

**MINUTES OF THE REGULAR MEETING OF THE  
PUBLIC PARKING AUTHORITY OF PITTSBURGH  
THURSDAY MARCH 19, 2015**

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 March 19, 2015 at 10:00 a.m. at 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Cathy Qureshi, Jeff Cohen and Lorilyn Fabian. Present from staff were: David Onorato, Anthony Boule, Christopher Speers, Jo-Ann Williams, Chris Holt, Wes Pollard, Janet Staab, Tracy Sowinski, Debra Meyer, Catherine Van Why and Patricia Konesky. Also present were Jason Wrona of Buchanan Ingersoll & Rooney; Rich Lord of the Pittsburgh Post-Gazette, Ken Crawford of R.A. Smith National and William Stewart of Strategic Communications.

**MINUTES**

Ms. Qureshi asked for approval of the minutes from the regular meeting held on January 15, 2015.

Upon motion by Mr. Cohen and seconded by Ms. Fabian, the minutes were approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**PUBLIC COMMENT**

Ms. Qureshi asked if there were any public comments.

There were no public comments.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato advised the Board that final audit from the Parking Court operator, Duncan Solution is on schedule to be received tomorrow and said he will forward Board members a copy of the audit for their review.

Mr. Onorato advised the Board that the Authority issued RFP's for Bond Counsel and Bond Underwriter services for the purpose of refinancing Authority debts. He advised that this is the first year the Authority is eligible to refinance and said he believes that taking advantage of the opportunity will result in significant savings.

Mr. Onorato updated the Board that he has been working with the Mayor's office in developing a dynamic pricing structure for metered parking. He said he anticipates that the more flexible pricing policy will be implemented before the end of the year.

Mr. Onorato updated the Board on community events in which the Authority has participated or will participate.

He reported that the Authority's 18<sup>th</sup> & Carson Street Lot on the South Side was utilized as a valet lot during the St. Patrick's Day celebration, adding that the South Side Chamber of Commerce advised that 330 vehicles were valeted to this location.

Mr. Onorato advised that the Authority's East Ohio Street Lot was requested to be made available for use during the North Side's annual Music Festival and said we are currently working with the sponsoring organization to confirm details.

Mr. Onorato advised that the Authority received Resolutions from City Council regarding that body's approval of the use of the Authority's 18<sup>th</sup> & Carson, Beacon/Bartlett and Beechview lots as 2015 Farmers Market sites in their respective communities. He advised that the Authority has participated in these activities across the city for a number of years.

Ms. Qureshi asked if the Board was required to vote on these resolutions.

Mr. Onorato advised it has not been an item for Board approval in past years. He noted that the Mayor supports the actions, and if the Board would like to vote on then, it can do so.

Mr. Cohen raised concern as a private business owner whose business is both served by and directly affected by the closure of the Beacon/Bartlett lot. He stated that the entire lot is closed every Sunday, which is his busiest day of the week, for approximately six months out of the year to accommodate a Farmer's Market. He stated that he has expressed his concern to representatives of the City regarding the matter but has not received any satisfactory response. He said he has suggested a possible solution whereby only half of the lot would be used by the Market with the other half remaining available for public parking. He also said changing the day of the Squirrel Hill event was another possible solution.

Mr. Onorato responded that he will review this situation and Mr. Cohen's comments with the Department of Parks and Recreation and the Mayor's Office and report back to the Board.

Mr. Onorato advised the Board that he and staff met with representatives of the East Liberty Chamber of Commerce to discuss parking in the East Liberty area. He stated that the meeting was productive and said he will keep the Board advised of the results of anticipated follow-up meetings.

Mr. Onorato updated the Board on the progress of the deck repairs at the Smithfield/Liberty garage, stating that the repairs are progressing well and are within the scope of both the budget and timeline established for the project.

Mr. Onorato updated the Board on the International Parking Institute's workshop, "Making Analytics Work for Us", that he attended in Alexandria, Virginia. He thanked the Board for its support in permitting him to attend and advised that the meeting's focus was on the means to best utilize the various data that is now available to the parking industry on a daily basis.

Mr. Onorato also advised the Board that both of the Authority's union contracts are expiring this

year and said we have received official requests from both AFSCME Union, which represents the enforcement officers and collector/maintenance workers and the Teamsters local that represents the garage attendants, to begin the negotiation process. He advised that he will keep the Board updated as events proceed.

Mr. Onorato updated the Board that the Authority will soon be activating the Residential Permit Parking portal to allow customers the ability to renew their residential parking permits on-line. He stated that this module was included in the original Groupe Techna contract but the Authority did not elect to implement the on-line option at that time.

Mr. Onorato advised the Board that the Department of Transportation's upcoming schedule of repairs on the 10<sup>th</sup> Street Bridge, which is directly over our Second Avenue Plaza, will significantly affect parking at that location throughout the project. He reported that this is Phase 2 of the bridge work, said the Authority worked cooperatively with them on Phase 1 and advised that he will keep the Board informed as the project progresses.

Mr. Onorato advised the Board that, to date this year, the Mon Wharf has been closed for nine full days and two partial days due to flooding and the following clean-up efforts that were required. He noted that the loss of receipts due to closures will be reflected in future revenue reports.

Mr. Onorato discussed some of the monthly reports included in today's packet. He noted that the Authority estimates are largely as projected, noting that the revenue receipts for both parking facilities and street meters reflect the rate increases that occurred during the respective reporting periods.

The Board asked Mr. Onorato if a report could be generated that shows the amount of expired tickets versus those that result from non-compliance.

Mr. Onorato advised that he will get this report to the Board for its review.

Ms. Qureshi asked if there were any comments or questions

There were none.

## **RESOLUTIONS**

**RESOLUTION NO. 5 OF MARCH 2015, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE PARKING ACCESS AND REVENUE CONTROL PAY STATION EQUIPMENT FROM CTR SYSTEMS TO EXPAND PAYMENT PROCESSING CAPABILITIES AT THE MELLON SQUARE GARAGE",** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that this purchase is part of the Authority's on-going upgrade of revenue

control equipment. He advised that there are currently two pay stations and a fee computer at this location and said the addition will provide patrons with another pay station capable of accommodating payment by credit or debit card.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Mr. Cohen and seconded by Ms. Fabian, Resolution No. 5 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 6 OF MARCH 2015, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE FUNDING FROM THE AUTHORITY’S FISCAL YEAR 2015 CAPITAL IMPROVEMENT BUDGET FOR UPGRADING AUTHORITY-OPERATED SURFACE LOTS IN THE CITY OF PITTSBURGH”**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that a total of nine neighborhood lots were upgraded in 2014, with repairs varying from asphalt and concrete repair to lighting enhancements, line striping and landscaping improvements. He advised that two additional lots are scheduled for upgrades in 2015.

Mr. Onorato was asked if the work being performed required going through the established bid process.

Mr. Onorato confirmed that the work will follow the Authority procurement process, including the option of piggy-backing off of the City and County contracts for any savings that route might provide.

Ms. Qureshi asked if there were any questions or comments.

There were none.

Upon motion by Ms. Fabian and seconded by Mr. Cohen, Resolution No. 6 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 7 OF MARCH 2015, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO MCMURRAY ELECTRIC, INCORPORATED FOR THE INSTALLATION OF HEAT TRACE WIRING AT THE MELLON SQUARE PARKING GARAGE”**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board, that during the installation of the heat-trace wiring work being performed by McMurray Electric at the Mellon Square Garage, the firm discovered that

existing drain pipes were broken. Mr. Onorato advised that this unforeseen repair is beyond the original scope of work and would require additional labor and materials to complete.

Mr. Onorato advised that this resolution should also include authorization for final payment.

Upon motion by Ms. Qureshi and seconded by Mr. Cohen Resolution No. 7 was amended to include authorization approving final payment for the work performed. The amendment to Resolution No 7 was approved unanimously.

Ms. Qureshi asked if there were any additional questions or comments.

There were no additional questions or comments.

Upon motion by Ms. Fabian and seconded by Mr. Cohen, Amended Resolution No. 7 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 8 OF MARCH 2015, “A RESOLUTION AUTHORIZING A GRANT AGREEMENT WITH PITTSBURGH REGION CLEAN CITIES (“PRCC”) AND THE ACQUISITION OF TWO (2) LEVEL II DUAL CHARGING STATIONS FOR THE GRANT STREET TRANSPORTATION CENTER”** , was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that the Authority is requesting to purchase two dual charging stations through a Department for Environmental Protection grant, for which Pittsburgh Region Clean Cities will provide 40 percent of the funding and the remainder to be provided by the Authority. He advised that the purchase involves two units, each containing two chargers. Mr. Onorato said four spaces in the Grant Street facility’s Red garage will be dedicated to accommodate these stations.

Upon motion by Mr. Cohen and seconded by Ms. Fabian, Resolution No. 8 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 9 OF MARCH 2015, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A DONATION AGREEMENT WITH EVERPOWER FOR 2 EV CHARGING STATIONS”**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that Everpower Wind Holdings, Inc. has expressed its willingness to donate two single unit electric charging stations to the Authority. He said that if the Authority accepts it will assume ownership and be responsible for all costs associated with the transfer and installation of the units. He noted that the Authority intends to install these charging stations at its First Avenue Garage.

Ms. Fabian asked if the Authority had a marketing plan in place to advertise and promote market the electric vehicle charging stations.

Mr. Onorato replied that the Authority is currently working to develop a plan and will share it with the Board once it is finalized.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms Fabian and seconded by Mr. Cohen, Resolution No. 9 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 10 OF MARCH 2015, “A RESOLUTION OF THE PUBLIC PARKING AUTHORITY OF PITTSBURGH ADOPTING A POLICY RELATED TO PROCUREMENTS OF LOW-VALUE CONTRACTS FOR CONSTRUCTION, RECONSTRUCTION, REPAIR, SERVICES, SUPPLIES AND/OR MATERIALS”**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that during the recent renegotiation of contracts with the City, it was realized that there were changes in the PA procurement code that could prove beneficial to the Authority in its approach to and execution of contract involving the purchase of lower-value goods and services. He stated that, in adopting the changes requested, the Authority would basically be continuing the practices that are already in place and being followed.

Mr. Wrona advised that the state provides the Executive Director with the right to approve a dollar value contract up to \$30,000 but that the Authority would be setting its threshold limits lower at \$25,000, which will keep the Authority fully in line with the recently updated States procurement policy. He noted also that that Authority was in full compliance before the update.

Mr. Cohen stated that he would be comfortable giving the Executive Director the authority to execute contracts under this procurement policy as long as Mr. Onorato is the Executive Director. He stated that he is comfortable with Mr. Onorato’s management of the Authority, but would not want to give this authority to another person without building a trusting relationship first.

Mr. Onorato thanked Mr. Cohen for his comments and expression of confidence in his management performance.

Upon motion by Ms. Fabian and seconded by Mr. Cohen, Resolution No. 10 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 11 OF MARCH 2015, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO KRUPP WHITNEY PLUMBING, INCORPORATED FOR THE SUMP PUMP REPLACEMENT AND ASSOCIATED PLUMBING COMPONENTS AT MELLON SQUARE PARKING GARAGE”**, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that the sump pumps at the Mellon Square Garage are not working properly and need to be replaced. He advised that the existing equipment is over 20 years old and can no longer be repaired. He advised that numerous proposals were solicited but only Krupp Plumbing actually submitted a bid for this work. He explained that the majority of the vendors contacted reported that on-going projects limited their capacity to meet the project's performance requirements at the present time.

Ms. Qureshi inquired if the existing system was still functioning and removing water from the basement.

Mr. Holt responded that it is currently functioning, but certainly not to capacity and, due to the age of the system, obtaining parts for needed repairs is no longer possible.

Upon motion by Ms. Fabian and seconded by Mr. Cohen, Resolution No. 11 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Fabian, yes; Ms. Qureshi, yes.

## **OLD/NEW BUSINESS**

Ms. Qureshi asked if there was any old or new business.

There was none.

The next Board meeting is scheduled for Thursday, April 16, 2015 at 10:00 a.m.

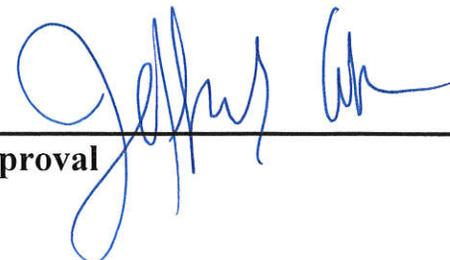
The meeting was adjourned 11:08 am with all Board Members approving.

**APPROVED TO CONTENT**



**Chairman**

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

  
**Approval**