

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY AUGUST 18, 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 9:01 a.m. on August 18, 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, Mark DiNatale, David Perry, Tracy Sowinski, Scott McNaugher, Karla Stanger, Jana Williams, Matt Engleson 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 July 21, 2022 meeting.

Upon motion by Ms. Fishback 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.

Mr. Cohen advised that the Board held an Executive Session on August 17, 2022 to discuss personnel matters.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato advised that Parking Court sent out just under 3000 courtesy boot eligibility notices on August 8 to alert those currently on the boot-and-tow list. He said this action usually incentivizes the owner recipients to make payments in order to be removed from the list.

Mr. Onorato updated the Board on the progress of the rehabilitation project at the Forbes/Semple garage. He advised that roof level work is now complete and the pouring of cement on that portion of the site has been scheduled.

Mr. Onorato advised that we are in the final stages of development of an RFP to complete an analysis of current demand levels which will show current levels of demand at each of our facilities. He said the purpose is to determine if we should increase capacity or possibly sell assets.

Mr. Onorato advised the Board that we are in talks with Duquesne Light and Sargent Electric to implement an EV Charger pilot program at the Second Avenue Parking Plaza that would include placing solar panels over the lot and install battery packs potentially used by fleets going forward. He advised that there is grant money available and said Duquesne Light is going to assist us in securing some of those being offered. He advised that we are in early talks on the matter and believes this is a green initiative that will be good for both the City and the Authority. He noted that Duquesne Light is also excited about the program and its Second Avenue location.

Mr. Onorato advised the Board that the City Controller is performing an audit on the South Side Parking Enhancement District for years 2018, 2019 and 2020 years. He advised that we are in the process of providing the necessary information to permit its completion.

Mr. Onorato discussed the Finance Report, which he stated continues the same trend of the last few months, noting that July's revenues of \$3.4 million included garage receipts of just over \$2 million and meter receipts of approximately \$1.2 million. He advised that year-to-date revenues are at \$23 million compared to \$34 million in 2019 and said last year's revenues were \$17 million so we are about \$6 million ahead of the 2021's results to date. He advised that we budgeted \$23.1 million for year-to-date 2022 and said the actual total for the period is \$23.3 million. Mr. Onorato advised that we also track our expenses, noting utility costs appear to be increasing drastically, by an average of 15 percent. He said that we will continue to monitor this trend, adding that it seems to be occurring industry wide.

Mr. Onorato discussed the Finance Report, which shows that same trends as the summary Finance Report, namely that revenues in July of 2022 were \$3.4 million compared to \$4.7 million in July 2019 and in July of 2022 revenues were \$3.4 million. He noted that the last several months' revenues continue to total more than \$3 million again noting that the trend is moving in the right direction, but just not as rapidly as we anticipated. He advised that we will continue to monitor this and that we are on target with our 2022 budget and will continue to monitor these monthly results closely.

Mr. Onorato discussed the Facilities Report, stating that it shows the same trend as the Finance Reports, advising that most of the garages, except Shadyside, have increased their revenues results from 2021 totals. He stated that there have been some changes in the type of businesses around the Shadyside Garage and said the district's businesses profile influences the number of lease and transient parkers using that facility. Mr. Onorato discussed the year-to-date Facility Report, noting that garage receipts are \$13.8 million and said the revenue number do not include meter revenues. He advised that we are noticing trends in garage parking that we attribute to higher volume on certain days of the week to hybrid work schedules. He noted that Ft. Duquesne and Sixth is still affected by construction by the gas company and the City at the garage's Sixth Street entrance and also by the close of the Clemente Bridge to both vehicle and pedestrian traffic. He advised that Smithfield/Liberty and Mellon Square Garages saw a nice increase in activity resulting from the various concerts and events held this past weekend. He said their impact will be reflected in next month's Board reports.

Mr. Onorato discussed the Enforcement and Meter Report, advising that the Authority has

hired four new Enforcement Officers and, though they are still in training, said he believes that the numbers contained in this report reflect their presence. He stated that there were approximately 2,000 more tickets issued this month compared to July 2021, with the larger categories being accounted for by street cleaning, meter violations and residential permit parking violations. He advised that meter revenues are returning faster than the garage revenues, noting that the \$1.2 million in July 2022 compares to \$1.6 recorded in the 2019 base year, just a \$400,000 difference. Conversely Mr. Onorato noted the number of lease customers has declined from 443 in 2019 to 293 currently, a trend we've seen in our garage leases that we attribute to business not fully to their former office settings. He also noted that some companies are relocating out of the downtown area, most prominently ATI's move from PPG to the Strip District.

Mr. Onorato discussed the Parking Court Report, noting that in July 2022 revenues of \$677,000 were slightly up from 2021 while the year-to-date total increased approximately \$400,000.

RESOLUTION NO. 27 OF AUGUST 2022, "A RESOLUTION ACKNOWLEDGING MR. WILLIAM DURKIN FOR HIS 18 YEARS OF PROFESSIONAL AND EXEMPLARY SERVICE IN HIS EMPLOYMENT WITH THE PITTSBURGH PARKING AUTHORITY, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that Mr. Durkin could not join today's meeting, explaining that he and his family have relocated to South Carolina. Mr. Onorato advised that Mr. Durkin started in the industry in 1991 with Alco Parking and has been an exemplary Parking Authority employee since joining us in 2004. He reported that Mr. Durkin has worked at over half of our facilities and advised that Mr. Speers and the garage managers all speak very highly of him, often referring to him as "a rock star in Parking Services". He advised that the work he performed did not go unnoticed and said all his colleagues wish him much success, happiness and enjoyment in his retirement.

Mr. Cohen commented that it would be nice if this employee could be cloned.

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

RESOLUTION NO. 28 OF AUGUST 2022, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO MAKE FINAL

PAYMENT FOR METER DOOR UPGRADES TO FLOWBIRD (CALE),
was read by Mr. Cohen and considered by the Board.

Mr. Onorato stated that final payment requests are brought to the Board for approval before payment is released. He advised that this request is for meter door upgrades for the 518 meters that have been upgraded to-date. Mr. Onorato reminded the Board that they have been installed for several months with no complaints from patrons. He advised that the total contract for Phase 1 was \$1,312,000, with the final payment of \$446,000 by funds to be taken from the Capital Improvement Fund.

Mr. Cohen asked if this project was accounted for in the 2021 or the 2022 budget.

Mr. Onorato responded that the initial resolution was brought to the Board in May 2021 and said there was significant delay from the time they were ordered until the parts arrived. He advised that the work began and was completed in 2022. He reminded the Board that it had authorized Phase 2 and said that the doors for that phase have been ordered and are being produced. He advised that are hoping that they arrive prior to the winter months and said that they will be installed as soon as possible after delivery.

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

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Wilson, Resolution No. 28 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Fishback, yes; Mr. Cohen, yes.

**RESOLUTION NO. 29 OF AUGUST 2022, "A RESOLUTION
AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A
CONTACT TO ZOBRIO, INC. FOR THE FINANACIAL BUDGETING
TOOL REPLACEMENT,** was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised the Board that we purchased new accounting software about a year ago and are still utilizing the F9 system as an internal part of our financial software. He advised that this portion of our equipment is antiquated and will no longer be serviced by the vendor and so we are requesting authorization to purchase this tool from Zobrio, Inc. He said the purchase will bring our accounting package into the 21st century and advised that each department will have access to its budgeting information and will streamline the budgeting process. He stated that we would like to have this replacement available for our 2023 budget process, advising that annual cost of \$10,795.00 translates to five-year contract totaling \$53,975.00 with the Funds to be paid out of our General Fund Budget. Mr. Onorato added that this is a sole-source contract and that the justification letter for that approach is attached to the resolution.

Mr. DiNatale added that we do have a current service contract with Zobrio, Inc. and said approximately \$3,700 in credits from prior years will be allowed to be applied to this contract. He said he believes this adds to the value of the purchase.

Mr. Cohen stated that there was a comment in the meeting from Ms. Keating that this resolution was not on the agenda. He stated that this resolution was added late, and it is on today's agenda, but that we do not send out notifications if there is a change to the preliminary agenda.

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

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Wilson, Resolution No. 29 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.

There were none.

The meeting was adjourned at 9:24 a.m. with all Board members in approval.

APPROVED TO CONTENT

DocuSigned by:

Matthew Barron
Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF MINUTES

DocuSigned by:

Liz Fishback
Approval