

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY MAY 18, 2017**

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 at 10:13 a.m. on May 18, 2017, 2017 at 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Jeff Cohen, Matt Barron and Aradhna Oliphant. Ms. Qureshi arrived at 10:31 a.m. Present from staff were: David Onorato, Anthony Boule, Chris Holt, Jo-Ann Williams, John Fournier, Pat Konesky, Tracy Sowinski, Janet Staab, Kathryn Van Why and Bob Wilson. Also present were Jason Wrona of Buchanan Ingersoll, Sally Stadelman of the City of Pittsburgh, Office of the Mayor, Brooks Robinson of the Pittsburgh Cultural Trust, Erin McLaughlin of Buchanan Ingersoll & Rooney, Doug Lang of WSP USA, Inc. and Bill Stewart of Strategic Communications.

MINUTES

Mr. Cohen asked for approval of the minutes from the April 20, 2017 meeting.

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

PUBLIC COMMENT

Mr. Cohen asked if there were any public comments.

Mr. Lang of WSP USA Inc., formally WSP Parsons/Brinckerhoff, a company that does parking garage repairs and designs, stated he was present today just to let the Authority know that even though the company named had changed it is staffed by the same people offering the same services as before.

Mr. Cohen asked if there were any additional members of the public who would like to address the Board.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato updated the Board on the Parking Enhancement District Program currently operating in the South Side, with enforcement there now extended until midnight on Friday and Saturday evenings. He stated that there is an average of 35 to 50 tickets being issued per weekend. He noted that the program is well received by both residents and businesses in the area.

Mr. Onorato advised that the resolution for lighting of nine Authority garages, which was passed in May of 2016, stated that the total cost of the project would be \$148,500 with the work funded mostly out of the Capital Improvement Fund and also some grant money such as the Authority received on our First Avenue lighting project. He advised that by the time the Authority proceeded with the project for lighting of the nine garages the grant monies were no longer available, resulting in our needing to fund the entire project from the Capital Budget.

Ms. Oliphant asked how much grant money we anticipated receiving.

Mr. Holt responded that he believes that it may have been as much as \$100,000 but because we missed the deadline he said he couldn't give an exact amount.

Ms. Oliphant asked the reason the deadline was missed and if we were late in getting the application submitted.

Mr. Holt said that the amount of time it took for the contract to be negotiated caused us to miss the filing deadline. He stated that there might be an avenue, being that the project is not complete and the contract is now in place, where we may be able to refile.

Mr. Barron said that we should proceed on that track.

Mr. Cohen asked if we have already refiled and if not, why?

Mr. Holt replied that he will follow up on that by reaching out to the Green Building Alliance.

Ms. Oliphant asked if he needed any assistance or help from the Board and asked a compelling reason for our being late.

Mr. Holt responded that he did not need any help.

Mr. Wrona added that he would be happy to look at the program guidelines to see if there was any way we could still apply for the grant.

Ms. Oliphant stated that she was pleased that the Authority was already working towards obtaining the grant and again offered her assistance. She advised that going forward, we have specific processes in place for anything where grant monies might be available so that we do not find ourselves in this position in the future.

Mr. Barron stated that as long as the Authority stays in touch with the Green Building Alliance and the Sustainability Office at the City, they can help us make sure that we don't miss filing deadlines.

Mr. Onorato advised the Board that the Authority is still in discussions with Allegheny City Electric and Phillips Industries on the lighting project and said that we will bring their combined proposal back to the Board.

Mr. Onorato updated the Board on the Ninth and Penn development project, stating that we are still in the process of evaluating the proposals that were received.

Mr. Onorato discussed the monthly reports, noting that we are one-third of the way through our budget year. He stated that the revenue totals show that we are ahead of last year's pace overall but a line-by-line review shows decreases in some areas. He stated that we will continue to look at those areas to ensure that results there are moving in the right direction. He noted that his comments apply to the expense categories as well.

Mr. Onorato discussed the Facility Report, which indicates the same positive trend with the overall totals up from last year. He stated that we will closely monitor the activity in the areas that are showing decline.

Ms. Oliphant pointed out the 51-percent jump in the revenue at Third Avenue and asked if the decline last year was accounted for. She also commented that she believes that the performance trends are going in the right direction.

Mr. Onorato responded that we had anticipated the revenue jump at Third Avenue due to the construction occurring there last year.

Mr. Onorato discussed the Meter and Ticket Reports, noting that ticket totals have been relatively constant from 2016 to 2017 and overall the trend is good. He stated that this was the first month in the last 15 or 16 that there has been a slight decrease in meter revenue collections. He noted that there were three extra collection days last year and on average and said if you factor in the impact of that reduction the gap becomes smaller.

Mr. Onorato discussed the Parking Court Report, noting that it shows a similar trend, namely that there was a decline this month in revenue collection but we are on pace to meet full-year budget projections.

Ms. Williams added that Parking Court staff reported that the average dollar value of tickets in April 2017 was lower than the average dollar value of tickets issued in April 2016. She noted that they would be monitoring these month-to-month comparisons as the year progresses.

Mr. Cohen stated that he believes as more people use the pay-by-phone application, the amount of tickets issued will decrease as most people will just add paid-for parking time.

Mr. Fournier said that while more people are paying using the mobile app, only a small fraction of those transactions are entered from people who are extending their time. He said it's more

convenient for people to pay using the app so we are seeing an increase there, but we are not seeing many extending their time.

Mr. Cohen stated that he felt that something is off when the revenues versus tickets issued were off by the amount that they are this month.

Mr. Onorato noted that the amount of tickets issued does not necessarily match up with the amount of revenue collected per month, as not all tickets are paid within the same month they are issued.

Mr. Cohen said a quick analysis on the amount of tickets issued this month multiplied by the average ticket fine shows that the discrepancy was \$100,000. He asked if most violations are paid within the 10-day period.

Mr. Onorato responded that the Authority receives approximately \$2.5 million per year in late fees, adding that if payments were made on time the Authority would see a significant decrease in revenues.

Mr. Fournier noted that while there were three fewer days of collections, there were actually four fewer days of enforcement from a year ago. As an example, he said the officers were scheduled off on Good Friday but were also given Easter Saturday off, resulting in two days that we are not enforcing but we are still collecting revenue. He said that last year Easter was in March and being in April this year makes a substantial difference.

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

There were none.

RESOLUTION NO. 26 OF MAY 2017, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE ADDITIONAL VEHICLES AND EQUIPMENT NECESSARY FOR ONGOING OPERATIONAL MAINTENANCE AND SNOW REMOVAL AT ITS GARAGE FACILITIES AND LOTS; was read by Mr. Cohen and considered by the Board.

Mr. Onorato stated when a previous resolution was presented to purchase one of these units the Board suggested that the Authority should consider purchasing another unit if we needed it. He said staff took the Board's advice and is asking to purchase a second unit, adding we were able to negotiate a two-percent discount for the multiple purchase equivalent to a savings of \$1,300.00 per vehicle. He stated that the Authority currently has eight units, four riding sweepers and four riding sweeper/scrubber models. He noted that this purchase will be for a dual unit that will be housed at the Wood/Allies Garage.

Ms. Qureshi asked the price of this unit.

Mr. Onorato responded that it is a not-to-exceed price of \$60,000.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 269 of 2017 was approved as follows; Ms. Qureshi, yes; Ms. Oliphant, yes, Mr. Barron, yes; Mr. Cohen, yes.

RESOLUTION NO. 27 OF MAY 2017, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO KRUPP-WHITNEY PLUMBING, INCORPORATED FOR PLUMBING SERVICES AT ALL PARKING AUTHORITY OPERATED AND/OR OWNED FACILITIES, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that our current contract expires at the end of this month and said Krupp-Whitney is our current vendor for these services. He stated that the Authority issued a request for proposals and received three bids, with Krupp Whitney Plumbing being the low-cost bidder. He noted that all bids were broken down by their costs for master plumber, apprentice plumber, plumber laborer, backhoe operator, truck driver, camera-line service and-line pressure services with a total of 1,400 hours being assigned to each category.

Mr. Barron asked if the Authority had any issues with this vendor in the past.

Mr. Onorato responded that the firm has been very dependable, arrives on-time and performs good work.

Mr. Cohen asked if they are paid on a monthly schedule and how much the Authority paid them in the past year.

Mr. Onorato advised that they are paid only after they perform actual work and said we paid them approximately \$160,000 last year. He said a good portion of those costs were for unforeseen events, mostly at Oliver Avenue.

Ms. Qureshi asked if the contract covers the same amount of hours for the duration of the contract.

Mr. Holt advised that the contract provisions remain the same for the first three years and then specifies a three-percent increment after the first option year at the Authority's discretion.

Mr. Cohen asked if there were any additional questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron Resolution No. 27 of 2017 was rejected as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Mr. Cohen, yes.

RESOLUTION NO. 28 OF MAY 2017, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT BIDS FOR ROOF DECK REPAIRS AT FORBES/SEMPLER PARKING GARAGE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that we are seeking authorization to just solicit bids for the repairs of the Forbes/Semple roof deck, which will include partial and full-depth repairs to the deck, curbs, structural steel beams and applying membrane coating to the deck levels. He advised that once we receive the bids, we will bring them back before the Board for its approval.

Ms. Qureshi noted that the roof deck of the Forbes/Semple Garage was repaired during the time frame when she worked at the Authority and asked if this was the first time this garage’s roof deck was being repaired since then.

Mr. Holt confirmed that this roof has not been repaired since that time.

Mr. Cohen asked what the cost was the last time this work was done at this facility.

Mr. Onorato responded that there was more work done there than just the roof-deck repairs and said we do not have that cost breakdown readily available.

Mr. Cohen stated that we should have an idea of what this type of work costs prior to development.

Mr. Onorato responded that we do have cost estimates that are included in our capital budget projections.

Mr. Cohen asked if the technology of the materials used have changed over the years.

Mr. Holt responded that they have accelerated the content of curing materials but said it’s basically rebar concrete that is used.

Ms. Qureshi noted that this is the type of job that is prone to change orders.

Mr. Cohen asked how long we anticipated this type of project to be completed.

Mr. Holt responded that we anticipate about 60 to 90 days for completion.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 28 of 2017 was approved as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Mr. Cohen, yes

OLD/NEW BUSINESS

Mr. Cohen asked if there were any new or old items for discussion.

Mr. Onorato advised the Board that the contractor is mobilized at Ft. Duquesne and Sixth Street and construction has begun, beginning in the basement and moving up into the parking levels.

Mr. Wrona advised the Board that there have been some staffing changes at Buchanan Ingersoll and Rooney and said that Attorney Joe Quinn who specialized in labor and employment has left the firm for other employment. He introduced Ms. McLaughlin, stating that she worked directly with Mr. Quinn for the past 10 years on Authority matters and now will be taking the lead on this area while also having the full backing of the Buchanan firm and Mr. Wrona personally.

Mr. Onorato expressed his gratitude for Mr. Quinn's years of service and welcomed Ms. McLaughlin.

Ms. McLaughlin told the Board that her first summer associates project at the firm was for the Parking Authority and said she was involved with negotiations in 2005. She stated that she is really excited to continue to work with the Authority.

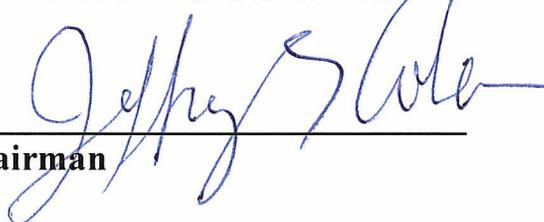
Mr. Cohen asked if there was any additional new or old business for discussion.

There was none.

The next Board meeting is scheduled for Thursday, June 15, 2017 at 10:00 a.m.

Upon motion by Ms. Oliphant and seconded by Mr. Barron the meeting was adjourned at 10:46 a.m. with all Board Members in approval.

APPROVED TO CONTENT



Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES



Approval