

**MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY OCTOBER 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 9:05 a.m. on October 20, 2022. The following Board members were present at the start of the meeting: Matt Barron, Liz Fishback, Bobby Wilson and Kimberly Lucas. Present from staff were David Onorato, Christopher Speers, Chris Holt, Gwen Bolden, Jo-Ann Williams, Mark DiNatale, David Perry, Tracy Sowinski, Scott McNaugher, Karla Stanger, Jana Williams, Matt Engleson, Darrel Pollard and Patricia Konesky. Also present were Jason Wrona of Buchanan, Ingersoll & Rooney, Armen Kazaryan of Automotus and Alison Keating.

Mr. Onorato advised that Mayor Gainey appointed a new Board Member to the Parking Authority Board, Kimberly Lucas, currently the Director of DOMI for the City. He welcomed her aboard and stated that our Authority team is looking forward to working with her.

MINUTES

Mr. Barron asked for approval of the minutes from the August 18, 2022 meeting.

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

PUBLIC COMMENT

Mr. Barron asked if there were any public comments.

There were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Onorato advised the Board that Parking Enforcement Officers Monique Jackson and Layonta Gordon were on detail one day in August when they came upon a person in need. He advised that Ms. Jackson called 911 and then performed CPR on the individual until the paramedics arrived. Mr. Onorato stated that Ms. Jackson went above and beyond and we would like to recognize her for her actions. He advised that the individual was transported to the hospital and to the best of our knowledge, did survive the event. Mr. Onorato stated that Ms. Jackson was unable to be on today's Zoom meeting.

Mr. Fishback stated that Mr. Onorato's description of the event was appreciated and welcomed. She thanked him for sharing the news of Ms. Jackson's response with the Board.

Mr. Onorato reported that Duquesne University representatives contacted him regarding the possibility of erecting steps from our Second Avenue Parking Plaza to the University's Campus. He said the work would be above the highway to permit their students have direct access to the lot.

Mr. Barron asked if the University would be contributing to the funding this project.

Mr. Onorato advised that Duquesne University would be required to fund the entire project and that they be responsible to maintain it.

Ms. Fishback inquired about the liability if someone was to get injured on the steps.

Mr. Onorato advised that those details have not been worked out but said that we would require wording in the contract to indicate that Duquesne University be liable in the event of an accident.

Mr. Wrona added that in the event of a lawsuit for injury that occurred on the steps the suit would most likely name everyone, including the Authority, but added that the contract would be written in such a way as to protect the Authority.

Mr. Onorato advised that if and when we reach a tentative agreement with Duquesne University the contract will be presented to the Board for approval.

Mr. Onorato advised the Board that he received a follow-up notice from PACT regarding its distribution of steam heat at Third Avenue, to end this year at Ft. Duquesne and Smithfield that will end in 2023 and advised that we are currently working to replace the heating supply for those facilities.

Mr. Onorato updated the Board on the on-going project at the Forbes-Semple Garage advising that the project is proceeding without issue.

Mr. Onorato discussed the Finance Report, noting that this was a good month for revenues. He advised that garage and meter revenues account for over 96 percent of the Authority's total and that this month both were higher for the month. He noted that year-to-date revenues this year are \$30.8 million, up \$6 million from last year, but still down just over \$10 million from the base year 2019 chosen for comparison purposes. He noted that we are slightly over the budget we prepared specifically for 2022.

Mr. Onorato advised that September's revenue are \$3.7 million, which is the highest month of revenue totals for this fiscal year, and recorded increases from 2020 and 2021's revenues that are still down approximately \$1 million from 2019's pre-pandemic monthly levels.

Mr. Onorato discussed the Meter Enforcement Ticket Report, which shows that 18,800 tickets were issued in September, about 200 higher than last month. He said just over 80 percent of tickets were for meter, residential permit parking and street cleaning violations. He said that that year-to-date violations total 154,000, about 30,000 ahead of last year.

Mr. Onorato discussed the Meter Revenue Report, stating that 2022 meter revenues of \$1.4 million were just slightly more than last month at this time and about 3 to 400,00 off the pre-pandemic levels. He noted that the amount of lot leases have declined from 366 in 2019 to a current total of 326.

Mr. Barron stated that he is aware of a significant number of planned developments for the downtown area and asked if we are coordinating with some of those builders and/or property managers to promote the availability of those lot leases.

Mr. Onorato responded that we are working with a few of those developers who reached out for parking support, most notable the operator of the Centre City Towers who expressed interest in the availability of bulk leases at the Smithfield/Liberty Garage.

Mr. Speers added that we are also working with the developers who purchased the YWCA building regarding parking at the Third Avenue Garage and said we are even having some early discussion of a bridge from their building into our facility.

Mr. Barron suggested that it might be beneficial to reach out to the Pittsburgh Downtown Partnership to make them aware of our availability situation and its application to their building plans.

Mr. Onorato discussed the Parking Court Report, stating that 2022 revenues through September were \$5.9 million slightly ahead of last year's pace but trending in the right direction.

Mr. Onorato discussed the Occupancy Report, which tracks the utilization of each garage. He advised that the majority of the garages are at 60-65 percent utilized on a daily basis with Wood-Allies being the strongest at 90 percent of capacity.

Mr. Onorato discussed the Transient Lease Report, which contains the 2022 daily, evening and weekend net revenues that show we are on pace to meet our projections for daily returns but are closer to 2021 levels for evening parking. He said that the number of transactions as opposed to revenue totals, continued to increase but still have room for growth.

He noted that the evening transactions have also increased.

Mr. Onorato discussed the Downtown Housing Lease Report, which he stated shows those leases declined from 541 at the beginning of the year to 519 at present. He noted that Mellon Square, First Avenue and Grant Street Transportation Center account for over 50 percent of the Downtown Housing leases which are driven by residential locations.

Mr. Onorato discussed the Meter Revenue Report which shows total meter revenue of \$11 million with three percent of the transactions being paid by coins, 34 percent by credit card and 62 percent through of the mobile pay apps.

Mr. Onorato discussed the Revenue Per Space Report which tracks the performance per space per facility advising that we use the results to compare ourselves to other municipalities throughout the country. He advised that the Gross Revenue per space that was \$10.1 million last year compared to 2020's \$6.7 million and reported that expense per space was \$988 in 2021 compared to \$768 in 2020.

Mr. Barron asked at what point does it make sense for us to consider getting rid of the Mon Wharf as the revenue per space breakdown is there just so low he can imagine our maintenance costs could well outpace any revenue we are receiving for that location.

Mr. Onorato responded that we are making money on the Wharf, and that expenses are very low but stated that we will complete an analysis for the Board. He also noted that our Wharf is the least expensive lot in the downtown area and gives our patrons a low-cost choice. He also advised that we are currently doing some significant repairs to the concrete surface.

Mr. Onorato discussed the Pay-By-Phone Report, which lists all four of our mobile vendors and shows that Parkmobile is the most utilized vendor, noting that they were in place for five years prior to the other vendors coming on board. He advised that Pay-by-Phone and Meter Feeder is reporting revenues about the same at \$9,000 and \$7,000 respectively and while Flowbird's revenues are at \$1,300. He advised that Parkmobile completed over 286,000; Pay-by-Phone 3,400; Meter Feeder 2,800 and Flowbird 300 for a total of approximately 292,000 phone transactions for metered parking. He advised that the average transaction on the phone app transactions average s 28 to 33 cents higher than payments made directly through the meter location.

RESOLUTION NO. 30 OF OCTOBER 2022, "A RESOLUTION THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO PUGLIANO CONSTRUCTION COMPANY, INC. FOR MODIFIED CONCRETE SCOPE REPAIRS AT THE MON WHARF PARKING PLAZA, was read by Mr. Barron and considered by the Board.

Mr. Onorato reminded the Board of its approval given a few months ago for concrete repair at the Mon Wharf and advised that while we are in the process of preparing our 2023 budget and reviewing our 2022 year-end budget, a decision was made to expand the scope of work through the use of some of the funds still remaining in the 2022 capital repairs budget. He noted that additional repairs were approved at a not-to-exceed cost of \$50,000 bringing the total price to \$80,000.

Mr. Barron stated that he is comfortable moving forward with these repairs but stated he would be interested in looking ahead to determine if it's worth continuing our investing in that lot.

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

There were none.

Upon motion by Mr. Wilson and seconded by Ms. Fishback, Resolution No. 30 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, yes; Ms. Fishback, yes.

RESOLUTION NO. 31 OF OCTOBER 2022, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE ALLEGHENY CITY ELECTRIC FOR THE REPLACEMENT OF LIGHT STANDARDS AND FIXTURES AT THE IVY/BELLEFONTE PARKING LOT, was read by Mr. Barron and considered by the Board.

Mr. Onorato advised that during a recent thunderstorm one of the lot’s light standards fell causing damage to a few vehicles but fortunately with no injuries to employees or patrons. The incident prompted the Authority to assign its on-call engineer to examine the condition, a process that determined that all of their bases were deteriorated to the point of needing replacement. He advised that we are asking for authorization to replace all 15 light standards and bases at a not-to-exceed cost of \$60,000.

Ms. Lucas stated that the City’s contract with Allegheny City Electric has actually expired or would do this month and said if there is a County-level contract we can piggy-back on that and she suggested updating the resolution language to reflect the correct name of the providing source. She stated that Sargent Electric is the City’s new maintenance contractor.

Mr. Onorato responded that we will verify if the firm is the vendor for the County and stated that this resolution can be approved based on Allegheny City Electric being the vendor. He added that if it is no longer the City or the County’s vendor, we can bring the resolution back to the Board for an amendment.

Mr. Holt stated that Allegheny City Electric has installed one fixture and does have the balance of fixtures in stock.

Mr. Onorato stated that we will still need to verify if Allegheny City Electric is still the contractor for lighting maintenance for either the City or the County.

Mr. Holt responded that Allegheny City Electric is the current contractor for the Electrical maintenance for our lot but said he light standards fall under a different contract with the City of Pittsburgh.

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

There were none.

Upon motion by Mr. Wilson and seconded by Ms. Fishback, Resolution No. 31 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, yes; Ms. Fishback, yes.

RESOLUTION NO. 32 OF OCTOBER 2022, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE FINAL PAYMENT TO OTIS ELEVATOR COMPANY FOR THE INSTALLATION OF NEW ELEVATOR DOOR COMPONENTS AT THE WOOD-ALLIES PARKING GARAGE, was read by Mr. Barron and considered by the Board.

Mr. Onorato reported that the work to replace the elevator door components at the Wood-Allies Garage was previously approved by the Board and advised that the work has been completed with no change orders and all punch list items addressed to the satisfaction of the Authority. He said we are therefore asking for release of the final payment to Otis in the amount of \$158,938.40.

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

There were none.

Upon motion by Mr. Wilson and seconded by Ms. Fishback, Resolution No. 32 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, yes; Ms. Fishback, yes.

RESOLUTION NO. 33 OF OCTOBER 2022, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE SERVER BACKUP INFRASTRUCTURE FROM CDW GOVERNMENT FOR THE ADMINISTRATIVE OFFICE VIRTUAL ENVIRONMENT, was read by Mr. Barron and considered by the Board.

Mr. Onorato advised that maintaining our server infrastructure is critical to the Authority’s effective operations and advised that our backup servers have reached the end of their useful life and said we are asking for authorization to purchase new back up equipment.

Ms. Fishback asked who holds the credit card information for our mobile app transactions.

Mr. Onorato responded that the Mobile App vendors hold the credit card information for those transactions, adding that all of our vendors are PCI-compliant.

Mr. McNaugher explained that the Authority holds truncated credit card data on garage transactions and said that information is purged after 24 hours. He advised that we do not store any credit card on our infrastructure.

Ms. Lucas asked if CDW is a vendor that we normally use.

Mr. McNaugher responded that because CDW is on the Co-Stars-approved vendor list we

do use them as a vendor.

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

There were none.

Upon motion by Mr. Wilson and seconded by Ms. Fishback, Resolution No. 33 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, yes; Ms. Fishback, yes.

RESOLUTION NO. 34 OF OCTOBER 2022, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXPLORE THE ADDITION OF ELECTRIC VEHICLE CHARGING STATIONS AT THE SECOND AVENUE PARKING LOT, was read by Mr. Barron and considered by the Board.

Mr. Onorato shared a rendering with the Board of the anticipated site, which included solar panels serving approximately 50 percent of the lot. He advised that we are asking for authorization to continue discussions with Duquesne Light and the City of Pittsburgh DOM in an attempt to electrify our Second Avenue Lot receiving grants as possible funding source. He advised that Duquesne Light has already shown its willingness and initiative to assume the cost of the major infrastructure upgrades needed throughout the lot, with any additional costs to be split between their company, Parking Authority and the City of Pittsburgh. He advised that this arrangement would give us the ability to offer sufficient space at Second Avenue for the parking of their entire fleets. He said that plans also include having DC Fast Charger equipment on site to permit operators of vehicles such as Lyft or Uber to obtain a full charge in a short 20-minute timeframe. He stated that we are being proactive moving in this direction.

Mr. Barron stated his belief that this is a great project, and he strongly supports the Authority continuing to invest in these charging stations. He advised that he put a link in the chat that identify current funding opportunities, which he said are plentiful.

Ms. Lucas stated that she definitely supports electrification as long as the energy is coming from a good clean source. She stated that she is aware that the solar canopies currently in place at the lot do not work and said she is asking if there is confidence that installing solar elements there will be worth the investment.

Mr. Onorato advised that the solar panels currently in the lot do not belong to the Parking Authority but were purchased and owned by the City. He said he has been advised that the City intends to have them removed, repaired and possibly placed into other lots and parks. He advised that we are fully confident that the solar panels that will be installed will be fully functional.

Ms. Lucas asked if the panels will generate enough electricity to charge the number of vehicles planned for the space and noting DOMI's participation, said she didn't recall that organizations' involvement in the project.

Mr. Onorato advised that his understanding is that enough electricity will be generated, noting that the panels will include backup battery support that will remain fully charged by the equipment's solar components, that is different completely from the type in place now. He said that the city has been working with us and Duquesne Light to secure funding required for the project and said we likely would be working with DOMI on its implementation.

Ms. Lucas advised that she believes it would be the City Planning Sustainability Resilience Group to join in the work, adding that DOMI is involved in curb electrification but not off-street lots.

Mr. Onorato confirmed that the original solar panels were purchased by City Planning and advised that we will clarify which department is involved. He asked Mr. Wrona if we could keep the resolution as, with any final agreement reached to the Board.

Mr. Wrona responded that Duquesne Light is asking the Board for its level of interest in the initiative before investing money on engineering and services. He said the purpose of the resolution is in response to a Duquesne Light request to gauge our level of interest to move in this direction before committing large amounts of money from its end.

Ms. Lucas asked about the Parking Authority's procurement rules, noting that there are many companies that can perform this service and asked if the one chosen would be required to follow the City's procurement procedures when bidding for this work.

Mr. Onorato responded that the Parking Authority does follow procurement policies and said there is no partnership with Duquesne Light other than its supplying of electricity for the lot. He said we would be the owner of all the equipment on-site and said any purchasing necessary would be performed in accordance with our RFP process.

Mr. Wrona added that Ms. Lucas raised good points and noted that this resolution is non-binding in its nature. He said while he does not have a full understanding of how this program will be monetized, he noted that if there is an expenditure of Authority funds involved we should explore if there is money to be granted through profit sharing with a competitive product.

Mr. Lucas stated it would be advantageous for the City to have a little competition.

Mr. Barron stated he agreed and that there are many companies that could compete for this service. He stated that there is a large number of providers from the panels themselves to the battery chargers and he believes that it would be beneficial that when they go through the RFP process that we package as much of these together as possible. He also stated that he is pretty confident that we should be able to get some significant grants.

Mr. Wilson asked that if there was a way that the Board could follow up to make sure that

this process is done properly and if this was the final step in concluding this agreement.

Mr. Wrona responded that this is a non-binding resolution, and it merely is an expression by the Board to explore with Duquesne Light and any final agreements related to this project needs to come back to the Board for approval. He stated that in light of Director Lucas' comments notwithstanding if the Board decides to pass this the Authority will continue to make sure it gets the best value out of this as possible. Mr. Wrona stated that the last action item specifically states that any agreement shall be subject to the Board's approval.

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

There were none.

Upon motion by Mr. Wilson and seconded by Ms. Fishback, Resolution No. 34 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, abstained; Ms. Fishback, yes.

RESOLUTION NO. 35 OF OCTOBER 2022, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH AUTOMOTUS, INC., was read by Mr. Barron and considered by the Board.

Mr. Onorato advised that approximately a year ago both the City and the Parking Authority entered into agreements with Automotus. He advised that the City was awarded a \$100,000 grant for evaluating and running a pilot program for smart loading zones. He advised that currently the City's loading zones specified limits of 30 minutes per stay with no fee for their use. He advised that there were 20 Smart Loading Zones installed throughout the City under that agreement and that term and pilot are to expire the end of December and we are looking to extend the term an additional 24 months beyond the current MOU at a not-to-exceed capacity of 200 spaces. He stated that the City is also looking to extend its MOU with Automotus for an additional 24 months. Mr. Onorato advised that the pilot has worked well on the operational side, but to gain more progress on the enforcement side ticketing by mail technology may be required. He noted that the MOU did contain the wording to include ticket-by-mail enforcement once that legislation is approved by the City.

Ms. Fishback stated that there were some previous concerns by the Board about the effect on small business owners and wanted to know if there were any concerns brought to the Authority on this matter.

Ms. Bolden responded that Automotus did a good job on talking with the small business owners before identifying the locations involved, so no loading zones were placed in areas cited as problematic. She stated that we have not had any complaints overall.

Mr. Barron noted with the intended increase to 200 locations being a significant number major outreach could be necessary. He asked the Authority's plans to participate in that effort.

Mr. Onorato responded that we would be working with DOMI and Automotus on the locations with final approval of the locations coming from DOMI for the on-street spaces.

Mr. Barron asked if the Authority or Automotus was receiving the revenues generated by this pilot effort.

Mr. Onorato replied that the money is deposited in the Authority's meter revenue fund and, after expenses, Automotus received 30 percent of the total.

Mr. Barron asked if there is any data thus far regarding utilization and if there any locational trends of locations that they are being used most frequently.

Mr. Onorato responded that the usage is low currently with only about several hundred dollars being generated because of low staffing and ticket-by-mail option not yet in place.

Mr. Barron asked if there was any updated information on where the General Assembly stood with the ticket-by-mail legislation.

Mr. Onorato stated that the City legal team had a different interpretation than ours in regards to the ability to perform ticket-by-mail.

Mr. Wrona stated that he would recommend an Executive Session to update the Board on this matter and stated if any Board Member would like to reach out to him directly to please do so.

Mr. Barron stated that he is in favor of ticket-by-mail and he is also concerned about our ability to enforce its adoption. He advised that the zones create additional infrastructure and outreach expenses if questioned their practically if we're not able to enforce them properly. He said he would like a greater understanding of the Authority's plan to be sure that we are able to fulfill our enforcement responsibilities.

Mr. Onorato responded that this program required no capital expense outlay by the Authority beyond our commitment of enforcement hours.

Ms. Lucas stated that from the City/DOMI perspective, there is a need for an extension of the program. She said she agreed with Mr. Barron that without enforcement and state-approved ticket-by-mail measures, which they are hoping would be a potential in advance of the State Legislature changes that they are not being maximized and in order for them to work we need a critical mass of them and we need people to actually participate.

Mr. Barron stated that he believes that one of the reasons for instituting this program was to reduce the circling of vehicles that are unable to find a parking space and therefore cutting down on emissions and blocking the right-of-way and asked if we have any indication of whether or not these zones have any impact on helping with those issues.

Mr. Onorato replied that Mr. Kazaryan from Automotus was in attendance and asked if he had that type of data.

Mr. Mr. Kazaryan responded that what they are seeing so far is a 30-percent reduction in dwell time which encourages turnover for business as well as a huge increase in turnover for the local businesses.

Mr. Onorato asked if Automotus could supply that report next week and have a discussion regarding it so that he can present it to the Board.

Mr. Kazaryan responded that he will have the report submitted next week.

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

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Wilson, Resolution No. 35 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, yes; Ms. Fishback, yes.

NEW BUSINESS

Mr. Onorato thanked Mr. Barron for taking the lead in today's Board Meeting.

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

There were none.

The meeting was adjourned at 10:12 a.m. with all Board members in approval.

APPROVED TO CONTENT

DocuSigned by:
Jeff Cohen
Chairman

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

Approval

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Mr. Kazaryan responded that he will have the report submitted next week.

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

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Wilson, Resolution No. 35 of 2022 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Lucas, yes; Ms. Fishback, yes.

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