

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY JULY 16, 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 July 16, 2015 at 10:04 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 Aradhna Oliphant. Present from staff were: David Onorato, Judi DeVito, Jo-Ann Williams, Chris Holt, Wes Pollard, Tom Vennero, Tracy Sowinski, Patrick Osuch, Deb Meyer, Kathryn Van Why, Philip Savino and Elaine Russell. Also present were Jacqui Lazo and Jason Wrona of Buchanan Ingersoll, Debra Gibson and Ja'Queznic Thomas of the City of Pittsburgh Mayor's office, William Stewart of Strategic Communications, Marios Kritiolis of Apella Gov. Solutions/Meter Feeders, Bob Bauder of the Pittsburgh Tribune Review and John Small of Stoneridge Inv. – Andes Cap.

MINUTES

Ms. Qureshi asked for approval of the minutes from the regular meeting held on June 16, 2015.

Upon motion by Ms. Oliphant seconded by Mr. Cohen, the minutes were approved as follows: Mr. Cohen, yes; Ms. Oliphant, 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 updated the Board on the bond refinancing project and advised that the Authority met with two rating agencies and anticipates receiving a response with rates by early September.

Mr. Onorato advised that the Pittsburgh Parking Authority received recognition as the International Parking Institute's Parking Organization of the Year and was presented the award at the IPI's recent annual conference. Mr. Onorato thanked the Authority staff, stating that this was a team effort and would not have been possible without its hard work. He stated he was honored to accept this award on behalf of all staff and shared with the Board copies of Parking Matters magazine, which features coverage of the award as well as reporting Mr. Onorato's election to the IPI's Board of Directors for a two-year term.

Mr. Cohen stated that he attended the annual conference on behalf of the Authority, noting that it was a large convention with over 40 countries represented. He stated that an important aspect of the industry is its always-changing technology and stated that his main reason for attending the conference was to talk in depth with the pay-by-phone vendors who were present. Mr. Cohen said another thing he learned was the importance of customer service, a theme expressed throughout the entire conference. He advised that we want to make sure our customer-service skills continue to improve. Mr. Cohen stated that Mr. Onorato is well-respected in the parking industry, and that was evident during the convention. He stated he believes that the City administration doesn't really understand how well the Parking Authority is running today and how well Mr. Onorato is respected in the field.

Mr. Onorato advised that construction at the Smithfield/Liberty Garage is wrapping up and stated that the painting contractor is currently power-washing the area in preparation of painting.

Mr. Onorato discussed the Financial Report contained in today's packet, which as of June represents 50 percent of the year's budget. He stated that our revenues are 52 percent and expenses are at 48 percent of the budget, respectively. He said both are right on target.

Mr. Onorato discussed the Garage Facility Reports, which compares garage revenue from June 2014 to June 2015 and noted that he attributes the increase of 16 percent to the August 2014 rate increase. He noted that Smithfield/Liberty utilization is down due to the on-going construction.

Mr. Onorato discussed the Enforcement Ticket Report and stated that there is a slight decline in tickets issued, which he believes is a direct result of payment compliance with posted rates.

Mr. Onorato discussed the Street Meter Collection Report, stating that revenues continue to increase but added that this also was partially due to the rate increase.

Mr. Onorato advised that there was an increase in the number of residential permits purchased and stated that the rise results from an expansion of the program.

Mr. Cohen inquired about the amount of tickets issued for street cleaning and stated that the total seems excessive and said he believes that the practice is something that should be reviewed and evaluated. He asked the cost of a street-cleaning ticket and if the vehicle needs to be parked on the street all day in order to receive the ticket.

Ms. DeVito responded that the cost of a street cleaning violation is \$30.00 and advised that the officer is required to see the street sweeper pass the parked vehicle in order to issue a ticket.

Mr. Cohen stated that he would like to accompany the enforcement officers on one of their street-sweeping schedules so that he can get a better understanding of the process.

Mr. Cohen then asked how many street sweepers the City has in service and inquired if all of the units are operational at this time.

Ms. DeVito advised that currently all of the City street-sweepers are in working order

and said that the Authority keeps track of the reasons the City cancels a sweeping schedule.

Ms. Oliphant stated that she believes that these streets in the sweeping program are clearly marked and said tickets should be issued when violations occur.

Mr. Cohen disagreed and stated that he does not believe that all areas are adequately signed.

Ms. DeVito responded that there are a few areas that need additional signage but advised that the Authority will not ticket in those areas, until the signage is erected.

Ms. Lazo stated that the Parking Authority did not create the street-sweeping ordinance or signage requirements and therefore any discussion to change them should be done at the City level.

Ms. Oliphant stated that she believes that Mr. Cohen is concerned about the customer-service aspect and the perception that the responsibility falls on the Parking Authority just because parking is involved. She stated that with multiple vehicles in each household and the number of streets in the program, she felt that it would not be unusual for the Authority to write the amount of tickets that Mr. Cohen believes to be excessive.

Mr. Onorato noted that the City has decreased the street-cleaning schedule, with most of the areas now receiving service only once per month. He stated that the code requires that enforcement officers must have the sweeper in sight in order for enforcement to occur. He also advised and Ms. Oliphant confirmed that the signage posted reads correctly.

Ms. Qureshi stated that she likes the idea of a Board member riding along with street sweeping enforcement for a day and asked if the City be notified of that intent. She also stated that the Authority budgets for the revenue received from street-cleaning tickets based on previous years' totals. She said we may need to alter that approach.

Ms. Cohen asked what we budget for this infraction was and if the average of 5,000-per-month ticket total was average.

Ms. Williams responded that these tickets are included in the overall total and not separated and that approximately 5,000 street-cleaning tickets are issued yearly.

Mr. Cohen asked if many of these tickets are contested.

Mr. Onorato responded that Parking Court does not keep statistics on tickets based on the infraction.

Ms. Qureshi believes that there is adequately posted signage and stated that she personally lives in an area that participates in the street cleaning program and is quite aware of the schedule and the consequences of receiving a ticket if your vehicle is not moved during this period.

Ms. Oliphant placed a motion that the Board end the current discussion and review the

street-cleaning program at a later time.

Ms. Qureshi seconded the motion.

Roll call vote on this motion was as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

Mr. Onorato advised that the Parking Court report shows that, with 50 percent of the year reporting, the City will receive \$3.6 million for 2015's first six months, which is right on target with the budget.

Mr. Onorato updated the Board on the Utilization Report, which accounts for utilization at specific times throughout the day. He said the 2:00 p.m. timeslot shows that usage is pretty consistent throughout the year, in most cases at about 90 to 95 percent of capacity.

Ms. Oliphant stated that her recollection of the idea behind the rate increase was to move daily long-term parkers to the outskirts of town, but stated that Mellon Square is 11 percent less than its full capacity. She said she was thinking that traffic might move to Grant Street.

Mr. Onorato responded that Mellon Square Garage utilization is still above 100 percent as of June, telling us that the price differential between the two facilities isn't high enough to change people's parking patterns. He said we are taking incremental steps and watching parking patterns and changes, and the last rate increase did not much change the pattern at Mellon Square. Mr. Onorato said if we want to substantially change parking patterns we would need to increase rates further and keep the Grant Street Transportation Center's the same. He did remind the Board that there is a rate increase scheduled to go into effect August 1, 2015.

Mr. Cohen asked if the utilization was the same prior to the last rate increase.

Mr. Onorato stated that the report does calculate car counts that confirmed that our transactions went down after the rate increase, but in June we are catching up to where we were previously.

Ms. Qureshi noted that the evening rate of \$5.00 is excellent and that utilizing the First Avenue Garage and taking the subway to the stadiums is an excellent option if you are attending sporting events on the North Shore. She said the Authority should increase awareness of that option through additional marketing.

Mr. Onorato stated that we have increased awareness through marketing efforts over the past few years and said that the continued increase in utilization during sporting events reflects that. He noted that this was one of the reasons why the new pay station was placed on the third floor of the facility.

Mr. Cohen stated that it has taken almost one full year since the rate increase to get back to the utilization level we were at before the rate increase. He stated that this tells that people do change their habits. He noted that they realize that the Authority is still the best parking bargain and, after looking around, return to its facilities. Mr. Onorato advised that the big push in the city to have people relocate to downtown has led to an increase in requests for downtown housing leases at our facilities. He stated that this quarter we issued 31 new

downtown housing leases with most of them being assigned to the Oliver and Grant Street Transportation facilities. He advised they do get a discount from the normal monthly rate; equal to the City's parking tax.

Ms. Oliphant asked if the media has asked for this information, as she believes it to be a very strong index in the revitalization of downtown and felt that it might be worthwhile to supply the data to the Pittsburgh Downtown Partnership.

Mr. Onorato replied that we have not been asked for this information and said that he has spoken with Alco Parking representatives regarding their downtown housing program, He said their numbers are increasing as well.

Ms. Oliphant asked if both Alco and Pittsburgh charge the same rate to downtown residents.

Mr. Onorato replied that he believes that Alco offers a discount for downtown housing leases but is not aware of the amount.

Mr. Onorato updated the Board on the Meter Revenue Report, noting that 90 percent of the Authority spaces are controlled by multi-space meters. He said eighty percent of the revenues received through these meters are generated through credit card, 17 percent through coins, with the remaining three percent representing lease revenues.

Mr. Onorato discussed the quarterly Gross Revenues Report, which breaks down the revenues by garage and by space. He advised that the Authority uses this data for tracking purposes, noting that the parking industry standard is to track by space.

Ms. Qureshi noted that this is the metric use in construction also.

Mr. Onorato asked if there were any questions on the monthly or quarterly reports.

Ms. Oliphant asked for an explanation on the professional management line item in the Financial Report, specifically Professional Account Management and what the service they provide to the Authority.

Mr. Onorato responded that it is the vendor retained to run the Parking Court operations.

Mr. Onorato asked if there was any additional questions on the Board reports.

There were none.

RESOLUTIONS

RESOLUTION NO. 27 OF JULY 2015, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO RETAIN CONTRACTORS TO PERFORM FLOOD-RELATED REPAIRS AT THE SMITHFIELD-LIBERTY GARAGE, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that an accompanying memo explains the emergency and why the repairs are required. He advised that the event occurred when the painting contractor began power washing and realized that the water was building up in the basement area and the ground level. He advised that inspection of the area determined that pipes were completely clogged, and based on the initial assessment by our on-call plumbing contractor, all of the piping was not capable of being repaired and new drainage lines would have to be installed. He advised that this is an extensive project, with an initial estimate of approximately \$100,000, and that is if only the basement and ground levels were involved. He stated that once the cement is removed, and it is determined that the scope of the job needs to be expanded to the outside of the building, the costs could increase dramatically. Mr. Onorato stated that Krupp Plumbing, our on-call vendor is not able to undertake a job of this scope, we are therefore asking that the Board approve awarding the work to a vendor under the emergency status without requiring the bidding process. He advised that we anticipate this work to take approximately four to six weeks to complete. He advised that we anticipate about 800 feet of concrete will need to be removed, the new drainage pipes tied into the PSWA lines and all of the lines above the street level of the garage. He noted that these drainage lines are the originals and the garage is in excess of 50 years old. He advised that the costs will come from the capital budget.

Mr. Cohen asked if we had any idea of the cost to replace these lines and how this type of unforeseen repair is accounted for in our capital budget.

Mr. Onorato stated if the repairs stay within the garage, we estimate a cost \$75,000 to \$100,000, but if the repairs extend beyond the garage itself the cost would most likely double. He stated that we account for garage repairs in the capital budget, and not specific amounts per line item or project.

Ms. Qureshi asked if it was fair to say that the entire repair project would not exceed \$200,000.

Mr. Onorato responded that if it does reach that amount, he will bring the information back to the Board for further review.

Ms. Qureshi asked if the Authority was going to write a contract with the vendor and, if so, can the language be written in that the cost is not to exceed \$200,000.

Mr. Onorato stated that he would make sure that provision is written in the contract. He stated that the Authority would oversee the project together with Desman, the Authority's on-call engineers.

Ms. Lazo stated that the Authority requested an estimate, which was received, and that there will be oversight of the project to ensure that the contractor won't increase the cost just to reach the \$200,000 allowance and will also adhere to the schedule set by the Authority.

Mr. Cohen asked the estimated timeframe for completion of this project.

Mr. Onorato responded that the contractor estimates approximately four weeks due to the work being labor-intensive because heavy equipment will not fit into the facility.

Ms. Oliphant asked if the contractor discovers that there is more to this job than anticipated and needs to remove concrete and replace drainage lines outside the facility, resulting in increased costs, would the Parking Authority need to delay the entire project until the next Board meeting so the Board can review the increase of scope and costs. She noted that this may take up to a full month.

Ms. Lazo stated that in this emergency case, with a 24-hour notice, a special meeting can be held to discuss the topic.

Mr. Cohen asked if the work has already been started.

Mr. Onorato responded that work has not begun, but the contractor did some digging to try to determine the problem. He advised that if approved by the Board they will begin the work on Monday.

Ms. Qureshi asked that the resolution be amended to reflect that the water damage was the result of construction work and not some natural flooding. She noted that the format in which it is written leads to further questions, such as did the contractor cause the damage, which they did not. Ms. Qureshi stated that with garages and facilities of this age, the risk for these types of damage exists.

Ms. Lazo stated that the amendment should to be revised to read that “serious flooding as a result of sediment clogging the pipes” and that the contractor is approved to complete the “internal” repairs only.

Ms. Oliphant suggested that the minutes reflect that the approval was for internal garage repairs only, and that if the scope of the project expands beyond the garage structure then the amendment would need to be brought back to the Board for consideration

Ms. Lazo noted that the first phase of these repairs are the internal repairs and, before any negotiations occur for the second phase, the Board would need to approve and today’s resolution will be revised to reflect the change that Ms. Qureshi requested.

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

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, to make a minor edit to reflect that the cause of the flooding was sediment related. Revised Resolution No. 27 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 28 OF JULY 2015, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE VALET PARKING AGREEMENT WITH DRURY HOTELS COMPANY, LLC OR AN AFFILIATE THEREOF (“Drury”)”, was read by Ms. Qureshi and considered by the Board.

Mr. Onorato stated that Drury is one of many hotels being constructed in the area and this one happens to be located near the Grant Street Transportation Center, which normally has 300 to 400 spaces available on a daily basis. Mr. Onorato stated that Drury Hotel is looking to lease approximately 100 to 135 spaces. He stated that the hotel intends to valet vehicles owned by the general public which we have the capacity to accommodate their number and have the legal right to do so.

Mr. Cohen asked if the Authority is considering giving leases for the full amount of their request.

Mr. Onorato stated that we do intend on honoring their request for the full 135 leases as we do have the capacity. He advised that these rates will be at market rate.

Ms. Oliphant asked if the Authority has been in contact with the City and the URA on these types of requests.

Mr. Onorato responded that we have included the City administration in the discussions, noting that the City does support this hotel project.

Ms. Oliphant asked what precedent this creates as there will be more hotels developing in the future.

Mr. Onorato stated that this does not set a precedent as this hotel is the only one to date that has requested Grant Street Transportation Center and that is the only facility that the Authority has the capacity available and because they are paying the established rate of \$260.00 per month, per space.

Ms. Oliphant asked if it was possible to charge the developer a premium rate.

Mr. Onorato advised that we cannot charge a premium unless the Board authorizes it.

Mr. Wrona added that the agreement also specifically addresses the valet's entry and exit into and out of the facility and to make sure the Authority is protected.

Ms. Oliphant asked what agreement is in place, if any, with the William Penn Hotel.

Mr. Onorato responded that the Authority has an agreement with that hotel who also use valet staff to bring vehicles into and out of the Authority's garage.

Ms. Oliphant asked if there have ever been any issues with the William Penn Hotel.

Mr. Onorato responded that this agreement has been working well for years.

Ms. Lazo stated that the issue is more related to the law. She noted that we cannot enter into parking agreements with companies for their private benefit but noted that this particular agreement is for the benefit of the public at large.

Mr. Wrona added that there are no public parkers being displaced because of this agreement.

Ms. Qureshi noted that William Penn Hotel is utilizing Mellon Square Garage and there are surely public vehicles being displaced due to this agreement.

Ms. Lazo advised that at the time of the original agreement with William Penn Hotel, there were no public parkers being displaced. She added that the Mellon Square garage is owned by the City, not the Authority, and they have more flexibility in their rules and regulations.

Mr. Onorato also noted that our attendants do valet vehicles in order to offset the extra vehicles entering the garage, which is why the utilization is over 100 percent.

Ms. Oliphant asked if there were any other hotels with which the Authority has entered into valet agreements during the past five years.

Mr. Onorato responded that we have entered into agreements with the Renaissance Hotel utilizing Ft. Duquesne and Sixth Garage and recently attempted to work out an agreement with Hotel Monaco but it subsequently entered into an agreement with Alco Parking. He noted that Monaco has been using Mellon Square in the evenings and weekends and we have seen an increase in utilization. He said the firm is paying the same evening rate as the general public.

Ms. Qureshi stated that she believes that Mr. Onorato has the valet process under control and in the best interest of the Authority. She said she believes that it is always good to review these agreements and practices and to update the Board periodically.

Ms. Oliphant asked if the Board could receive a utilization report approximately six months after the agreement goes into effect.

Ms. Qureshi requested that the report include the activity on all valet agreements and their corresponding utilization data.

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

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 28 of 2015 as approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

RESOLUTION NO. 29 OF JULY 2015, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A TAKEOVER AGREEMENT WITH EVERGREEN NATIONAL INDEMNITY COMPANY", was read by Ms. Qureshi and considered by the Board.

Mr. Onorato noted that the Authority was notified that Professional Mechanical Sales and Services was in default of the contract and would be vacating the Ft. Duquesne and

Sixth site. He advised that since that time the Authority has been in contact with Evergreen National, the company that held the bonds for Professional Mechanical, which in turn reached out to Fire Watch to complete the work under a takeover agreement. He advised that the original contract amount was for \$769,000 and, to date, Pro Mechanical was paid a total of \$226,431 for the work they completed, leaving \$542,569 in services still outstanding. He advised that the Authority will pay any amount up to the outstanding balance, and if there are any costs beyond that, the bondholder will cover them. He advised that currently there are three change orders amounting to approximately \$15,000. These change orders will be presented to the Board at an upcoming meeting, the most costly of which for moving the air handling unit from the ground level to the roof of the garage. He stated that the Authority should not be responsible for any amount in excess of the original amount unless the Authority initiates any further changes in scope.

Mr. Wrona stated that the amount of the performance bond is \$769,000, so there is a cap on the Evergreen exposure above and beyond what the Authority owes. He stated that the Authority will pay up to \$542,569 and anything above that is Evergreen's responsibility up to \$769,000.

Mr. Onorato advised that the original warranties will also be covered.

Mr. Cohen added that it is an unfortunate situation where small businesses just are unable to continue in business and are forced to close.

Ms. Qureshi agreed and stated that this is why it is important to have all of the correct documents in place to protect the Authority. She inquired if the Authority has any background information on Fire Watch.

Mr. Onorato stated that while we have met with representatives of the firm we don't really have much information on their business. He noted that Fire Watch is going to be under agreement with Evergreen and not directly with the Authority.

Ms. Qureshi stated that the concern is that Evergreen brings in a firm that is capable of performing the required work.

Mr. Onorato stated that Fire Watch was able to retain the project manager previously employed by Professional Mechanical and is very knowledgeable with the project. He added that the Authority staff will closely monitor the work being performed. He advised that the projected completion date is mid-October.

Ms. Qureshi inquired if either Professional Mechanical or Fire Watch were local firms and if either was a minority-owned business.

Mr. Holt responded that Professional Mechanical is a local minority firm and Fire Watch is based out of Florida and is not a minority firm.

Ms. Qureshi asked if there were any questions.

There were none

Upon motion by Ms. Oliphant and seconded by Mr. Cohen, Resolution No. 29 of 2015 was approved as follows: Mr. Cohen, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

OLD/NEW BUSINESS

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

Mr. Cohen spoke regarding the pay-by-phone project, noting that the Authority had anticipated awarding a contract at today's Board Meeting. He advised that he recently attended the International Parking Institute's conference and had the opportunity to see the various technologies and speak with the many vendors. He said it was his recommendation that we delay awarding a contract until we request and receive detailed financial information from each firm to ensure that they are all strong enough to complete this project. He stated his suggestion would be to have a follow-up conference call with each vendor for the purpose of asking specific questions to help narrow down the best product and service for the Authority. He said his opinion in some instances is that the cheapest is not always the best and said this is a large contract and we should take our time before making this decision.

Mr. Onorato stated that he has requested the financials from each firm and that he will share them with the Board as soon as possible.

Mr. Cohen stated he would not be able at this point to select one particular vendor as they all appear to be equal.

Mr. Onorato agreed, stating that from a technology standpoint all of the vendors would be able to perform the service and what would separate them is the rate and the marketing of the system.

Mr. Cohen stated that information is critical and questioned if the Authority would prohibit these firms from selling the information that is gathered.

Mr. Onorato stated that this is addressed in the RFP, was specifically addressed in the interviews, and will also be in the agreement in that they are not permitted to release or sell any of the information gathered.

Ms. Oliphant inquired about the outlay and the range the Authority is anticipating.

Mr. Onorato advised that there is no outlay for the Authority.

Mr. Wrona advised that since there is a pending RFP, this discussion not proceed at this time. He stated that the focus would be to prepare a perfect document in the RFP and that the Board input should be given to achieve this.

Ms. Qureshi asked if she had the correct understanding that it would be difficult to quantitatively compare competing firms and if those measures should be written into the RFP.

Mr. Onorato stated that there was a 100-point scoring process, which identified points for each rating section. He said a committee was formed to evaluate each firms' proposal based on this established scoring.

Ms. Oliphant stated that she is more concerned about the future, how flexible the firms can be, what technology may be available in the future and the future prices, rather than just focusing on today's prices. She stated that she is not sure if we have the ability to look that far ahead, but maybe the IPI does.

Mr. Wrona stated that the hope is to have a three-year contract with two one-year Authority options.

Ms. Oliphant stated she feels better knowing that it is a three-year contract.

Mr. Cohen added that we should make sure that the chosen vendor is financially sound and is concerned that the Authority select the correct vendor, as some of the vendors do not, in his opinion, appear to be financially sound. He stated that he could envision technology companies having financial difficulties and going out of business very easily.

Mr. Wrona stated that the committee will evaluate each firm's financial status and select a vendor based on scoring.

Mr. Onorato advised who the internal committee consists of himself and Messrs. Pollard, Boule, Holt, Smith, OSuch and Savino.

Mr. Wrona stated that each committee member completes an evaluation on each firm, based on the scoring template contained in the RFP, and submit them separately. He added that if the Authority wants to change the scoring template at this stage, we would be required to re-issue the RFP.

Ms. Qureshi noted that she is satisfied with the scoring process in the existing RFP.

Mr. Cohen asked if each company's balance sheet is on the scoring sheet.

Mr. Onorato confirmed that it was but said it would be a pass fail item only, and not include a point evaluation.

Ms. Oliphant stated that the minutes should reflect that the Board is asking that all vendors' financials be reviewed thoroughly and the committee will make the recommendation only after doing so.

Ms. Qureshi stated that she commends the Board for its service, and having only three active members increases the demands on their individual schedules. She stated that it is very important that the Board gets to its intended five-member capacity and will therefore reach out to the Mayor's office regarding this issue.

Mr. Onorato stated that he has communicated this need to the Mayor's Office also.

Ms. Qureshi stated that the Board will need to enter into an Executive Session to discuss a potential real estate transaction directly following this meeting. She asked if there were any additional questions before adjournment.

There were none.

The next Board meeting is scheduled for Thursday, August 20, 2015 at 10:00 a.m.

Upon motion by Mr. Cohen and seconded by Ms. Oliphant the meeting was adjourned at 11:20 a.m.

APPROVED TO CONTENT



Chairman

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



Approval