



MT. LEBANON
PENNSYLVANIA

**Parking Facility Advisory Board Meeting Minutes
Thursday, January 23rd 2020 - 6:00 p.m.
Municipal Building Room C**

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, Melinda Koujales, and Shawn Levine.

Paul DiGirolamo was absent.

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

III. Citizens Comments

No Citizen Comments to Report

IV. Approval of October, 2019 Meeting Minutes

Mr. Egler asked the group to review the October 2019 Meeting Minutes.

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

V. Overlook Lot Reconfiguration:

Matt Bagaley of Gateway Engineers reviewed the reconfiguration plans of Overlook Lot with the group for final approval.

Highlights:

- Switched from Angled to Head-In Parking
- 48 spaces to 55 spaces increase
- 3 shown Handicap Spaces – will prepare for a 4th

- Reducing size of curbing to 5" to allow lower riding cars to park
- Low Shrubs & Grasses Throughout
- 2 Pay Stations located along ADA Travel Path with curbing and bollards
- Drainage Improvements-underdrains, inlets, re grading of Volta Way
- Lot to Remain in Service during Construction (Est June-July)
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VI. Financial Statement Review:

Mr. McCreery reviewed the current financials with the group:

Highlights:

- Revenue: N. Garage up in transient parking 36k over budget
- Revenue: S. Garage down in transient side, but permit revenue stayed
- Revenue: Meters 20k over budget
- Revenue: Fines 17k over budget
- Expenditures: N. Garage 36k variance in contractual- 2018 camera install and Alarm Panel replacement
- Expenditures: S. Garage – 52k variance: Elevator Repairs / HVAC Unit Repair / Camera Project
- Debt has fallen off in 2019 – will show in fund balance growth in next 2 years

VII. Garage Repairs / Upgrades:

Mr. Avolio updated the group on some of the recent activity in the facilities.

- Refurbishing Meters and Creating Shelving for them
- Elevators – Elev Mgt Services to create phased plan for replacement
- SG Cameras & NG Cameras up and running
- SG Work Room Doors are being replaced as a patron accidently drove through them, no one was injured

VIII. Old Business:

Ms. Koujales noted that during the last meeting, she had requested the group discuss the addition of 2 handicap parking spaces in the North Garage. She asked the group for their thoughts and feedback.

Mr. Egler noted that he would be in favor of striping the 2 additional spots

Mr. Sukal noted that there has to be under a 2% slope in all directions before a spot can be changed over to handicap, regardless of what markings are already painted.

Mr. Levine added that it may be wise to start adding these at the bottom floors and work our way up, checking to see if they are being filled along the way before adding more.

IX. New Business:

Mr. Sukal noted that the Boards and Authorities Dinner will be held this coming April 23rd. He added that invitations will be formally sent out shortly.

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 7:20 PM.