

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
FRIDAY APRIL 22, 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 10:03 a.m. on April 22, 2022. The following Board members were present at the start of the meeting: Jeff Cohen, Matt Barron, Liz Fishback and Bobby Wilson. Present from staff were David Onorato, Chris Holt, Jo-Ann Williams, Gwen Bolden, Mark DiNatale, David Perry, Tracy Sowinski, Karla Stanger, Scott McNaugher, Jana Williams and Patricia Konesky. Also present were Jason Wrona of Buchanan, Ingersoll & Rooney; Bill Stewart of Strategic Communications; and Alison Keating.

MINUTES

Mr. Cohen asked for approval of the minutes from the March 17, 2022 meeting.

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

PUBLIC COMMENT

Mr. Cohen asked if there were any public comments.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato thanked the Board members for accommodating the request for reschedule today's meeting, stating he appreciates their flexibility.

Mr. Onorato advised the Board that a tentative four-year agreement has been reached with the AFSCME Union and the membership has ratified the agreement. He advised that the highlights of the contract consisted of a 3.25-percent increase, the addition of the Juneteenth holiday and changes in two part-time maintenance positions to full time. He said that current healthcare contributions of 15 percent would remain unchanged through the duration of the contract, adding that we are looking to have a fully signed agreement by the end of the month.

Mr. Onorato informed the Board that street cleaning started throughout the city on April 1 and said people have been accommodating to its return, noting that we have received calls both in favor of and against the program being reinstated. He said that the Authority was proactive in announcing the program's resumption and asked Ms. Bolden if she could advise how many warning tickets have been issued since its April 1 start. Ms. Bolden advised that there have been a total of 6,714 warning tickets have been issued to date and confirmed that many respondents expressed their satisfaction with the program being resumed.

Mr. Wilson asked when the issuance of live tickets would begin.

Mr. Onorato responded that warning tickets will be issued during the first pass throughout each zone and said live tickets will be issued after that. He advised that each cleaning cycle should take one month, so live tickets would begin to appear effective May 2.

Ms. Fishback mentioned that her neighbors in the Bloomfield area were very thankful for the warning tickets were employed as some were unaware that the program would be resuming. She stated that issuing warning tickets was just the right decision to accompany resumption.

Mr. Onorato advised that the Authority is currently in contact with PACT, a steam supplier that was bought out by another company and therefore no longer able to service our Mellon Square, Ft. Duquesne and Sixth and Smithfield/Liberty Garages. He advised that Mellon Square will be without service this winter and said Ft. Duquesne and Sixth and Smithfield/Liberty would lose their PACT-sourced steam by the end of 2023. He stated that we are working on a solution with PACT and its replacement to either to tie into a system being installed on William Penn Place or to obtain service from an entirely new system.

Mr. Onorato updated the Board on the repair plans for the Forbes Semple Garage, advising that we are setting up the walk-through with Desman by the close of April. He also advised that Desman will complete the other structural engineering report requested by the Board. He said that there has been no significant change in the structure and therefore no need for concern. He advised that the RFP for the construction portion will be issued shortly and said we anticipate site mobilization by the end of July.

Mr. Onorato discussed the Finance Report, which shows March revenues of \$3.4 million and \$6.3 million year to date. He advised that both meter and garage receipts are moving in the right direction, with total 2022 revenues increasing from \$2.6 million in January and \$2.9 million in February to \$3.6 million in March. Mr. Onorato advised that 2022 garage receipts increased from \$1.6 million in January to \$1.7 million in February to just over \$2 million in March. He advised that meter receipts rose from \$1.2 million in January to \$1.1 million in February to \$1.5 million in March after a slight dip in February. He noted that the base year 2019 revenues were just over \$5 million compared to the \$3.6 million total to date this year.

Mr. Onorato discussed the Enforcement ticket report which shows that of 16,000 tickets issued in March, 75 percent were for meter and RPP violations, with various other violations accounting for the remaining 25 percent. He advised that next month's total will reference street cleaning tickets but all of them will be of the warning type.

Mr. Onorato discussed the Enforcement Street Meter and Lot Revenue Reports noting that in March 2022 revenue was up \$1.5 million compared to \$1.1 million in March of 2021. He noted that lot leases are down from 450 in March 2019 to 333 in March 2022.

Mr. Onorato discussed the Parking Court Report, which shows 2022 operating revenues through March of \$1.69 million with an estimated City share of \$1.19 million. He advised that in 2019, total revenues were \$2.4 million with the City's share being \$1.89 million.

Mr. Onorato discussed the Parking Services Occupancy/Utilization Report, which shows that utilization at every garage has increased for 2022's opening quarter.

Mr. Onorato discussed the Transient and Net Revenue Graph and the Day and Evening/Weekend Transaction Graph, noting that both show increases in revenues and utilization.

Mr. Onorato discussed the Downtown Housing Report, which represent leases for the residents of the Downtown area that qualifies them for a discount equal to the parking tax charged by the City. He stated that there are currently 541 leases of that type, the majority being housed at First Avenue Garage.

Mr. Onorato referenced the Quarterly Meter Revenue Report, which identifies the number of multi-space meters in place, the number of spaces they control and the revenues they generate. He said the data are grouped by the zones in which they are located and by on-street or surface lot. He advised that just over three percent of all transactions were made via coin, 32 percent is via credit card while 65 percent represent mobile app payments.

Mr. Onorato discussed the Quarterly Revenue per Space Report, which shows utilization data for each garage. He noted that in the first quarter of 2022, the average cost per space was \$628.00 and said the report shows Smithfield/Liberty to be the highest contributor at \$1,361.00 per lined space. He advised that in 2021 the average cost per space was \$404.00. He advised that most of the industry and other operators use this information to compare their rates. He advised that we take this measure a step further and also break it out to calculate expenses per space.

Mr. Onorato discussed the Pay-By-Phone Report, which shows that the revenues collected by each of our four phone vendors has increased monthly to account for a first-quarter revenue total of \$900,000 in phone transactions. He noted that the vendors' individual transactions year-to-date are 311,000 for ParkMobile, 257,000 by Flowbird, 2,653 for Pay-by-Phone, 2,653, and Meter Feeders at 2,117. He updated the Board that all the phone apps are working properly, have been received well by our customers who are pleased that they have payment options. He advised that an average transaction price for a phone-app transaction is 30-cents higher than a card or coin transaction.

He advised that almost 65 percent of transactions are being received via the phone apps, noting that our target is 75-percent utilization of that mode.

RESOLUTION NO. 11 OF APRIL 2022, “A RESOLUTION TO ACCEPT THE PUBLIC PARKING AUTHORITY OF PITTSBURGH’S FINANCIAL STATEMENTS AND REQUIRED SUPPLEMENTARY INFORMATION FOR THE YEARS ENDED DECEMBER 31, 2021 AND 2020 WITH INDEPENDENT AUDITOR’S REPORT AS RECOMMENDED BY THE AUDIT COMMITTEE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that the Audit was completed by Maher Duessel, specifically its team Amy Lewis, Partner; Nikki Walton, Manager; and Sarah Landsberry, Accountant. He also thanked the Authority’s Audit Committee consisting of Mr. Barron, Ms. Fishback and Mr. DiNatale. He advised that the audit was clean and unmodified with no management letter.

Mr. Barron thanked everyone involved and agreed that the audit was clean. He advised that he met with the Auditor’s team twice and reported that its members had only positive things to say about the process.

Ms. Williams noted that the Parking Authority had a new Accounting Manager, Karla Stanger, oversaw the coordination of the audit and said she performed her assignment capably and professionally. She also noted that the entire Finance Department staff again stepped up and did what was necessary to see the Audit through to completion.

Mr. Onorato again thanked the Finance Department staff, the entire Parking Authority team and their departments for their work with Finance on the Audit.

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

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 11 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 12 OF APRIL 2022, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE FINAL PAYMENT TO NATHAN CONTRACTING, LP FOR THE REHABILITATION OF THE BROOKLINE LOT PARKING DECK, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this work was performed at our Brookline Lot, which is located under the Mazza Pavilion on Brookline Blvd. He advised that this was a structural repair project with one change order of \$6664.00, roughly 10 percent of the original contract for a grand total of \$72,552.00. He advised that, because the project has been completed, including all punch list items, to the Authority’s satisfaction, we are requesting that the Board authorize final payment of \$7885.20 to Nathan Contracting.

EXECUTIVE DIRECTOR'S REPORT

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. 12 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

NEW BUSINESS

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

Mr. Cohen asked if the Board would be willing to have an in-person Board Meeting next month.

Mr. Barron, Mr. Wilson and Ms. Fishback all stated that they would be fine with having the next Board meeting in-person.

Mr. Onorato stated that we will make the arrangements and send notification to everyone that the meeting will be held with members assembled.

Mr. Cohen thanked everyone for accommodating the schedule change for today's meeting then asked if there were any additional new or old business matters to discuss.

There were none.

The meeting was adjourned at 10:31 a.m. with all Board members in approval.

APPROVED TO CONTENT

DocuSigned by:
Jeff Cohen

C1D9FEA5E50F8346C...

Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES

DocuSigned by:
Liz Fishback

46188AFA0D814D6...
Approval