

**MINUTES OF THE REGULAR MEETING OF THE  
PUBLIC PARKING AUTHORITY OF PITTSBURGH  
THURSDAY APRIL 18, 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 April 18, 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 and Fauna Solomon. Present from staff were: David Onorato, Jo-Ann Williams, Christopher Speers, Anthony Boule, Judi Devito, Chris Holt, Wes Pollard, Patricia Konesky and Bill Conner. Also present was Jason Wrona of Buchanan Ingersoll & Rooney.

**MINUTES**

Ms. Judson asked for approval of the minutes from the regular meeting held on March 21, 2013.

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

**PUBLIC COMMENT**

Ms. Judson asked for public comments.

There were none.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato noted that from a timing standpoint, today's meeting is a quarterly review and said indications are that overall revenue is up 2.3 percent. He said he attributes the increase to the installation of the new multi-space meters as well as to the Council-enacted rate change that took effect in January in several of the city neighborhoods.

Mr. Onorato advised that there is also an increase in the revenues generated under the Residential Permit Program, which is due both to the expansion of some existing zones and the addition of areas to the program.

Mr. Onorato advised that that there was a decline in the revenues for the garages due to on-going construction, principally at Ft. Duquesne & Sixth Street where approximately 300 to 400 spaces per day are lost. He also noted that these numbers include six full-day closures at the Mon Wharf due to flooding.

Mr. Onorato advised the Board that Authority expenses for the quarter are down approximately 3.5 percent. He noted that the line items most under budget are healthcare, which is attributed to vacant positions and turnovers in the garage attendant area; supplies and equipment where Authority staff is being mindful of what is being spent, and fleet expenses, which he attributed to reduce maintenance costs and the recent purchase of new vehicles. He said other expenses that are down include interest expense and explained that TIF issues are more timing-related and will flatten out during the course of the year.

Mr. Onorato advised that the packet contains three new reports, one monthly and two quarterly. He explained that the monthly report is a Compliance Report which tracks the data entered into handheld meters and reports the number of vehicles paying for parking. He stated that the report shows that slightly above 79 percent of parked vehicles are paid for and stated that this is a high percentage of compliance.

Mr. Onorato advised that a new quarterly report measures the gross revenue per space for our garage facilities.

Mr. Onorato advised that the other new quarterly report involves gross meter revenues and said it also shows mutli-space meter revenue broken out both by area and percentage of total meter revenue.

Mr. Onorato updated the Board on the on-going capital budget repairs. He advised that the Ft. Duquesne and Sixth Garage repair project is proceeding without any major issues, noting that the Sixth Street entrance has been reopened.

Mr. Onorato advised that the Authority is proceeding with the purchase of security cameras for Mellon Square, Third Avenue, Smithfield/Liberty and Shadyside Garages and reported progress on the revenue control equipment installation in the entry and exit lanes at the Mellon Square, Oliver, Second Avenue and Ft. Duquesne & Sixth garages.

Mr. Onorato updated the Board on the CMU parking study, noting that after the first quarter in January the Authority reduced the hourly rate from \$2.00 to \$1.00 per hour in that area. He said the report showed approximately 3,000 additional transactions but noted that overall revenues decreased about \$3,500. Mr. Onorato stated that the study is showing that the idea works, in theory, but said it sponsors are not seeing overall any drastic effect on parking.

Mr. Onorato updated the Board that Authority representatives met with the East Liberty Development Inc. representatives and Walker Parking, the firm that ELDI hired to complete a parking study. He advised that the goal is to develop a comprehensive parking plan for in the East Liberty business district.

Mr. Onorato reported that the easement is near finalization for the South Side Eat 'N Park restaurant, which will be located next to our 19<sup>th</sup> & Carson Street Lot.

Mr. Onorato updated the Board that the Authority is obtaining an appraisal to develop the selling prices for lots in the East Liberty area where a prospective buyer has proposed building a hotel.

Mr. Onorato stated that Enterprise Rent-A-Car will be moving its offices from Ft. Duquesne and Sixth Street garage to the Grant Street Transportation Center. He said the Authority has been working on getting the space ready for the move.

Mr. Onorato shared an email with the Board from an employee of the Pittsburgh Post-Gazette stating that its author likes the new multi-spaced meters and appreciates that the Authority had the screen programmed on a holiday stating that parking on that day was free.

Ms. Judson asked Mr. Onorato if it would be appropriate for Mr. Onorato to discuss the new reports at this time.

Mr. Onorato advised that it would and identified each new report. He stated that the first new report is a quarterly report of the revenue per space. Mr. Onorato explained that the report lists each facility and the number of spaces it contains, the total revenue amount at each facility and the amount of revenue per individual space. He advised that Smithfield/Liberty generates the largest revenue per space, followed by Mellon Square. He noted that the per-space revenue for Ft. Duquesne and Sixth Street Garage should be viewed in the context of the loss of spaces during the on-going construction. He noted that the calculation was based on the full amount of spaces and not the construction-reduced total.

Mr. Onorato advised that the second new quarterly report shows the gross amount of revenue generated by meters. He noted that the report shows the number of on and off-street meters, single-space and multi-space, and the revenues generated by surface lot leases.

Mr. Onorato advised that the multi-space meter portion shows the on-street neighborhood or district and the names of the individual off-street neighborhood lots. He said it includes number of multi-space meters in each area and the number of spaces they manage, pointing out the Downtown 1 line where 41 new multi-space meters managed 192 spaces to generate first-quarter revenue of \$272,000. Mr. Onorato advised that the bottom portion of the form detailed the breakdown of cash and credit card payments and the percentage of each. He advised that approximately 80 percent of the transactions in the new meters are by credit card, and said the percentage of revenue per multi-space unit is at 81 percent while the number of spaces that the multi-space meters cover is 74 percent.

Mr. Onorato asked if there were any questions on either of these new quarterly reports and noted that these reports will be included in the quarterly board packets going forward.

Ms. Judson commented that the amount of transactions using credit cards is amazing and said that she would never have anticipated this level of volume.

Mr. Onorato said he agreed and stated that the average credit card transaction remains over \$3.00.

Mr. Onorato advised that the third new report is a compliance report and will be included in the packet monthly. He stated that this report shows the number of plates that each officer entered daily, which varies based on assignment schedule and area of enforcement. He said that, from the information that each officer enters, we can determine how many vehicles have paid for

parking and how many were parked illegally. Mr. Onorato repeated that the entries show approximately 80 percent of the vehicles are in compliance and have paid for parking.

Ms. Judson asked for clarification of the line showing actual tickets issued as zero although the percentage not paid is 36.36 percent. Mr. Onorato stated that without the name on the report, said he believes this may be the case of a supervisor checking complaints. Mr. Onorato advised that it could also result from an officer checking a license plate both ways when it involves stacked lettering, both with the letters and without. He stated that this process is a useful management tool that will be employed with good effect moving forward.

Ms. Solomon asked if there was a way to show the data by area.

Mr. Onorato stated that management does know where the officer was assigned each day, enabling staff to identify the area involved. He said that information is not listed on the report.

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

There were none.

## **RESOLUTIONS**

**RESOLUTION NO. 13 OF APRIL 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE THREE (3) LICENSE PLATE RECOGNITION SYSTEMS FOR THE METER ENFORCEMENT DIVISION FROM GROUPE TECHNA, INC.,** was read by Ms. Solomon and considered by the Board.

Mr. Onorato clarified that Groupe Techna, Inc. is now functioning under G-Techna and would like to have the resolution reflect this change. He stated that we will verify the change and reflect it.

Mr. Onorato advised that the current contract contains a provision to purchase License Plate Recognition systems. to enhance the enforcement process and make it more efficient. He advised that staff is seeking authorization at this time to purchase three cameras, the associated hardware and software at a not-to-exceed cost of \$120,000. Mr. Onorato advised that the current contract with G-Techna it will determine how much of the purchase amount is Capital Funding and how much will be deducted from the General Fund. He said that once that is determined during the course of the next month, he will report the final determination of the funding process to the Board.

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

Mr. Mazefsky asked how many LPR systems the Authority currently has.

Mr. Onorato replied that we currently have no LPR systems. He noted that Citation Management has been using this system for a few years in its Boot & Tow operation, reporting that there is an actual camera mounted on the vehicle that reads the license plates of parked vehicles as it passes metered spaces.

Ms. Judson asked if there were any additional questions.

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 13 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 14 OF APRIL 2013, "A RESOLUTION TO ACCEPT THE PUBLIC PARKING AUTHORITY OF PITTSBURGH'S FINANCIAL STATEMENTS AND REQUIRED SUPPLEMENTAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2012 AND THE THREE-MONTH PERIOD ENDING DECEMBER 31, 2011 AND INDEPENDENT AUDITORS' REPORT RECOMMENDED BY THE AUDIT COMMITTEE,** was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised the Board that this audit, for both calendar year 2012 and the three-month transition period of October through December 2011, was performed by Maher Duessel, with our representative being Betsy Krisher. He advised that the audit reported that the Authority met its debt service coverage and gave the City an additional \$1.3 million, which was included in the City's 2012 budget. He advised that Maher Duessel reviewed the service organization control and the soft audit report that was completed by Citation Management. He said an independent auditing firm had been hired to complete that report.

Mr. Onorato advised that Maher Duessel's audit of the Authority was unmodified, which represents the highest opinion available, and said that there were no material weaknesses or reportable items noted in the audit or the related reports. Mr. Onorato advised that the Audit Committee, consisting of Ms. Williams, Ms. Judson, Mr. D'Addario and himself, reviewed the audit and the related reports and recommends that the Board accepts the audit as submitted. He noted that the electronic version of the audit was distributed yesterday to the Board Members and said a hard copy is in each of their Board Packets today.

Ms. Judson commented that she was a member of the Audit Committee and said she wanted to thank Ms. Williams, noting this it is clear that the work she does within the Authority and together with the other Directors, determines what a tight ship the Authority is running.

Ms. Judson stated that it has been a privilege to be a part of this process and hear the favorable comments from Maher Duessel.

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. 14 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes

**RESOLUTION NO. 15 OF APRIL 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE FINAL PAYMENT TO CLIMATECH, INC. FOR REPLACEMENT OF EXISTING VERTICAL AIR HANDLING UNIT AT THE THIRD AVENUE PARKING GARAGE,** was read by Ms. Solomon and considered by the Board.

Mr. Onorato advised that the contractor replaced one of two air-handling units at the Third Avenue Garage. He advised that both units were in excess of 45 years old and noted that the Authority will look to include the replacement of the second unit in its 2014 capital budget projects. He advised that the total contact amount was \$45,109.00 with no change orders, and said the \$9,021.20 invoice for final payment, a copy of which is attached to the resolution, is recommended for approval by the Board.

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. 15 of 2013 was approved as follows: Ms. Solomon, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**OLD/NEW BUSINESS**

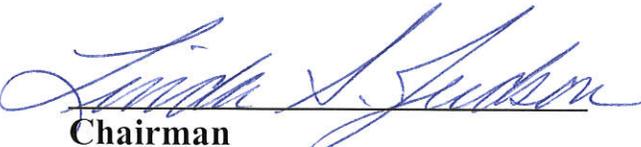
Ms. Judson asked if there were any questions or comments on old or new business.

There were none.

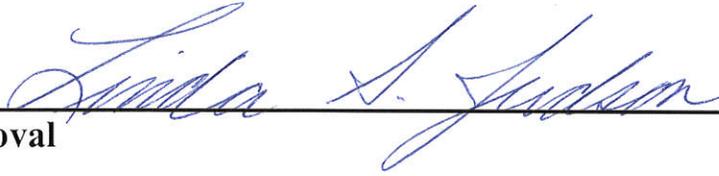
The next Board meeting is scheduled for Thursday, May 16, 2013 at 10:00 a.m.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon the meeting was adjourned at 10:32 a.m.

**APPROVED TO CONTENT**

  
Chairman

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

A handwritten signature in blue ink, reading "Linda S. Jackson", is written over a horizontal line.

**Approval**