

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY, FEBRUARY 21, 2019**

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 10:10 a.m. on February 21, 2019 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, Cathy Qureshi and Erika Strassburger. Present from staff were: David Onorato, Christopher Speers, Chris Holt, Jo-Ann Williams, Janet Staab, Bill Conner, Tracy Sowinski, Kathryn Van Why, Bob Wilson and Pat Konesky. Also present was Jason Wrona of Buchanan Ingersoll and Bryan Martucci of H.R. Gray.

Mr. Cohen advised that the Board had an Executive Session prior to this meeting to discuss employment and real estate matters.

MINUTES

Mr. Cohen asked for approval of the minutes from the December 18, 2019 meeting.

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

PUBLIC COMMENT

Mr. Cohen asked if there were any public comments.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato updated the Board on the flooding-related closures at the Mon Wharf, advising that this year to date there have been six full and five partial closure days. He noted that to date last year, there were 17 full-day closures.

Mr. Onorato advised that the lease with Bombardier has been executed and said they will begin using the Grant Street Transportation Center effective April 1, 2019. He noted that with the change to some of the terms we were able to agree on a \$200 lease rate, that will increase \$25 per year until it reaches market rate in 2021. He also noted that these leases are not active 24 hours a day, nor are they on weekends. He advised that this will allow us to offer additional parking for convention center and other local events.

Mr. Cohen asked if this was all additional parking and revenue.

Mr. Onorato responded that this firm is from outside the city and will be relocating here, therefore this is all new additional parking and revenue volume.

Mr. Wrona added that without Mr. Onorato's idea of changing legislation permitting the Authority to work with businesses on parking options, this type of agreement would not have been possible.

Mr. Barron asked with the addition of these leases, what was the facility's current capacity.

Mr. Onorato advised that currently there are approximately 275 unused spaces available on a daily basis.

Mr. Onorato advised that in accordance with the Co-Op Agreement with the City the Authority wired the balance of \$14 million to the City on February 15, 2019, bringing the 2018 payment total to \$29.9 million. He noted that the Authority exceeded the benchmark contribution while also retaining an additional \$890,000 from meter sources.

Mr. Cohen commented that he was pleased with contributing approximately \$30 million to the City.

Mr. Onorato advised that the 2018 Audit Committee met with the Maher Duessel representatives to review the Authority's 2018 audit process. He said the plan is to have the final report ready in time for the April Board Meeting.

Mr. Onorato updated the Board that Gwendolyn Bolden, our new Director of On-Street and Metered Services, has begun her employment at the Authority but unfortunately was unable to attend today's meeting as she is finalizing her relocation activities.

Mr. Onorato discussed the Finance Reports, stating that revenues are right on target for 2018 to 2019, with the exception of a slight decrease in street meter receipts that he attributes to two lost coverage days in January 2019 due to weather conditions. He advised that expenses are also right in line with budget.

Mr. Cohen stated that he was surprised that, with the severe cold weather for one entire week in January, that the meter receipts were at the level they were.

Mr. Onorato advised that on the two days that there was no enforcement, the meters were still operational and active and there were 35,000 transactions and approximately \$100,000 collected. He said 60 percent of the transactions were processed through the mobile phone application.

Ms. Qureshi noted that it is very impressive that the Authority has the financial reports prepared by the 21st of the month. She credited the limited and dedicated staff for a quick turn-around even with other year-end work.

Ms. Williams responded that she appreciates the positive comments and thanked her staff

who go above and beyond. She noted that some of the expenses in this report are estimates due to our not yet receiving the actual invoices for services performed.

Mr. Onorato discussed the Facilities Report, noting that the revenues show the same trend. He noted that the Mon Wharf revenues are up for last year as there have been fewer flooding related closures this year. He advised that there is a decrease in the revenues at Ninth and Penn as we are preparing for the full closure of that facility.

Mr. Speers added that Ft. Duquesne and Sixth, Grant Street and Smithfield Liberty are capturing some of the loss as incurred at Ninth and Penn

Mr. Onorato discussed the Meter Report, advising that ticket issuance is slightly ahead of last year with over half of the total being meter violations. He advised that the Enforcement revenues line up with those in the Finance Report, noting that street collections are slightly down, and lot and lease revenues are slightly up.

Mr. Barron questioned the increase in the RPP tickets issued and asked if it was due to additional areas being added to the program.

Mr. Onorato replied that the Authority is realizing more efficiencies from the LPR cameras. He also noted that we are receiving more customer input asking for increased enforcement in those areas, sharing that we recently received a request from residents surrounding the PPG Paints Arena seeking more coverage when events are occurring at the site.

Ms. Qureshi asked if there was any new technology in any of the vehicles.

Mr. Onorato responded that we did recently purchase two additional LPR camera systems that are scheduled to be installed on the two new enforcement vehicles, bringing the total fleet of vehicles with LPR cameras to 11.

Mr. Onorato discussed the Parking Court Report, which shows a large increase this month in collections that he attributes to a Duncan effort to collect outstanding tickets. He also noted that some of the increase resulted from a greater number of boots placed on vehicles.

Mr. Cohen asked if the Authority gives the City all the total revenues generated by Parking Court.

Mr. Onorato advised that the City receives 100 percent of the net revenues after expenses are deducted and said the breakdown is shown on our quarterly Board reports. He also advised that any shortage in the RPP program is deducted from these revenues, as the ticket fines are part of that program.

Ms. Qureshi asked if we know what may have occurred in October 2018 to account for the increase shown for that month.

Mr. Onorato responded that delinquent notices on outstanding tickets were sent at that time.

He noted also that courtesy boot notices sent to affected vehicle owners prior to actual booting also may have factored into the increase. He advised that Duncan's 83-percent collection rate is very high for the industry.

Mr. Barron had a general question, not related to the Board Reports, stating that in the course of his job he meets with many different municipalities who ask more and more frequently that if a small borough wanted to work with the Pittsburgh Parking Authority to have us do the enforcement for them, if it is something that we are permitted to do or have ever considered. He also inquired as to where to direct these entities should they like to discuss the options.

Mr. Onorato responded that we would need to check if we could do that legally and, of course it would be dependent on the location. He stated that we did entertain this once with Mt. Lebanon Borough. He advised Mr. Barron that if municipalities do want to pursue some form of relationship, to have them call his office directly. He advised that this practice would not be as simple as us just enforcing in their areas because their technology, vendors and service platforms would have to be the same as ours.

Mr. Wrona added that the Authority has broad power to enter into intergovernmental cooperation agreements, but said many of our statutes are specific to cities of the second class that could create issues beyond City boundaries. He noted that the process would require some research.

Mr. Cohen stated that exploring this option would be good for growth.

Mr. Cohen asked if there were any questions.

There were none.

RESOLUTION NO. 1 OF FEBRUARY 2019, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO NATHAN CONTRACTING FOR POST TENSION BARRIER CABLE REPAIR AND REPLACEMENT AT THE SHADYSIDE PARKING GARAGE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this contract was not originally brought to the Board as it was under the \$25,000 threshold for submission. He said this change order brought the total price of the contract above that amount.

Ms. Qureshi asked if this is the final payment.

Mr. Onorato responded that it is not final payment and said that we do not anticipate any additional change orders.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Qureshi and seconded by Mr. Barron, Resolution No. 1 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 2 OF FEBRUARY 2019, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE FUNDING FROM THE AUTHORITY’S FISCAL YEAR 2019 CAPITAL IMPROVEMENT BUDGET FOR UPGRADING AUTHORITY-OPERATED SURFACE LOTS IN THE CITY OF PITTSBURGH, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that we are asking for authorization to use the \$300,000 that was approved in the budget for neighborhood lot improvements, including items such as removal and replacement of asphalt surface areas, designated sidewalks, entrance and exits lanes, landscaping, ADA compliant ramps, brick piers, lighting and catch basins. He noted that we currently have five lots identified for upgrades and will possibly add some work at the Mon Wharf as well.

Mr. Qureshi asked for clarification on the last line of the resolution which states, ‘the Authority’s share of Parking Court revenue’. She said she thought that all revenues collected through Parking Court were given to the City.

Mr. Onorato explained that prior to 2015 the Authority would keep 10 percent of the revenues but said the new co-op agreement specifies that the City now gets 100 percent of the revenues collected. He reported that we had built a reserve of funds from that prior 10-percent share and is the source we are using for the upgrades in this resolution. He stated that per our prior Boards’ direction, we are to use these excess funds on neighborhood projects.

Ms. Qureshi asked if the Authority had a plan for when these reserve monies are depleted.

Mr. Onorato advised that at that time we would use money from our operating budget to make these types of repairs.

Mr. Barron asked how much money was in that reserve account.

Ms. Williams replied that it is approximately \$4.3 million at present.

Mr. Cohen asked if there were any additional questions.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Strassburger, Resolution No. 2 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 3 OF FEBRUARY 2019, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE ASPHALT MAINTENANCE SERVICES FOR AUTHORITY-OPERATED GARAGES AND SURFACE LOTS WITH THE CITY OF PITTSBURGH/COUNTY OF ALLEGHENY CONTRACTS, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that we would piggy-back on City and County contracts to perform asphalt repairs at our garages and lots.

Ms. Qureshi asked why we separated this resolution from the previous resolution.

Mr. Onorato advised that this resolution includes garages, which usually do not fit under the neighborhood classification.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Strassburger and seconded by Mr. Barron, Resolution No. 3 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 4 OF FEBRUARY 2019, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE CONCRETE MAINTENANCE SERVICES FOR AUTHORITY-OPERATED GARAGES AND SURFACE LOTS WITH THE CITY OF PITTSBURGH/COUNTY OF ALLEGHENY CONTRACTS, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this is the same type of resolution as the previous one but refers solely to concrete maintenance.

Mr. Barron mentioned that he is aware that PWSA and the City are discussing having PWSA take full responsibility for the maintenance of catch basins on all City-owned properties and asked if we are having any discussions of that nature with those entities.

Mr. Onorato responded that our neighborhood lots are owned by the Parking Authority and not the City and thus would be considered private property. He mentioned that he had heard that the City was going to put a tax or fee on all catch basins for the rain or stormwater in surface lots and stated that because of the possibility for a high fee for our 32 lots, we are already budgeting for this increased cost.

Mr. Barron stated that he believes this tax is a good thing and long overdue.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Strassburger and seconded by Mr. Barron, Resolution No. 4 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 5 OF FEBRUARY 2019, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO NATHAN CONTRACTING, LP FOR MODERNIZATION OF EXHAUST SYSTEM FOR MELLON SQUARE AND SHADYSIDE GARAGES, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that three bids were received for this project, with Nathan Contracting submitting the lowest responsible bid for the work. He reminded the Board that the Mellon Square Garage is a sub-surface facility and the exhaust system is critical to its operation. He noted that the scope of work includes replacement of all existing duct work and all associated electrical wiring and conduit, new controls related to the equipment and a significant amount of structural repairs as the old exhaust system units cannot fit through existing doorways. He said there will be adjustments at both facilities, with Mellon being the more critical because of its sub-surface location.

Ms. Qureshi said that the first resolution in today's packet was a change order for Nathan Contracting for work at the Shadyside Garage and said she was interested in knowing if there is any direct correlation with the two projects or if being on site gave Nathan any bidding advantage.

Mr. Onorato replied that Nathan is one of the top few contractors that compete for the majority of the Authority's larger-scale jobs. He said he believes that it is just a coincidence that they secured two larger-sized projects.

Mr. Barron asked what the expected timeline was for this project and if we anticipated any spaces being lost.

Mr. Onorato responded that it involves a completion total of 180 days for both facilities and said just a few spaces will be lost in rolling intervals outside of each room.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Qureshi, Resolution No. 5 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 6 OF FEBRUARY 2019, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT REQUESTS FOR PROPOSALS (RFP) FOR THE MANAGEMENT OF THE THIRD AVENUE PARKING GARAGE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that ABM currently manages the facility under a contract expiring in May and said we are seeking authorization to solicit bids for this service. He advised that this is the only garage in our system that is outsourced.

Mr. Barron asked if the Authority had done an analysis regarding bringing the management contract in-house.

Mr. Onorato advised that we had done an analysis and said it would cost the Authority more to manage the facility internally.

Mr. Speers advised that ABM has held this contract since 2008, at which time they were the only firm to bid on the management RFP. He advised that prior to that he believes that there were approximately three firms that submitted bids prior to that contract awarded.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Qureshi, Resolution No. 6 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 7 OF FEBRUARY 2019, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT REQUEST FOR PROPOSALS (RFP) FOR THE DEMOLITION OF THE NINTH AND PENN PARKING GARAGE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that we are seeking authorization to solicit bids for the demolition of the Ninth and Penn Garage and said the Authority will bring its recommendation back to the Board for approval. He advised that we hope to secure a demolition permit through the City at the March 12 City Planning Commission Meeting.

Mr. Barron stated that he was concerned that since this demolition is going to occur in a densely populated area and asked if the Authority was able to put into place some additional environmental protections to reduce dust and noise pollution.

Mr. Onorato responded that we do plan on having those requirements included in the RFP. He stated that the best-case scenario is that the Cultural Trust will work with the Authority and permit us to mobilize on their properties during the demolition phase.

Ms. Qureshi asked if there was any consideration given to imploding the facility.

Mr. Onorato stated that it is not possible to implode it due to the close proximity of the Goodyear business.

Mr. Cohen asked if this was a low-bid contract.

Mr. Onorato stated it will be a low-bid, responsible contract. He stated that there are a number of firms that have expertise if this type of project and said the firms we worked with in the past was reputable and performed the work to the Authority's satisfaction.

Mr. Cohen asked if the Authority had an idea of the estimated cost and timeline.

Mr. Onorato replied that we do have an estimated cost and anticipate it will take five months to complete the demolition.

Mr. Barron stated that the City has a construction ordinance that has some aspects of demolition in it and while we are not bound by that ordinance, he asked that we look at it to see if we can build some its contents into our requirements.

Mr. Wrona added that we had those requirements built into both the Third Avenue and Ft. Duquesne and Sixth rehabilitation projects.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Strassburger, Resolution No. 7 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 8 OF FEBRUARY 2019, "A RESOLUTION AUTHORIZING THE REIMBURSEMENT OF EXPENDITURES INCURRED OR TO BE INCURRED IN CONNECTION WITH CERTAIN CAPITAL PROJECTS OF THE AUTHORITY FROM THE EXPECTED PROCEEDS FROM THE SALE OF BONDS, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that we are legally required to get authorization to seek reimbursement for the costs, such as for consultants, we are paying prior to the issuance of the bonds related to Ninth and Penn project. He said once the bonds are issued, we can reimburse ourselves for the amounts paid.

Ms. Qureshi asked how far back those expenses could be in order to permit reimbursement.

Mr. Onorato stated that it is just for the 2019 calendar year.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Ms. Strassburger and seconded by Mr. Barron, Resolution No. 8 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

RESOLUTION NO. 9 OF FEBRUARY 2019, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE, ENTER INTO AND EFFECTUATE AN AGREEMENT FOR THE PURCHASE AND SALE OF REAL PROPERTY WITH THE URBAN REDEVELOPMENT AUTHORITY OF PITTSBURGH, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this agreement would give him the authorization to negotiate with the URA and the City regarding an RFP to be issued for a master development plan for East Liberty. He stated that the project will be a joint venture as all three entities own property that will be involved in the intended development.

Mr. Barron asked that the Authority makes sure that we have representation on that RFP development committee.

Mr. Onorato stated that he will reach out to them to make sure we are involved in the process.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Strassburger, Resolution No. 9 of 2019 was approved as follows: Ms. Qureshi, yes; Mr. Barron, yes; Ms. Strassburger, yes; Mr. Cohen, yes.

OLD/NEW BUSINESS

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

Ms. Qureshi stated that she would like to recognize the pass of two former Parking Authority figures, naming Gerald J. Voros, who was at one time Chairman of the Board noting commented that so many of the Board policies and procedures still have his fingerprints on them. She also recognized Richard Meritzer, who worked at the City in the ADA compliance area as well as being instrumental in establishment of the Residential Permit program.

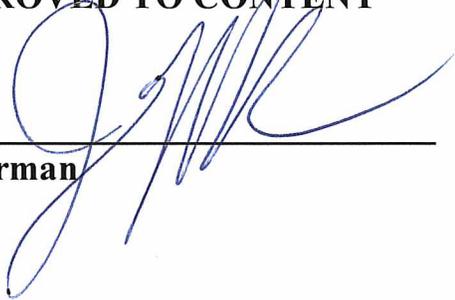
Mr. Cohen asked if there were any questions.

There were none.

The next Board meeting is scheduled for Thursday March 21, 2019 at 10:00 a.m.

The meeting was adjourned at 10:53 am with all Board Members in approval.

APPROVED TO CONTENT



Chairman

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



Approval