



MT. LEBANON
PENNSYLVANIA

**Parking Facility Advisory Board Meeting Minutes
Thursday, April 25th 2019 - 6:00 p.m.
Municipal Building Room C**

I. Call to Order

Mr. Egler called the meeting to order at 6:00 PM, and asked Mr. Sukal to call the roll.

II. Roll Call

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

Andrew Flynn and Commissioner Craig Grella were absent.

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

III. Citizens Comments

No Citizen Comments to Report

IV. Approval of January, 2019 Meeting Minutes

Mr. Egler asked the group to review the January Meeting Minutes.

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

V. Financial Statement Review:

Mr. McCreery noted that it was early in the year, but he did have some reminders of upcoming expenditures. He noted that the Closed Loop Door Operator Replacement at the South Garage had been completed, and that 2019 would be the first of a three year plan to replace and update elevator equipment at the North Parking Garage & LRT Site. He also shared that the parking garages will be undergoing a full camera installation. The final big project will be the Overlook Lot paving and –reconfiguration

Mr. McCreery noted on the revenue side, starting in April they will be trying out an amnesty program with around 2600 tickets from the previous two years. The program

will run from May 1 – May 20. If the face value of the ticket is paid, then the ticket will be considered paid in full, and closed.

Mr. Levine commented that this program would benefit from social media exposure. He noted that it would help spread the word if there was a push coordinated through the Public Information Office.

Mr. McCreery noted that he would collaborate with PIO for some additional outreach for the program.

VI. Garage Repairs / Upgrades:

Mr. Avolio updated the group on the on-going maintenance and current projects pertaining to the parking facilities. He noted that the roof level LED Lighting Replacements have been completed. All parking decks are now fully operational. Mr. Avolio noted that staff is currently re-visiting the second phase of the LED Exit Sign Replacements at the North Garage. He noted that there is currently a fully programmable sign called out for the exiting lanes. This is most likely not needed, and they are working to simplify the process. He also shared the upcoming maintenance work that is slated for the South Garage- Crews will be painting, saw cutting, and patching decks 1-3. In the North Garage, crews are finishing the pigeon protection on Parse Way parking levels as well as custom plywood inserts added to all upper level decks.

VII. Old Business:

Mr. Egler asked the group their thoughts on the future of the South Garage.

Municipal Manager, Keith McGill attended this portion of the meeting and provided comment. He suggested that the group come up with concepts, to give the Commissioners something to react to. He suggested not waiting on direction from the Commission, but rather start initial discussions that the Commissioners can be looped in on. Mr. McGill also suggested that the group consider the need for a full engineering study and baseline for the South Garage, as the most recent one was prepared in 2011.

Mr. McCreery also started to speak about a potential bond issue that would fund the streetscape project. He noted that during this project, opportunities would be available to address way finding and signage concerns related to the South Garage, as well as the possibility of removing the Business District meters, and replacing them with pay stations.

VIII. New Business:

Mr. Sukal shared a letter that was sent out residents who live close to the Beverly Road Business District. This letter is an invitation to attend a public meeting reviewing the potential action plans that were formulated from the recent parking study as well as suggestions from Gateway Engineers. This meeting is scheduled for May 7th 6:00-7:30 in the upstairs room at Bado's. Mr. Sukal extended the invitation to all members of the Parking Facilities Board.

Mr. Sukal also mentioned that there will be changes to the over-night parking ordinance. Once the Commission reviews this document, it will be sent along to the Parking Facilities Board for their review and comment.

Ms. Koujales discussed her concerns on the availability and placement of handicap parking throughout the Municipality.

Mr. McGill noted that during the Washington Road Street Scape Project, different groups will be asked to provide input and suggestions on improvements. He noted that during this project, the Municipality would explore opportunities to improve accessible parking. Manager McGill also suggested reviewing the Municipal Website under Parking, and review the material available.

IX. 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 7:09 PM.