



MEMORANDUM

Date: August 31, 2012

To: President, Vice-President, Council and Mayor

From: Jeff Naftal, Borough Manager *gn*

Subject: September Business Meeting Updates

Attached to this memorandum are the various items updating the September 4, 2012 Business Meeting agenda. These are from the discussions at this past Monday's Agenda Meeting.

1. Revised Agenda: This Agenda includes all of the items to be voted on or discussed at the Business Meeting and should be placed in front of your binder.
2. Additional Monthly Reports: There are additional monthly reports such as the Warrant List that should be placed with the materials for the Consent Agenda.
3. Application for Payment: This item was in the Consent Agenda but was pulled by Councilman Maggio. It is for the West Liberty and Hillsdale parking lot and is now Action Item K and should be placed in your binder behind that tab.
4. A new report for Action Item C should replace the report behind that tab. The backup material (e-mails) should remain however.
5. A new report for Action Item D and should replace the report behind that tab.
6. A new report for Action Item I and should replace the report behind that tab.
7. A new report for Action Item J and should replace the report behind that tab.
8. There is no report but there is an Action Item L related to hiring a new school crossing guard.
9. A new report related to masonry repairs that are needed here at Borough Hall is added as Action Item M. Since there is no tab for M and there is no report for tab L, please place this report behind tab L for this meeting.
10. A new report for Discussion Item C is added as I have removed some items that were previously addressed by Council. This should replace the report behind that tab.

JN

Attachments

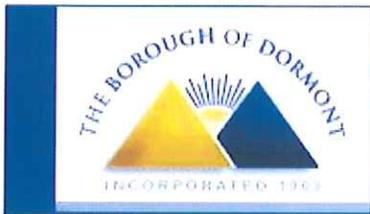


**REGULAR BUSINESS MEETING
DORMONT BOROUGH COUNCIL
SEPTEMBER 4, 2012**

1. Executive Session 6:00PM
2. Call to Order 7:00PM
3. Pledge of Allegiance
4. Roll Call
5. Registered Comments from the Public
6. Comments from the Public on Agenda Items
7. Comments from the Mayor
8. Council President's Report
9. Consent Agenda
 - A. Motion to accept the written report of the Borough Solicitor.
 - B. Motion to accept the written reports of Borough Officials.
 - C. Motion to approve the Minutes of the August 6, 2012 Council Business Meeting.
 - D. Motion to approve the Warrant List for August, 2012.
 - E. Motion to approve Payment Application #1 and Final for SHACOG for State Pipe Services, Inc. in the amount of \$24,610.31 as recommended by the Borough Engineer.
10. Action Items
 - A. **Approval of Recreation Director Hiring** – Motion to approve the hiring of Kristin Hullihen as Recreation Director with an annual salary of \$45,000 – Finance and Legal Committee – Onnie Costanzo, Chairperson
 - B. **Approval of Clerk/Receptionist Hiring** – (1) Motion to approve the hiring of Alyssa Cunningham as Clerk/Receptionist (2) Motion to approve the hiring of Jennifer Taylor as Clerk/Receptionist (3) Motion to approve the promotion of Vickie McGurk to Clerk Supervisor with a 10% raise – Finance and Legal Committee – Onnie Costanzo, Chairperson
 - C. **West Liberty Avenue Redevelopment** – Motion to proceed with Option #3 from the staff report prepared by the Borough Manager – Finance and Legal Committee – Onnie Costanzo, Chairperson



- D. **West Liberty and Hillsdale Avenue Parking Lot Usage** – Motion to authorize staff to make the new parking lot at West Liberty and Hillsdale Avenues for residential permit parking only and to advertise that to the public – Property, Supplies & Planning Committee – Laurie Malka, Chairperson
- E. **Bulletin Board Sign for Historical Society** – (1) Motion to authorize staff to get proposals for a bulletin board sign to be placed at the corner of Hillsdale Avenue and Espy Avenue and bring these back to Council for a recommendation and approval of the purchase. (2) Motion to make the sign a joint Borough Hall and Historical Society sign and that messages be placed on the sign by parks staff as is done with our current sign at the park and that the messages be the same as on that sign except that Historical Society events also be advertised.– Property, Supplies & Planning Committee – Laurie Malka, Chairperson
- F. **Resolution #18-2012 - Traffic Calming Policy** – Motion to adopt Resolution #18-2012 and implement a Traffic Calming Policy for the Borough – Public Safety/Public Service Committee – Joan Hodson, Chairperson
- G. **Audit Report Changes** – Motion to authorize the Borough Manager to enter into an amendment to the existing Audit agreement to provide that the FY 2012 Audit will be done in the GFOA format for an extra cost not to exceed \$2,500 – Finance and Legal Committee – Onnie Costanzo, Chairperson
- H. **Renewal of Employee Assistance Program Contract** – Motion to authorize the Borough Manager to execute an agreement extension until December 31, 2012 and a two year agreement with LifeSolutions for EAP services beginning on January 1, 2013 for \$438.96 in the first year and \$446.40 in the second year – Finance and Legal Committee – Onnie Costanzo, Chairperson
- I. **Street Sweeping Changes** – Motion to authorize the Borough Manager to reactivate the street sweeping program in April, 2013 as outlined in the staff report – Public Safety/Public Service Committee – Joan Hodson, Chairperson
- J. **CITF Grant Application** – Motion to authorize the Borough Manager to apply for a CITF Grant of \$250,000 for development of streetscape and landscape designs for the West Liberty Avenue and Potomac Avenue business districts and to authorize the Council President to sign a Concurring Resolution for submittal with the grant application – Property, Supplies & Planning Committee – Laurie Malka, Chairperson
- K. **Final Payment for El Grande Industries, Inc.** - Motion to approve Payment Application #2 and Final for El Grande Industries, Inc. in the amount of \$9,704.62 as recommended by the Borough Engineer – Finance and Legal Committee – Onnie Costanzo, Chairperson
- L. **Approval of School Crossing Guard Hiring** – Motion to approve the hiring of Ellen Nagy as a School Crossing Guard on the recommendation of the Mayor and Police Department – Onnie Costanzo, Chairperson
- M. **Masonry Repairs to Borough Hall** – Motion to authorize the Borough Manager to execute an agreement with Mr. Gene Blando to repair the masonry wall at the front of Borough Hall at a cost of \$50 per hour and to purchase supplies for this at a cost not to exceed \$5000 – Laurie Malka, Chairperson



11. Discussion Items

- A. **Treasurer Position** – Discussion of hiring a new Treasurer to handle quarterly financial analysis and other financial oversight duties - Finance and Legal Committee – Onnie Costanzo, Chairperson
- B. **Sheriff's Sales of Properties** – Discussion of whether to contest sales of property conducted by the Sheriff – Property, Supplies & Planning Committee – Laurie Malka, Chairperson
- C. **Appointments and Vacant Board and Commission Positions** – Discussion of making appointments and filling vacancies on various Boards and Commissions – Property, Supplies & Planning Committee – Laurie Malka, Chairperson
- D. **Update on Union Negotiations** – Borough Manager

12. Comments from the Public on Non-Agenda Items

13. Announcements

14. Adjournment

Calls for Service - by UCR Code

Incidents Reported Between 08/01/2012 and 08/27/2012

DORMONT BOROUGH

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
0521	UNLAWFUL ENTRY-NO FORCE-RESIDENCE-NIGHT	1			
0616	THEFT-\$200 & OVER-BICYCLES	1			
0617	THEFT-\$200 & OVER-FROM BUILDINGS	3			
0619	THEFT-\$200 & OVER-ALL OTHER	1			
0629	THEFT-\$50 TO \$200-ALL OTHER	1			
0633	THEFT-UNDER \$50-RETAIL THEFT	1			
0690	THEFT - REPORTS	2			
0810	SIMPLE PHISICAL ASSAULTS	2			
0890	ASSAULTS - (SIMPLE) REPORTS	1			
1010	FORGERY	0	1		
1100	FRAUD	1			
1300	STOLEN PROPERTY-RECEIVING,POSSESSING,ETC	0	1	1	
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	2			
1420	CRIMINAL MISCHIEF TO PUBLIC BUILDINGS	1			
1430	CRIMINAL MISCHIEF - PUBLIC BUILDINGS	1			
1831	NARCOTICS-POSSESSION-MORPHINE,HEROIN,ETC	0	1		
1891	DRUG EQUIPMENT VIOLATIONS	0		1	
2110	DRIVING UNDER THE INFLUENCE-LIQUOR/DRUGS	1			
2211	LIQUOR LAW-UNDERAGE-PURCH,CONSM,POSSES	0	1		
2300	PUBLIC DRUNKENESS	5	1		
2400	DISORDERLY CONDUCT	4	2		
2600	ALL OTHER CRIMES CODE VIOLATIONS	0		1	3
2660	ALL OTHER OFFENSES - TRESPASSING	0	1		
2710	TRAFFIC OFFENSES (COURT CASES NOT DUI)	0	1	1	
2990	RUNAWAYS - (JUVENILE) - REPORTS	2			
3100	ALARMS - BUSINESS/RESIDENCE	10			
3101	ALARMS - VEHICLE	1			
3102	ALARMS - FIRE	2			
3110	ANIMAL - BARKING DOGS	2			
3112	ANIMAL - OTHER (STRAYS, REFER TO A.C ETC	2			
3120	CASUALTY - ASSIST MEDICS/EMERGENCY	21			
3121	CASUALTY - FALLS ETC./BORO REPORT MADE	1			
3140	DISTURBANCE - BAR/RESTAURANT	6			
3141	DISTURBANCE - HOUSEHOLD	15			
3142	DISTURBANCE - PUBLIC AREA	9			
3143	DISTURBANCE - NOISE	3			
3144	DISTURBANCE - JUVENILE	4			
3145	DISTURBANCE - PFA/CUSTODY DISPUTE	2			
3147	DISTURBANCE - ALL OTHER	12			
3148	DISTURBANCE - CIVIL MATTER	2			
3150	DRUNKENNESS - NO ARREST/NON CRIMINAL	2			
3151	HARASSMENT - REPORT ONLY	1			
3152	HARASSMENT BY COMM. - REPORT ONLY	1			
3160	HAZARD - TRAFFIC	3			
3171	JUVENILE - LOITERING (IF CITED - 2890)	2			
3172	JUVENILE - ALL OTHER	4			
3173	LOCK-UP / GREENTREE POLICE PRISONER	1			
3181	MENTAL COMPLAINT - 302/TRANSPORT	1			

Calls for Service - by UCR Code



Incidents Reported Between 08/01/2012 and 08/27/2012

DORMONT BOROUGH

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
3190	ORDINANCE VIO. (IF CITED, SEE 2800'S)	5			
3200	PROPERTY - LOST,FOUND,RECOVERED	8			
3210	SERVICE - AIDED CASE	2			
3211	SERVICE - ASSIST OTHER AGENCY/P.D.	4			
3212	SERVICE - ESCORT/BANK RUN	28			
3213	SERVICE - LOCK OUT /HOME OR VEHICLE	8			
3215	SERVICE - MOTORIST ASSIST	2			
3216	SERVICE - REQUEST FOR PATROL	3			
3217	SERVICE - ALL OTHER	4			
3218	SERVICE - FOOT PATROL	11			
3219	SERVICE - BAR CHECK	12			
3240	SUSPICIOUS CIRC. - OPEN DOOR/WINDOW	1			
3241	SUSPICIOUS CIRC. - PERSON(S)	17			
3242	SUSPICIOUS CIRC. - VEHICLE(S)	5			
3243	SUSPICIOUS CIRC. - ALL OTHER	20			
3244	SUSPICIOUS CIRC. - 9-1-1 HANG-UP CALL	1			
3252	TRAFFIC ACCIDENT - NON/REPORTABLE	5			
3253	TRAFFIC ACCIDENT - LEAVING THE SCENE	3			
3255	TRAFFIC ACCIDENT - ALL OTHER	2			
3260	TRAFFIC - ENFORCEMENT	1			
3261	TRAFFIC - FIRE SCENE ASSIST	6			
3262	TRAFFIC - IMPOUNDMENT/WHEEL LOCK	17			
3263	TRAFFIC - PARKING	24			
3264	TRAFFIC - PERMIT PARKING	1			
3266	TRAFFIC - ALL OTHER	3			
3271	WARRANT SERVICE - OUTSIDE AGENCY	1			
3273	PFA SERVICE - OUTSIDE AGENCY	1			
3280	VACATION HOME - REQUEST FOR PATROL	2			
6006	TRAFFIC ACCIDENT INVOLVING INJURY	1			
CITT	TRAFFIC CITATION	5			
Total Calls		340			

Juris No. 02422
 NCIC Code PA0020800

**RETURN A MONTHLY COUNT OF OFFENSES
 KNOWN TO POLICE**

1 CLASSIFICATION OF OFFENSES PART I OFFENSES	2 OFFENSES REPORTED	3 UNFOUND COMPLAINTS	4 ACTUAL OFFENSES	(a) TOTAL CLEARED	(b) JUVENILE CLEARED
1. HOMICIDE A. MURDER B. MANSLAUGHTER					
2. RAPE TOTAL					
A. RAPE B. ATTEMPTED RAPE					
3. ROBBERY TOTAL					
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. STRONG ARM (HANDS, ETC)					
4. ASSAULT TOTAL	1		1	1	
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. AGGRAVATED (HANDS, ETC) E. SIMPLE (HANDS, ETC)	1		1	1	
5. BURGLARY TOTAL	1		1		
A. FORCIBLE ENTRY B. UNLAWFUL ENTRY C. ATTEMPTED FORCIBLE	1		1		
6. LARCENY THEFT TOTAL	9		9	4 *	
7. MOTOR VEHICLE THEFT TOTAL					
A. AUTOS B. TRUCKS AND BUSES C. OTHER VEHICLES					
9. ARSON TOTAL					
TOTAL PART I OFFENSES	11		11	5	

* EXCEPTIONAL CLEARANCES INCLUDED

@ INCLUDES OFFENSE(S) REPORTED IN PREVIOUS MONTHS

NUMBER OF POLICE OFFICERS KILLED		ASSAULTED
FELON	NEGLIG	

DORMONT BOROUGH POLICE DEPARTMENT

(412)561-8900

Department Reporting

ALLEGHENY, PA 15216

County

Report for the month of August, 2012

Date of Report: August 27, 2012

Prepared by _____

Juris No. 02422
 NCIC Code PA0020800

**RETURN A MONTHLY COUNT OF OFFENSES
 KNOWN TO POLICE**

1 CLASSIFICATION OF OFFENSES PART II OFFENSES		2 OFFENSES REPORTED	3 UNFOUND COMPLAINTS	4 ACTUAL OFFENSES	(a) TOTAL CLEARED	(b) JUVENILE CLEARED
100. FORGERY & COUNTERFEIT.						
110. FRAUD		1		1	1	
120. EMBEZZLEMENT						
130. STOLEN PROP-REC,POSSES						
140. VANDALISM		4		4		
150. WEAPONS-CARRYING, POSSES						
160. PROSTITUTION, COMM VICE						
170. SEX OFFENSES (EX 02,160)						
180. DRUG ABUSE VIOL TOTAL						
SALE	A. OPIUM-COCAINE B. MARIJUANA C. SYNTHETIC D. OTHER					
POSSESSION	A. OPIUM-COCAINE B. MARIJUANA C. SYNTHETIC D. OTHER					
190. GAMBLING TOTAL						
A. BOOK MAKING B. NUMBERS, ETC. C. OTHER						
200.OFF AGAINST FAMILY & CHILD.						
210. DRIVING UNDER INFLUENCE		1		1	1	
220. LIQUOR LAWS						
230. DRUNKENNESS		5		5	5	1
240. DISORDERLY CONDUCT		4		4	2	1
250. VAGRANCY						
260. ALL OTHER OFFENSES						
TOTAL PART II OFFENSES TOTAL		15		15	9	2

C
 02422 PA0020800
 Juris No. ORI (NCIC) No.

**PENNSYLVANIA
 MONTHLY RETURN OF PERSONS CHARGED**

AC
 OR
 OTI

CLASSIFICATION OF OFFENSES

Arrested
Held for
Prosecution

Summoned
Notified
or Cited

Total
Persons
Charged

Guilty
of Offense
Charged

Guilty
of Lesser
Charge

Acquitted or
Otherwise
Dismissed

Referred to
Juvenile Court
Jurisdiction

PART I Offenses

01A Murder & Nonnegligent Manslaugh							
01B Manslaughter by Negligence							
020 Forcible Rape							
030 Robbery							
040 Aggravated Assault							
050 Burglary-Breaking and Entering							
060 Larceny-Theft (except M.V.)	2	1	3				
070 Motor Vehicle Theft							
080 Other Assaults	2		2				
090 Arson							
Total PART I	4	1	5	0	0	0	0

PART II Offenses

100 Forgery and Counterfeiting							
110 Fraud							
120 Embezzlement							
130 Stolen Property							
140 Vandalism							
150 Weapons:Carrying,Possession							
160 Prostitution & Commerc. Vice							
170 Sex Offenses							
180 Drug Abuse Violations	1		1				
190 Gambling							
200 Offenses Against Family&Child.							
210 Driving Under the Influence	1		1				
220 Liquor Laws							
230 Drunkenness	3	2	5				1
240 Disorderly Conduct	2	7	9				
250 Vagrancy							
260 All Others (exc Traffic)	1		1				
Total PART II	8	9	17	0	0	0	1
Total Persons Charged	12	10	22	0	0	0	1

DORMONT BOROUGH POLICE DEPARTMENT

AUGUST 27, 2012

Department Reporting
 ALLEGHENY PA 15216
 County
 AUGUST, 2012
 Report for the Month of

Date of Report
 Prepared By
 Title
 Head of Department



MEMORANDUM

Date: August 28, 2012

To: President, Vice-President, Council and Mayor

From: Jeff Naftal, Borough Manager *JN*

Subject: West Liberty Avenue Redevelopment

Background:

In the fall of 2010, #1 Cochran began speaking with the County about the possibility of acquiring property near their Nissan dealership. Their goal was to add an Infiniti dealership at that location. When they finally set their sites on the corner parking lot at West Liberty and Raleigh it was because the County convinced them of the value in consolidating their business on one property rather than spreading it out. They then approached the Port Authority about purchasing the property that owned the land and was leasing it to the Borough. In May of 2011, the Borough purchased the parking lot land from the Port Authority and took out a bond of \$650,000 to pay for the purchase. The Borough still owes \$350,000 on this purchase. Once the land belonged to the Borough, #1 Cochran approached the Borough about acquiring the land.

Over the last year, the discussions with #1 Cochran became public and the local business owners indicated their disapproval of giving up the corner parking lot and its 75 parking spaces. This led #1 Cochran to begin offering a land exchange to provide for parking in alternative locations. The current proposal offers to exchange the corner parking lot for #1 Cochran's used car lot in the 3200 block of West Liberty as well as the only remaining lot they own on the other side of the street at the corner of West Liberty and Biltmore. In addition to the land exchange, #1 Cochran has also supported the development of a Tax Increment Financing (TIF) District which could be used to pay for the new parking lots or towards the construction of a Transit Oriented Development (TOD) where the current train parking and the Borough's other lots are located, adjacent to their Nissan dealership. They are also proposing to guarantee at least \$100,000 into the TIF each year. If the assessed values go higher, than the amount could increase but it would never be less than \$100,000 more than they are currently paying. Finally, they are proposing to engineer and build the Borough's replacement parking lot where the used car lot is now with reimbursement to come from the TIF.

In the meantime, #1 Cochran is moving forward with their plan to renovate the Nissan dealership and received approval for this project from the Borough late last year.

On August 15, 2012, Council held a Public Workshop to hear public comments on the #1 Cochran proposal and the options outlined in the prior versions of this report. Answers to the questions posed by the public at that Workshop have been posted online as of August 20, 2012. E-mailed comments about these options are attached to this report for Council's review.

Discussion:

#1 Cochran is at a point where they need to know what the Borough wishes to do with regards to the potential land exchange as they are nearing the start of work on improvements to the Nissan dealership and once that is done would move immediately to begin work on the Infiniti dealership. So they are pushing hard for a decision from the Borough.

Council has asked that I provide my cost/benefit analysis of the proposed land exchange and how implementing a TIF impacts that. The information below explains in some detail our options and how they impact the Borough. In addition, I have attached a spreadsheet that graphically shows the positives and negatives and hopefully can give you a quick look at the big picture. I have also attached a map showing the proposed TIF area.

One key item that Council should know about in evaluating my analysis is how a TIF District works and how it would impact the Borough if one is created. All together it takes between 6 and 9 months for creation of a TIF District. Steps in the process include: submittal of an application and proposal; a meeting with the local taxing authorities and the Department of Economic Development to explain the project; Resolutions of Intent from the local taxing authorities; an official TIF Committee formed with representatives from the local taxing authorities; multiple resolutions from the Borough and other taxing authorities as well as the County; a public hearing; a cooperative agreement among the local taxing authorities; and then the issuance of bonds.

Once this process is complete, the TIF works as a funding mechanism for the projects developed through the process. All properties included in the District have their assessed value marked as the starting point for future TIF funding. Any increases in assessed value will generate additional taxes. A portion of those extra taxes, usually 60% to 75% but possibly higher, are then placed into the pool of funds which becomes available to fund the projects outlined during the creation of the District. This continues for 20 years and can provide for significant revenue to fund development projects, infrastructure improvements, streetscapes, and even façade renovations. If for some reason the funds are not used because the projects don't materialize, they are redistributed to the local taxing authorities on a pro rata basis.

My analysis of the options available to the Borough is as follows:

OPTION #1: DO NOTHING:

The first option that the Borough can exercise is to take no action. There would be no land exchange or creation of a TIF and the status quo would be maintained.

Unfortunately, the status quo appears to provide very few positives for the Borough and a number of significant negatives.

The positives for the Borough are:

1. The existing 75 parking spaces remain and that means that the business owners across the street will not have an issue.
2. A discussion of the aesthetics of the new Infiniti showroom will not need to be entertained because #1 Cochran will not build the showroom without the exchange of land.

The negatives for the Borough are:

1. The Borough will lose \$30,000 per year or more in extra taxes or \$100,000 or more in contributions to a TIF because #1 Cochran will not build the Infiniti showroom.
2. The Borough will ultimately need to spend funds to upgrade the corner parking lot. Costs for this can range from \$20,000 by simply adding a kiosk parking meter system to \$150,000 to make major surfacing and landscaping improvements to the lot.
3. The Borough will need to continue to pay off the debt associated with buying the corner parking lot.
4. The Borough will not have any TIF funding to use for street or other improvements or towards the TOD being constructed.
5. Aesthetically it is likely that the appearance of the street will never change or at least take much longer to improve.
6. The development of the TOD will be impacted as about one-third of the West Liberty frontage will not be controlled by the Borough and thus could not be included in the development of the TOD.

OPTION #2: MOVE FORWARD WITH THE LAND EXCHANGE BUT DO NOT IMPLEMENT A TIF:

The second option that the Borough can exercise is to execute the land exchange with #1 Cochran as proposed; that is to give them the corner parking lot and take from them the used car lot and the lot on Biltmore, but not to implement a TIF. This option provides more positives for the Borough but it still has a number of negatives associated with it.

The positives for the Borough are:

1. The Borough will see the development of the Infiniti showroom and will gain approximately \$30,000 in extra tax revenue.
2. The Borough will have a brand new parking facility with proper landscaping and a kiosk metering system on the same side of the street as the businesses.
3. The Borough will have consolidated all land between Park and Biltmore for use with the TOD, if that project gets developed.
4. The Borough will be able to provide additional parking on the lots along West Liberty between Park and Biltmore once the #1 Cochran project is completed. This parking can be temporary or permanent if the TOD is not constructed.

The negatives for the Borough are:

1. The Borough will not have any TIF funding to use as an enticement for a developer of the TOD or to enhance the West Liberty business district.
2. The Borough will need to spend funds, from \$150,000 to \$200,000, to create the permanent parking on the used car lots.
3. The Borough will need to spend funds, from \$100,000 to \$200,000, to upgrade the temporary parking on the TOD site once #1 Cochran vacates the land.
4. The Borough will need to continue to pay off the debt associated with buying the corner parking lot.
5. Aesthetically it is likely that the appearance of the street will never change or at least take much longer to improve.
6. The development of the TOD could be impacted as there will be no incentive funds from the TIF to be used to create the parking mandated by the Port Authority. It is highly unlikely that a developer will want to come in without that financial assistance.
7. A discussion of the aesthetics of the new Infiniti showroom will need to be entertained because #1 Cochran will now build the showroom and some in the Borough want the design to fit with the current character of the community.
8. The Borough will lose approximately 30-35 parking spaces for about a year until the West Liberty frontage lots of the TOD is developed as temporary parking. If the lots are not made into temporary parking, it could be 3 to 5 years, if at all, before the TOD is constructed. The Borough could attempt to find other alternatives for the lost spaces such as a shuttle bus or valet parking.

OPTION #3: MOVE FORWARD WITH THE LAND EXCHANGE AND IMPLEMENT A TIF:

The third option that the Borough can exercise is to execute the land exchange with #1 Cochran as proposed; that is to give them the corner parking lot and take from them the used car lot and the lot on Biltmore, and to implement a TIF. This option provides the most positives for the Borough but it still has some negatives associated with it.

The positives for the Borough are:

1. The Borough will see the development of the Infiniti showroom and will have guaranteed \$100,000 or more in extra tax revenue that will go directly into the TIF for use as an incentive for the TOD, streetscape, or other infrastructure projects along the West Liberty corridor.
2. Because of the funding into the TIF, it is very likely that the business district will be enhanced with streetscape, landscaping, infrastructure improvements and more over the 20 year life of the TIF District.
3. The Borough will have a brand new parking facility with proper landscaping and a kiosk metering system on the same side of the street as the businesses. The project will be completed by #1 Cochran while they are renovating their Nissan dealership with proceeds to come from the TIF.
4. The Borough will have consolidated all land between Park and Biltmore for use with the TOD, if that project gets developed. Having the TIF makes the project much more likely to get developed.
5. The Borough will be able to provide additional parking on the lots along West Liberty between Park and Biltmore once the #1 Cochran project is completed. This parking can be temporary or permanent if the TOD is not constructed.
6. If the TOD is constructed and Borough decides to sell the used car lots, any development of those lots will also contribute taxes to the TIF.
7. Even if the proposed TIF District only includes the Cochran properties, the TOD properties, and the used car lots across the street, TIF funds can be utilized to improve both sides of the street as an integral part of improving the area.

The negatives for the Borough are:

1. The Borough will need to spend funds, from \$100,000 to \$200,000, to upgrade the temporary parking on the TOD site once #1 Cochran vacates the land.
2. The Borough will need to continue to pay off the debt associated with buying the corner parking lot.
3. A discussion of the aesthetics of the new Infiniti showroom will need to be entertained because #1 Cochran will now build the showroom and some in the Borough want the design to fit with the current character of the community.
4. The Borough will lose approximately 30-35 parking spaces for about a year until the West Liberty frontage lots of the TOD is developed as temporary parking. If the lots are not made into temporary parking, it could be 3 to 5 years, if at all, before the TOD is constructed. The Borough could attempt to find other alternatives for the lost spaces such as a shuttle bus or valet parking.
5. If for some reason the TIF is not approved by either the County or the School District, then all of the positives and negatives of Option #2 would apply.

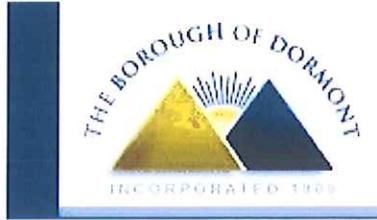
If Council were to select either Option #2 or Option #3, I would immediately schedule a comprehensive parking study of the corner parking lot to determine how many extra parking spaces are needed and what days of the week and times of day they are needed. I would then prepare a report outlining various options to address the shortage of parking on a temporary or permanent basis.

Recommendation:

In my opinion, the Option that provides the most value to the Borough is Option #3. That being said, it will also cause some heartache for business owners on West Liberty because of the loss of parking spaces on a temporary basis and it will add some risk to the Borough that the TIF does not get approved by the County or the School District. But weighing those risks against the long-term rewards of street improvements and a TOD, it is my view that the benefits of Option #3 make this the best choice for the Borough.

JN

Attachments



MEMORANDUM

Date: August 28, 2012

To: President, Vice-President, Council and Mayor

From: Jeff Naftal, Borough Manager 

Subject: Usage of New Parking Lot at West Liberty and Hillsdale Avenues

Background:

This month saw the completion of the new parking lot at West Liberty and Hillsdale Avenues. This parking lot was built in conjunction with the creation of a passive park at the same location. Council has asked me to provide alternatives for the use of the parking lot which has 12 spaces plus 1 handicapped space. As part of the discussion at the August 27, 2012 Agenda Meeting, Council asked me to include an additional option for overnight permit parking only.

Discussion:

Staff has evaluated the potential uses of this parking lot given the number of spaces, its location, and that it currently is being used mainly by residents who park there overnight.

The location of this lot is not on West Liberty but set back from it. This means that while it could be used as parking for the nearby businesses, it is not ideal for that purpose. On the other hand it is very convenient for the residents who live on Hillsdale and the surrounding streets. We regularly receive complaints from residents who have permit parking that there are insufficient spaces on the streets for them to park. Some of that is because of overflow from Borough Hall parking but some of that is simply because of the number of residents who have parking permits and live in the area. It is also about a block downhill from Borough Hall which makes it difficult for some of our senior residents to use as parking when they come here.

We have come up with the following possibilities:

1. Use the lot for general parking by adding meters.
2. Use the lot for commercial permit parking.
3. Use the lot for residential permit parking.
4. Use the lot for Borough employee parking.
5. Use the lot for residential overnight permit parking.

OPTION #1:

This option has the advantage of bringing in additional revenue to the Borough because the public would need to pay into the meters to park there. And this option provides additional parking for businesses in the area. But it has the costs of purchasing additional meters and enforcement. Enforcement in this option entails signage and regular checks to ensure that the meters are being fed. There is also ongoing annual maintenance of the meters. Enforcement is currently sporadic at night so it is likely that revenue would be limited. It also would prevent the current use of overnight parking by residents unless they wanted to take a chance that the meters would not be enforced.

OPTION #2:

This option has the advantage of bringing in additional revenue to the Borough through the sale of commercial parking permits. And this option provides additional parking for local businesses. But it has the cost of enforcement and would prevent the current use by local residents who would not have the required commercial permit. Enforcement in this option is signage and a police presence to ensure that only permitted cars are utilizing the lot.

OPTION #3:

This option has the advantage of potentially bringing in additional revenue to the Borough because it is possible that there are residents who have not purchased parking permits because they did not know where they would park. And this option facilitates the use of the lot by residents who as noted above, are already using the lot and have complained about the lack of on-street parking. But it has the cost of enforcement and it does not provide any additional parking for the businesses in the area. Enforcement in this option is signage and a police presence to ensure that only permitted cars are utilizing the lot.

OPTION #4:

This option has the advantage of freeing up some parking spaces in the Borough Hall parking lot. But only occasionally does there seem to be times when the public has no place to park. And, it is likely that the Laborer's Union, Police Union and Fire Union would all file grievances if their members were made to park in the new lot. The Laborer's Union would be because the Bookkeeper carries money with her to make deposits. The Police and Fire Unions would be because their cars might be the target of vandalism parked away from where they work. The only other employees work too far away for the parking lot to be a viable alternative. Costs for this option would include signage and police enforcement of the employee only parking rule, at least during working hours.

OPTION #5:

This option would provide additional parking for residents, but only at night. It is also possible that this option would provide additional revenue to the Borough. However, the fee for this permit is \$60 per month. That is as compared to the Residential Parking Permit fee of \$10 per year. Since the Borough does not really enforce metered violations overnight, most people simply park in a Borough lot rather than paying \$60 per month to park there. The major cost for this option is signage and police enforcement of the nighttime parking by permit.

All costs for any of the above options can come from existing unexpended funds in the Public Works Department or in the case of Option #1, from the Metered Parking Department.

Recommendation:

Because of the ability to alleviate a current parking problem involving residents with parking permits and because the only costs involved would be for minimal signage and police enforcement, I recommend that Council choose Option #3 and make the new parking lot for residential permit parking only. Option #5 is a viable option but may not get much use because of the steep permit fee.

JN



MEMORANDUM

Date: August 29, 2012

To: President, Vice-President, Council and Mayor

From: Jeff Naftal, Borough Manager 

Subject: Street Sweeping

Background:

The Borough has performed street sweeping for over two decades. Prior to 2003, the schedule did not change. It was street sweeping done on a weekly basis where residents moved their vehicles from the parking side of the road to the non-parking side of the road between the hours of 6 PM the day before their street was swept and 6 PM on the day of the sweeping. Then in 2003, the Borough changed the schedule. It became sweeping on a monthly basis with residents moving all vehicles off of the street between the hours of 9 AM to 2 PM on the day of the sweeping. This continued until this year with the exception of a hiatus in 2004 and 2005 while the street sweeper was broken and had to be replaced. In 2007, the Borough entered into an agreement with the Borough of Green Tree to allow them to use our street sweeper for up to 120 hours per year (3 weeks) and for that, they pay us \$2,500 per week. This year, the street sweeping schedule was changed. It was still done on a monthly basis but now went back to moving vehicles off of the street between 6 PM the day before the street was swept and 6 PM on the day of the sweeping. This change caused a significant number of residents to complain to the Mayor and Council, mainly about tickets issued but also about the inconvenience of the program. At the August 6, 2012 Business Meeting, Council temporarily halted the street sweeping program and asked me to provide my recommendation for improving the street sweeping program.

Discussion:

I met with the Police Chief, Fire Chief and Public Works Supervisor in an effort to understand what would work best for each of them in a street sweeping program. I also wanted to get their thoughts on why the current program was causing so many problems and their view of the history of the program. I addressed three main areas with them: frequency of the sweeping; logistics of the sweeping as far as moving parked cars; and, the hours that cars should be moved.

With regards to frequency, everyone agreed that monthly sweeping was sufficient and that no changes needed to be made in the frequency. With regards to logistics, everyone but Public Works favored clearing all cars off of the street rather than moving them from side to side. And as for the hours the cars should be moved, the consensus was daytime of the day of the sweeping but the specific hours were left up to me. Public Works favored longer hours in order to get everything done that they needed to.

My evaluation of this led me to some conclusions. First, I believe that the current system is identical to the system in place before 2003 but with the notable exception of it being monthly instead of weekly. I feel that this is what has caused the system to fail this time around. When residents know that every week, like clockwork, they must move their cars for a set period of time, they get used to it quickly and do not have time to forget the rules. But when it was implemented monthly only, residents did not have sufficient time to get into a habit which after 4 months was only the same as 4 weeks in the previous system.

The second conclusion I came to was that if we are to stay with monthly sweeping, the hours of operation are the key to the program's success. From 2003 to 2011 the program was successful because residents only had a small window in which their cars had to be moved and it was on the same day as the sweeping. It also was hours that lent themselves to most residents already being away for work before the car had to be moved and not coming home from work until it was already time to park their car back on the street. This meant that except for residents who didn't work or those with multiple cars, there was no need for an extra trip to move the car away and then another to move it back.

My final conclusion was that no matter which program the Borough operates, there will be some who do not like it. The program changed in 2003 because residents complained about their having to move their cars off their street totally and therefore having to walk with groceries or in the rain/snow back to their homes. Now residents are complaining that their cars must be off the street for too long a period of time and that the system is confusing. The issue is which program minimizes the disruption to the residents and yet provides the street sweeping service they have come to expect.

My recommendation is that Council re-implements the street sweeping program with monthly service; all cars must be moved off of the street being swept, but only on the day of the sweeping; and, all cars must be moved only between the hours of 8 AM and 3 PM. The added hours compared to the prior program are to provide staff with sufficient time to complete their streets for that day.

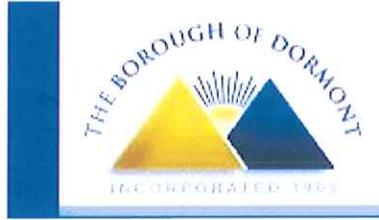
If Council approves my recommendation, staff will create the appropriate signage for this and restart the program in April of 2013. The cost of signs is approximately \$2,500. Funding for this will need to be budgeted in the FY 2013 budget.

Recommendation:

I recommend that Council reactivate the street sweeping program in April, 2013 as outlined above and at a cost not to exceed \$2,500.

JN

Cc: Phil Ross, Police Chief
Jeff Arnold, Fire Chief
John Schneider, Public Works Supervisor



MEMORANDUM

Date: August 30, 2012
To: President, Vice-President, Council and Mayor
From: Jeff Naftal, Borough Manager *JN*
Subject: Authorization to Apply for CITF Grant

Background:

The Redevelopment Authority of Allegheny County (RAAC) offers grants to municipalities utilizing funds derived from the casino. These funds are placed into the Community Infrastructure and Tourism Fund (CITF) and can be used for many different types of projects including business district redevelopment. There is no match required for this grant. The current cycle for the CITF Grant application is due by September 28, 2012.

Discussion:

At the suggestion of Allegheny Together and the Dormont Community Development Corporation (DCDC), I have worked with Delta Development to come up with a grant application that will fund hiring a consultant to develop a conceptual design for streetscape and landscape improvements to the entire West Liberty Avenue and Potomac Avenue business district. The design would also incorporate wayfinding signage and other amenities. The consultant would then lead a public process involving the businesses to generate a final design and would then develop construction documents for this project. The CITF Grant will fund all of these costs.

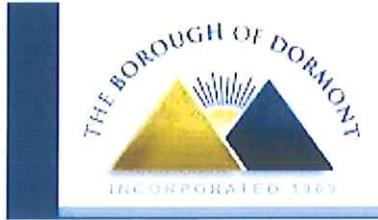
Once the construction drawings are completed, we would apply for additional CITF Grants to pay for the various phases of this project. And we would apply for other grants, such as TreeVitalize and PennDOT grants to pay for some specific features of the project. These phases would be determined during the preliminary design development and public meetings.

The total budget for the grant is \$250,000 which will include all public meetings, designs for review by the public and Council, and final construction drawings to be used in the following years for implementation of the project. The cost is so large because the scope of the project encompasses almost 6000 linear feet, over one mile. The actual grant application will be provided to Council under separate cover once it is filed with the County.

Recommendation:

I recommend that Council authorize me to apply for a CITF Grant of \$250,000 and the Council President be authorized to sign a Concurring Resolution for submittal with the grant application.

JN



MEMORANDUM

Date: August 30, 2012
To: President, Vice-President, Council and Mayor
From: Jeff Naftal, Borough Manager *gn*
Subject: Masonry Repairs to Front of Borough Hall

Background:

Shortly after I started with the Borough, I noticed that the front masonry facing Hillsdale Avenue was shearing off from the staircase foundation. In addition, there are numerous spots where the masonry is crumbling or already fallen off. It appears that there are two factors at work here. First, there were no tie rods placed from the sides to the front to hold the masonry together. Second, there is only one drain at the top of the stairs and it appears that this drain is not catching all of the water which is then seeping into the foundation of the wall. I asked Public Works to identify someone who could make repairs and provide a cost for this project.

Discussion:

The Borough has used Mr. Gene Blando, a long-time resident, for many of its masonry jobs over the years including repairs to the pool house/recreation center just recently. He was approached about doing this job and said that he would. He will need to have the existing masonry removed and build out the wall to right angles instead of a curve to ensure that the work he does will not come down like the current wall has. Once the masonry is down, we will inspect the drainage to determine if any alterations are needed to prevent water seepage in the future.

In order to save costs, Mr. Blando is proposing that the Borough buy the materials and provide the labor to tear down the wall. The cost of the materials is estimated at \$5000. Mr. Blando would then do the actual masonry work to rebuild the wall at a cost of \$50 per hour. He is estimating it will take 120 hours or \$6000 for the rebuild but says it could be less time depending on the weather and other factors. Mr. Blando has located a vendor that has our exact bricks in stock in sufficient quantity to handle this project.

Because of the possible safety issues and liability to the Borough if this wall should come down while someone is there, I believe that we should not wait to address this situation. Funds for this project are available in the Government Building department budget in the Major Purchases line item. Copies of Mr. Blando's quote for his services and his estimate of costs for materials are included with this report.

Recommendation:

I recommend that Council authorize me to enter into an agreement with Gene Blando to repair the front entry wall of Borough Hall at a cost of \$50 per hour and to purchase all necessary supplies at a cost not to exceed \$5000.

JN

Attachments

Cc: John Schneider, Public Works Foreman

GENE BLANDO MASONRY, INC.

Brick & Block Work

1463 Kelton Avenue
Pittsburgh, PA 15216
412 370-9446

Dormont Borough
1444 Hillsdale Avenue
Pittsburgh, PA 15216

August 29, 2012

Re: Dormont Municipal Building
(Former Hillsdale School)
Front Entry, brick and block work

To Whom It May Concern:

Dormont Municipal Building (Former Hillsdale School), front entry, brick and block work.
Borough to supply labor, helpers and some equipment.
Gene Blando to lay all brick and block, supervise help and labor.
Borough to supply all material.
\$50.00 per hour, approximately 120 hours = \$6000.00 approximately

Sincerely,

Gene Blando

GENE BLANDO MASONRY, INC.

Brick & Block Work

1463 Kelton Avenue

Pittsburgh, PA 15216

412 370-9446

Dormont Borough
1444 Hillsdale Avenue
Pittsburgh, PA 15216

August 30, 2012

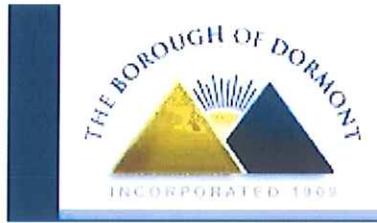
Re: Dormont Municipal Building
(Former Hillsdale School)
Front Entry, brick and block work

To Whom It May Concern:

Dormont Municipal Building (Former Hillsdale School), front entry, brick and block work.
All material to be paid for by the Borough of Dormont, approximately \$5,000.00.

Sincerely,

Gene Blando



MEMORANDUM

Date: August 28, 2012
To: President, Vice-President, Council and Mayor
From: Jeff Naftal, Borough Manager *JN*
Subject: Appointments to Boards and Commissions

Background:

The Borough has 11 Boards and Commissions that the Borough Council makes appointments to with terms ranging from one year to six years. The Council also makes appointments to 7 external committees.

Discussion:

As part of updating our contact information, I noticed that we have a number of vacancies on Boards and Commissions as well as representatives to some of the external committees who are no longer with the Borough. The appointments needed are:

Solid Waste Commission –	5 Year Term expiring in 2017 Partial 5 Year Term expiring in 2015
UCC Board of Appeals -	3 Year Term – must be filled by an architect
ADA Ramp Committee -	1 Year Term – 2 Residents and 1 Councilperson
Delegates to Act 11 -	Gino Rizza to be replaced; Laurie Malka is also a delegate
Delegate to Basin Group -	Heather Schmidt to be replaced; Laurie Malka is also a delegate
Business Liaison -	Drew Lehman to be replaced; John Maggio is also a representative

Recommendation:

I recommend that Council place these appointments on the Agenda and advertise the Solid Waste Commission, UCC Board of Appeals, and ADA Ramp Committee openings on the Borough website so that interested residents can apply.

JN