

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY JANUARY 20, 2022**

Having been duly advertised in accordance with the Sunshine Act No. 84 of 1986, a virtual meeting of the Public Parking Authority of Pittsburgh was held at 10:00 a.m. on January 20, 2022. The following Board members were present at the start of the meeting: Jeff Cohen, Matt Barron and Bobby Wilson. Liz Fishback joined at 10:30 a.m. Present from staff were David Onorato, Christopher Speers, Chris Holt, Jo-Ann Williams, Gwen Bolden, Mark DiNatale, David Perry, Tracy Sowinski, Karla Stanger, Jana Williams and Scott McNaugher. Also present were Jason Wrona of Buchanan, Ingersoll & Rooney, Bill Stewart of Strategic Communications, Alison Keating and John Small.

MINUTES

Mr. Cohen asked for approval of the minutes from the December 16, 2021 meeting.

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

PUBLIC COMMENT

Mr. Cohen asked if there were any public comments.

Ms. Keating stated that she would like to see more transparency in Board activity such as recorded meetings perhaps made available on You-Tube. She stated she appreciated that the meetings are now on Zoom and accessible but also would like to see an email list for the public to sign up to get Board documents.

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

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato thanked Mr. Holt and Mr. Speers and their Project Management and Parking Services teams for their snow removal work in the garages and lots following the recent large snowfall. He noted that all of the surface lots and sidewalks were cleared within 48 hours of the event.

Mr. Onorato advised that there was some positive news report in the Post-Gazette on an increase in hotel reservations and 2022 convention center events, particularly with several big conventions returning to in-person attendance. He said we are hoping to see an increase in parking accompanying those events.

Mr. Onorato advised the Board that the Parking Authority audit will begin this month with preliminary meetings and thanked Mr. Barron and Ms. Fishback for volunteering to be on the Audit Committee. He noted that the full audit process is scheduled to start in February.

Mr. Onorato advised the Board that the Mon Wharf was closed three full days in January due to flooding. He thanked the City's Public Works Department for its assistance in the clean-up efforts. He advised that in 2021 the Wharf was closed for five days and for five days and four partial days in 2020. He advised that we monitor for flooding threats on a daily basis.

Mr. Onorato advised that Resolution No.30 for the purchase of security cameras for the Forbes/Shady lot in Squirrel Hill, presented at last month's Board meeting listed the funding source as the Capital Project Fund. He said the proper designation of the source is the Authority's share of Parking Court revenue in the Neighborhood Lot Development Fund.

Mr. Cohen advised that the Board held an Executive Session on December 20, 2021 to discuss Real Estate matters.

Mr. Onorato thanked the Finance, Project Management, Parking Services and Enforcement staffs for their work in developing the 2021 budget, stating that it was very difficult going forward to predict all of the unknowns and changes due to the Covid impact. He noted, however, that we were within one percent of our projected budget for the year.

Mr. Onorato discussed the Finance Reports, stating that revenues in December were \$3.4 million with the garages topping the \$2 million mark for the month. He advised that 2021's revenues were \$34.3 million compared to \$58.3 in 2019, a drop of just under \$23 million. He noted that 2019 garage revenues alone were \$35.5 million and in 2021 they were \$19.3 million, a difference of \$16 million. He said meter revenues in 2019 were \$20.7 million and \$13.9 million in 2021, a difference of \$6.7 million. He stated that revenues are just under \$23 million compared to 2019's numbers.

Mr. Cohen asked if the 2019 revenues included Ninth and Penn's revenues.

Mr. Speers responded that Ninth and Penn Garage was closed on June 1, 2019 so the revenue numbers reported included that facility's results for half a year.

Mr. Cohen stated that this should be footnoted on the reports.

Mr. Onorato discussed the Monthly Revenue Report, stating that with Garage revenues topping \$2 million and meter revenues of \$1.2 million compared to 2019 garage revenue of \$2.9 million

and \$1.6 million in meter revenues in 2019. He advised that for December we are at 69 percent of 2019's revenues and for the full year we are at about 60 percent of the 2019 total.

Mr. Onorato discussed the Facilities Report, noting that it is strictly garage revenue that shows an increase of 83 percent compared to 2020 but again is still down from the 2019 total. He advised that the Forbes Semple, Oliver and Smithfield Street Garages have come back slower than our other locations. He shared the yearly report which shows revenues of \$19.3 for the year, up 7.6 percent from last year but still significantly down from 2019.

Mr. Onorato discussed the Meter Reports, showing the number of tickets issued in December 2021 at 12,500 with meter violations and RPP violations accounting for 78 percent of that total. He advised that the 2021's yearly ticket number was 166,000 compared to 135,000 in 2020. He advised that prior to the pandemic, tickets issued averaged 240,000 to 250,000 per year, adding that the garage and lot leases also declined due to the pandemic, noting there were 374 leases in our surface lots in 2019 but are now back up to 336. He said that lease volume is increasing in both the lots and garages.

Mr. Onorato discussed the Parking Court Report, which shows \$7.2 million in revenue in 2021 compared to \$5.3 million in 2020, but still down from the \$10 million in 2019. He stated that based on these results and the revised Co-op agreement we anticipate the City's Parking Court share to be \$4 million, down from \$8.4 million in 2019 based on the City's Co-op Agreement. He noted that once we verify that our debt-service coverage ratio has been met, which we see as no problem, the final payment will be made to the City by February 15th.

Mr. Onorato discussed the Garage Utilization Report, noting that of our 12 garages, eight were at 50-percent utilization in December with Forbes Semple, Wood Allies and Smithfield Liberty being a little higher than the others in December utilization. He noted that while we continue to head in the right direction, we are still down from the 2019 numbers.

Mr. Onorato discussed the Day and Evening Transaction Report, which shows the day, evening and weekend volume in the garage facilities. He advised that 2020's transactions were higher than 2021's for the first three months of the year and said April through December 2021 were higher than 2020.

Mr. Onorato discussed the Evening and Weekend Revenues Report, which he stated shows a pandemic-driven drop-off in 2020 and an increasing April-through-December trend from 2020 to 2021.

Mr. Onorato discussed the Downtown Housing Lease Report, which shows a volume increase in leases from 329 at the beginning of 2021 to 558 at the year's close. He said 357 of that total were located at the Mellon Square, Grant Street and First Avenue Garages.

Mr. Onorato discussed the Quarterly Meter Report, which he stated shows meter revenues of \$13.3 million. He advised that payment transactions through the meter were 4.5 percent in coins 3.5 percent by credit card while mobile app usage was just under 60 percent of total patron volume.

Mr. Onorato discussed the Revenue by Space Report, which shows revenues for 2021 of \$2,079 per space compared to \$2,204 in 2019. He advised that per-space revenue is tracked by individual garages as well for the system in total.

Mr. Onorato discussed the Pay-by-Phone Report, which shows that ParkMobile's revenues for 2021 totaled \$2.1 million, and since inception its average transaction per use is 36 to 40 cents higher than other meter payments. He stated that the new phone apps are well received and being highly utilized by the public, noting that ParkMobile had 7.8 million transactions in 2019, Flowbird had 4,000, Pay-by-Phone just under 20,000 and Meter Feeder almost 14,000 transactions in that year alone. He advised that all three new vendors have been utilized but that ParkMobile has the majority of the market simply because of its longevity as a vendor. He noted however, that it's encouraging to see the other three being utilized to the degree that they are and having that they are meeting our objective of options available for our customers.

Mr. Onorato thanked the Authority's Finance team and participants of other departments for their work on the budget under difficult circumstances and for being within 1 percent of the years' actual results. projection.

Mr. Barron stated that it is really impressive that the Finance Team, and everyone who had a hand in developing the year's revised budget. He said their work was remarkable in its projected accuracy and deserves the appreciation of the Board.

Mr. DiNatale thanked Mr. Barron for his comments and noted that we bettered our expense projections by 11 percent, which he attributed to the way each department juggled and paid close attention to managing its expenditures.

Mr. Wilson also stated that he appreciated the time and effort of the Authority staff.

Mr. Cohen also commented that he is also appreciative of the efforts and cautioned that we need to keep our guard up and continue to control all costs going forward.

RESOLUTION NO. 1 OF JANUARY 2022, "A RESOLUTION AUTHORIZING THE PUBLIC PARKING AUTHORITY OF PITTSBURGH'S BANK ACCOUNTS FOR THE 2022 CALENDAR YEAR, was read by Mr. Cohen and considered by the Board.

Mr. Onorato stated that we are seeking authorization from the Board to retain our existing bank accounts with PNC Bank.

Mr. Barron asked when, and if we ever have issued an RFP for banking services and if there is an opportunity for us to get better rates or adjustments. He stated he wondered if it would make sense to shop these services competitively.

Mr. DiNatale responded that we have had meetings with banks to explore what products might be out there, and said some of the problems that we ran into, especially with the smaller banks, is the inability to service what we need from a treasury side and the amount of work that we need generally. He also stated that in the last year we have been working on what we could do to lower our rates and said PNC has been very aggressive in complying with that objective. He said he believes that going into 2022 we should have some of the lowest rates in the country, particularly as they involve small transactions. He stated that we are very happy with PNC and said it has done a great job and is meeting all or needs. He stated that as far as issuing an actual formal RFP, we have not taken that step but have been active in keeping relationships with and talking to outside banks. He stated that nobody has been able to service us to the level that we need. He noted that if you look at the number and nature of all the bank accounts listed on the resolution, PNC is the strongest player in our market.

Mr. Barron thanked Mr. DiNatale and stated he was happy that we are having those conversations.

Mr. Cohen stated that he is always in favor of saving money on services but in this particular case PNC has been more than helpful in saving us money. He said he knows that their rate reductions have saved us a quarter of a million dollars in credit card fees.

Mr. DiNatale stated that we currently have an agreement in place with PNC that will include us in the Durbin Amendment, which will give us a retroactive credit beginning April of 2021 and going forward. He noted that this is not a PNC fee, but was a pass-through from the credit card companies, and we are currently waiting to hear from them. He also noted that our actual bank fees to PNC were renegotiated and cut in half, then came down another 20 percent in the last year.

Mr. Cohen stated that it would not be a bad idea just see the rates other banks are charging.

Mr. Cohen asked if there were any questions or comments.

There were none.

Upon motion by Mr. Barron and seconded by Mr. Wilson, Resolution No.1 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Mr. Cohen, yes.

RESOLUTION NO. 2 OF JANUARY 2022, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE FINAL PAYMENT TO NATHAN CONTRACTING, LP FOR THE MODERNIZATION OF THE EXHAUST SYSTEM FOR SMITHFIELD/LIBERTY GARAGE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that the exhaust modernization work was completed at the Smithfield/Liberty Garage and said the project's punch list items have been approved. He advised that the original contract totaled \$176,888 and there was one Board-approved change order of \$23,053, bringing the total contract to \$199,941. He advised that the MBE participation in the work was one-half percent while WBE participation was at 47 percent for a total of approximately \$93,000 in minority involvement. He advised that we are requesting release of final payment in the amount of \$19,994.10 to Nathan Contracting.

Mr. Cohen asked if there were any questions or comments.

There were none.

Upon motion by Mr. Wilson and seconded by Mr. Barron, Resolution No. 2 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 3 OF JANUARY 2022, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO NATHAN CONTRACTING, LP FOR REBABILITATION OF THE BROOKLINE LOT PARKING DECK, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that inspections at the Brookline Lot identified that the decks were starting to fail. He said that we issued an RFP and the Board awarded Nathan Contracting a contract for the repair work. He advised that, following on-site mobilization, one area cited for repair was determined to require a full depth replacement. He advised that, at the Authority's request, 92 square feet of full depth, two square feet of partial depth and 17 square feet of fireproofing were added to the scope of work at a cost of \$6,664. He said the changes increased the full contract total to \$72,552.00.

Mr. Cohen asked if there was any questions or comments.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Fishback, Resolution No. 3 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 4 OF JANUARY 2022, A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH AUTOMOTUS, INC., was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that the City was awarded a grant from Automotus for a pilot program covering the establishment of 20 smart loading zones in the city. He advised that the City has already reached an agreement with the firm and has taken the necessary steps to put legislation in place to support this program. He also advised that Automotus will be installing cameras in those 20 locations, reporting that the Parking Authority will help enforce posted parking restrictions using software communications that will alert our officers to violations in the affected areas. He stated that Automotus will receive 30 percent of the revenues collected from these spaces while the Authority will receive 20 percent, with the balance being shared with the City accordance with the current Co-Op agreement. He advised that this is a year-long arrangement that will occur at no cost to the Authority. Mr. Onorato stated that we have been working with Councilman Wilson on this program and said that he has been very instrumental in getting the legislative measures through City Council necessary for the program's operation.

Mr. Wilson confirmed that the legislation is in place and said he hopes that approval of this Memorandum of Understanding will accelerate its implementation.

Mr. Barron asked if we could request at least part way into the pilot year a project update either from Automotus or the DOMI Project Manager responsible for the City's role. He said some measure of the program's effectiveness before a full year will help us make an informed decision on the continuation of the program.

Mr. Onorato responded that this was a good suggestion and stated that we would request quarterly updates and share them with the Board at our meetings.

Mr. Cohen asked who would be responsible for paying the parking fee.

Mr. Onorato responded that it would either be the individual private parker or the fleet companies authorized to use the designated loading zone.

Mr. Cohen asked what type of fee would be set and if there will be time limits for parking.

Ms. Bolden responded that Automotus has done an analysis of the fees that would be charged to use the space. She stated that this gives the opportunity for authorized delivery vehicles to have paid spaces available as opposed to sharing the current loading spaces with the general public. She also advised that time limits will be established for parking stays.

Mr. Onorato added that the delivery vehicles would need to be preregistered and said parking would be monitored by the cameras covering the spaces. He also added that the location of the 20 spaces have been identified preliminarily but have not yet been announced.

Mr. Cohen stated that the Board would like to know that information, the costs, the locations and the time limits.

Mr. DiNatale stated that business owners are most likely just going to pass this fee along.

Mr. Cohen stated that this is not necessarily the case and said absorbing a fee like this could really hurt a small business. He stated that adding another cost to the already existing costs of delivery may not be good for some.

Mr. Wilson responded that this is nothing new, that there are locations curbside that already have meters. He said it just offers drivers the opportunity to quickly pull in and make their deliveries.

Ms. Bolden stated that the City has been working with Automotus to identify the locations and said she is aware that Market Square and other Downtown areas are included but the Strip District is not. She advised that the fee is assessed per minute and escalates depending on the amount of time the vehicle occupies the space.

Ms. Fishback as if it was possible to make sure that we are not picking loading zones that service non-profit or not-for-profit locations. She stated that she hoped the practice would not disadvantage a company or business located near the loading zone.

Mr. Wilson stated that he would be happy to contact a representative from DOMI to report that the process used to identify the location of each loading zone. He stated that his understanding is that they did extensive outreach and said there were places considered for inclusion but were not added, for example the Strip District. He stated that while he would like to have all that information himself, he said he is relying on DOMI as it manages the curbside inventory and chose the best locations based on its expertise. He said he believes we should have trust in their selections.

Mr. Barron stated that this is sort of running an experiment to determine if delivery people are willing to pay more to have the relative certainty of getting a space, noting that they are still free to use the free loading zone spaces that exist and don't necessarily need to use the paid loading zones that are part of this pilot, He said the pilot's purpose is to see if there is market demand for these spaces.

Mr. Cohen stated that he feels there is not enough information available to make a decision at this time.

Ms. Fishback asked what would happen if the Board tabled this resolution for a month, suggesting that we possibly bring in someone from the City to explain it in more detail. She then asked if waiting a month would present a problem.

Mr. Wilson responded that the City has been waiting for this for some time and said he's not sure how it would be affected by a month's delay.

Mr. Onorato advised that we were working with the City to determine these spots, but basically the City has the authority to control the streets and their spaces and to determine if the curb space locations that should be designated as metered areas, loading zones or for no parking at all.

Mr. Wrona advised that the designation of the spots and the rates that are associated with them is the responsibility of the City. He stated that the preliminary rates discussed were roughly seven

cents a minute up to 5 minutes; 13 cents a minute for 5-to-15 minutes stays; 20 cents a minute to remain for 30 to 60 minutes; and 27 cents a minute for 30 minutes to a full hour.

Mr. Cohen asked if people would need to purchase a parking permit for this program.

Ms. Bolden responded that it's not a parking permit per se, but said it works very much like the mobile app's parking options. She said what Automotus offers is a subscription to the delivery drivers who want to register their license plate numbers as evidence of their authorization to use these loading zones. She advised that these drivers would use their smartphones to activate a parking session in the same way a transient patron would activate a metered parking purchase. She advised that these curb spaces would be reserved strictly for delivery vehicles that are part of the paid loading zone program.

Mr. Cohen asked if this program would be taking away some of the existing loading zones and said it is critical to know where these loading zones are going to be

Ms. Bolden stated that the existing loading zones would remain available for use but said the program's purpose is to make sure that there is availability for the delivery drivers. She noted that everyone has and will still have the availability to use the existing free loading zones. She also stated that DOMI has already done extensive research on where they will be located and said she would be happy to share that information with the Board.

Mr. Wilson stated that we need to rely on the expertise of DOMI and said, speaking from the City side, this is something that he had hoped to get approved today. He asked how the Authority handles similar situations where the City determines the placement of parking meters and if the Authority needs to know the location of each meter before it's determined where and when it's to be placed.

Mr. Onorato responded that the Authority does not know the location of meter placement but said we are required to recommend street locations to the City before they can be placed. He said the City has ultimate decision power as to where meters are placed, what areas become Residential Permit Parking Zones and what areas become loading zones.

Mr. Cohen stated that he is not opposed to what we are trying to do, but said he just wants to make sure it works the way it's designed to work. He stated that big companies will pay the money to utilize spaces for longer periods of time and said that would not help the situation as they will just essentially lock up space. He stated that for him it's just a space-availability issue.

Mr. Cohen asked if anybody knew how many loading zones currently are located downtown and how many were going to be replaced.

Mr. Onorato responded that it is not just loading zones that will change to implement paid loading spaces. He said some will involve spaces now managed by traditional meters.

Mr. Wilson stated that he will be able to share more information with the Board in the next few days.

Mr. Cohen stated that he appreciates Mr. Wilson's position but said he wants to understand the program fully before he approves it.

Mr. Onorato stated that he will work with Councilman Wilson to make sure our Board gets all of the information requested during today's meeting.

Mr. Cohen asked if there were any further questions or comments.

There were none.

Upon motion by Mr. Wilson and seconded by Mr. Barron, Resolution No. 4 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, no.

RESOLUTION NO. 5 OF JANUARY 2022, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH ALLA FAMIGLIA AND PITTSBURGH VALET, LLC., was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that Alla Famiglia is a restaurant the abuts our surface parking lot on Warrington Avenue is requesting to erect a small structure on a small island area within the lot for use by the existing valet personnel. He advised that the agreement will specify a modest in monthly payment to the Authority of approximately \$500 per month. He noted that the restaurant will be responsible for any City permits required and for all ongoing costs, adding that the agreement will contain a 90-day cancellation clause. Mr. Onorato said Alla Famiglia's valet crew will valet vehicles of restaurant patrons to our lot and to nearby private spaces.

Mr. Barron asked if this was a type of arrangement we would extend to other businesses.

Mr. Onorato responded that we would as long as our facility had space available to accommodate similar requests.

Ms. Fishback asked if the Authority had any liability if anything happened in or to that leased portion of the lot.

Mr. Onorato responded that all liability would be on Alla Famiglia. He stated a similar arrangement was reached with Eat N Park for the addition of a ramp to provide access to our Carson Street lot.

Mr. Barron asked if there would be any impact on our operations of the lot.

Mr. Onorato responded that there would be no impact on the number of spaces or the parking area in general. He said the valet space will be located outside the spaces in the green space.

Mr. Cohen asked if they are currently paying for valet spaces in this lot.

Mr. Onorato responded that a monthly lease rate of \$60.00 is being charged to the restaurant for its current use of the lot. He said that fee will remain in place following the start of valet service. He also mentioned that restaurant patrons will always have the option of parking in our spaces and bypassing any valet costs.

Mr. Cohen asked if there was any questions or comments.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Fishback, Resolution No. 5 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 6 OF JANUARY 2022, A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE FINAL PAYMENT TO ALLEGHENY CITY ELECTRIC FOR THE REPLACEMENT OF EXISTING EXTERIOR ELECTRICAL CABINET AT THE SECOND AVENUE PARKING PLAZA, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this is a request to release final payment to Allegheny City Electric for work completed on the electrical cabinet at the Second Avenue Parking Plaza. He advised that the Board previously approved the work for \$41,000 and said the final cost was \$40,101.75 with no change orders. He advised that the work has been completed with all punch list items addressed and said we are asking now to release final payment.

Mr. Cohen asked if there was any questions or comments.

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 6 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

NEW BUSINESS

Mr. Cohen thanked the Authority staff and his fellow Board members for their work during this pandemic, stating that things are near to being ready to return to something close to normal.

Mr. Cohen asked if there were any new or old matters to discuss.

There were none.

The meeting was adjourned at 11:20 a.m. with all Board members in approval.

APPROVED TO CONTENT

DocuSigned by:
Jeff Cohen
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Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES

DocuSigned by:
Liz Fishback
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Approval
