

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY, MAY 17, 2018**

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 10:09 a.m. on May 17, 2018, at 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Jeff Cohen, Aradhna Oliphant, Cathy Qureshi, Matt Barron and Erika Strassburger. Present from staff were: David Onorato, Anthony Boule, Christopher Speers, Chris Holt, Jo-Ann Williams, John Fournier, Bob Wilson, Janet Staab, Tracy Sowinski, Patrick O'Such, Philip Savino and Pat Konesky. Also present were Jason Wrona of Buchanan Ingersoll; Alicia Carberry of the City of Pittsburgh Mayor's Office; John Dolansky and Jim Gibbs of Meter Feeder; Dorrie Smith-Richie; Mark Masterson of Observatory Hill Inc.; Jonathan Huck and Judith Melvin of North Side Leadership Conference; Martha Isler of Pittsburgh Shade Tree Commission; Danielle Crumrine of Tree Pittsburgh; Lisa Ceoffe of the City of Pittsburgh and William Stewart of Strategic Communications.

Mr. Cohen advised that the Board held an Executive Session prior to today's meeting to discuss real estate and employment matters and items of attorney-client privilege. He apologized for the meeting's late start.

Mr. Cohen welcomed Councilwoman Strassburger to the Parking Authority Board and said her expertise and knowledge would help keep the Authority continuing on its path.

Ms. Strassburger thanked Mr. Cohen, stating that she is happy to join the Board and asked for patience as she observes, listens and learns early on.

MINUTES

Mr. Cohen asked for approval of the minutes from the April 19, 2018 meeting.

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

PUBLIC COMMENT

Mr. Cohen asked if there were any members of the public present who wished to speak.

Mr. Masterson introduced himself as a resident of Observatory Hill, the Executive Director of the North Side Community Conference and a volunteer on the Observatory Hill Community Improvement Committee. He stated that the Board will be presented with a resolution asking for it to grant an easement in the Observatory Hill Lot for the placement of a dumpster that will be critical to the commercial revitalization project in Observatory Hill. He stated that a previous nuisance bar located next to the lot was purchased by the community organization and said its development plans include a dumpster being located in the lot that would not reduce the Authority's available parking spaces. He thanked the Authority staff for working with the organization and for offering great ideas on how this project could be accomplished at a minimal cost to both the Authority and to the community organization. He stated that as a resident of the neighborhood, he fully supports this project and anticipates that it will generate some really key investments that are necessary to the success of the neighborhood's development strategy.

Ms. Smith-Ritchie introduced herself as President of the Observatory Hill Development Corporation and thanked the Authority and its Board for working with her organization on this project.

Mr. Wrona stated that, in the interest of disclosure, he sits on the Board of the Observatory Hill Inc. and said his law firm negotiated the agreement with the community group. He said he did not participate in those negotiations, nor did he negotiate on behalf of the Board. He also stated that as a resident of Observatory Hill who participated in the acquisition of the bar, he believes this will be beneficial to the neighborhood.

Mr. Hock, Real Estate Director for the North Side Leadership Conference that is serving as project manager for the Observatory Hill Development Corporation, introduced himself and offered apologies on behalf of Mr. Fatla for his not being able to attend today's meeting. He said he wanted to make it known that Mr. Fatla and he greatly appreciate the Parking Authority being an ally in this effort to reinvigorate the Observatory Hills business district.

Mr. Cohen asked if there were any additional public comments.

There were none.

Mr. Cohen advised that the next item on the agenda is the presentation from the Shade Tree Commission.

Ms. Carberry stated that the Board knows her as Mr. Costa's assistant but that she is present today in her role as the administrative support for the Shade Tree Commission. She advised that last year Mayor Peduto issued an executive order establishing a task force charged with a number of specific goals, including sharing with City authorities an overall understanding of the importance of trees in the City's development objectives. She stated that Pittsburgh's continued growth is resulting in a great loss of tree canopy. She introduced Ms. Isler, Chair of the Commission, Ms. Ceoffe, Public Works City Forester, and Ms. Crumrine, Executive Director of Tree Pittsburgh. Ms. Carberry outlined some of the benefits of trees, the importance of their preservation as well as some challenges to their continued presence.

Ms. Isler shared with the Board a copy of the Executive Order and stated that its two primary goals are public education and establishing a guidance manual not only for the entities they work with directly, but all City departments and authorities. She said in many cases there has been a disconnect between the tree-related contents of City ordinances and the absence of an awareness of them as our authorities implement their projects. She also shared with the Board a summary of the benefits of trees, noting that some areas known as heat islands include parking lots particularly affect their existence. She said that when those lots have trees, it mitigates some of the island effect. Ms. Isler stated that the old thinking about planting trees in parking lots was limited to keeping the character of neighborhoods, but said more sophisticated research tells us that the presence of trees also addresses the very real problem of storm water run-off. She stated that there are many new ways and technologies that help the City address its storm water run-off problem and said it was important for the Parking Authority to consider the value of trees in its design and installation of surface facilities.

Ms. Crumrine, Executive Director of Tree Pittsburgh advised that the organization was formed in 2006 by the members of the Pittsburgh Shade Tree Commission because of their growing concern for the health of city trees. She advised that the Commission now works across Allegheny County engaging volunteers in tree planting and tree care and said it also plays a role in research and increasing awareness of our urban forest. She advised that a recent analysis comparing 2010 and 2015 tree plantings revealed that over 11,000 acres of tree canopy across Allegheny County were lost in that five-year time period and the city alone lost 1,000 acres, or more than the entire area of Frick Park.

She stated that parking lots have a particular role when it comes to tree planting and can be true workhorses in reducing storm water or heat. She noted that a few years ago the Parking Authority received grant money through the Obama American Reinvestment Act to retrofit five lots in the East Liberty area that look fantastic today. She stated that she knows that parking lots are not a hospitable place for trees and said she can be a resource for the Authority in creating planting beds that will help trees grow and mature.

Ms. Ceoffe of the City of Pittsburgh addressed the Board regarding tree protection and expressed a willingness to work closer together with the Authority on any future projects. She stated that the Mayor is aware of tree concerns and said he recommended these presentations to Authority Boards so that they can understand the situation from the City's perspective. She stated that they have many resources such as the Tree Vitalized Program and Western Pennsylvania Conservancy and said over 25,000 new trees were planted in the city since 2008. She stated this is a working partnership in which the City authorizes the planting locations, Western Pennsylvania Conservancy secures the funds to secure the trees and Tree Pittsburgh provides volunteers to help with the planting and continued care. She stated that this is a successful program and is looking forward to having the Parking Authority as a working partner.

Ms. Isler stated that the Shade Tree Commission has some funding from billboards available to support projects in neighborhoods and that they have a process in place for assessing the neighborhood proposals. She stated they also have alternative compliance money when developers can't plant the recommended number of trees proposed. She noted that Pittsburgh is a small community and said the leadership team works together and is efficient and effective with their limited resources. She added that as a non-profit they have the Western Pennsylvania Conservancy as a reliable partner that can be a source of supplemental funding

Mr. Barron asked if there was a model resolution that the Board could look to and possibly pass that would enshrine some of the practices that are in the City ordinances. He noted that technically the City ordinances do not apply to the Parking Authority but our Board would like to be proactive and develop a process that captures some of their spirit.

Ms. Isler responded that they do have information from other cities that have done this and said Ms. Strassburger, in her former role, helped with a revision of the tree ordinances that is now working its way through the public process. She said the result of that effort would be shared with the Board.

Ms. Ceoffe stated that they can provide the Authority with an analysis of the tree canopy on Authority property that can be used as a basis for zero-loss project activity going forward.

Ms. Oliphant asked if they are able to give a cost estimate and how early in the process the Authority would need to reach out to the City to include tree considerations.

Ms. Ceoffe said she would supply an estimate of the costs should the Authority be fully planted at all of its lots. She advised that they can revisit the Authority at a later date and present this information to a small group. She also stated that in her position she is responsible for site development review for all development within the city so she would have an early insight into the impact of project activity on tree canopy.

Ms. Qureshi asked if the Commission could give the Board a copy of the fund's revenue and expense flowchart.

Ms. Ceoffe stated that while the Tree Shade Committee is housed in the Public Works Department of the City it is a protected funding source and not part of the City's General Fund budget. She stated that there is also an alternative funds component of the zoning code that allows for creative compliance.

Ms. Strassburger stated that she is very familiar with the Shade Tree Commission and is fully supportive of its mission.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato advised the Board that the Mon Wharf was closed 10 full days and one partial day in in April, and to date in 2018 there have been 35 full-day closures due to weather, which equates to \$150,000 in lost revenue this year alone. He advised that we are currently monitoring conditions as the water level is predicted to rise higher in the next few days.

Mr. Onorato advised the Board that Standard and Poor evaluated the agency and reported that we maintained our A-plus rating with a stable outlook while Moody's maintained our A3 rating.

Mr. Onorato advised the Board that the Parking Authority will be participating in the City of Tomorrow Challenge as a partner with the City, PDP and the URA, all of whom are working with Ford Motor Company to evaluate the effects of autonomous mobility on the

region. He stated that the cost of the entire project is approximately \$250,000, but would be significantly higher if the Authority was to attempt to secure this analysis independently. He stated that various participants are contributing money toward the cost of this analysis, with the Pittsburgh Foundation contributing \$25,000, Benter \$50,000, the Heinz Foundation \$100,000, Pittsburgh Downtown Partnership \$25,000, DOMI \$25,000. He said the Parking Authority has been asked to contribute \$20,000 stating that this amount is below the threshold required for Board approval, but said he wanted to make its members aware of the project and of his recommendation to participate and contribute. He advised that the Parking Authority will be given access to the reports and findings of this analysis and said it should be completed by the end of the year.

Ms. Qureshi stated that speaking of the City of Tomorrow and the Mon Wharf, she believes the Authority should consider how long the Mon Wharf should be part of our portfolio due to the on-going flooding there.

Mr. Onorato replied that this is evaluated each year and considered when the yearly budgets are completed. He said he feels that with the expansion of the bicycle access ramp from the Smithfield Street Bridge, the need to continue parking there will exist.

Mr. Onorato advised the Board that under Mr. Boule's supervision the Authority will undertake its annual training program and will be addressing tactical communications to deal with aggressive behavior.

Mr. Onorato distributed the 2017 annual report to Board members, which was just completed and will be mailed shortly. He also gave each of them a pop-socket, a promotional item developed to market both the Parking Authority generally and the pay-by-phone application particularly.

Mr. Onorato discussed the Finance Report, stating that the comparison from April 2017 to April 2018 shows that we are ahead of last year's total. He noted that meter revenues continue to surpass our budget and while the year- to-date line items for garages have decreased since the first quarter, overall totals are even with last year's actuals.

Mr. Onorato discussed the Facilities Report, stating that the same trend appears. He noted that the Mon Wharf revenues are down significantly from last year strictly due to flooding. He stated that the Ninth and Penn revenues are down due to the repairs currently being performed there and stated that Mellon Square and Oliver Garage revenues are down as a result of the opening of the 350 Oliver Garage. He noted that the Authority is on target to meet last year's revenue totals.

Mr. Onorato discussed the Enforcement Report, stating that the trend continues to show decrease in the amount of tickets issued. He also updated the Board that the street cleaning program began in April and runs through November, adding that warning tickets were issued for the first two weeks of that program. He also advised that the Authority is currently issuing warning tickets for vehicles that are parked facing the wrong way on a street. He stated that this has been a violation in the state code but is not something that the Authority widely enforced. He said with the change in enforcement technology and the addition of the License Plate Enforcement, the vehicles need to be parked legally in order for the cameras to capture the plate number.

Mr. Onorato discussed the Meter Revenue Report, noting that the ticket revenue from street meters, lots and lease collections are showing an eight-percent increase over last year's revenues.

Mr. Onorato discussed the Parking Court Report, stating that there is a decrease in ticket fines from April 2017 to April 2018. He said the results are not concerning because meter revenue and compliance are up, offsetting the monthly decreases shown in the Parking Court Report.

Mr. Cohen asked if there were any additional questions.

There were none.

RESOLUTION NO. 20 OF MAY 2018, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE ONE (1) ADDITIONAL PARKING SERVICES FLEET VEHICLE NECESSARY FOR ONGOING SNOW REMOVAL AND OPERATIONAL MAINTENANCE AT ITS GARAGE FACILITIES AND LOTS, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that the Authority is requesting approval to purchase another snow removal unit, identical to the one we currently have at the Grant Street Transportation Center, to be housed at the First Avenue Garage. Sharing a photo of the equipment with the Board, he advised that we will be purchasing this under the National Joint Powers Alliance, an organization similar to Co-Stars, which was also used to purchase the unit at Grant Street.

Ms. Qureshi asked if this was a road-friendly vehicle and if it was similar in size to a golf cart.

Mr. Onorato responded that it is larger than a golf cart and much more heavy-duty. He said that we did not purchase or register a license plate because we do not drive this equipment on-street and advised that the equipment is moved by trailer should we need to use it at another facility.

Mr. Speers added that these are 6,800-pound utility vehicles, which we then equip with plows and salt hoppers. He advised that this purchase will replace one of the first Kawasaki Mules purchased for inventory that is approximately 11 years old.

Mr. Cohen asked if there were any additional questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 20 of 2018 was approved as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 21 OF MAY 2018, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ISSUE A REQUEST FOR PROPOSALS (RFP) FROM INSURANCE BROKERS FOR THE RENEWAL OF THE

AUTHORITY'S INSURANCE COVERAGES FOR A THREE-YEAR PERIOD WITH TWO ONE-YEAR OPTIONS, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that we are requesting authorization to solicit proposals for insurance services as our current contract is due to expire the end of this year. He advised that this contract will be in effect for three years with two one-year options.

Mr. Cohen asked the insurance costs for the policies currently in enforce.

Mr. Boule responded that the Authority pays a total premium of \$655,000 for all coverages.

Mr. Cohen asked if there were any additional questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 21 of 2018 was approved as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 22 OF MAY 2018, "A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN EASEMENT AGREEMENT WITH OBSERVATORY HILL DEVELOPMENT CORPORATION FOR PUBLIC ACCESSIBILITY ONTO AND WITHIN THE PARKING AUTHORITY'S ADJOINING OBSERVATORY HILL PARKING LOT, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that Observatory Hill Development Corporation, together with a private developer, purchased a blighted building adjacent to our lot and brought it back onto the tax rolls. He said we would like to work with them on an easement both for access into the building and for placement of a dumpster in the lot. He noted that there will be no loss of spaces to the Authority and, if anything we would anticipate an increase in revenues due to patron use of the business.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 22 of 2018 was approved as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 23 OF MAY 2018, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO O & S ASSOCIATES INC. AS THE ENGINEERING CONSULTANT FOR

UPGRADES TO THE FIRE SUPPRESSION AND SPRINKLER SYSTEMS AT MELLON SQUARE GARAGE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that the fire suppression and sprinkler systems at the Mellon Square garage are antiquated and need replaced. He advised that the Authority issued an RFP for an Engineering Consultant, which is the first step in the replacement process. He noted that the bid sheet attached to the resolution shows that four bids were received and, based on the committee's scoring, because this was not a low-bid contract, we recommend awarding O&S Associates Inc. the work at a not-to-exceed cost of \$43,400. He advised that we anticipate this work being completed in the 2018 budget year.

Mr. Cohen noted that the bid submitted by Desman Associates was significantly more than all other bids and noted that this concerned him.

Ms. Oliphant asked if the Authority checked the accuracy of the other bids, that they reflected the actual scope of the project and could confirm that they are capable of performing the work at the costs proposed.

Mr. Onorato responded that Authority staff spoke with the firm's representative to ensure that it knew the exact scope of work and would verify their proposed price as final.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 23 of 2018 was approved as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 24 OF MAY 2018, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO CARL WALKER CONSTRUCTION FOR REPAIRS AND PREVENTATIVE MAINTENANCE OF THE SHILOH STREET PARKING PLAZA, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that the lot is in need of repairs and said we are recommending that a contract be awarded to Carl Walker Construction for partial repairs to the deck, structural beams and column; removal and replacement of elevated pedestrian walkway; concrete repairs to stairwells in the entry and exit ramps as well as new expansion joints. He advised that the Authority has been proactive in meetings with the neighborhood community groups, business owners and the City Council member representing the district, to advise them that the work will take 90 days to complete. He noted that all parties understand the need for this work and have been cooperative in working on interim parking solutions. He advised that we currently have a

meeting arranged with the owner of a grocery store located directly across the street from the lot to discuss the sharing of parking space during the construction period.

Ms. Qureshi stated that because of her past employment at the Parking Authority, it is easy for her to visualize these neighborhood lots when they are being discussed. She suggested that it might be advantageous for the Authority to take the current Board members on site visits to help them visualize each lot.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 24 of 2018 was approved as follows: Ms. Qureshi, yes; Ms. Oliphant, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 25 OF MAY 2018, "A RESOLUTION AUTHORIZING THE PUBLIC PARKING AUTHORITY OF PITTSBURGH TO ASSIGN CERTAIN RIGHTS IN THE MELLON SQUARE GARAGE LEASE TO THE URBAN REDEVELOPMENT AUTHORITY OF PITTSBURGH, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that the Mellon Square Garage, both the parking area and the retail space above the garage, is owned by the City and is leased to the Parking Authority. He advised that the City's vision is to make Smithfield Street a retail corridor and it would like to turn over the retail leases to the URA who would be responsible to renovate and update and secure retail leases for the spaces. He advised that the URA would be responsible for all upgrade costs and subsequent taxes while the Authority would continue to maintain the garage operations.

Mr. Barron asked if there were revenue losses associated with transferring the leases or do they balance out by the maintenance costs.

Mr. Onorato responded that we bring in about \$200,000 per year in retail leases at this location and said he believes that because the loss of revenue would not net-zero out with the maintenance costs, we would still realize a loss going forward. He advised that the Authority is looking at possible agreements, such as those for the AT&T antenna at Third Avenue and the Electric Vehicle charging leases to Tesla at Shadyside, to help off-set this revenue loss and said we are still in the process of negotiating those deals.

Ms. Oliphant asked if the Authority has the ability to decline the transferring of the leases to the URA.

Mr. Onorato responded that the Authority does have the ability to decline but is not recommending that we do so. He advised that one store front is currently vacant, the Port Authority has given its notice to vacate the space they currently occupy and AAA has indicated that they could be vacating the space soon because most of its business is occurring online.

Mr. Wrona clarified that the way the agreement is written each location is not assigned to the URA until the current tenant vacates. He said we continue to receive rent from the current tenants, until the spaces and the costs of any updates are switched to the URA.

Mr. Onorato added that if the Authority was required to update the spaces it would take years for the rent revenue to offset the costs.

Ms. Qureshi stated that she will be abstaining from voting on this resolution as her current employer, Pittsburgh Parks Conservancy, maintains the park located above the retail spaces and has been in talks regarding those spaces. She added that from her past position at the Parking Authority, she is aware that there may be some costs crossing over into the garage and wanted to know if the URA is responsible for any of them should they occur.

Mr. Onorato responded that at this time the URA will be responsible for costs associated with the retail spaces, but said that those additional costs can be negotiated within the agreement that is reached. He stated that his opinion is that any costs associated with work within the garage that would not have been required for garage activity should be the responsibility of the URA.

Ms. Oliphant asked if this is something that they needed to commit to right now.

Mr. Wrona responded that there has been a number of negotiations and conversations at several levels that indicated support of this transfer. He said he believes that to maintain momentum on the Smithfield Street plan, the intent is for the Parking Authority to move on this as soon as possible. He stated that Mr. Onorato brings up a valid point regarding improvements to the garage space relating to the retail premises and said the contract has been negotiated with an agreed-to-principal that provides opportunity for Board-expressed concerns to be addressed in a negotiated document.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 25 of 2018 was approved as follows: Ms. Qureshi, abstained; Ms. Oliphant, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

OLD/NEW BUSINESS

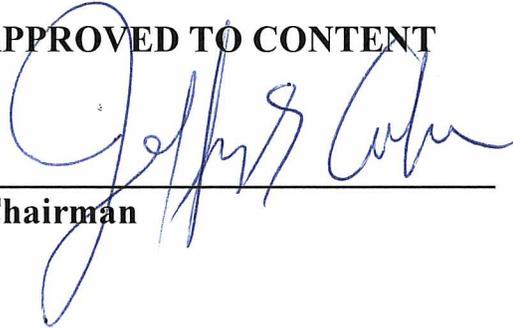
Mr. Cohen asked if there was any new or old business for discussion.

There were none.

The next Board meeting is scheduled for Thursday June 21, 2018 at 10:00 a.m.

The meeting was adjourned at 11:11 am with all Board Members in approval.

APPROVED TO CONTENT

A handwritten signature in blue ink, appearing to read "Jeffrey S. Cohen", written over a horizontal line.

Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES

A handwritten signature in blue ink, consisting of a large initial letter followed by a long, sweeping horizontal stroke.

Approval