

**MINUTES OF THE REGULAR MEETING OF THE  
PUBLIC PARKING AUTHORITY OF PITTSBURGH  
THURSDAY, AUGUST 20, 2020**

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 10:05 a.m. on August 20, 2020. The following Board members were present at the start of the meeting: Jeff Cohen, Matt Barron, Karina Ricks, Liz Fishback and Bobby Wilson. Present from staff were David Onorato, Christopher Speers, Chris Holt, Mark DiNatale, Jo-Ann Williams, Gwendolyn Bolden, Bill Conner and Pat Konesky. Also present were Kinsey Casey of the City of Pittsburgh; Jason Wrona of Buchanan, Ingersoll & Rooney and Alison Keating.

**ELECTION OF OFFICERS**

Mr. Onorato advised that the Board currently has three open officer positions and need to have nominations to fill them. He advised that the continuing occupants are Mr. Cohen as Chairman; Mr. Barron as Vice Chair; and himself as Assistant Treasurer. He asked Mr. Wrona if we could accept volunteers or if there needed to be nominations and subsequent voting for the vacant positions.

Mr. Wrona advised that nominations and voting are required but said that if any Board Member preferred a certain position to report that interest for the Board's consideration.

Ms. Fishback ask for a short description of each open position's responsibilities.

Mr. Onorato stated that the Secretary is responsible for signing the resolutions at the end of each Board meeting and throughout the month as needed. He said the Treasurer's role is to understand and monitor the Authority's financial position, adding that the Assistant Secretary would assume the responsibilities of the Secretary if needed. He advised that all of the Board-related work, including the meeting minutes, is completed by staff and shared with the full Board.

Ms. Fishback nominated Ms. Ricks to serve as Treasurer and Mr. Cohen seconded the nomination.

Ms. Ricks accepted the position.

Ms. Ricks nominated Ms. Fishback to serve as Secretary and Mr. Cohen seconded that nomination as well.

Ms. Fishback accepted the position.

Mr. Cohen nominated Mr. Wilson to serve as Assistant Secretary and Ms. Ricks seconded that nomination. Mr. Wilson accepted the position.

Mr. Onorato explained that Board positions are voted on at the first meeting of each year and said these assignments will remain in effect until that action is taken.

Mr. Cohen read the slate of nominees and all members accepted the nominations as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

## **MINUTES**

Mr. Cohen asked for approval of the minutes from the July 16, 2020 meeting.

Upon motion by Ms. Ricks and seconded by Ms. Fishback, the minutes were approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Ricks, 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 advised the Board that the Authority has entered into an agreement with Flowbird to add a second phone application and we are currently in the process of implementing that addition.

Mr. Onorato advised the Board that the current AFSCME Union contract expires December 31, 2020 and said preliminary discussions with Union representatives will begin within the next four to six weeks.

Mr. Onorato advised that the annual garage inspection, which is required by the Trust, will be completed by the end of the year.

Mr. Onorato advised the Board that the installation of the AT&T antenna has begun on the roof at the Third Avenue Garage, reminding the members that the Board-approved work will generate \$3,500 per month in revenue.

Mr. Onorato advised that the preliminary Board packet contained details of a planned amendment to the 2020 budget, noting that its purpose was to allow Board Members adequate time to review it prior to our presenting the information at the September Board meeting. Mr. Onorato advised that he will be reaching out to each Board member and will respond to any questions they might have on the revised budget.

Mr. Onorato advised that the packet contains monthly reports but stated that comparing this year's results to last year is a little material benefit.

Mr. Onorato discussed the new Monthly Operating Revenue Report, which shows that in January through February prior to the pandemic, revenues were averaging approximately \$4.7 million per month but dropped in March to \$3.1 million and to a low of \$900,000 in April. He advised that there was a slight increase beginning in May to \$1 million for that month, to \$1.8 million in June to \$2 million in July. He advised that we anticipate an August increase as well but said the revised 2020 budget was assuming revenues to recover more quickly than they have. He noted that we are at about 50 percent of our original budgeted revenue numbers and are estimating a \$28 million dollar loss and an additional a \$5 million dollar loss from the Parking Court budget. Mr. Onorato said that \$33 million total represents the projected loss from the \$60 million dollar budget that was presented and approved by the Board at the beginning of 2020. Mr. Onorato stated that the Authority staff has made the significant cuts in expenses that were included in the amended budget circulated for the Board's review this past week. He stated that our concerns now, following reports that universities are changing to total on-line learning, are that those decisions will have a further negative effect on our revenues as their locations form a major hub of City parking. He stated that we have been working with DOMI and Public Works to reconfigure and open streets in an effort to assist bringing business back to businesses located in those areas.

Mr. Onorato advised that staff is in the stages of preparing the 2021 budget and anticipates presenting it at the November board meeting.

Mr. Onorato stated that he would be happy to discuss any of the reports included in the packet, but again stated that they are largely immaterial since they compare revenues this year to last year.

Mr. Barron asked that given that revenue levels are returning more slowly than anticipated, if there any concerns with the bond indentures or cash on hand or anything that is troubling the finance team at this point.

Mr. Onorato responded that our major concern is the debt service coverage ratio, which because the current revenue performance will not meet, we are looking at alternative options in the amended budget to address any shortfall. He noted that this discussion will be scheduled before next month's Board meeting. He advised that from a cash standpoint we are somewhat stable as we have not touched our reserves and have placed a hold on all capital projects, which is what the reserves are usually used for. He noted that with the amended budget will have to reflect those strategic decisions that enable us to meet our debt service coverage payments going forward.

Mr. Cohen stated that this is a good question and stated that he and Mr. Onorato have had many discussions recently on how to keep the Authority solvent. He stated that he gives the Authority staff a lot of credit as they made significant cuts early, which was not easy and had they not been done as far back as April the Authority would be in very bad shape. He noted, however, that we may still need to look at cuts in other areas going forward, adding that the City recently made an announcement that it may face major workforce reductions due to its loss of revenues. He advised that the Authority saved a substantial amount of expense by furloughing

employees approximately 8 to 10 weeks ago, relatively early in the crisis.

Mr. Onorato stated that we are not just looking at this year's budget but are looking as far ahead as the next five years to ensure that the Authority remains financially solvent.

Mr. Barron stated that this may be the right opportunity to right-size the Authority's lot and garage networks. He suggested possibly reaching out and working with the URA on any of our holdings that may be of better public use, possibly as development components. He stated that there is always a trade-off because capacity reductions may mean loss of revenue, but they also likely mean reductions in expenses. He said he feels that we need to look at everything at this time.

Ms. Ricks stated she agrees with Mr. Barron's suggestion, noting that we may consider reuse of some facilities even on a temporary basis or in non-traditional ways.

Mr. Onorato responded that we have had these discussions, in particular regarding Ninth and Penn, which is currently on-hold, and said that we will evaluate that facility's status quarterly. He noted that currently the demand is not there but said that may change going forward and we will not be making any final decisions at this time.

Mr. Onorato advised that he wanted to update the Board on the Smithfield/Liberty Garage retail space, explaining that the Authority was notified by AAA that it will not be renewing its commercial lease that expires at the end of December 2020. He stated that this is the last commercial customer we have at this location and, per agreement, will be turning those spaces over to the Parks Conservancy, which will be responsible for those retail commercial spaces at the Mellon Square Garage. He stated that there currently is a coffee shop located in one of the areas that was previously transferred to the URA, whom he said he believes has an agreement with both the City and the Pittsburgh Parks Conservancy. Mr. Onorato added that the revenues for commercial rent will decline in the 2021 budget as there will no longer be any commercial leases at Mellon Square. He noted, however, that the payment from AT&T for the roof antenna at the Third Avenue Garage will make up for this revenue loss.

Mr. Cohen added that he agrees with Mr. Onorato's decision not to make any major decisions on Ninth & Penn until we see the direction things are going further into the pandemic. Mr. Cohen asked the current utilization rate system-wide.

Mr. Onorato responded that we are at approximately 35-percent utilization since the pandemic conditions shut down revenues and said we have already taken proactive actions such as closing the Red garage completely at the Grant Street Transportation Center. Mr. Onorato stated that we need to be careful that closing garages as parkers leave and go to another garage that may not be run by the Authority. He said, in that respect, closing may be a double-edged sword.

Mr. Wilson asked if the Authority right-sizes anything, if it produces a gain such as reducing maintenance expenses and the like.

Mr. Onorato responded that each specific garage situation would need to be evaluated independently, but said that the operating costs to a degree, personnel costs and maintenance

costs would be reduced. He noted that he does not believe that the savings would be that significant.

Ms. Ricks asked if it would be possible to get utilization rates for the Authority lots in the same manner we do for the garages. She said she would be curious to see what trends are happening in the neighborhoods compared to what we see in the main commercial areas. Ms. Ricks then complimented Ms. Bolden and the enforcement staff on the increase in tickets issued.

Mr. Onorato responded that we can distribute that report to the Board. He also added that the Authority is currently enforcing only metered areas but that, beginning September 1, 2020, we intend on resuming enforcement in the Residential Parking permit zones. He also noted that the street-cleaning enforcement program was cancelled for the 2020 year and will resume in April 2021. He advised that the booting operations through Parking Court is anticipated to resume in the fourth quarter of 2020, adding that those resumptions will all be helpful in increasing revenues.

Ms. Fishback asked if there was any information Mr. Onorato could provide to the new Board members that could give them a baseline of Authority operations and how the Covid-19 pandemic affected their direction.

Mr. Onorato advised that we usually do an orientation overview for new Board members but have not done so during the pandemic period. He stated he will be reaching out to the new Board members to schedule a meeting.

**RESOLUTION NO. 16 OF AUGUST 2020, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO MAKE FINAL PAYMENT TO NATHAN CONTRACTING, LP FOR STRUCTURAL REPAIRS FOR THE ELECTRICAL VAULT AT THE FORT DUQUESNE AND SIXTH GARAGE”**, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this work, including all punch list items, is now complete and said we are asking for approval of final payment in the amount of \$12,488.80. He advised that the MBE participation on the project was five percent and there was one change order in the amount of for \$40,000 that resulted from Duquesne Light’s changing the scope of work.

Ms. Fishback asked a clarifying question, stating that in the preliminary Board packet this Resolution was identified as Resolution No. 18 with the budget resolutions being labeled as Resolutions 16 and 17. She said she assumed that, with those two budget resolutions being pulled, this Resolution moved up and was changed to No. 16.

Mr. Onorato stated that her assumption was correct.

Mr. Cohen asked if there were any questions.

There were none.

Upon motion by Mr. Wilson and seconded by Mr. Barron, Resolution No. 16 of 2020 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

## **NEW BUSINESS**

Mr. Onorato stated that if the Board was not opposed to it, we would look to hold an in person Board Meeting in September following CDC guidelines, and going forward, to try to hold at least one meeting per quarter as an in-person meeting. He stated he is not looking for an answer now, but noted that he will be reaching out to the Board for its approval or concerns.

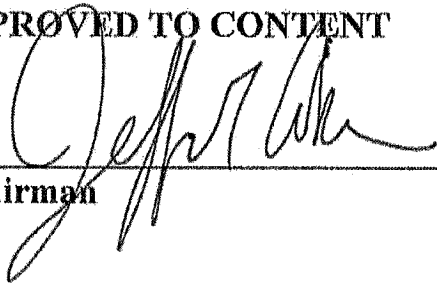
Mr. Cohen asked if there were any new business issues to discuss.

There were none.

The next Board meeting is scheduled for Thursday September 17, 2020 at 10:00 a.m.

The meeting was adjourned at 10:43 a.m. with all Board Members in approval.

**APPROVED TO CONTENT**



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**Chairman**

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

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**Approval**

Upon motion by Mr. Wilson and seconded by Mr. Barron, Resolution No. 16 of 2020 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

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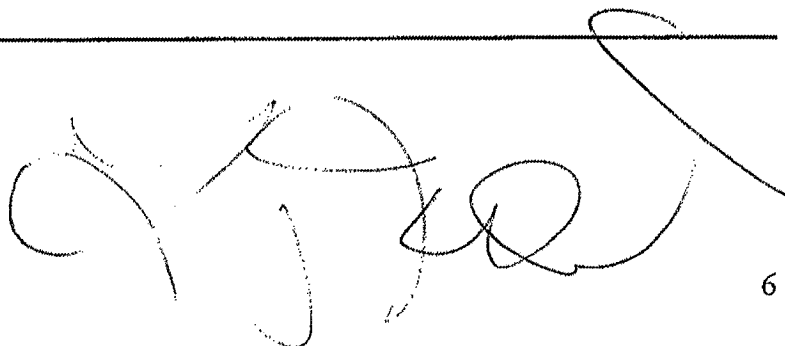
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**Approval**

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