

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY OCTOBER 18, 2012**

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 October 18, 2012 at 10:10 a.m., 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Linda Judson, Gabe Mazefsky, Christopher D'Addario, Natalia Rudiak and Fauna Solomon. Present from staff were: David Onorato, Anthony Boule, Christopher Speers, Judi DeVito, Jo-Ann Williams, Chris Holt, Patricia Konesky and Janet Staab. Also present were Jacqui Lazo of Buchanan Ingersoll & Rooney, Joe Smydo of the Pittsburgh Post Gazette, Bob Bauder of the Pittsburgh Tribune Review, William Stewart of Strategic Communications, and Frederick Winkler, Architect.

MINUTES

Ms. Judson asked for approval of the minutes from the regular meeting held on September 20, 2012.

Upon motion by Mr. D'Addario and seconded by Ms. Rudiak, the minutes were approved as follows: Ms. Solomon, yes; Ms. Rudiak, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

PUBLIC COMMENT

Ms. Judson asked for public comments.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato updated the Board on the meter technology upgrade project and advised that installation is complete in the North Shore, Uptown, Oakland, South Side and South Side Works sectors targeted for change. He stated that staff has completed a punch list for these areas and will be addressing its items prior to proceeding with the installation Downtown. Mr. Onorato advised that through September, a total of 260 new multi-space machines have been installed on city streets, adding that a total of 118,270 transactions have been recorded through those machines; with 35 percent of parking stays being purchased with coins and 65 percent with credit cards. He advised that the total revenue processed through these new multi-space

machines was \$335,000, with 17 percent in the form of coins and 83 percent in credit card transactions. He advised that following the Downtown installation the Authority will be identifying additional neighborhoods for possible future meter placements.

Mr. Onorato reported that the Authority extended its Mellon Square retail commercial lease with the Port Authority for one additional year, expiring in December 2013.

Mr. Onorato advised that the Authority was contacted by the owners of Lemongrass Café to report that it wanted to re-assign its lease to Giovanni Mediterranean Cuisine at the present terms and conditions. Mr. Onorato advised that the Authority did its due diligence by performing a background check before agreeing to the request. He noted that Giovanni's is currently located across the street from Lemongrass Café.

Ms Rudiak inquired the reason for Lemongrass not renewing its lease.

Mr. Onorato stated that he believed that it was a financial decision and said reassigning the lease was best for both the restaurant and the Authority.

Mr. Onorato shared photos of the Third Avenue bike station before and after the installation. He reminded the Board that the secure parking area is still under construction, and said it will have revenue control equipment to accommodate patrons paying approximately a \$100 annual cost for a lease in that location.

Mr. Onorato advised the Board that all of the insurance policies have been renewed for one-year terms, noting that all carriers remain the same with the exception of the Worker's Compensation coverage, which changed from XL Capital to Harrie Insurance. He advised that the combined premiums for all the coverages increased by a total of approximately eight and one-half percent.

Mr. Onorato advised that tentative agreements have been reached on both the Teamsters and AFSCME contract renewals. He said we have an executed contract from the Teamsters and said AFSCME members still need to vote on their tentative contract. Mr. Onorato advised that the Authority does not anticipate any issues and hopes to have the new AFSCME contract in place by next month's Board meeting. He reported that both contracts are for three-year terms.

Mr. Onorato referenced the Board reports and noted that the Smithfield/Liberty garage revenue decrease is due to the impact of the garage renovations. He noted that we did not include the loss of spaces in the budget projections. He also noted that Ft. Duquesne and Sixth garage is showing a substantial increase in revenue, explaining that we budgeted for a loss of 400 spaces throughout the duration of the project but only 228 were lost for the first six months of work. He said this project is projected to continue through June of 2013.

Mr. Onorato advised that the revenue for the Mon Wharf is up from last year's total and said this is due to fewer flood days this year.

Mr. Onorato advised that Forbes/Semple revenue is back to where it was prior to the relocation of Children's Hospital from the Oakland area. He advised that the move cost us daily and lease spaces and said we are finally reaching the levels that we were at prior to the relocation.

Mr. Onorato advised that quarterly reports are also attached and asked if there were any questions regarding those.

Ms. Rudiak said she noted that the reports show that the gross revenue collected for the Pittsburgh Parking Court between June and September was much higher than last year, and asked if we knew the contributing factor.

Mr. Onorato advised that the decrease shown in 2012 was due to the decrease in enforcement hours from that time period last year. He said enforcement until 10:00 p.m. daily resulted in increased revenues in 2011.

Mr. Onorato stated he is aware that there is currently a decrease in the amount of tickets being issued and said that we are reviewing the enforcement schedules to implement one that provides more efficient coverage of both the existing single space and new pay-by-plate meters.

Ms. Rudiak asked if we are seeing a change in enforcement.

Mr. Onorato replied that we are not seeing any particular change, but said it's a matter of re-educating the enforcement staff on the different procedures for the new meters as opposed to the older single-space ones. He stated the new technology should be more efficient for enforcement going forward. Mr. Onorato advised that the quarterly enforcement report shows the City's share of revenue versus the Parking Authority's net revenues.

Mr. Onorato noted that revenues are on target to exceed the budgeted amount by five percent and said our expenses are below budget, also by five percent.

RESOLUTIONS

RESOLUTION NO. 40 OF OCTOBER 2012, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE SPECIALIZED PARKING MANAGEMENT OPERATING SYSTEM SOFTWARE NECESSARY TO EXPAND THE NUMBER OF GARAGES PARTICIPATING IN THE PARKPGH ON-LINE, REAL-TIME PARKING SPACE AVAILABILITY SYSTEM FROM ITS REVENUE CONTROL VENDORS PSX AND CTR SYSTEMS, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato stated that four of the Authority garages have been part of the ParkPGH program since its inception, together with another seven operated by Alco Parking. He advised that this program allows parkers to gauge garage availability via a mobile device, and said it has been very beneficial to the parkers and, in terms of visibility, to the Authority as well.

He stated that the Authority had hoped to include the remaining number of its downtown facilities as the program expanded, explaining that this resolution is asking for authorization to purchase the equipment necessary for the inclusion of the five additional downtown garages into the program. Mr. Onorato said the additions leave only Shadyside and Forbes/Semple as Parking Authority garages not participating, but said we looking forward to this program being expanded beyond the downtown area in the future. Mr. Onorato said the software has already been developed by our two revenue control vendors and, for a not-to-exceed price of \$12,000, said this software will be installed in the remaining Authority garages downtown.

Ms. Judson asked how long this software will last before new software will need to be purchased.

Mr. Speers explained that both CTR and PSX write a script which resides on the Authority server that simply sends an email every two minutes to the central server at Deep Local, the company that configured and wrote this system. He said any actual changes going forward will be completed by Deep Local for an annual fee of approximately \$1000.00 annually per location. He said there will not be any updates required from either CTR or PSX.

Mr. Mazefsky stated he is aware that there is an I-Phone application available and wanted to know if an Android application was available as well.

Mr. Onorato confirmed that there is an Android application available for this service.

Ms. Solomon asked what variables were being used to determine program success, such as the number of downloads of the apps.

Mr. Onorato replied that there was an excess of 100,000 hits to this website.

Mr. Speers stated that the Pittsburgh Cultural Trust was taking a back seat to Deep Local regarding the expansion beyond the Cultural District. He noted that it is very difficult to assign a dollar value to the extra cars generated by this system but said it is very good for us in that it helps us market the facilities. He noted that 100,000 hits to date is a very impressive number.

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

There were none.

Upon motion by Ms. Rudiak and seconded by Mrs. Solomon, Resolution No. 40 of 2012 was approved as follows: Ms. Solomon; Ms. Rudiak, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 41 OF OCTOBER 2012, "A RESOLUTION RATIFYING AN AGREEMENT WITH MAHER DUESSEL AS THE AUDITORS FOR THE PUBLIC PARKING AUTHORITY OF PITTSBURGH FOR FISCAL YEAR ENDING DECEMBER 31, 2012 AS WELL AS THE PRECEDING THREE MONTH PERIOD OF OCTOBER 1,

2011 TO DECEMBER 31, 2011, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato reminded the Board that the Authority's current Auditor, Deloitte & Touche recently advised the Authority that they would not be able to complete the Authority's fiscal year ending 2012 audit as previously contracted. Mr. Onorato advised that we contacted Maher Duessel, the City of Pittsburgh's auditors, as we are able to piggy-back off its existing contracts. He said the firm supplied us with a proposal and scope of work projecting a total cost of \$55,000 for auditing services for both fiscal year 2012 and the transitional period of October 2011 to December 2011. Mr. Onorato also said the firm committed to release its report by or on April 18, 2013, which is in time to forward it to the City as required. He noted that last year's audit costs also totaled less than \$60,000.

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

There were none.

Upon motion by Ms. Rudiak and seconded by Mr. D'Addario, Resolution No. 41 of 2012 was approved as follows: Ms. Solomon; Ms. Rudiak, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 42 OF OCTOBER 2012, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO CLIMATECH, INCORPORATED FOR THE REPLACEMENT OF AN EXISTING VERTICAL AIR HANDLING UNIT (AHU) AND RELATED ELECTRICAL MODIFICATIONS AT THE THIRD AVENUE PARKING GARAGE was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised that Desman Associates, the Authority's engineering consultant, determined that this air handling unit, one of two that controls the basement area, needed replaced. He advised that five firms picked up bids for this project but only one firm, Climatech Inc. submitted a bid. He said the bid total was \$45,109.00.

Ms. Judson asked if the Authority had any knowledge of why the other four firms that picked up the bid documents did not submit a bid.

Mr. Holt responded that he did contact each firm and reported that one firm had no interest, two stated that they had prior projects which did not allow them the flexibility to perform the work and the other firm had a time constraint which would not allow them to purchase the necessary equipment needed to perform the job. He advised that the project has a 60-day completion deadline.

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

There were none.

Upon motion by Mr. D'Addario and seconded by Ms. Rudiak, Resolution No 42 of 2012 was approved as follows: Ms. Solomon; Ms. Rudiak, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 43 OF OCTOBER 2012, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE FIVE (5) NEW FLEET VEHICLES FOR THE METER ENFORCEMENT DIVISION FROM DAY FORD INCORPORATED, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised the Board that the Authority assesses our vehicle fleet inventory annually to determine its overall condition. He advised that four vehicles were identified as needing to be removed from service, with three of these being 2003 models used by the enforcement division that have completed their useful life. He said the other vehicle to be taken out of the fleet is a 1996 Blazer with 111,000 miles of use by collections personnel. He stated that four of these new vehicles will be for the enforcement division and the fifth will be for the collections department. Mr. Onorato advised that the Authority's current fleet in total is 35 vehicles.

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

There were none.

Upon motion by Ms. Rudiak and seconded by Ms. Solomon, Resolution No 43 of 2012 was approved as follows: Ms. Solomon; Ms. Rudiak, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

OLD/NEW BUSINESS

Mr. Onorato advised that due to a conflict with Board Member's schedule the Authority is recommending that the November Board Meeting be held on the same day but at a different time. The proposed time for the meeting is now 12:00 noon.

Ms. Judson asked if there were any comments in regards to the new business.

There were none.

The next Board meeting is scheduled for Thursday, November 15, 2012 at 12:00 noon.

Upon motion by Ms. Rudiak and seconded by Ms. Solomon, the meeting was adjourned at 10:45 a.m.

APPROVED TO CONTENT


Chairman

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

Approval

