

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY SEPTEMBER 19, 2013**

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 September 19, 2013 at 10:06 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 and Fauna Solomon. Present from staff were: David Onorato, Anthony Boule, Jo-Ann Williams, Judi DeVito, Christopher Speers, Chris Holt, Wes Pollard, Janet Staab and Patricia Konesky. Also present was Andrew McGill of the Pittsburgh Post Gazette, Mark McCall of Tucker Johnston & Smelzer, Inc., Mike Strelac of Pittsburgh City Council Budget Office, Bill Stewart of Strategic Communications and Frederick Winkler, Architect.

MINUTES

Ms. Judson asked for approval of the minutes from the regular meeting held on August 15, 2013.

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

PUBLIC COMMENT

Ms. Judson asked if there was any member of the public present who would like to comment.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato advised the Board that the monthly reports in their Board Packets show that overall revenue to date through August was slightly above budget while expenses are slightly below forecast. He noted that while some of these numbers are estimated, he said he still believes that the Authority will run above projections on revenue and below budget on expenses.

Mr. Onorato advised that year-to-date meter revenue has increased, which he attributed mainly to the new meter technology and also to the rate increase which took place in July.

Mr. Onorato advised that, with Phase 2 now completed, approximately 900 new pay-by-plate meters have been installed.

Mr. Onorato advised the Board that the repairs at Ft. Duquesne and Sixth Street Garage are now complete. He noted that this project ran approximately 16 months and advised that yesterday was the first time that the garage reached full capacity since the work was completed.

Mr. Onorato advised that the remodeling project at our Grant Street Transportation Center to accommodate the Enterprise relocation has begun.

Mr. Onorato advised that working with Duncan Solutions the Authority was able to create and establish an on-line hearing system for disputed parking violations which will go live October 1. He noted that he participated in an on-air TV interview with Andy Sheehan of KDKA-TV to report how the on-line hearing process will work. He noted that Mr. Sheehan stated that he personally was impressed with the design of the on-line hearing system and also said that he was pleased with the new on-street meter technology and thought that it worked well, both for his personal use and for the general public. Mr. Onorato presented the Board with photos of screen shots from the program.

Mr. Onorato updated the Board that Authority staff met with representatives of the City, the URA and Parks Conservancy to discuss the upgrade of the facade of the Mellon Square Garage. Mr. Onorato advised that the Parks Conservancy is currently in the process of upgrading the park, which sits above the Authority's garage retail space. He advised that the City desires to update the entire Smithfield corridor and, in response the Parks Conservancy, has committed to pay approximately \$20,000 for a conceptual design drawing for the facade as well as look at the interior. He noted that the Authority will work with the Parks Conservancy on this project. Mr. Onorato presented the Board with photos of the park's design and a rendering of the planned appearance of the retail fronts upon their completion.

Mr. Onorato asked if there were any questions or comments on the monthly reports included in the packet.

Ms. Judson stated that she watched the KDKA interview with Mr. Onorato regarding the introduction of the on-line hearing program and stated that she felt he did an excellent job of getting the message out that the Parking Authority does take steps to benefit the public. She stated that the interview showed that we are innovative and moving the Authority in the right direction.

Mr. Onorato added that with the installation of the new technology, there has been an increase in the number of hearings scheduled. He stated that this service was implemented in response to customer concerns.

Ms. Judson stated that it will be interesting to see that, going forward over a period of time as people adapt to the new technology and become increasing aware on how to use it, if the Authority would see a reduction in the number of tickets issued.

Mr. Onorato advised that while there is an increase in the amount of tickets issued this year from the same time period last year, we are seeing a decline in the number of calls

to the help desk.

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

There were none.

RESOLUTIONS

RESOLUTION NO. 37 OF SEPTEMBER 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO NATHAN CONTRACTING, LP FOR THE REPAIR AND PREVENTIVE MAINTENANCE FOR THE FORT DUQUESNE & SIXTH PARKING GARAGE, was read by Mr. D’Addario and considered by the Board.

Mr. Onorato stated that this is the first change order in this project’s 12-month timeline. He advised that the original contract amount was \$3,652,737, and said the change order of \$17,912 amounts to less than one percent of the total. Mr. Onorato advised that this change order resulted from an Authority addition to the scope of work by requesting that a membrane be applied to the surface to protect the work that was completed on the floors beneath it.

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

There were none.

Upon motion by Mr. D’Addario and seconded by Ms Solomon, Resolution No. 37 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D’Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 38 OF SEPTEMBER 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE A STAND-ALONE HP STORAGE UNIT/SERVER, WITH A 3-YEAR WARRANTY AND ALL THE ANCILLARY COMPONENTS TO SUPPORT THE LICENSE PLATE RECOGNITION (LPR) SYSTEM; OFF THE STATE CONTRACT/COSTARS FOR THE METER ENFORCEMENT DIVISION, was read by Mr. D’Addario and considered by the Board.

Mr. Onorato advised that, with prior Board authorization to purchase three license plate recognition cameras, the Authority has found that there will need to be an increase in the storage capabilities on the Authority servers to retain the data collected. He said that it was determined that, in order to make the process more efficient, the Authority would purchase stand-alone storage server designated solely for the LPR system at a not-to-exceed cost of \$25,000.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 38 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 39 OF SEPTEMBER 2013, "A RESOLUTION RATIFYING THE PURCHASE OF ADDITIONAL LICENSES TO OPEN PORTS AND BROCADE FIBER SWITCHES FOR THE NEW BLADE SYSTEM; OFF OF THE STATE CONTRACT/COSTARS IN ORDER TO CONNECT TO A STORAGE UNIT ON ONE OF THE NEW BLADES ENERGIZING IT FUNCTIONALITY, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised the Board that it had previously authorized the purchase of four new server blades and advised that when the blades were received and installed it was determined that licenses were required to activate them. He further noted that the Authority did already have licenses for three of the blades but that it would need to purchase one additional license at a cost of \$7,990. He advised that the Authority did proceed with ordering the additional license required, and is now asking the Board to ratify the purchase.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 39 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 40 OF SEPTEMBER 2013, "A RESOLUTION RATIFYING THE PURCHASE OF SECURITY CAMERA EQUIPMENT FROM PSX FOR VARIOUS OFF-STREET GARAGE FACILITIES AND LOTS, OFF OF THE STATE GSA/PEPPM CONTRACT PROCUREMENT PROGRAM, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised that after staff received Board authorization to solicit bids, its due diligence process found that we could purchase these camera systems through PSX utilizing the state contract procurement program. He advised that we budgeted approximately \$55,000 for this equipment and said the total cost will come in just under \$50,000. Mr. Onorato advised that this equipment will be installed in the Mellon Square, Smithfield/Liberty, Third Avenue and

Shadyside Garages. He advised that the Authority will look to replace or install camera equipment at our other facilities in the future.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 40 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 41 OF SEPTEMBER 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT PROPOSALS FOR AUDITING SERVICES FOR THE AUTHORITY, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised that the Authority is required to have an audit performed by an outside auditing firm. He advised that the current contract with Mayer Duessel has expired and said we are seeking authorization to solicit bids for a three-year period beginning with fiscal year 2014. He said the contract term would be for one-year with two one-year options.

Ms. Judson asked if the Authority was aware if Mayer Duessel had expressed any interest in providing a bid.

Mr. Onorato advised that last year was the first year that Mayer Duessel was contracted by the Authority to perform our audit and stated that they are interested in bidding for the assignment going forward.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 41 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

RESOLUTION NO. 42 OF SEPTEMBER 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH AN INSURANCE BROKER OR BROKERS OF RECORD AS RECOMMENDED BY THE INSURANCE COMMITTEE FOR THE PUBLIC PARKING AUTHORITY OF PITTSBURGH FOR A THREE-YEAR PERIOD, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato thanked the Insurance Committee, led by the Authority's consultant Mark McCall, for an outstanding job. He advised that Mr. Boule and Ms. Judson were the other members of the committee.

Mr. Onorato advised that there is a summary sheet attached to the resolution listing the three options that the Authority chose from. He advised that the second option, which had an annual cost of \$655,776, was chosen and said its cost represents a one-percent reduction from our prior year's premium. Mr. Onorato advised that the insurance renewal process began in April 2013 and said it is very labor-intensive. He stated that cost calculations on each physical structure were distributed to each competing broker in late June and said that loss-control inspections were completed following their receipt.

Mr. Onorato reported that independent brokers Smith Agency /Rogers Group, Schubert Associates together with two national brokers, HP Gallagher and Wells Fargo were selected. He added that 53 insurance carriers selected by the completing brokers were also involved and said their quoted results are attached. Mr. Onorato advised that Mr. McCall was present at today's meeting and asked him to address the Board. Mr. McCall also thanked the Insurance Committee but added thanks for the Authority staff, specifically Ms. Williams and Mr. Speers who were instrumental in providing a lot of the information that the 53 carriers had requested. Mr. McCall noted that the outcome of the process was a reduction in the overall premium despite the increase in payrolls and slight increase in property values. He also reported the negotiation of an increase in the umbrella liability coverage, from \$3 million to \$5 million, which is in excess of the automotive, general liability, garage keepers and employers liability program. He noted that the public officials, directors and officers insurance also increased from \$3 million to \$6 million by moving it from Zurich Insurance to Travelers Insurance Company. Mr. McCall stated that he viewed the outcome to be a success and said he was again very pleased to be involved.

Ms. Judson stated, as she has said in past meetings regarding insurance, that Mr. McCall continues to amaze her with his patience and dedication to the Parking Authority. She stated that she works with insurance on a daily basis and stated that Mr. McCall brings an uncommon level of expertise, professionalism and team spirit to the table. Ms. Judson said that given the changes in the policy, now being covered under Travelers and its A-Plus rating and the fact that there were slight changes in the experience modification factor with regards to the worker's compensation coverage, it was significant that he could bring all of that in at a one-percent savings. She noted that the amount of savings is really substantial and said that she speaks to employers every day about watching the pennies that together with the nickel and dimes really add up. Ms. Judson again thanked Mr. McCall for the amazing job he has done once again.

Mr. Onorato added that he wanted to report that the insurance committee also worked in a three-month insurance coverage period to make the renewal period after 2014 coincide with our fiscal year.

Ms. Judson also thanked the Authority staff for working with Mr. McCall in pulling all of this information together.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 42 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

OLD/NEW BUSINESS

Ms. Judson asked if there were any questions or comments on old or new business.

There were none.

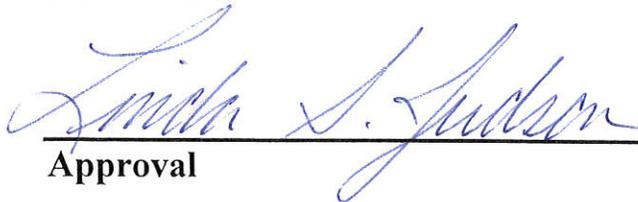
The next Board meeting is scheduled for Thursday, October 17, 2013 at 10:00 a.m.

Upon motion by Mr. D'Addario and seconded by Mr. Mazefsky the meeting was adjourned 10:30 a.m.

APPROVED TO CONTENT


Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES


Approval