

**MINUTES OF THE REGULAR MEETING OF THE  
PUBLIC PARKING AUTHORITY OF PITTSBURGH  
THURSDAY AUGUST 17, 2023**

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 10:11 a.m. on August 17, 2023. The following Board members were present at the start of the meeting: Kim Lucas, Bobby Palmosina and Liz Fishback. Present from staff were David Onorato, Chris Holt, Jo-Ann Williams, Scott McNaugher, Matt Jendrzejewski, Karla Howell, Tracy Sowinski, Anide Michel, Matt Engleson, Kathryn Van Why and Patricia Konesky. Also present were Nathan Clark of Buchanan, Ingersoll & Rooney; Greg Shumate of Desman, Inc., Matt Plagens, John Moss, Swain Uber, and Alison Keating.

Ms. Fishback stated that she will Chair today's meeting and asked Ms. Lucas if she would read the resolutions as she was out of town and under a time constraint.

Ms. Lucas responded that she would gladly read the resolutions.

Ms. Fishback asked that if she abstained from voting on the previous month's board meeting minutes would the minutes be able to be approved with just two votes.

Mr. Clark advised that the minutes could pass with two votes if she abstained.

Ms. Lucas advised that she will be going on maternity leave in two weeks and will not be able to complete any work-related items during her disability leave.

Mr. Onorato asked Mr. Clark if that policy would apply to board related issues also.

Mr. Clark advised that he would check into this policy.

Ms. Fishback and Mr. Onorato congratulated Ms. Lucas and wished her the best.

**MINUTES**

Ms. Fishback asked for approval of the minutes from the July 20, 2023, meeting.

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

## **PUBLIC COMMENT**

Ms. Fishback asked if there were any public comments.

There were none.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato advised that Ms. Turman resigned from the Parking Authority Board.

Mr. Onorato advised that an Executive Session was held on August 9, 2023 to discuss personnel matters.

Mr. Onorato advised that staff is currently working on developing the 2024 budget which is scheduled to be presented to the Board at the November board meeting.

Mr. Onorato advised with sadness that a long-time contracted employee, Mr. Bill Stewart, who assisted the Authority with marketing and promotions, passed away. Mr. Onorato gave his condolences to his family.

Mr. Onorato discuss the Finance Report, noting that July's revenues were positive with total revenues being just over \$4 million compared to \$3.4 million in July of 2022, an approximate increase of just over \$600,000. He advised the year-to-date is also encouraging with revenue of \$26.9 million up from the \$23.3 million year-to-date, with the 2019 base year being slightly over \$34 million. Mr. Onorato advised that we are still ahead of our budget for 2023. He advised that the second Finance Report shows the same trend with a total of just over \$4 million in July.

Mr. Onorato discussed the Meter Enforcement and Ticket Report, advising that 17,000 tickets were issued in July with meter, residential permit parking and street cleaning violations accounting for the majority of tickets issued. He advised that there were 15,000 more tickets issued than last year. Mr. Onorato thanked the officers and staff for doing a good job noting that enforcement officer staffing levels remain low.

Mr. Onorato discussed the Parking Court Report, advising that revenues for July 2023 were \$728,000 compared to July 2022's \$677,000. He advised that 2023's year-to-date revenues were \$5.7 million compared to last year's total of \$4.4 million, a significant increase which is directly related to the number of tickets issued.

## **RESOLUTION NO. 24 OF AUGUST 2023, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A PRICING UPDATE FOR THE AUTHORITY'S MOBILE**

**PAYMENT VENDORS**, was read by Ms. Lucas and considered by the Board.

Mr. Onorato advised the Board that ParkMobile was our original pay-by-phone vendor since 2015 and that three additional phone vendors were added in 2018 to give our end users mobile payment options. He also advised that industry transaction fee is currently between 35 and 45 cents, and that ParkMobile as well as our three additional vendors fee has been 8 cents per transaction, and we are therefore recommending that their per cent transaction fees be increased by 7 cents to total of 15 cents.

Ms. Lucas asked if each vendor has their own contract or are they all under one contract and is there any cost to the Authority under this contract or contracts.

Mr. Onorato responded that each vendor has an individual contract but that they all follow the same terms and conditions as well as all having the same transaction fee and advised that there are no fees to the Authority. He advised that the convenience fee is collected by the Authority, as we are merchant of record, and then we reconcile the monthly invoice and make a payment to the proper vendor.

Ms. Lucas asked if the increase in the convenience fee would go toward the Authority's general fund or to a specific use.

Mr. Onorato replied that the increased amount in the convenience fee would go directly to the vendors, not the Authority.

Ms. Lucas asked if that was industry standard or was there a way to negotiate and change this so that the Authority received some of the convenience fee.

Mr. Onorato replied that there is a mix, some cities raise their rates higher and then keep some of the revenue collected. He stated that we felt it was more beneficial to keep our convenience fees low.

Ms. Lucas asked what would happen if the Board does not approve the proposed increase to the convenience fee, asking if the Authority would be required to pay the difference.

Mr. Onorato replied that the Authority would not pay the difference and that each vendor would need to decide if they wanted to continue their services at the current rate, as increased by the Board, or if they chose to discontinue their contract.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Lucas and seconded by Mr. Palmosina, Resolution No. 24 of 2023 was approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Fishback, yes.

**RESOLUTION NO. 25 OF AUGUST 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT FOR THE ELEVATOR MODERNIZATION AT THE SMITHFIELD/LIBERTY GARAGE,** was read by Ms. Lucas and considered by the Board.

Mr. Onorato stated that as part of our capital repairs program it is intended to service and make repairs to the three elevators located in the Smithfield/Liberty Garage. He advised that there were two bids received with Right Elevator’s bid of \$898,000 being the lowest responsible bid. He stated that they have approximately 9 percent MBE/WBE participation in their bid. He noted also that the three references supplied were contacted and we received positive responses from Cloverleaf Energy, U-Haul, and Fairfax Apartment modernizations. He advised that all three spoke highly of Right Elevator and recommended his service.

Ms. Fishback asked if there were any questions or comments.

Ms. Lucas asked the amount of the budget line item for this project.

Mr. Onorato stated that we don’t release that information prior to a contract being awarded, but since it was just awarded, we can answer that question.

Mr. Holt stated that the budget was \$1 million for the rehabilitation of the elevators.

Ms. Fishback asked if there were any additional questions or comments.

There were none.

Upon motion by Ms. Lucas and seconded by Mr. Palmosina, Resolution No. 25 of 2023 was approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Fishback, yes.

**RESOLUTION NO. 26 OF AUGUST 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO DESMAN, INC. FOR PROVIDING A CITY-WIDE PARKING DEMAND ANALYSIS,** was read by Ms. Lucas and considered by the Board.

Mr. Onorato reminded the Board that this resolution was presented to them a few months ago and the Board had some concerns, so we did some research and answered some of the questions

the Board asked, and we are presenting this to the Board again. He stated that a major part of this analysis is recommending or determining to dispose of, acquire or develop of an Authority owned property which will help the Authority's financial bottom line. Mr. Onorato advised that developers approached the City regarding the possibility of purchasing certain parcels for developmental reasons and this study will give the City and the Authority the data required to negotiate these types of inquiries. Mr. Onorato advised that the Authority did reach out to all the vendors who attended the pre-bid meeting but did not submit a bid to discuss their reasons for not doing so. He advised that some of the vendors stated that the scope of work was too large, or they did not have the available staff, or the timing was simply bad for them. Mr. Onorato stated that Desman's bid of \$75,000 included hiring Trans Associates, which is a local WBE consulting firm. He also noted that Desman is a full MBE firm, and therefore the goal of minority participation will be fully met on this project.

Ms. Fishback asked if there were any questions or comments.

There were none.

Upon motion by Ms. Lucas and seconded by Ms. Fishback, Resolution No. 26 of 2023 was approved as follows: Ms. Lucas, yes; Mr. Palmosina, yes; Ms. Fishback, yes.

## **OLD BUSINESS**

Ms. Fishback asked if there was any old business.

There was none.

## **NEW BUSINESS**

Ms. Fishback asked if there were any new business matters to discuss.

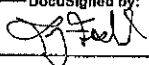
Mr. Holt advised that the Authority recently purchased two electric vehicles for the Department of Enforcement.

Ms. Fishback replied, stating this is great news and asked if there were any additional new business matters to discuss.

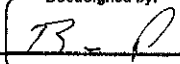
There were none.

The meeting was adjourned at 10:29 a.m. with all the Board expressing their approval.

**APPROVED TO CONTENT**

DocuSigned by:  
  
Chairman

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

DocuSigned by:  
  
Approval