

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY, FEBRUARY 18, 2010**

Having been duly advertised in accordance with the Sunshine Act No. 84 of 1986, a regular meeting of the Public Parking Authority of Pittsburgh was held on February 18, 2010 at 10:03 a.m., 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Michael Jasper, Linda Judson, Natalia Rudiak, Christopher D'Addario and Scott Kunka. Present from staff were: David Onorato, Anthony Boule, Judi DeVito, Jo-Ann Williams, Christopher Speers, Chris Holt, Patricia Konesky, Janet Stabb and Tom Urbano. Rich Lord of the Pittsburgh Post Gazette, Adam Brandolph of the Pittsburgh Tribune Review, Dennis Juran of Deloitte and Touche and Jacqui Lazo of Buchanan Ingersoll & Rooney were also present at the start of the meeting

MINUTES

Mr. Kunka asked for approval of the minutes from the regular meeting held on January 21, 2010.

Mr. Onorato advised the Board that there was a correction to the January 21, 2010 minutes. He advised that the minutes referring to Resolution No. 9 stated that both legal firms contracted for the System Monetization agreed not to invoice the Authority until November 2010. He said the statement was incorrect, adding that the law firm of Katten, Muchin & Rosenman agreed not to invoice the Authority until November 2010 but K&L Gates will invoice for their services on a monthly basis.

Mr. Kunka asked if there were any other changes in the terms of either contracts.

Mr. Onorato advised that there were no changes in the terms of the contract.

Mr. Kunka advised that the minutes needed to be so amended and asked for a motion to approve these amended minutes.

Mr. Kunka asked for comments or questions. There were none.

The motion was approved by Ms. Judson and seconded by Mr. Jasper.

The minutes were approved, as amended, as follows: Ms. Rudiak, yes; Mr. D'Addario, yes; Ms. Judson, yes; Mr. Jasper, Mr. Kunka, yes.

ACCEPTANCE OF AUDITS

Mr. Onorato advised the Board that the PPA annual financial audit was completed by Deloitte & Touche and said that Mr. Dennis Juran of Deloitte is in attendance if the Board should have any questions. He advised that there was no management letter accompanying the audit.

Mr. Onorato also advised the Board that the agreed-upon procedures for Citation Management, the management firm for the Pittsburgh Parking Court, is also included in their board packets for review. Mr. Onorato advised that Citation Management is scheduled for a SAS-70 audit within the next year. He reported that Deloitte & Touche also reviewed Citation Management's agreed-upon procedures and had some suggestions, which were relayed to Citation Management. He noted that Citation Management cooperated fully with Deloitte and the Parking Authority and agreed to make the suggested changes.

Mr. Onorato thanked both Mr. Jasper and Ms. Judson for their services on the PPA Audit Committee.

Mr. Jasper added that he met with the auditors and said that the audit was a clean run. He also thanked Ms. Williams and her staff for their good work.

Ms. Judson stated that it was a pleasure working with Ms. Williams and her staff on this year's audit process and thanked Mr. Juran, Mr. Jasper and Ms. Williams for having patience with her as she does not have a financial background and therefore asked numerous questions throughout the process.

Ms. Rudiak stated that she was an employee of Deloitte & Touche in 2006 and asked, since she had been employed there, if there was anything that she should be made aware of that may affect her voting on accepting this audit.

The Audit Committee stated there were no conflicts or issues that should affect her vote.

Upon motion by Mr. Jasper and seconded by Ms. Judson, the PPA Audit and the Agreed-Upon Procedures of Citation Management were approved as follows: Ms. Rudiak, yes; Mr. D'Addario, yes; Ms. Judson, yes; Mr. Jasper, yes; Mr. Kunka, yes.

PUBLIC COMMENT

Mr. Kunka asked for public comments. There were none.

RESOLUTIONS

RESOLUTION NO. 10 OF FEBRUARY 2010, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO ADVANCED ELECTRICAL CONSTRUCTION INC., FOR ELECTRICAL SERVICES AT VARIOUS AUTHORITY OWNED GARAGES AND SURFACE LOTS", was read by Mr. Kunka and considered by the Board.

Mr. Onorato advised that the current electrical contract is with Advanced Electrical and said it is due to expire on April 30, 2010. He advised that nine firms responded to the RFP and four firms' submitted bids. He said a copy of the bid tab sheet is attached to the resolution and, noting that Advanced Electric was the low-cost bidder, said we are therefore recommending that they be awarded a one-year contract with two one-year options. He said the cost of the contract for the first year is \$44,500.00 and said there is a three-percent increase for each of the two one-year options.

Mr. Onorato advised that Advanced Electrical is not an MBE firm but plans to meet their MBE/WBE goals through their suppliers.

Mr. Jasper inquired about the percentage of MBE sub-contractors.

Mr. Onorato advised that Advanced Electrical intended to obtain the targeted 25/10 percentage on the contract.

Mr. Onorato advised that this past year's actual contract costs for electrical services were \$44,000.00.

Mr. Kunka asked if there were any questions. There were none.

Upon motion by Ms. Rudiak and seconded by Ms. Judson, Resolution No. 10 of 2010 was approved as follows: Ms. Rudiak, yes; Mr. D'Addario, yes; Ms. Judson, yes; Mr. Kunka, yes; Mr. Jasper abstained.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato updated the Board on the monetization process by advising that the RFQ was issued on 2/11/10 with a response due on 3/19/10. He advised that the RFP is anticipated to be sent out in April 2010.

Mr. Onorato updated the Board on the Mon Wharf by advising that there were five days in January and three partial days to date in February when the Wharf was closed due to flooding. He advised that the closings were reflected in the revenues included in this month's reports. Mr.

Onorato advised that the clean-up process was extended because of the new park and said Public Works assisted greatly in the clean-up efforts.

Mr. Onorato advised the Board that the recent snow accumulation affected the Authority in both expenses and lost revenue. He advised that the snow removal contractor was called out to perform snow removal and was joined in the work by internal staff, including meter repair and maintenance personnel. Mr. Onorato said enforcement was suspended on February 8 and will resume the 22nd.

Mr. Jasper inquired if the Authority had any projection of the amount of lost revenue and expenses involved.

Mr. Onorato advised that the lost revenue has not been fully calculated but said that the Authority incurred over \$100,000 in snow removal expenses.

Mr. Kunka directed Mr. Onorato to determine and submit the final totals by tomorrow as there is a deadline for the City to submit costs to FEMA or the State for reimbursement.

Mr. Jasper asked if the reimbursement would be for expenses only or if lost revenue would be included.

Mr. Onorato stated that at this time he believed that only the expenses would be reimbursed, but said that the lost revenues would be submitted for consideration.

Mr. Onorato advised that the Authority assisted the City with snow removal efforts by designating the Second Avenue lot as a site for placing snow plowed from the downtown area.

Mr. Jasper inquired if we were aware if there was any potential long-term damage to the facilities caused by the snow.

Mr. Onorato advised that we have not seen any direct problems and don't anticipate any major issues. He did note that four downed trees caused some slight damage to the West End lot. He said that repair costs will be included in the expense report submitted to the City as they are directly related to the storm.

Ms. Rudiak inquired if these costs would be covered under property insurance.

Mr. Onorato advised that it may not be beneficial to submit the expenses as the costs may not exceed our deductible. He advised that this option will be considered.

Ms. Rudiak asked if the contractor used during the snow emergency was one that was used previously.

Mr. Onorato advised that the contractor, Snow & Ice Management, is the same one currently under contract with the Authority. He explained that, according to the contract, Snow & Ice Management is called out for plowing whenever the snow accumulates more than three inches.

He advised that the approximate cost to the Authority each time they are called out is \$15,000 and that we budgeted two to three call outs per fiscal year.

Mr. Onorato advised that the company does have enough equipment and manpower to handle these situations. He added that it sometimes is difficult to remove snow in the surface lots as parked vehicles may prevent clearing the lot entirely.

Mr. Kunka asked if there were any questions and/or comments. There were none.

OLD/NEW BUSINESS

Mr. Kunka asked if there was any old or new business. There was none.

The next Board meeting is scheduled for Thursday March 18, 2010 at 10:00a.m.

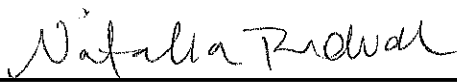
Upon motion by Ms. Judson and seconded by Mr. Jasper the meeting was adjourned at 10:19a.m.

APPROVED TO CONTENT



Chairman

**ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF
MINUTES**



Approval