Washington Road. Parking might be impacted.

Commissioner Flynn asked how does the municipality cover the short fall in terms of this type of bleeding if this was to continue? Mr. McCreery said it would come from the general fund or a no interest loan. Cash flow for the entire municipality coming from funds would cover and then pay fund back. We should be fine for the next two years.

Mr. McKibben asked what is the new liability due to other funds? Mr. McCreery commented that year end transfers helped cover some of the costs that are appropriated from other departments.

VI. Overnight Parking Ordinance:

Mr. Egler asked if the commission is looking for our board to give our recommendation on the parking ordinance. Commissioner Flynn commented that he did not know if there was going to be a formal request, but as soon as they have something, he can make sure the board has it, so board has a chance to review it.

VII. South Garage Entrance Sign:

Commissioner Flynn asked how is this going to be blended into the vibrant uptown project? Mr. McCreery commented that the anticipation is to be that parking blue and match it there as well and will be it on the agenda. Was hoping it was being installed but had problems with potential vendor but found another solution.

VIII. Old Business:

A. Parking Board Reorganizations Update

Commissioner Flynn commented that there are continuous conversations about what is the role of parking, where we are going, where are we thinking about various mobility...

How we manage the curb? Explore how the municipality is thinking about its public right's-of-way, parking. He said that he was one of the commissioners that said to let the partnership have 10 spaces for ninety days in the uptown to test the fifteen-minute pickup and try to see how those spaces get utilized. Mr. Egler would like to know if boards perspectives of what we should be thinking about. Mr. Levine commented meeting once a quarter to discuss parking and a couple other times to discuss other topics (bridging it with Economic Development) for the needs of the community. Mr. DiGirolamo agreed with Mr. Levine saying that monthly meeting became monotonize. He would be in favor of peppering some different pieces for the sake of the community. Mr. McKibben is still trying to understand all the pieces. He feels like commission already had their mind made up about the Overnight Parking Ordinance without coming to the Parking Board and wonders how important these boards are in reality. He feels having more importance and respected would be good. He would be in favor of combining the boards if it allows that to happen.

Commissioner Flynn thought of how to make all the boards more impactful. Would like boards to think about policy, programs that will inform commission and staff. How do we, as a community, want to take these concepts that are evolving and start establishing some frameworks to move forward.

Mr. Quealy said we are about to embark on a project that is going to affect the central business for the next twenty years. Board could think about things in the future, like scooters, bike sharing. There are problems that exist that are not being address, double parking of UPS on Washington Road which causes congestion and is a safety concern. Hopefully ride sharing – drop off and pickups, maybe a planter is not the best use of the curb. Commissioner Flynn explain that we are doing a new street scape on Washington Road. They are taking out the conduits, sidewalks, planters, and lighting. All the property between the private buildings and the state-owned street. Project is not out for bid and will come back to commission on March 9th hopefully for a vote.

Commissioner Flynn commented that he would like to rebrand (not just parking) and go back to a monthly schedule if the board stays an independent board as opposed to consolidation. Mr. DiGirolamo agrees with Commissioner Flynn that meeting should be held monthly. When the commission is looking into something, they don't have time to wait for the board to meet. When the board meet monthly it was more involved in things. Mr. McKibben asked what's parking? Parking is storage. Storage of vehicles are not what it was. Something different needs to be done.

IX. New Business:

A. Complete Streets Policies

Commissioner Flynn comment that the board should start thinking about what policies should be in place for the utilization of rights-of way and to think of our public rights-of-way as not just motorized vehicle first. Municipality should look at the future before making investments. Commissioner will send a draft policy for reference and would like

reactions at the next meeting. Mr. Egler raised concern about continue maintenance on south garage for the long term. Commissioner Flynn said that it is on the comprehensive plan for discussion.

Mr. McCreery shared the March magazine will publicize an article about electric charging station for public use at the Overlook lot. Municipality is looking at south and north garages as potential locations. Mr. McKibben brought up possible problems that our infrastructure not being good enough to handle the amperage required to power electric cars.

X. Adjournment:

A motion was made by Mr. DiGirolamo and a second by Mr. Levine to adjourn the meeting. The motion passed and the meeting was adjourned at 7:15 PM.