

Meeting Minutes
State College Borough Council
Special Meeting
April 22, 2005
12:00 p.m.

The State College Borough Council met in a special meeting on Friday, April 22, 2005 in State College Municipal Building Council Room, 243 South Allen Street, State College, PA. Mayor Welch called the meeting to order at 12:00 p.m.

Present: Bill Welch
Thomas E. Daubert, President
Catherine G. Dauler
Elizabeth A. Goreham
Craig R. Humphrey
Jeffrey R. Kern
James H. Meyer

Absent: Janet K. Knauer

Also present: Thomas J. Fountaine, Borough Manager, Michael S. Groff, Finance Director; Ernest C. Dabiero; Norma J. Crater, Accounting Supervisor; John P. Marchek, Finance Assistant; Edward C. Holmes, Parking and Facility Coordinator; Cynthia S. Hanscom, Recording Secretary; members of the media; and other interested observers.

Public Hour: There were no comments from members of the public

Parking Access and Revenue Control System. Mr. Fountaine reviewed information about the Parking Access and Revenue Control System. The goals of the system are to reduce revenue lost through human error and unpaid vehicles, reduce labor costs while improving customer service, increase net contributions of revenue to the parking fund, and develop a single pay system for the all three garages.

Mr. Daubert asked about Sunday parking. Mr. Fountaine explained the current policy of free parking on Sundays will not change.

Mr. Daubert noted that it should be made clear that the general fund has never been used for the parking garages. Mr. Fountaine confirmed that to be correct. He noted the parking fund projections are conservative and sufficient to meet debt service.

Mr. Kern noted that a previous motion on this subject by Council included a recommendation to include the wayfinding system. He believed it was important to include the wayfinding system in the bond issue now so that there was a unified computerized system.

Ms. Dauler moved to award the base bid and alternate bid 2B to immediately convert the garage system to pay-on-foot parking revenue control systems; and reject the parking meter bids. Mr. Humphrey seconded the motion.

Ms. Goreham asked if E-Z parking key could be used in the garage as a form of payment. Mr. Groff said he did not believe so. Mr. Holmes stated the concept could be explored with the vendor.

Ms. Goreham asked if the system installed would be the same as what was in place in Pugh Street. Mr. Holmes indicated it would not be the same equipment but would be the same vendor. Ms. Goreham explained it was difficult for people to adapt to the system at Pugh Street when it first was installed. She would hate to see the same problems occur with a whole new system. She believed it was critical to consider the implementation of the system so that similar aggravations for customers do not occur. She added that she could not support this proposal in full because it would mean the removal of the cashiers. She did not believe now was the time to do this.

Mr. Fountaine noted that when the Pugh Street pay station was implemented there were some things the Borough learned and, as a result, the transition would be done differently. The key is to have ample staff on duty as the pay stations become operational. There will be customer service representatives to assist in the use of the machines. Another problem at the Pugh Street garage was that there was only one machine. There will be multiple stations at the Beaver Avenue garage; if one machine goes down, there will be another machine that will allow the user to get out of the garage. Additionally, there will be staff on duty 24 hours a day with a customer service representative on each site during peak hours. Mr. Welch asked where the staff will be located in the facility. Mr. Fountaine said that had not been determined. Mr. Welch indicated it will be important to let people know that staff will be on duty but would not act as cashiers.

Mr. Humphrey noted that he had trouble with the Pugh Street garage during the transition. The biggest problem was what to do if you lose your card. Mr. Marchek reiterated that staff will be available at each facility during peak hours. The customer can go to the office and report a lost card. The attendant can produce a lost ticket so the customer can use it to get out of the facility. For those kinds of things, staff was aware that a presence was needed at the facility. Currently, the cashiers are tied to the booth and cannot assist individuals at multiple pay stations.

Mr. Welch suggested this be advertised before the conversion occurs. He asked if the current employees would qualify to act as customer service representatives. Mr. Groff indicated the employees would need to be trained on the equipment; the goal is to give the ability for the attendants to fix problems with the machines.

Ms. Goreham noted that she was opposed to spending \$730,000 for this system and an additional amount for the wayfinding system. Mr. Fountaine noted the pay stations will be less costly in the long run because of staffing levels. Without the parking access control system, a higher rate increase would be required in a few years.

The question was called on the motion. The vote was 5-1-0 with Ms. Goreham opposed. The motion passed.

Bond Issue. Mr. Fountaine presented the following table showing the projects proposed in the bond issue:

Project	Estimated Cost
Beaver Avenue Parking Facility	\$6,261,289
Revenue Control Equipment for Pugh and Fraser Street Garages	730,911
McAllister Parking Deck Rehab	182,000
Parking Wayfinding System	100,000
Fraser Street Intersection Realignment	750,000
Service Building Land Acquisition	500,000
Westerly Parkway Storm Water Project	450,000
Balloon Payment for Library Land	950,000
Estimated Issuance Costs	230,711
TOTAL	\$9,754,911

He noted that it was difficult at this point to narrow down exact numbers for the wayfinding system so staff estimated the cost at \$100,000. Additionally, the Westerly Parkway Storm Water project alternate included sodding the field, which is the responsibility of the Borough. The cost of the project was increased by \$90,000. The increased cost of the sodding resulted in a reduction of funds available for the balloon payment to library from \$1,000,000 to \$950,000; although this will not cover the full amount of the payment, it will accumulate money to meet that obligation.

Mr. Kern moved to accept the bond amounts as listed. Ms. Dauler seconded the motion.

Mr. Meyer suggested that because there was some value in the maintenance building facility, he believed that amount could be reduced to \$350,000; those funds should be placed back in the library land balloon payment. Mr. Daubert agreed the funds could be cut from the service building but that more money should be added to street reconstruction. He felt that would give some flexibility in allocating street reconstruction funds. Mr. Fountaine cautioned that the money from the bond issue must be spent with a certain period of time. If one reconstruction project comes in below budget, the funds can be used for another reconstruction project.

Mr. Kern accepted Mr. Meyer's suggestions to reduce the maintenance building amount by \$150,000 and add that amount to the library balloon payment.

Ms. Goreham commented that she did not support the bond issue because she felt the Borough was spending a lavish amount on the wayfinding system.

The question was called. The vote was 5 in favor with Ms. Goreham opposed. The motion passed.

Any Other Matter. Mr. Welch announced there would be a presentation from the Governor's office on Wednesday, April 27, 2005, at 12:30 p.m., in the Council Room of the State College Municipal Building on Act 72. Members of the public were welcome to attend.

There being no further business, the special meeting adjourned to a work session at 12:43 p.m.

Respectfully submitted,

Cynthia S. Hanscom
Assistant Borough Secretary