

# **MINUTES OF THE REGULAR MEETING OF THE PUBLIC PARKING AUTHORITY OF PITTSBURGH THURSDAY SEPTEMBER 21, 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 10:03 a.m. on September 21, 2023. The following Board members were present at the start of the meeting: Bobby Palmosina, Bobby Wilson and Liz Fishback. Present from staff were David Onorato, Christopher Speers, Chris Holt, Jo-Ann Williams, Scott McNaugher, David Perry, Matt Jendrzewski, Karla Howell, Jodi Hart, Karla Turzak, Tracy Sowinski and Patricia Konesky. Also present were Nathan Clark of Buchanan, Ingersoll & Rooney; Jared Wright, Elena Zaitsoff, Tim Jones of Massaro and Alison Keating.

## **MINUTES**

Ms. Fishback asked for approval of the minutes from the August 17, 2023, meeting.

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

## **PUBLIC COMMENT**

Ms. Fishback asked if there were any public comments.

Ms. Zaitsoff addressed the Board advising that she is a resident at 338 Ophelia Street, Pgh, PA 15213 which is in parking permit Area E. She advised that Area E was one of the first neighborhoods to implement the residential permit program, mentioning that the residents were advised that enforcement would occur for all violations, including parking in the wrong direction, parking on the sidewalk, too close to corners, etc. She stated that this notification was on the PPAP Website at one time but stated that it is no longer posted and removing it from the website does not relieve it from being enforced. She stated that she recently asked an Enforcement Officer to ticket a block of vehicles that was parked on the wrong side of the street, and stated the officer replied that there is no yellow line and advised that they were told to issue a ticket only if there was a yellow line. She stated that students and Magee employees have learned of this this and are parking in the neighborhood for free. Ms. Zaitsoff stated that she had made a request for statistics through the Right to Know Law and that it had not been fulfilled. She stated that this request asked for the number of spaces in Area E, noting that a curb cut has been allowed and a parking garage has been built. She also asked for the number of permits and visitors passes that have been issued in 2023 as well as how many of those permits were issued

to vehicles with out of state plates. She stated she believes that vehicles with an out of state plate that are in-state longer than six months are required to switch their registration to Pennsylvania, and she would like to know why permits are being issued to illegally registered vehicles. In summation she would like to see enforcement for all of the violations that she listed as well as the statistics that she requested, and she would suggest that the Parking Authority not give permits to any out-of-state vehicle.

Ms. Zaitsoff mentioned that she had another right-to-know request on a different issue and the deadline has passed and she has not received a response.

Mr. Onorato thanked Ms. Zaitsoff for sharing her concerns and stated that we will take them under advisement. He advised her to submit a right-to-know request to the Parking Authority requesting the information she mentioned and asked if she would be willing to leave her phone number so we can respond accordingly. Ms. Zaitsoff supplied her phone number.

Ms. Fishback advised any public comment be limited to three (3) minutes but would like to note if for future reference.

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

There were none.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Onorato advised the Board that the Authority recently hired a Chief Financial Officer and welcomed Ms. Jodi Hart to the Parking Authority.

Ms. Fishback, Mr. Wilson and Mr. Palmosina all welcomed Ms. Hart.

Mr. Onorato advised the Board that he is looking into entering a contract with AdPark, which is a company that will do advertising within our garage facilities. He stated that there is no cost to the Authority and it will be a revenue sharing agreement and the Authority will receive 65-to-70 percent of the revenue which is based on the length of the time the advertisement is in place. He also noted that AdPark would be responsible for obtaining any required permits.

Mr. Onorato advised the Board that Parking Court recently mailed approximately 3000 courtesy boot notices in an attempt to get people to make payments on outstanding boot eligible tickets.

Mr. Onorato advised that we received the annual garage inspection report, which is required by the Trust and advised that the report stated that 10 of our facilities are in good condition; two, Mellon Square and Wood-Allies, are in fair condition and noted that their repairs are being addressed in our 2024 capital improvements budget. He also noted that the Forbes-Semple Garage is listed in fair condition, with the report noting the on-going construction.

Mr. Onorato advised that Automotus is scheduled to begin issuing warning tickets via mail for vehicles in violation in loading zones beginning October 4, 2023. He advised that warning tickets will be issued for the first few weeks and then change to live tickets on October 23, 2023. He advised that we have been working with DOMI on this project.

Mr. Onorato stated that we were notified that the BRT is starting construction in the downtown area and advised that this will affect meter revenues by the displacement of meters on a permanent basis.

Mr. Onorato advised that an update on the City Demand Study was sent to the Board members and noted that if any of the Board Members wanted to discuss any issues or speak with Desman Associates regarding the study to let him know and he will arrange a meeting.

Mr. Onorato discussed the Finance Report, stating that revenues for the month of August 2023 were over \$4.4 million, up significantly from last year's \$3.7 million but noted that revenues are still lower than our 2019 base year of \$4.9 million. He advised that the year-to-date revenues through August are \$31.3 million and the 2019 base year through August was \$38.9 million. He advised that year-to-date revenues did increase from the same period last year to this year with 2023 budgeted revenues through August was \$27.3 million and the actual revenues are \$31.3 million.

Mr. Onorato discussed the Facilities Report, which reflects the same trends as the Finance Report. He advised that Wood-Allies and Forbes-Semple Garage revenues are down due to the loss of spaces resulting from the on-going construction currently being completed at both facilities. He advised that the Wood-Allies work has been completed and the Forbes-Semple work should be completed by the end of the year. He advised that Grant Street is also showing a decrease which is due to the red garage being closed, which he advised only opens when there is a large event scheduled at the Convention Center. Mr. Onorato advised that garage revenue year-to-date is \$17.6 million compared to \$15.9 million during the same period last year. He advised that we are seeing an uptick in revenues at the garages but not as much as we are seeing at the meters.

Ms. Fishback asked is we are seeing an uptick in the numbers due to office workers returning to in-person office settings.

Mr. Onorato responded that there have been some articles in the paper stated that companies like Highmark are going to begin to bring their employees back into the office four days a week beginning in September, so we will see if there is any increase in revenues due to this requirement. He also stated that we will try to find out what PNC and Mellon's outlook is regarding employees return to work status. He said that while there appears to be more people returning to offices downtown it appears that they are not returning on a full 5-day schedule, that it's more like 3 or 4 days in-office. He advised that he is aware of a company located in the Gulf Building that has a few hundred employees and advised that they are mandated to return to work, but it seems like the employees has the leverage and are not willing to return to the in-office setting.

Mr. Onorato that this will be addressed in the Parking Demand Study and stated that if any Board Member that would like to speak with the consultant completing the study he would be happy to arrange a meeting. He noted that once the new revenue control equipment is installed in the five garages it would have the capability to do partial leases.

Mr. Onorato discussed the Enforcement and Meter Report, advising that tickets have increased this year compared to last year by approximately 18,000. He advised that meter, residential permit parking and street cleaning violations accounted for 80 percent of the total tickets issued this month and noted that meter revenue is returning to pre-pandemic levels faster than garage revenue, with 2023 year-to-date through August revenue at 1.7 million and 2019's \$1.8 million. He advised that there is still a significant drop in the number of leases with 2019 total at 445 down to the current 308.

Mr. Onorato discussed the Parking Court report, stating that every month in 2023 was in excess of 2022's with revenues through August of \$1.3 million, which is a result of an increase in tickets being issued by the Enforcement staff.

Ms. Fishback asked for an explanation on the note in the Parking Court Report that stated that revenues increased by 4 percent and issuance decreased by 2 percent.

Mr. Onorato responded that tickets are up 18,000 from last year so he will need to look into the reasoning for the footnote and will advise the Board his findings.

**RESOLUTION NO. 27 OF SEPTEMBER 2023, "A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD A CONTRACT FOR STRUCTURAL ENGINEERING CONSULTANT FOR THE REPAIRS AND PREVENTATIVE MAINTENANCE AT THE MELLON SQUARE PARKING GARAGE,** was read by Ms. Fishback and considered by the Board.

Mr. Onorato advised that the recent annual structural engineering report graded this garage as being in fair condition and he advised that the issues will be addressed in our 2024 Capital Additions Budget. He noted that the first step in this process is to bring an engineering consultant on board to identify the scope of work that will be needed at the facility and to assist in the development of the RFP and technical specifications. He advised that five bids were received, and we are making a recommendation to award the professional services contract to Desman, Inc. for \$207,060.00. He noted that Desman did not submit the lowest bid and that this was not a low-bid RFP, it was a professional services bid and scored by a committee to evaluate the RFP on several perimeters outlined in the RFP and the most advantageous bid received was from Desman Inc., an MBE firm.

Ms. Fishback asked if Desman had completed work at the Mellon Square Garage in the past and if they had any institutional knowledge of the facility.

Mr. Onorato responded that Desman was familiar with the facility as they completed the annual inspection work.

Mr. Holt added that Desman was contracted to update the exhaust system, including structural repairs which he advised was completed about five years ago.

Ms. Fishback asked if the Authority anticipated having this proposal by the end of 2023 with anticipation of the work being completed next year.

Mr. Holt confirmed that we anticipate having the proposal completed by the end of this year.

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

There were none.

Upon motion by Mr. Wilson and seconded by Ms. Fishback, Resolution No. 27 of 2023 was approved as follows: Mr. Wilson, yes; Mr. Palmosina, yes; Ms. Fishback, yes.

**RESOLUTION NO. 28 OF SEPTEMBER 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE A CHANGE ORDER TO PULLMAN SST, INC. FOR LIMITED SCOPE REPAIRS AT THE WOOD-ALLIES PARKING GARAGE, was read by Ms. Fishback and considered by the Board.**

Mr. Onorato advised the work was conducted on the roof level of the Wood-Allies Garage for full and partial depth replacement of selected areas of the deck. He advised that during the scope of work additional areas of deterioration were identified resulting in an increase in the scope of work resulting in this change order for \$18,372.11 which represents a four percent increase in the original contract price of \$473,385.00. The new contract amount including the change order is \$491,757.11.

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

There were none.

Upon motion by Ms. Fishback and seconded by Mr. Wilson, Resolution No. 28 of 2023 was approved as follows: Mr. Wilson, yes; Mr. Palmosina, yes; Ms. Fishback, yes.

**RESOLUTION NO. 29 OF SEPTEMBER 2023, “A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE FINAL PAYMENT TO OTIS ELEVATOR COMPANY TO REPLACE ANTIQUATED ELEVATOR CAB POWER DRIVE UNITS AT FIRST AVENUE GARAGE & STATION AND GRANT STREET TRANSPORTATION CENTER PARKING FACILITIES, was read by Ms. Fishback and considered by the Board.**

Mr. Onorato advised the Board that this request is for final payment for work that Otis Elevator completed on the elevators at First Avenue and Grant Street Transportation Center Garages. He advised that all work was completed to the satisfaction of the Authority.

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

There were none.

Upon motion by Mr. Wilson and seconded by Mr. Palmosina, Resolution No. 29 of 2023 was approved as follows: Mr. Wilson, yes; Mr. Palmosina, yes; Ms. Fishback, yes.

Mr. Onorato advised that the preliminary Board packet that was sent to the Board members did contain a fourth resolution regarding a new time and attendance system and he advised that it was removed in order to allow time for further internal discussion. He advised that we anticipate it being on next month’s Board agenda.

**OLD BUSINESS**

Ms. Fishback asked if there was any old business.

There was none.

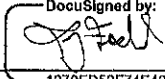
**NEW BUSINESS**

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

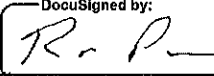
There were none.

The meeting was adjourned at 10:30 a.m. with all the Board expressing their approval.

**APPROVED TO CONTENT**

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**Chairman**

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

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**Approval**