

**MINUTES OF THE REGULAR MEETING OF THE**  
**PUBLIC PARKING AUTHORITY OF PITTSBURGH**  
**THURSDAY JULY 18, 2013**

Having been duly advertised in accordance with the Sunshine Act No. 84 of 1986, a regular meeting of the Public Parking Authority of Pittsburgh was held on July 18, 2013 at 10:10 a.m., 232 Boulevard of the Allies, Pittsburgh, PA 15222-1616. The following Board members were present at the start of the meeting: Linda Judson, Gabe Mazefsky, Christopher D'Addario and Fauna Solomon. Present from staff were: David Onorato, Jo-Ann Williams, Christopher Speers, Judi Devito, Wes Pollard, Bill Conner, James Smith, Tom Vennero, Philip Savino and Elaine Russell. Also present was Jason Wrona of Buchanan Ingersoll & Rooney, Bill Stewart of Strategic Communications, Russell Howard of the Pittsburgh Downtown Partnership, and Msrs. Stephen Spear and Mark Fichman of Carnegie Mellon University.

**MINUTES**

Ms. Judson asked for approval of the minutes from the regular meeting held on May 16, 2013.

Upon motion by Mr. D'Addario and seconded by Ms. Solomon, the minutes were approved as follows; Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**PUBLIC COMMENT**

Ms Judson asked if any members of the public wished to speak.

Mr. Fichman updated the Board on the study that they have been conducting with the Parking Authority at the on-street metered spaces surrounding Carnegie Mellon. Their report focused on the relationship between the meters' rate structure and the volume of activity and revenue it generates. Mr. Fichman stated that the study verified that rates do affect parking activity in that area and said that, to date, it indicated that a lower hourly rate actually results in increased total revenue from the meters involved. He thanked the Board for its cooperation and requested that the Authority consider extending the study period to permit the gathering of further price-versus-revenue data.

Ms. Judson replied that the request would be considered.

There was a recess of the meeting due to a problem with the tape recorder used in transcribing the minutes of the meeting. This break permitted time for staff to diagnose the problem and replace the tape recorder. The meeting resumed after a short break.

Ms. Judson asked if there were any additional public comments.

There were none.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato reminded attendees that last month's Board meeting had been cancelled.

Mr. Onorato also reminded the Board of the change in the fiscal year to coincide with the calendar year and advised that the budgeted amount for revenue for 2013 was \$41 million. He noted that, year to date, the Authority was over budget by five percent and said that facility parking receipts represent 72 percent of our budget and are just one percent below our budgeted target. He said that meter receipts represent approximately 20 percent of budgeted revenue and are approximately 22 percent of the over budget. Mr. Onorato advised that the large meter increase is due to the new technology with its credit card acceptance, reflecting the high usage by customers of that payment option. Mr. Onorato also noted that there was a rate increase during the report's time frame. He advised that \$27 million was budgeted for credit card expenses and said we are currently approximately seven percent under budget for that expense category. Mr. Onorato advised that one note of interest is that with the high usage of credit cards, our credit card fees increased drastically to average approximately \$70,000 per month. He said this is an increase solely due to the high volume of credit card usage and is above and beyond previously normal credit card monthly fees.

Mr. Onorato updated the Board on the Ft. Duquesne and Sixth Street improvement project, stating that it is on schedule to be completed by the end of August. He advised that the Authority is considering adding some additional work at this facility that can be done while the contractor is still on site completing this assignment. He added that should the Authority decide to move in this direction, staff will bring this item to the Board for approval prior to proceeding.

Mr. Onorato advised the Board that the installation of new revenue control equipment has been completed at the Mellon Square, Oliver, Second Avenue and Ft. Duquesne and Sixth Street garages.

Mr. Onorato advised that the security cameras have been installed at the Mellon Square, Smithfield/Liberty and Shadyside facilities.

Mr. Onorato reminded the Board that there is an agreement in place for the pending sale of the Penn Circle NW lot to Nigel Parkinson of Parkinson Construction, the firm planning to construct a hotel at that location. He advised that the Authority has solicited an appraisal of the site and said that he anticipates to be completed by the end of this month following which we will finalize terms with Mr. Parkinson and bring the specifics of the transaction to the Board for approval.

Mr. Wrona clarified that there is not an actual agreement in place but said a letter of intent has been executed by the parties involved.

Mr. Onorato confirmed that Mr. Parkinson has produced the necessary approval letters from the Council District and neighborhood community groups in support of his project.

Mr. Onorato updated the Board that the Authority has executed an extension agreement with Zipcar for the parking of car-sharing vehicles in on-street spaces as well as in our garages.

Mr. Onorato advised that the construction on Brookline Blvd. is well underway and said we have been working with the construction company on the removal of the old meters and the installation of the new meters as the sidewalk work is being completed. He advised that there have been five pay-by-plate meters installed there to date.

Mr. Onorato advised that Phase Two of the meter installation is underway, with the first 100 meters of the additional 340 meters ordered having been received. He advised that to date approximately 95 of the meters received have been installed in Squirrel Hill, Technology Drive and on the North Shore around Heinz Field. He said that a second 100 meters are due in this week with the final delivery due by the end of the month. Mr. Onorato reported that our goal is to have installation completed by mid-August. He also advised the Board that there has been very little negative feedback from the areas where this group of meters have been installed, noting that Squirrel Hill residents and patrons are somewhat familiar with this technology as pay-and-display meters have been in our surface lots in that area for some time.

Mr. Onorato advised that the Parking Authority was awarded a Merit Award for our Meter Technology Upgrade Project at the recent IPI annual conference. He stated that Pittsburgh was the first city in the United States to fully commit to the pay-by-plate technology and shared with the Board members the certificate that was awarded to the Authority. He also noted that the IPI conducted a survey of emerging parking trends and reported that Pittsburgh was listed in the top 10 cities in the country for its progressive approach to city-wide parking operations. He noted that these awards are very prestigious and said the Authority is very proud of our employees' efforts in securing this recognition.

Ms. Judson advised that on behalf of the Board she would like to thank the Executive Director and the Authority staff as this is an honor for the City of Pittsburgh. She noted that this is a huge positive step for both the City and its residents and asked if this information has been shared with the appropriate press representatives.

Mr. Onorato thanked Ms. Judson and noted that the Authority has not shared or released this information to the press as he first wanted to share it with the Board. He stated that a press release will be distributed after today's meeting.

Mr. Onorato stated that the Authority and this process received a lot of attention and questions at the IPI convention and said there were numerous compliments on how the project was implemented and operated. He advised that he and Mr. Wrona did a presentation on the subject at the conference and said there were many parties expressing interest in how Pittsburgh implemented and managed the project. He said he believes that there are many cities that are

changing their direction on upgrades and going with the pay-by-plate technology. He also noted that the Authority has had many inquiries from different municipalities since the conference.

Mr. Wrona added that just yesterday he responded to an inquiry from an UCLA official who asked if Pittsburgh could share as much information as possible on its project. He added that being an outsider in the industry, said he was amazed that there were hundreds of attendees at the Parking Authority's presentation and stated that Mr. Onorato was perceived as a leader in the industry whose performance was highly respected.

Ms. Judson commended Mr. Onorato's work stating that he clearly had a vision and the support of the Mayor's Office and with the support of his staff, was able to proceed and convert that vision to a successful program. She noted that those who have an understanding of its operations appreciate the level of the knowledge and expertise that exists within the Parking Authority's office.

Mr. Onorato reminded the Board that the quarterly reports were included in this Board packet and noted there are two new quarterly reports this year. He said that one covers meter operations and revenues to show the total revenue generated at on-street, off-street and leases and the number of spaces broken down by category. He advised that the middle area of the report, which lists all of the areas and street locations, pertains solely to the multi-space meters and lists each zoned area by its number of meters and corresponding spaces. Mr. Onorato pointed out its downtown's zone one as an example where there are 41 meters accounting for 192 spaces. He advised that the bottom of the report lists the percentages of cash-versus-credit card transactions and the total of payments recorded through the multi-space meters compared to that received by the old single-space meters. Mr. Onorato said the second new quarterly report is the revenue-per-space report for the garage facilities, the first one being gross revenues through June, which ranks our facilities in the column on the right by revenue per facility. He advised that the report also indicates the number of spaces each facility contains and noted that based on this report we are right on target to meet our budget. He said the report's second page contains the same data, but in more detail in that it not only shows the revenue but also the per-space expenses together with the facility ranking for both revenues and expenses on both a gross and net basis. He noted that this report will be a quarter behind as time is required to record the expenses accurately.

Mr. Onorato advised that the packet also contains the garage utilization report, noting that our garages are averaging approximately 97 to 100 percent of capacity.

Mr. Onorato advised that the packet has the normal monthly reports and includes the finance report, which provides more detail regarding the line items of the revenues and expenses.

Mr. Onorato reported that City ordinance mandated an increase in enforcement hours beginning July 1, 2013, but noted that the week prior to July 1, City Council rescinded this ordinance and enforcement hours ending at 6:00 p.m. remained in place throughout the city. He reminded the Board that on-street meter enforcement hours are 8:00 a.m. to 6:00 p.m. Monday through Saturday, while the off-street surface lots are enforced from 8:00 a.m. to 10:00 p.m., Monday through Saturday. He noted that some of the RPP areas are also enforced beyond 6:00 p.m. and said those districts are mandated by City Council and City Planning.

Mr. Onorato distributed an appreciation letter that was sent to the Authority for our assistance with an event at the Second Avenue Lot, which was attended by Governor Corbett.

Mr. Onorato advised that another Second Avenue event for the collection of hazardous household chemicals is scheduled for July 27. He noted that residents will be able to bring their old household chemicals and paints, etc. to the site for proper disposal.

Mr. Onorato asked if there were any questions.

There were none.

## **RESOLUTIONS**

**RESOLUTION NO. 21 OF JULY 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO CTR SYSTEMS FOR THE FT. DUQUESNE AND SIXTH STREET PARKING GARAGE ENTRY AND EXIT LANE EQUIPMENT UPGRADE,** was read by Mr. D’Addario and considered by the Board.

Mr. Onorato advised that the information for this Resolution also applies to Resolutions Nos. 22 and 23 and said the only difference will be the number of gate arms and the dollar amount for each resolution.

Mr. Onorato noted that there was a previous resolution to upgrade the revenue control equipment for each of the facilities but said that these change order resolutions pertain strictly to the gate arm. He stated at the time of the upgrade the Authority was unaware of the availability of the break-away gate arm design and therefore did not include it in that purchase. Mr. Onorato said the break-away gate arm is designed to separate from the revenue control equipment should it be hit by a vehicle, thus minimizing any damage to the revenue control equipment itself.

He advised that Resolution No. 21 is in the amount of \$1,115, which will be taken from the Capital Improvement fund and is less than one percent of the original cost of the contract of \$22,500.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 21 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D’Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.



**RESOLUTION NO. 22 OF JULY 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO CTR SYSTEMS FOR THE MELLON SQUARE GARAGE ENTRY AND EXIT LANE EQUIPMENT UPGRADE,** was read by Mr. D’Addario and considered by the Board.

Mr. Onorato advised that the purchase increase specified in this resolution, for the Mellon Square Garage, is in the amount of \$1,561.00 and is less than one percent of the original contract of \$154,910.00.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 22 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D’Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 23 OF JULY 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO CTR SYSTEMS FOR THE OLIVER GARAGE ENTRY AND EXIT LANE EQUIPMENT UPGRADE,** was read by Mr. D’Addario and considered by the Board.

Mr. Onorato advised that the Oliver Garage purchase cited in this resolution is in the amount of \$892.00, less than one percent of the original contract price of \$91,770.00.

Mr. D’Addario inquired how often the arms in the garage are damaged.

Mr. Onorato stated that it was dependent on the location. Mr. Speers advised that damaged equipment is more frequent at the Mellon Square and Ft. Duquesne and Sixth as those are the “special event” garages that draw a lot of parkers for events such as Steeler and Pirate games, concerts and the like.

Mr. D’Addario asked if staff could supply an estimate on what it costs to repair the damage should an arm be hit and removed by a vehicle.

Mr. Speers stated if it’s just a typical gate break, we are charged approximately \$160.00 to repair and replace the arm. He said when the vehicle hits the mechanism itself, the cost increases dramatically.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Mr. D'Addario, Resolution No. 23 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 24 OF JULY 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO INITIATE COMMENCEMENT OF THE THIRD AVENUE BIKE STATION SECURED BICYCLE PARKING PROGRAM WITH A SEASONAL/ANNUAL LEASE RATE OF \$100.00 PER LEASE,** was read by Mr. D'Addario and considered by the Board.

Mr. Onorato reminded the Board that this project was presented previously, noting that the bike station at third Avenue has two sections, one for public use and the other a secure area that will house approximate 24 bicycles. He said the open public spaces now accommodate approximate 30 bicycles and said this expansion will increase the garage's bike parking capacity to a total of 54. Mr. Onorato advised that the open space also has a fix-it station with the necessary tools to repair bicycles. He advised that the secure area's reserved spaces will be leased at a yearly cost of \$100.00 and will be accessed by a swipe card issued by the Authority. He advised that there will also be lockers available for use in the reserved area.

Mr. Onorato mentioned that the Authority also installed an additional bike station at our Smithfield/Liberty garage, resulting in a net gain there of 16 spaces. He advised that this area is located on the outside of the facility's rotunda.

Ms. Judson added that there has definitely been a visible increase in the amount of bicycles on the streets of Pittsburgh.

Mr. D'Addario asked for some clarification of the seasonal/annual lease rate of \$100.00 and for an explanation of what is meant by the seasonal terminology. He also asked if there would be closures due to seasonal weather events.

Mr. Onorato confirmed that the annual rate is \$100.00 and said the area would be open year round with paid leaseholders having access throughout that time.

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

There were none.

Upon motion by Mr. D'Addario and seconded by Mr. Mazefsky, Resolution No. 24 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 25 OF JULY 2013, “A RESOLUTION RATIFYING THE PURCHASE OF FOUR (4) SPECIALIZED REPLACEMENT BLADES(SERVERS), AND THE CORRESPONDING OPERATING SYSTEM, WITH A BUILT IN 3-YEAR WARRANTY ON ALL COMPONENTS AND 24/7 PRO CARE SERVICE; PURCHASED USING THE STATE CONTRACT/COSTARS IN ORDER TO UPGRADE AND PROTECT THE AUTHORITY’S COMPUTER NETWORK SYSTEM,** was read by Mr. D’Addario and considered by the Board.

Mr. Onorato stated that this purchase represents an update to our computer blade system and said that this item was on our June Board agenda. He said that with the cancellation of that meeting, he needed to reach out to the Board Members to advise them of the situation so that the purchase could be made in June in order to qualify for a free cabinet being offered during that month. He said the promotional item was valued at \$15,000. He advised that the total cost of the blade system is \$52,635.

Mr. Mazefsky asked the age of our current blade system.

Mr. Onorato responded that it is approximately seven years old.

Ms. Judson asked where the blade system is housed.

Mr. Onorato advised that the blade system is located in our main offices near the Board Room where today’s meeting was being held.

Mr. D’Addario asked if the transfer of the system would be completed in the overnight time period and inquired if we currently have an HP system.

Mr. Savino addressed the Board stating that the upgrade will be scheduled to occur on a Sunday, which is the weekday with the least amount of usage to should minimize any user issues at that time. He advised that the new blade system is similar to the hardware currently in use, except that it is a new generation. He added that HP is no longer supporting the hardware which we currently have, necessitating the upgrade.

Mr. D’Addario asked the expiration date on the current system.

Mr. Savino stated that while there is an actual expiration date, the change is driven more by software vendors such as VM and Microsoft.

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

There were none.

Upon motion by Mr. D’Addario and seconded by Ms. Solomon, Resolution No. 25 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D’Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.



**RESOLUTION NO. 26 OF JULY 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT BIDS FOR CONCRETE REPAIR FOR AUTHORITY OWNED FACILITIES ON A CALL-OUT BASIS,** was read by Mr. D’Addario and considered by the Board.

Mr. Onorato advised the Board that Authority garages, lots and their surrounding sidewalks have required quite a bit of concrete repair work recently and said it would be advantageous to the Authority to have a vendor on call rather than requiring issuing an RFP for bids for each individual repair. He noted that we have this type of contract in place with our Electrical and HVAC service providers that enable the Authority to utilize their services on smaller jobs when needed. He advised that the contract for a concrete repair vendor would be for one year with two one-year options at a not-to-exceed limit of \$150,000.00. He advised that we would bring this back to the Board after the one-year timeframe should we decide to extend the contract for the first option year.

Mr. Mazefsky asked if there was a threshold or a number that would be the basis to determine if a project was small enough to qualify for the on-call service as opposed to being required to go out to bid.

Mr. Onorato advised that he did not believe it would be an actual dollar amount, but said it would be determined by the scope of work. He cited such situations as if the cement around a catch basin in one of our lots began to breakaway or if cracks or crevices in a sidewalk presented a tripping or safety hazard as examples of when the on-call vendor would be involved.

Mr. Smith advised that this is a one year contract with two one-year options and said the total of \$150,000 is a not-to-exceed amount for the entire three years, which equates to \$50,000 per year. He advised that the majority of work that the Authority has for this type of repair occurs on an emergency basis because of safety hazards that have been brought to the Authority’s attention. He stated that the Authority could spend more than \$50,000 per year just to remain in compliance with areas of concrete damage.

Mr. Onorato advised that the requested \$50,000 per year is in line with the \$45,000 the Authority spent on these types of repairs last year.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 26 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D’Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 27 OF JULY 2013, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO**

**LIGHTHOUSE ELECTRIC FOR FIRE ALARM SYSTEM REPLACEMENT FOR THE WOOD-ALLIES PARKING GARAGE AND OFFICE SPACE**, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised the Board that the Authority is requesting an upgrade to the Fire Alarm System at the Wood Allies Garage and the Main Office area as well. He said there has been some water damage to the system over the years and said a thorough evaluation determined that a system replacement is warranted. He advised that the Authority solicited proposals and received two bids, with the lowest being \$93,000 from Lighthouse Electric. He noted that four other vendors attended the pre-bid meeting but did not submit a quote.

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

There were none.

Upon motion by Mr. Mazefsky and seconded by Mr. D'Addario, Resolution No. 27 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 28 OF JULY 2013, "A RESOLUTION AUTHORIZING FREE PARKING FOR TRANSIENT CUSTOMERS ON "BLACK FRIDAY" AND ALL DAY SATURDAYS AT ALL AUTHORITY-OWNED GARAGES FOR THE 2013 HOLIDAY SEASON**, was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised the Board that the Authority is working with the City of Pittsburgh and the Pittsburgh Downtown Partnership to develop a holiday parking program and all entities wanted to get an early start on the program's advertising and marketing phase. He added that it was also important to give the Authority adequate time to plan and program the necessary revenue control equipment. Mr. Onorato advised that this program was successful last year and this year would run the same but with the inclusion of Black Friday and the day after Thanksgiving. He noted that there are four Saturdays between Black Friday and Christmas, where there were six in 2012. He reported that last year the Authority processed approximately 45,000 tickets during the period for an estimated loss of \$204,000 in revenue.

Mr. Howard of the Pittsburgh Downtown Partnership thanked the Parking Authority for its participation in this program but noted that the resolution lists the incorrect date for Black Friday. He said it will take place on November 29, 2013 rather than November 22 as stated in the resolution.

Mr. Mazefsky stated that he recalled that in past years that the Authority offered holiday free parking beginning Light-Up Night and continuing on through First-Night of the new year.

Mr. Onorato advised that that there had been a change last year with the program including only the Saturdays leading up to First Night, and noted that prior to last year there was a break of a few years in which the Authority did not participate in any free parking program.

Mr. Onorato noted that on Light-Up and First Night the downtown area will be packed whether or not we offer free parking or charge our normal holiday rate of \$5.00. He stated that the Holiday Free Parking program is designed to give incentive to people to come to the area to shop, dine and be entertained.

Mr. Mazefsky asked what part of the resolution would require changing.

Mr. Onorato advised that the date listed for Black Friday would be changed from November 22 to November 29, 2013.

Mr. Mazefsky asked for verification of the date of Light-Up Night.

Mr. Onorato verified that Light-Up Night is November 22 and said that this date is not in the program. He repeated that this year's holiday program will include Black Friday and the four Saturdays leading up to Christmas.

Ms. Solomon asked what the normal parking rate.

Mr. Onorato advised that after 4:00 p.m. on weekdays and all day Saturday and Sunday the Authority's flat rate is \$5.00 per evening or per day.

Mr. D'Addario asked if the estimated lost revenue would be included in the annual report and recommended that it should be.

Mr. Onorato stated that the date would be incorporated into the annual report.

Mr. Mazefsky stated that the resolution needs to be amended.

Mr. Wrona stated that whoever makes the motion to approve can make the motion to amend with a note that the date for Light-Up Night needs to be amended from November 22 to November 29, 2013.

Mr. Mazefsky asked for clarification that the Saturday between Christmas and New Years would not be included in the program and said he wanted to make sure that the marketing will by the PDP will reflect its absence. He also asked if the Authority wanted to add December 28 to the program dates.

Mr. Onorato advised that the Authority does not.

Mr. Mazefsky noted that it was listed on the resolution in the packet.

Mr. Onorato noted that an incorrect version of the program's timeframe was erroneously included, but said he wanted to go on record clarifying that the Authority is seeking authorization from the Board to authorize free holiday parking at the Authority garages for transient parkers on the dates of: Friday November 29, 2013, which is Black Friday, and four following the four Saturdays which he stated would occur on November 30, 2013; December 7, 2013; December 14, 2013; and December 21, 2013.

Mr. Mazefsky again asked for clarification as to whether November 23, 2013 would be included in the program

Ms. Judson also asked for clarification of the dates to be included.

Mr. Onorato advised that the program would include Black Friday and all of the Saturdays from Black Friday to Christmas.

Mr. Wrona stated that November 23, 2013 while it was listed erroneously on the resolution, it would not be included based on Mr. Onorato's clarification that it is a Saturday occurring prior to Black Friday.

Mr. Mazefsky stated that he would like to include November 23, 2013.

Mr. Onorato stated that the intent was to offer free parking on Black Friday and the Saturdays following Black Friday through Christmas.

Mr. Mazefsky reiterated that he wants to make sure there is one cohesive and definitive release and message coming from the Board and the Authority. He also stated that he would like the Saturday after Light-up Night, November 23, 2013 to be included in the program.

Ms. Judson agreed, stated that it would make sense to include the Saturday after Light-Up Night as this historically begins the start of the holiday shopping season.

Mr. Mazefsky agreed and asked that the resolution be changed to include Saturday November 23, 2013, which is the Saturday following Light-Up night.

Mr. Mazefsky stated that the amended resolution will reflect the dates of Saturday November 23, 2013, Friday November 29, 2013, Saturday November 30, 2013, December 7, 2013, December 14, 2013 and December 21, 2013, a total of one Friday and five Saturdays.

Mr. Wrona advised that the resolution contained in his Board Packet is correct and therefore it could be voted on as is.

Ms. Judson stated that the only change required would be to adjust the date listed as Black Friday to November 29, 2013.

Mr. Onorato confirmed Ms. Judson's interpretation.

Ms. Judson made a motion stating that the second line of the final paragraph of Resolution No. 28 lists the date for Black Friday as November 22, 2013 and should be amended to read November 29, 2013.

Mr. Mazefsky seconded the motion.

Ms. Judson asked for a roll call vote on the amended motion.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon, Resolution No. 28 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 29 OF JULY 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT BIDS FOR THE REPLACEMENT OF AN EXISTING HEATING, VENTILATION AND AIR-CONDITIONING (HVAC) IN THE PARKING AUTHORITY'S ADMINISTRATIVE OFFICES AT WOOD-ALLIES PARKING FACILITY,** was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised that the Authority is seeking authorization to solicit bids to replace the HVAC unit and said staff will bring the recommendation back to the Board for final approval.

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

There were none.

Upon motion by Mr. D'Addario and seconded by Mr. Mazefsky, Resolution No. 29 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 30 OF JULY 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SOLICIT BIDS FOR PUBLIC LOBBY SPACE IMPROVEMENTS IN THE GARAGE MANAGER'S OFFICE RELOCATION BUILD-OUT AT THE GRANT STREET TRANSPORTATION CENTER FACILITY (GSTC),** was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised the Board that due to the recent agreement that Enterprise Rent-A-Car will be relocating its offices from the Ft. Duquesne and Sixth Garage to the Grant Street Transportation Center, the existing lobby there will need to be redesigned and rebuilt to accommodate Enterprises operations. He said the Enterprise arrival will also require moving the Parking Authority Manager's office currently located in the lobby. He advised that the Authority solicited an architect's assistance in shaping the RFP, noting that because the work involved a newer facility, the Authority wanted to make sure that these changes blend in with the original design and not be an apparent add-on.

Ms. Judson asked the name of the architect.

Mr. Smith replied that the firm is R3A Architects.

Ms. Solomon asked the completion timeline for the project.



Mr. Onorato advised that staff anticipates 150 to 190 days for completion. He reported that Enterprise Rent-A-Car will still have a presence at Ft. Duquesne and Sixth but will transfer its operations desk as well as the parking for 11 vehicles to the Grant Street location. He added that the firm will remain at Ft. Duquesne and Sixth until the renovations are completed.

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

There were none.

Upon motion by Ms. Solomon and seconded by Mr. D'Addario, Resolution No. 30 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

**RESOLUTION NO. 31 OF JULY 2013, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT TO VIGLIOTTI LANDSCAPE AND CONSTRUCTION FOR LANDSCAPE AND LOT IMPROVEMENTS TO THE BLOOMFIELD FRIENDSHIP-CEDARVILLE PARKING LOT,** was read by Mr. D'Addario and considered by the Board.

Mr. Onorato advised the Board that together with Senator Ferlo's office, the Authority was able to secure a grant in the amount of \$125,000 from Allegheny County to redesign and improve the landscaping at the Friendship/Cedarville Lot located in Bloomfield. He advised that the plans include creating new walkways and planting new shrubs. He advised that there were seven bids received in response to the RFP and said the lowest bid received was \$84,000 from Vigliotti Landscaping.

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

There were none.

Upon motion by Mr. D'Addario and seconded by Ms. Solomon, Resolution No. 31 of 2013 was approved as follows: Ms. Solomon, yes; Mr. D'Addario, yes; Mr. Mazefsky, yes; Ms. Judson, yes.

## **OLD/NEW BUSINESS**

Ms. Judson asked if there were any questions or comments on old or new business.

There were none.

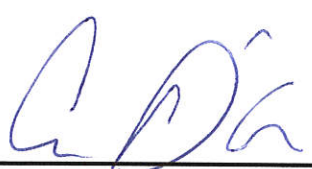
The next Board meeting is scheduled for Thursday, August 15, 2013 at 10:00 a.m.

Upon motion by Mr. Mazefsky and seconded by Ms. Solomon the meeting was adjourned at 11:24 a.m.

**APPROVED TO CONTENT**

  
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**Vice Chairman**

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

  
\_\_\_\_\_  
**Approval**