

MINUTES OF THE REGULAR MEETING OF THE
PUBLIC PARKING AUTHORITY OF PITTSBURGH
THURSDAY, NOVEMBER 19, 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 10:04 a.m. on November 19, 2020. The following Board members were present at the start of the meeting: Jeff Cohen, Matt Barron, Karina Ricks and Liz Fishback. Bobby Wilson joined at 10:50 am. Present from staff were David Onorato, Christopher Speers, Chris Holt, Mark DiNatale, Jo-Ann Williams, Gwendolyn Bolden, Bill Conner, Scott McNaugher, Jason Phillips and Pat Konesky. Also present were Kinsey Casey and Sally Stadelman of the City of Pittsburgh; Jason Wrona of Buchanan, Ingersoll & Rooney; Alison Keating; Pittsburgher123 and Bill Stewart of Strategic Communications.

Mr. Onorato asked if everybody could identify themselves so that we can include in the minutes everyone who participated in today's meeting. He stated that everyone is listed on-screen with the exception of Pittsburgher123 and asked if that person would identify him or herself. When Pittsburgher123 did not respond or comply, Mr. Cohen asked if this caller could be removed from the meeting. Mr. Wrona advised that as this is a public meeting that does not require participants to identify themselves, the unidentified person should not be removed. He noted that unless the caller's purpose is to interrupt the meeting, it should proceed.

MINUTES

Mr. Cohen asked for approval of the minutes from the October 15, 2020 meeting.

Upon motion by Ms. Fishback and seconded by Mr. Barron, the minutes were approved as follows: Mr. Barron, 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 reminded the Board that metered parking, both on-street and in the lots, will be free next Thursday and Friday for the Thanksgiving holiday. He noted that the meters will be programmed to reflect that payment will not be required.

Mr. Onorato thanked Ms. Fishback for being instrumental in getting Ford Motor Company to donate face masks to the City and stated that 500 of those masks were provided to the Parking Authority for our use.

Mr. Onorato congratulated Ms. Bolden for completing and receiving her certification as an Accredited Parking Organization site reviewer from the International Parking and Mobility Institute.

Mr. Onorato asked Mr. DiNatale to update the Board on the refinancing process. Mr. DiNatale advised that yesterday represented a period of interest and we finalized the \$24-million total in bonds to be sold. He said that there was \$137 million chasing that \$24 million, demonstrating that the demand is there for our issue. He said that was important for us because we were going out to the bond market as an entity without any guaranteed revenues, and no City of Pittsburgh backing as tax allocations or positive guarantees. He stated that PNC and BNY Mellon did a great job on behalf of the Authority and thanked Mr. Goodwin and Mr. Misiti both for keeping our costs under control and for their work generally. He advised that he believes that all of the bonds have been sold. He stated that the interest came down about 15 to 20 points from the start of the sale process to its close, reporting that the Authority's overall cash saving was approximately \$600,000. He stated that the closing activity of the transactions is scheduled for November 25. Mr. DiNatale also advised that because we are in the transportation industry, Moody's left our rating unchanged and rated our outlook as stable while Standard and Poors gave us an unstable outlook but kept our ratings as they were. He advised that we are happy with both results and are pleased with the their views the Authority's investment values.

Mr. Onorato discussed the Finance Report, stating that the month-to-month comparisons show that the revenues are down from 2019 by about 40 percent. He added that when comparing the year's actuals to the 2020 amended budget, we are approximately five percent above our amended total. He advised that we are on target with the revenues we projected following our actions in response to the pandemic. Mr. Onorato said the year's monthly revenues fell from their January-February average of \$4.7 million and were \$2.5 million in October, or about 55 percent of the pre-pandemic monthly average.

Mr. Onorato discussed the Facilities Report, stating that monthly garage revenues are at approximately 55 percent of 2019's monthly totals.

Mr. Onorato discussed the Enforcement Meter Report, noting that October 2020's issuance of approximately 14,000 tickets is down from the 24,000 issued a year ago. He noted that the month's ticket total compared to the 12,000 issued in September. Breaking down the year's violations to date, he reported that about 40 percent involved on-street parking with 50 percent occurring in lots. Mr. Onorato said that ticket issuance involving leases are down 12 percent.

Mr. Onorato discussed the Parking Court Report, noting that revenues have increased in the

last few months but said we are still down approximately 50 to 55 percent from last year.

Ms. Fishback asked if the Parking Court revenue was at least covering its operating costs.

Mr. Onorato responded that there is an agreement with the City where we deduct any shortfall from ticket revenues from the Parking Court total to cover its operating costs.

Ms. Williams advised that we will exceed the costs for Parking Court's operation. She said Mr. Onorato's reference was to any deficit resulting from RPP operations.

Mr. Onorato advised that we cover all Parking Court costs, then distribute the net revenues to the City.

RESOLUTION NO. 24 OF NOVEMBER 2020, "A RESOLUTION AUTHORIZING FREE PARKING FOR TRANSIENT CUSTOMERS ON SMALL BUSINESS SATURDAY, NOVEMBER 28, 2020 AT ALL AUTHORITY-OWNED METERED LOTS AND ON-STREET METERS, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this is same incentive that the Authority provided in the last few years to promote neighborhood businesses on Small Business Saturday, the Saturday of the Thanksgiving weekend. He advised that the meters information screens will reflect this accommodation.

Mr. Cohen stated that it will be very interesting to see if people shop on Small Business Saturday given the Health Department's advisory to remain home.

Ms. Ricks asked if there have been any other discussions of free parking in support of other shopping periods during this exceptional time.

Mr. Onorato responded that there have not been any discussions of dates other than the exception for Small Business Saturday.

Mr. Barron asked if this would be the only free parking to be offered this holiday season.

Mr. Onorato responded that it will be the only date, explaining that the free holiday parking program the Authority had been subsidizing at about \$300,000 was discontinued last year because of cost. He stated that other than the normal holidays, this would be the only date free parking will be in effect.

Mr. Cohen asked the schedule of meter enforcement around the Christmas holiday.

Mr. Onorato advised that union holidays this year are Christmas Day, the day after and New Year's Day, meaning that no enforcement would occur on those dates.

Mr. Cohen asked if there were any comments.

There were none.

Upon motion by Ms. Ricks and seconded by Ms. Fishback, Resolution No. 24 of 2020 was approved as follows: Mr. Barron, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 25 OF NOVEMBER 2020, "A RESOLUTION ADOPTING THE REGULARLY SCHEDULED PUBLIC PARKING AUTHORITY OF PITTSBURGH'S BOARD OF DIRECTOR'S MEETING DATES FOR 2021, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that we are recommending keeping the Parking Authority Board Meetings on the third Thursday of each month at 10:00 a.m. He said they would be held on-site or in virtual mode.

Mr. Cohen inquired why this decision needs to be made via resolution.

Mr. Wrona responded that it is required by the by-laws to set the meeting dates via resolution.

Mr. Cohen asked if there were any comments.

There were none.

Upon motion by Mr. Barron and seconded by Ms. Fishback, Resolution No. 25 of 2020 was approved as follows: Mr. Barron, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 26 OF NOVEMBER 2020, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO UTILIZE ELEVATOR AND ESCALATOR SERVICES FOR AUTHORITY-OWNED GARAGES FROM THE CITY OF PITTSBURGH'S CONTRACT WITH OTIS ELEVATOR COMPANY, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that our current contract with Otis Elevator expires at the end of 2020 and said we are looking to piggy-back on the City of Pittsburgh contract with Otis in retaining them to continue maintaining our elevators. He advised our garages contain 27 elevators and one escalator and said their monthly preventative maintenance cost is \$8,100.

Mr. Cohen asked the current cost of the maintenance agreement.

Mr. Onorato advised that the current cost is \$8,044 per month. He advised that the maintenance occurs monthly and stated that the type of work required on any particular occasion may result in an additional fee to resolve the issue involved.

Mr. Speers advised that we were aware that Otis Elevator wanted to renegotiate its contract so we did budget a five-percent increase for 2021 to cover any increases. He also noted that we added money to the budget to cover inspection costs, emergency repairs, labor and industry certificates and other items of that nature.

Mr. Cohen asked if there were any comments.

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 26 of 2020 was approved as follows: Mr. Barron, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 27 OF NOVEMBER 2020, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO NATHAN CONTRACTING, LP FOR THE SANITARY SUMP PUMP RELACEMENT AT MELLON SQUARE PARKING GARAGE," was read by Mr. Cohen and considered by the Board.

Mr. Onorato that this resolution provides for the replacement of an original sump pump that is no longer useful and is a threat to the safety of the garage. He advised that after receiving only one bid, the Authority did reach out to the other vendors to learn why they did not submit a bid. He said their responses ranged from not being interested in the project or an inability to meet the prevailing wage requirements. He said specifications contained in the RFP had no impact on the decisions to not bid.

Mr. Barron stated that it is always a little concerning when there is only one bid received and asked if the bid price was in line with the cost anticipated by the projects team.

Mr. Onorato replied that Nathan's bid was a bit higher than the \$195,000 we anticipated. He said he did not view the difference as significant.

Mr. Cohen asked the cost of the equipment itself and the timeline for completion.

Mr. Holt advised that the Authority has factored 120 days in the scope of work, which includes prep work, equipment delivery and the demolition work. He stated that the cost of the pump itself is \$152,000, adding that he doesn't see any opportunity for cost relief of those components.

Mr. Cohen asked if there were any comments.

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 27 of 2020 was approved as follows: Mr. Barron, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 28 OF NOVEMBER 2020, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A SOFTWARE MAINTENANCE AGREEMENT ON BEHALF OF THE PUBLIC PARKING AUTHORITY OF PITTSBURGH WITH ANDREWS TECHNOLOGY HMS, INCORPORATED. was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that Andrews Technology is our current vendor for the time and attendance system and said the current contract expires at the end of 2020. He said we are looking to renew the agreement, but at a lower rate of \$5,328.00 per year, or \$444.00 per month.

Mr. Cohen asked if there were any comments.

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 28 of 2020 was approved as follows: Mr. Barron, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 29 OF NOVEMBER 2020, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTACT TO THE SALT FACTORY BY SNOW & ICE MANAGEMENT & CO. FOR THE PURCHASE AND SUPPLY OF ROCK SALT/SODIUM CHLORIDE & CALCIUM CHLORIDE, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that in preparation of the oncoming winter season we solicited bids for the purchase of snow removal supplies. He advised that our current vendor, AGF, was the second lowest bidder on this RFP. He advised that we are recommending awarding this contract for \$31,825.00 to The Salt Factory by Snow and Ice Management & Company, the cost of up to 39 pallets of materials. He noted that we will pay only for those supplies that we actually order and require, adding that we chose the pallet total based on both on our past ordering history and our anticipated current needs. He advised that if we have a bad winter and need to order more than 29 pallets or expect to spend more than the \$31,000, the cost of additional purchases would be brought back to the Board.

Ms. Fishback also inquired that, with parking volume down at this time, if we would we adjust the snow maintenance by perhaps not salting garage rooftops if the garage is not full.

Mr. Speers confirmed that maintenance schedules and processes will be adjusted accordingly but the amount of material applied will be sufficient will be utilized to maintain safety at all times. He noted that rooftops have already been closed and the garage managers have been instructed to focus on the most-utilized areas.

Mr. Cohen stated he was curious why there was such a cost difference in the bidders and asked if they were bidding on the exact same products.

Mr. Onorato responded that the products specs were all the same but said the price variances may result from where some of the bidders are located, such as Altoona and Maryland, thus increasing the cost to transport heavy pallets containing rock salt across the state

Mr. Cohen asked if the Authority thought that the pricing on the bids, per pallet, was good. He also inquired if the Authority participates with the City in the ordering of this product.

Mr. Holt said that he believes our current rate is \$65.00 a ton.

Mr. Onorato replied that this bid is competitive and is in line with what we have been paying in the past. He also stated that we do not coordinate with the City on this as we need to have our own supply on-hand and run our own snow-removal process as we cannot be waiting for all of the City areas to be completed prior to a shared vendor doing ours.

Mr. Speers added that AGF, the second-lowest bidder that has been supplying our rock salt for the last 10 years, was right in line with the lowest bidder. He said he therefore feels that the prices are competitive.

Mr. Holt stated that he reported his research and found the actual price per ton we are paying is \$88.00.

Mr. Cohen asked if there were any comments.

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 29 of 2020 was approved as follows: Mr. Barron, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 30 OF NOVEMBER 2020, "A RESOLUTION AUTHORIZING THE GENERAL FUND, TRUSTEE REVENUE FUND AND CAPITAL ADDITIONS BUDGETS FOR FISCAL YEAR 2021 WHICH BEGINS ON JANUARY 1, 2021 AND ENDS ON DECEMBER 31, 2021, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that the operating revenue for the 2021 budget is \$34 million, with garage revenues estimated to be \$21.1 million or over 62 percent of the overall total while meter revenues are projected to be \$11.7 million. He advised that those two services represent approximately 97 percent of the revenues for all Authority operations. Mr. Onorato said that 2021 operating expenses are projected to be \$25.9 million, with payroll and benefits and taxes accounting for about \$14.8 million of that amount. He said that parking tax and security trust bank fees represent just under 84 percent of all the 2021 expenses, noting that the proposed budget also meets the Board ordinance requiring a balance of 15 percent of the planned expenses remain in an account. He also noted that there is a healthcare increase of 2.25 percent but no salary increases for AFSCME or non-union employees. Mr. Onorato explained however, that a 2.25-percent salary increase for Teamster's personnel was stipulated by the third year of a contract that expires at the end of 2021. He stated that the projection for the payment to the City is \$15.9 million. Mr. Onorato also presented the 2021 Capital Budget, which is significantly reduced to \$2.7 million. He said that garage security upgrades of \$1.3 million and garage HVAC upgrades of \$763,000 represent 75 percent of the capital budget total.

Ms. Fishback stated that she does not have any questions but said she wanted to thank the staff for going over budget details with the Board and answering any questions they were asked.

Mr. Barron added that he wanted to thank the staff for how diligent it has been this year as the pandemic's effect could have been much worse than it has. He said he knows and appreciates that everyone made a lot of sacrifices and put in a lot of time.

Mr. Cohen stated that Mr. DiNatale and Ms. Williams have developed into a tremendous team and should be proud of themselves and their staff for the energy they put forth. He recognized Ms. Williams specifically for embracing the changes that occurred during the year.

Mr. Cohen asked if the 2021 payment to the City is made in 2022 and if \$15.8 was the total.

Mr. Onorato advised that we pay the subordinated line items we hold in the Trust Account in 2022 and said the \$15.8 million is the total amount due.

Mr. Cohen estimated that the payment to the City will be reduced from what we've been paying by about \$10 million this year and \$18 million next year, a \$28-million reduction over the next two years.

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

There were none.

Mr. Wilson arrived and stated that he joined the meeting in time for this resolution and to cast his vote on its outcome.

Upon motion by Ms. Fishback and seconded by Mr. Barron, Resolution No. 30 of 2020 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

RESOLUTION NO. 31 OF NOVEMBER 2020, “A RESOLUTION AUTHORIZING THE PITTSBURGH PARKING COURT BUDGET FOR FISCAL YEAR 2021 WHICH BEGINS ON JANUARY 1, 2021 AND ENDS ON DECEMBER 31, 2021, was read by Mr. Cohen and considered by the Board.

Mr. Onorato advised that this budget is outside of the General Funds budget said and the projected revenues for Parking Court for 2021 are \$7 million with expenses projected to be \$2.1 million, leaving the projected payment to the City at \$4.8 million. He noted that the \$4.8 million is part of the \$15 million total included in the General Funds Budget.

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. 31 of 2020 was approved as follows: Mr. Barron, yes; Mr. Wilson, yes; Ms. Ricks, yes; Ms. Fishback, yes; Mr. Cohen, yes.

NEW BUSINESS

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

Mr. Cohen added that he is honored to be on the Board of this Authority, stating that when he began his service on the Board, he wasn't sure how a City Authority would function. He stated that over the years he has learned and grown with his fellow members and said that he couldn't be prouder of the work and the work ethic of the entire organization. He spoke about the recent refinancing and said that the work that Mr. DiNatale, Ms. Williams and Mr. Onorato did with PNC and Mellon Bank to complete the refinancing should be commended. He stated that he saw first-hand during the bond process how solid the Authority's finances were, adding that even in these difficult times, we took the approach of being aggressive and completed the refinancing process.

Mr. Onorato wished everyone a happy and safe Thanksgiving.

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

There were none.

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

The meeting was adjourned at 10:59 a.m. with all Board members in approval.

APPROVED TO CONTENT

Walter D. Bann

Chairman

ACCEPTED FOR FILING IN THE AUTHORITY'S BOOK OF
MINUTES

Approval

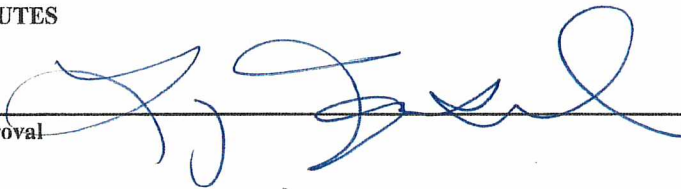
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Chairman

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

Approval

A handwritten signature in blue ink, appearing to be "J. J. J. J.", is written over a horizontal line.