

**MINUTES OF THE REGULAR MEETING OF THE  
PUBLIC PARKING AUTHORITY OF PITTSBURGH  
THURSDAY APRIL 21, 2016**

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 on April 21, 2016 at 10:09 a.m. at 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Cathy Qureshi, Matt Barron and Aradhna Oliphant. Present from staff were: David Onorato, Jo-Ann Williams, Chris Holt, Wes Pollard, Tom Vennero, Tracy Sowinski, Janet Staab, Deb Meyer, Philip Savino, Scott McNaugher, Jason Phillips, Patricia Konesky, Kathryn Van Why and Donna Ritter. Also present were Jason Wrona of Buchanan Ingersoll; Betsy Krisher of Maher Duessel; Bob Bauder of the Pittsburgh Tribune Review; William Stewart of Strategic Communications and Nikki Lu, Ira Watkins, Tony Sohuscai, Darnell Fowler, Carlos Thompson, Kevin Young, Sherri Geyer, Ryan Terrill, Rich Johnston, Jacquelyn Foster, Anne Harshaw, Steve Kelley, Lamar Johnson, Joseph Foy, Gary Thompson, Michael Childs, Peter Schmidt, Thomas Jones and Alaina Gilchrist of Local 32BJ, SEIU.

**MINUTES**

Ms. Qureshi asked for approval of the minutes from the regular meeting held on March 17, 2016.

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

**PUBLIC COMMENT**

Ms. Qureshi asked if there were any members of the public who wished to speak before the Board.

Ms. Liu, Western Pennsylvania Political Director for the Service Employees Union Local 32BJ, thanked the Board for allowing the public to attend today's meeting. She advised that the Board would be hearing from some of the security guards that are employed by Am-Gard, the Parking Authority's current security contractor, regarding the working conditions they experience as employees of that firm. She advised the Board that the prevailing wage ordinance requires the security industry to have certain standards governing compensation. She stated that the industry is currently in transition and said that in the last 12 to 24 months, 32BJ organized over 1000 workers into the union, lifting many of them out of poverty by getting them a \$2.00 raise and health insurance coverage that she stated they did not have previously.

She noted that those workers are currently almost all serving private sector employers, but some are public employees covered by public contracts such as the one in effect with the Parking Authority.

She stated that in 2010, before the union organized the workers, the City took the lead in standing up for service workers by passing the Service Workers Prevailing Wage Law that creates minimum standards with the idea that public dollars funding public contracts actually creates life-sustaining jobs above the poverty level. Ms. Liu stated that the union applauds the City for its leadership. She added that in 2014 the Parking Authority drafted an RFP that included prevailing wage ordinance language but unfortunately that RFP was never followed through and AM-Gard was awarded contract that did not meet the standard of the prevailing wage ordinance. She said as the law currently stands, it stipulates that security personnel are supposed to make \$11.90 per hour with an additional \$4.27 per hour applied to healthcare benefits. She stated that earnings of Am-Gard workers as the law currently stands, security officers are supposed to make \$11.92 per hour with an additional \$4.27 per hour going towards their healthcare benefits. She stated that Am-Gard workers are currently hovering just around \$11.00 per hour or lower in all of the garages and while she applauded the Authority for paying a \$350.00-per-month health care subsidy to 11 of its Am-Gard workers, she said the remaining 40 employees do not have healthcare coverage. She summarized by thanking the Parking Authority for doing more for workers than its peers by paying them over \$11.00 per hour compared to the \$8.25 most were making, before unionization. Ms. Liu stated that Am-Gard currently pays its workers under the minimum wage ordinance amount and asked, when the Am-Gard contract expires at the end of this month, for the Board to hire a responsible contractor that will meet the compensation requirements provided under the prevailing wage law.

Mr. Fowler introduced himself as a current Am-Gard Security officer who has been employed for the last six years as a guard in parking garages throughout the city. He stated that in addition to wanting the security industry to be unified he would also like the opportunity to be covered by the same wage and benefit program as the officers who were unionized last year. He stated that he struggles at the wage level he is currently making, which he believes is lower than the work is worth. He added that he has goals and aspirations to have a family and also to go back to school to study business. He said he doubts that can be accomplished if one does not make a livable wage. Mr. Fowler stated he was excited by last year's news that security guards won their first union contract ever and said it made him want to work harder for better opportunities for himself and others. He stated that he wished he had many things that people take for granted, such as vacation and sick days. Mr. Fowler explained that he is a man of faith who believes in the power of unity. He then told the story of the Tower of the Babel, an ancient city, in which the people worked together to accomplish many things that were thought to be impossible.

Ms. Qureshi thanked the public for their comments.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato updated the Board on the ongoing renovations at the Third Avenue Garage noting that the project is approximately 60-percent completed. He advised that three levels are now completed and said that work on the floors remaining will be limited to spot repairs.

Mr. Onorato advised that the AFSCME negotiations are scheduled to resume next week.

Mr. Onorato discussed the Financial Reports, stating that through the first quarter we are on pace to meet or exceed our budgeted numbers largely due to a rate increase now in effect. Mr. Onorato advised that expenses are below their budgeted level.

Mr. Onorato discussed the Facilities Report, noting that there is a decline in the revenues from Third Avenue due to the construction-related loss of spaces. He noted that there is an increase in revenues at the Smithfield/Liberty Garage since, with the renovations there completed, the facility has returned to full operating capacity.

Mr. Onorato discussed the Meter Revenue Report, which breaks down revenues according to street, lot and lease collections. He noted that street and lot revenues have increased but that lease revenues have decreased due to a substantial loss of leases by commercial customers.

Mr. Onorato discussed the Residential Permit Parking Report, which shows an increase of approximately 600 permits sold from the number of permits issued last year.

Mr. Onorato discussed the Parking Court Report, noting that a recent mailing sent in an attempt to collect outstanding fines from older tickets resulted in a slight increase in revenues received.

Mr. Onorato discussed the MBE/WBE Report, which lists the contractors and their sub-contractors and the percentage and dollar amounts paid to minority contractors for their project assignments.

Ms. Oliphant asked if the Authority tracks how much money is awarded annually and the percentage that goes to minorities.

Mr. Holt advised that the Authority works with the Equal Opportunity Review Commission at the City which, in turn, compiles information from all affiliates and issues an annual report on minority participation, broken down by the reporting entities.

Mr. Onorato discussed the Utilization Report, noting that most locations show a 93-percent utilization rate. He said the facilities not reaching that level were Shadyside, Second Ave and Smithfield/Liberty, the latter reflecting a construction-related reduction in capacity.

Ms. Qureshi noted that the Grant Street Transportation Center will eventually reach full capacity, such as happened with First Avenue Garage when it was first built. She asked if the Authority had an anticipated timeline for this to occur.

Mr. Onorato replied that he does not have a gauge of when the facility may reach full capacity, noting that it's not necessarily a bad thing to have a cushion of space availability.

Ms. Oliphant asked if there was market or business trend that worried or concerned the Authority.

Mr. Onorato replied that there was nothing concerning about the trends. He stated that any rate increase is usually followed by a slight drop-off in utilization and said we do not become concerned when it occurs.

Mr. Onorato discussed the Transient and Net Revenue Reports, which show the net revenues by facility. He noted that they have increased from 2015 somewhat as a result of the rate increase.

Mr. Onorato discussed the Downtown Housing Report, advising the Board that the Authority made a push to increase the amount of leases available for residents moving downtown. He noted that we have added approximately 70 leases this year.

Ms. Qureshi asked if there was a cap on the amount of Downtown Housing Leases issued for each facility.

Mr. Onorato responded that we don't have a set number, but that Authority staff monitors activity and sells them only if regular day leases are available.

Ms. Qureshi stated that she supports this program, but asked if these spaces would be more valuable for a transient parker and if the Authority subsidizes them in any way.

Mr. Onorato advised that the Authority does not subsidize this program, reporting the discount is the amount equal to the parking tax.

Mr. Barron asked if there was a yearly annual analysis of what we are charging for those leases. He stated that we should not be subsidizing this and possibly consider a rate adjustment if warranted.

Mr. Onorato responded that the Authority does analyze lease data and will provide a copy of that information to the Board.

Mr. Onorato discussed the Call-Ahead Reserve Parking Program, which is run by the Pittsburgh Downtown Partnership and reserves parking spaces in downtown facilities that are close to patrons' driving destination.

Mr. Onorato discussed the Quarterly Revenue report, noting that 12 percent of the revenues received are by coins, 70 percent by credit or debit cards and 20 percent through the meters' pay-by-phone feature.

Mr. Onorato discussed the Revenue-by-Space Report, now the industry standard for tracking gross revenues per-space and net revenues by individual facility.

Ms. Oliphant asked that, in terms of the ranking, if there was anything that was concerning.

Mr. Onorato responded that there was nothing concerning, with Mellon Square, Smithfield/Liberty and Oliver being the top three facilities in terms of utilization.

Mr. Onorato discussed the Expenses-Per-Space Report noting that it is usually one quarter behind because we wait for a calculation of actual expenses paid for each reporting period.

Mr. Onorato introduced a new report, the Pay-By-Phone Utilization Report that will be included in the Quarterly Reports of the Board packets. He said the document lists mobile transactions to date, which currently are just over 400,000 and account for \$1.1 million in revenue. He advised that the average price of a pay-by-phone transaction is \$2.84 compared to \$2.33 for the average price paid directly at the meter.

Mr. Barron asked if the Authority had any idea what accounted for the increase in pay-by-phone usage.

Mr. Onorato stated that he believes that the main reason is just word of mouth. He said he believes that once people download and use the app, they realize the convenience and continue to use it for parking stays. He stated that the Authority receives its full parking fee regardless of the payment method used but said it would be to Parkmobile's advantage to increase the volume of pay-by-phone transactions as they receive the fee associated with each transaction of that type.

Ms. Qureshi requested that the Pay-by-Phone report be kept as a monthly report for the time being instead of being a quarterly report.

Ms. Qureshi asked if there were any additional questions on the Executive Report.

There were none.

## **RESOLUTIONS**

Ms. Qureshi advised that the day's Resolutions will be reviewed and discussed slightly out of order today to accommodate the Maher Duessel representative who was present to respond to any questions pertaining to the audit.

**RESOLUTION NO. 26 OF APRIL 2016, "A RESOLUTION TO ACCEPT THE PUBLIC PARKING AUTHORITY OF PITTSBURGH'S FINANCIAL STATEMENTS AND REQUIRED SUPPLEMENTAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2015 AS RECOMMENDED BY THE AUDIT COMMITTEE,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato distributed a hard copy of the report and thanked Authority staff for its work and cooperation with the Maher Duessel staff to bring this year's audit to completion. He also thanked the Audit Committee consisting of Ms. Williams, Ms. Oliphant and Mr. Barron for its time and effort. He advised that the Authority received an unqualified audit opinion and no management letter citing exceptions was issued.

Ms. Krisher of Maher Duessel addressed the Board and stated that the audit process went smoothly and the governance letter reflects that result. She stated that the highlights were the statements reflect the bonds that were issued in 2015; the refunding of all the other issues; the implementation of GASB accounting standards; Board Statement Summary 68, 71 and 78; the pension-related standards it created for the Authority's own plan and its pension asset of \$1.1 million of required supplemental information; the GASB 68 for the Teamsters Plan with which the Authority is involved, that and other footnote disclosures, and the new cooperative agreement with the City.

Mr. Barron added that he and Ms. Oliphant did meet with the auditors and reviewed the audit. He advised that everything looked great and thanked Mr. Onorato, Ms. Williams and the Authority staff for their efforts.

Ms. Oliphant seconded Mr. Barron's comments.

Ms. Qureshi thanked both Mr. Barron and Ms. Oliphant for their time and commitment.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 26 of 2016 was approved as follows: Mr. Barron, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 24 OF APRIL 2016, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO MIKE MAJOR SCULPTURE, LLC FOR ARCHITECTURAL RESTORATION SERVICES FOR DESIGN RENOVATION IMPROVEMENTS OF THE WOOD-ALLIES GARAGE PARKLET,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato stated that one bid was received for the repair and upgrade of the parklet and said the bid sheet was attached for Board review. He advised that only one bid was received but said a second vendor did notify the Authority that it would not be submitting a bid because current workload prevented them from participating in the project. Mr. Onorato stated that this work will include the cleaning of the terracotta materials, including the statues and water fountains, together with creating an additional statue of one of our retired employees. He advised that any needed electrical and plumbing work would be an additional scope of work.

Ms. Qureshi stated that she supports this project and the addition of the statue of Mr. Urbano, noting that the Authority might consider adding a statue of James Wilson, another long-time but now-deceased employee. She added that she does not believe the Authority should establish a precedent of erecting a statue of each and every deceased long-standing Authority employee, but said adding a remembrance of Mr. Wilson should be considered at this time.

Ms. Oliphant suggested that the Authority could possibly use other ways to memorialize deceased employees other than creating a statue of each. She suggested adding a suitably inscribed brick or paving stone to the parklet as a possible option. She also inquired if the Authority worked with the City's Office of Public Art on this project.

Mr. Onorato responded that we did coordinate with the Office of Public Art in the past on a specific project for the mural on the Smithfield-Liberty Garage, but did not involve them in this project.

Mr. Barron added that the manager of the City's Public Art Office just resigned and that there is currently an opening for that position. He also asked if the Authority was using the City's Beacon program for advertising this RFP as well as others. He advised that Beacon is an on-line system that was developed for the City to allow them to post all of the bids for the City and its Authority's, making it easier for vendors to access them and respond.

Mr. Holt responded that we have been using this program and intend to continue employing it going forward.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 24 of 2016 was approved as follows: Mr. Barron, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 25 OF APRIL 2016, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD IMAGE360 THE CONTRACT FOR A SIGNAGE INSTALLATION PLAN AT THE GRANT STREET TRANSPORTATION CENTER,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised the Board that the Authority has been working with the Heinz History Center to make Grant Street Transportation Center a preferred parking facility for Center visitors. He stated that the Authority is going to update the street level windows with signage to promote this linkage. He also advised that, as a companion portion of this arrangement the History Center will create a permanent display of the history of the parking meters in Pittsburgh, from the first single-space meter installed to the pay-by-plate meters now in place.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 25 of 2016 was approved as follows: Mr. Barron, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

**RESOLUTION NO. 27 OF APRIL 2016, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE NEW COMPUTER WORKSTATIONS FOR THE AUTHORITY’S ADMINISTRATIVE OFFICE,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato stated that this purchase, through the Co-Star state contract, will replace the current computer workstations located in the Authority’s main offices.

Mr. Savino stated that the current computers are near their end-of-life utility and said this replacement will keep our computer technology current with the latest advances.

Ms. Oliphant asked how long ago the current equipment was purchased.

Mr. Savino responded that they were purchased approximately four years ago and said a workstation is anticipated to last about that amount of time.

Ms. Qureshi asked the Authority’s plan for the workstations that will be taken out of service.

Mr. Savino responded that the old workstations will be cleaned and, their data erased, donated to Goodwill industries for subsequent use by non-profit agencies.

Ms. Oliphant asked if the best-practices approach to technology replacement is to replace one third of inventory at a time, which minimizes costs and staggers replacement timeframes.

Mr. Savino replied that her understanding is correct but said our workstations were all purchased at the same time, and therefore are all reaching their end-of-life condition at the same time.

Mr. Onorato stated that the cost of this purchase also was taken into consideration. He said this is not a large purchase such as vehicles, which we stagger purchasing so the cost in any given year is not burdensome.

Mr. Savino added also that if we were to stagger this type of purchase, the equipment units may not be compatible with each other. He said it is preferable to be sharing equipment with the same technology and operating system.

Ms. Qureshi asked if there were any additional questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 27 of 2016 was approved as follows: Mr. Barron, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.



**RESOLUTION NO. 28 OF APRIL 2016, "A RESOLUTION OF THE PUBLIC PARKING AUTHORITY OF PITTSBURGH AUTHORIZING THE EXECUTIVE DIRECTOR OF THE AUTHORITY TO NEGOTIATE AND ENTER INTO A LICENSE AGREEMENT BY AND BETWEEN THE AUTHORITY AND JOSEPH B. FAY COMPANY,** was read by Ms. Qureshi and considered by the Board.

Mr. Onorato advised that Penn Dot is completing renovations on the Liberty Bridge and said our entrance to the First Avenue Garage is underneath that bridge. He advised that this work will not affect the operation of the facility or its parking capacity, noting that the agreement simply permits them to access the area and use it for mobilization.

Ms. Qureshi asked if this overhead work endangers our workers or garage in any way.

Mr. Onorato responded that the bridge is not directly over our garage, but it is over the entrance. He said he cannot guarantee that there will not be any unforeseen issues that may cause damage but said that having this agreement in place will give the Authority coverage for these types of circumstances.

Mr. Wrona added that the agreement specified that the construction company use the industry-accepted protection screen and covering to prevent any debris from falling onto our entrance.

Ms. Qureshi asked if there were any questions.

There were none.

Upon motion by Ms. Oliphant and seconded by Mr. Barron, Resolution No. 28 of 2016 was approved as follows: Mr. Barron, yes; Ms. Oliphant, yes; Ms. Qureshi, yes.

## **OLD/NEW BUSINESS**

Ms. Qureshi asked if there was any old or new business.

Mr. Onorato advised that at the last Board Meeting the Chair requested a breakdown of the dollar amount paid to CALE to date. He distributed a copy of that report to the Board.

Mr. Onorato reminded the Board that our next monthly board meeting will not occur on the normally scheduled third Thursday of the month and is scheduled for May 26. He stated that the change was reported in January as part of the year's meeting schedule and said he wanted to remind Board members that it was the May meeting that was affected.

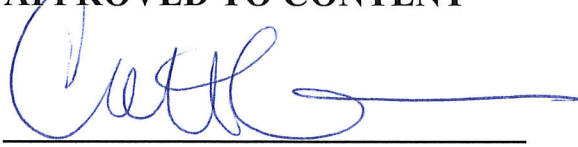
Ms. Qureshi asked if there was any additional old or new business.

There was none.

The next Board meeting is scheduled for Thursday, May 26, 2016 at 10:00 a.m.

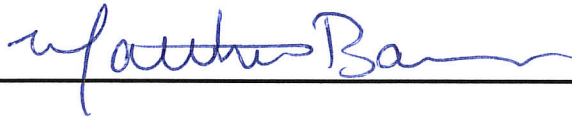
The meeting was adjourned at 10:56 a.m. with all Board Members in approval.

**APPROVED TO CONTENT**



**Chairman**

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



**Approval**