

Minutes of the Annual/Regular Board Meeting of the Urban Redevelopment Authority of Pittsburgh, Wherrett Memorial Room, 13<sup>th</sup> Floor, John P. Robins Civic Building, 200 Ross Street

February 14, 2019 – 2:00 P.M., E.S.T.

Members Present: Hall-Russell, Lavelle, Williamson, Hirsh

Members Absent: Gainey

Staff Present: Rubinstein, Cummings, Nuemah, Nemani-Stanger, Kaminski, Clark, Link, Chintalapalli, Smith Perry, Wrenshall, Powell, Brooks, Walker, Moses, Santiago, Reese, Pontarelli, Meier, Mayer, Freedman, Howe, Miller, O’Leary, Davidson, Thomas, Fedorek, Taylor, Turkaly, Fitzgibbons, Mitchell, Reid, Wasler, Geiger, Bohince, Taylor, Dolan and Schacht.

Mr. Williamson called the Meeting to order and declared a quorum present.

1. Annual Meeting – Election of Officers

- a. Mr. Lavelle called to order the URA Annual Meeting. The URA’s By-Laws provide for the election of the Chair, Vice-Chair and Treasurer at the annual meeting of the Board in January of each year. Mr. Lavelle entertained the motion to elect Mr. Williamson as Chair, Representative Gainey as Vice-Chair and Mr. Lavelle and Ms. Hirsh as Co-Treasurers as a to serve for one year and thereafter until successors are elected.

Upon motion made by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the aforementioned nominees were unanimously elected to said respective offices.

2. General

- a. Approval of the Minutes of the Regular Board Meeting of January 10, 2019.

3. Announcements

- a. Mr. Rubinstein welcomed Jodi Hirsh as new Member of the URA Board.
- b. Mr. Rubinstein announced the departure of URA Board Treasurer Dr. Cheryl Hall-Russell.
- c. Mr. Rubinstein announced that Tynisha Powell, URA Associate Counsel will be presented the 2019 Young Leader Award from the Homer S. Brown Division of the Allegheny County Bar Association.
- d. Mr. Rubinstein announced the retirement of long-time employee David Thomas

- e. Pittsburgh Urban Initiative (PUI) profile.
  - f. CIE Dashboard – Monthly production report, updates and highlights.
  - g. RFP's, RFQ's and Bids
    - i. A joint Request for Proposals for the Housing Opportunity Fund (HOF) For-Sale Gap Program and the Neighborhood Stabilization Program will be issued by the end of February. Submittals will be accepted on a rolling basis.
    - ii. Invitation for Bids for the buildout of URA's new offices on the 8<sup>th</sup> and 9<sup>th</sup> floor 412 Boulevard of the Allies.
    - iii. Request for bids for Scattered Sites Demolition & Site Clearance Contract No. 13 (512 Larimer Avenue & 522 Larimer Avenue – Demo) (520 Larimer Avenue – Debris Clean-Up).
    - iv. Request for bids for City -wide Sidewalk Replacement – 2019.
  - h. Property Management Contracts:
    - i. AVC Solutions, LLC – veteran owned business;
    - ii. Mulford Consulting & Landscaping – woman owned business
  - i. Ms. Smith Perry announced the Housing Opportunity Fund 2019 annual allocation meetings schedule.
  - j. Mr. Rubinstein announced that the URA will be hosting, as a part of Black History Month a networking event being held on February 21, 2019, at 412 Boulevard of the Allies from 4:30 PM until 7:00 PM.
4. Strip District – Produce Terminal
- a. Authorization to commence construction.
  - b. Bridge financing, not to exceed \$1,000,000 to Society for Arts in Crafts d/b/a Society for Contemporary Craft or a related entity.
  - c. Smallman Street Tax Increment Financing ("TIF") Note/Loan.

Mr. Rubinstein requested Board approval of the above items.

Mr. Rubinstein stated that in early 2014, Fourth Economy Consulting ("FEC") was engaged by the Mayor's office and the Urban Redevelopment Authority ("URA") to assist in the search for and

evaluation of redevelopment alternatives for the Produce Terminal, Block 9-D, Lot 200, an approximately 8.156-acre parcel improved with an approximately 125,468-square-foot building (the Produce Terminal) located along Smallman Street between 16th and 21st streets in the Strip District. It was the desire of the Administration to seek options that limited the need for the building's full or partial demolition while offering uses that presented viable financial and operational strategies. It was also critical that the proposer's plans be compatible with and add value to the neighborhood and surrounding development plans.

In September 2014, after a public meeting and following the review of multiple RFP responses by a team of individuals representing Council District 7, the Department of City Planning, FEC, the Office of the Mayor, and several departments at the URA, the Board of this Authority approved exclusive negotiations with McCaffrey Interests, Inc., along with one other RFP respondent for the sale of the Produce Terminal.

At its meeting of July 9, 2015, the Board rescinded its prior Exclusive Negotiations authorizations, and authorized exclusive negotiations with McCaffery Interests, Inc. and another potential development partner for the redevelopment of the Produce Terminal. At its meeting of April 14, 2016, the Board approved the Redevelopment Proposal Package submitted by McCaffery Interests, Inc. only for the Produce Terminal, and authorized the execution of a disposition contract by sale or lease with McCaffery Interests or a related entity.

At its meeting of March 2, 2018, the Board authorized URA staff to execute documents necessary to transfer control of the Produce Terminal to Produce Terminal Holdings, LLC ("Redeveloper"), an entity formed by McCaffery Interests, Inc. for the redevelopment of the Produce Terminal. Typically, staff would have also requested approval of Redeveloper's final drawings and evidence of financing at that time so that Redeveloper would be able to begin construction of its planned improvements. However, we did not request such approvals at the March 2, 2018, meeting because Redeveloper did not have final drawings, final evidence of financing, or a final MWBE plan. Instead, we informed the Board that, pursuant to Redeveloper's Disposition Contract, we would return and seek approval of a Construction Authorization Action when Redeveloper had progressed with its construction documentation and financing.

We are now requesting that the Board authorize Redeveloper to begin construction, contingent on staff's final review and approval of drawings, evidence of financing, and MWBE plan. Although Redeveloper is allowed to develop, and therefore pay the lease price of Two Million Five Hundred Thousand Dollars (\$2,500,000), in phases, Redeveloper's current intent is to develop the entire structure at once. Accordingly, Redeveloper will remit the entire lease price upon closing.

Redeveloper is proposing to redevelop the Produce Terminal in a manner consistent with its Disposition Contract and the Memorandum of Understanding, dated March 10, 2017, between McCaffery Interests, Inc. and the URA (the "MOU"), as a mixed-use development including office, retail, and food-centric uses, with at least two pedestrian passages linking Smallman to the property adjacent to the Produce Terminal. The estimated development costs for the Produce Terminal, including proposed dock extension, are \$49,500,000.

Preliminary MWBE plans for the Produce Terminal and Small Street TIF are on file. A comprehensive workforce inclusion plan is also on file for both projects. The developer must submit a final MWBE plan for approval prior to the start of construction. At this early planning stage, the developer has demonstrated sufficient good faith effort to meet and/or exceed the MBE and WBE goals established for this project. Smallman Street projects 9% MBE participation and 9% WBE participation. The construction phase of the Produce Terminal projects 10% MBE participation and 17% WBE participation. The developer has outlined a good faith effort strategy that not only seeks to increase MBE participation, but the plan creates significant capacity building and business development opportunities for MBE firms in accordance with the URA's MWBE program guidelines. The URA's MWBE Program Office staff can attest to the quality of the developer's MWBE outreach efforts to date and will continue to work together to increase opportunities for minority and women owned firms over the life of the project.

On a parallel path, and in conjunction with the redevelopment of the Produce Terminal, the City of Pittsburgh's Departments of Mobility and Infrastructure and Planning, along with the URA, PWSA, and McCaffery, are working on finalizing conceptual plans to improve Smallman Street and related public realm enhancements.

A Smallman Street TIF District Plan has been approved by this Board and the taxing bodies, along with authorization to execute all financing documents required in connection with the TIF loan issuance. Authorization is now requested to amend URA Resolutions Nos. 114 (2018), 115 (2018), 116 (2018), and 117 (2018), for the purpose of authorizing issuance of the Smallman Street TIF Note/Loan in a principal amount not to exceed \$4,000,000 and delivery of the Note to Employee Real Estate Construction Trust (ERECT) Fund.

In addition, the Board has approved Strip District Business Loan Program Guidelines.

Principal:

Dan McCaffery

Produce Terminal Holdings, LLC

McCaffery Interests, Inc.

875 North Michigan Avenue, Suite 1800

Chicago, IL 60611

As discussed at prior Board meetings, McCaffery Interests, Inc. has agreed to make a \$1,300,000 payment to Society for Art in Craft d/b/a Society for Contemporary Crafts ("SCC") upon SCC's vacation of its existing space at the Produce Terminal.

Subject to the terms of a Tri-Party Agreement between Redeveloper, URA, and SCC, SCC will receive payment over up to four installments:

1. \$350,000 at execution of the Tri-Party Agreement
2. \$300,000 upon Redeveloper's initial Lease Payment

3. \$350,000 at SCC signing a lease agreement for a new location, or closed in the purchase of a new location
4. \$300,000 at SCC's vacation from the Produce Terminal

This authorization allows the URA to bridge up to \$1,000,000 to SCC and be reimbursed in full by McCaffery at time of SCC's vacation from the Produce Terminal.

**Authority Bridge Financing**

Financing Amount:	Up to \$1,000,000
Interest Rate:	N/A
Term:	Sooner of 1 year or SCC vacation from the Produce Terminal
Fees:	2% (or \$20,000) of bridge financing proceeds from Produce Terminal disposition proceeds; \$25,000 legal fee
Financing Source:	Produce Terminal disposition proceeds

Ms. Pamela Austin, of McCaffery Interests, Inc., was present. Ms. Austin thanked the Board for the opportunity and is excited to begin this development. Mr. Lavelle wanted clarity of the timeline for the development documentation. Mr. Rubinstein stated that the drawings have been reviewed and are in the final stage and the evidence of financing had been approved earlier this week on the equity commitment. He stated that there are still some issues being worked out and is confident that this development will keep moving forward.

Mr. Lavelle stated his concern to Ms. Diamonte Walker, Director of Performance and Compliance about the 9% and 10% MWBE participation and wanted further explanation. Ms. Walker stated that the MWBE plan is preliminary for provisional approval. Mr. Lavelle asked if there will be a formal opportunity for small businesses to participate in this development. Ms. Walker answered in the affirmative. Mr. Lavelle requested that on completion, a report could be generated and provided to the Board. Ms. Walker stated that a report will be generated from B2GNow software for this project.

Mr. Williamson asked what the recourse will be if job creation falls short of the projections that have been made. Ms. Susheela Nemani-Stanger, Director of Economic Development answered that she believes there will not be any legal recourse. Mr. Rubinstein stated that there would be recourse if McCaffery Interest were directly receiving money under the TIF. Mr. Rubinstein stated that the TIF monies are going into the City for City infrastructure. Mr. Rubinstein thanked Nick Fedorek and James Reid for their hard work on this project.

Mr. Theron Imbrie, of Penn Trust, was present, Mr. Imbrie stated that his company manages the Erect Funds that the various unions invest in that enables commitments to this development. He

stated that the Allegheny County Employee Pension Fund and the Commonwealth of Pennsylvania are also a part of their investment base.

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolutions were adopted:

**RESOLUTION NO. 19 (2019)**

RESOLVED: That commencement of construction, by McCaffery Interests, Inc., or a related entity, on the improvements to Block 9-D, Lot 200 is hereby approved, subject to final staff review and approval of evidence of financing and the MWBE plan.

**RESOLUTION NO.20 (2019)**

RESOLVED: That an agreement with Society for Contemporary Craft or a related entity for payment of bridge financing, in an amount up to \$1,000,000, payable from the Produce Terminal disposition proceeds and reimbursed in full by McCaffery Interests, Inc. at time of Society for Contemporary Craft's vacation from the Produce Terminal is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO. 21 (2019)**

RESOLVED: That Resolution Number(s) 114 (2018), 115 (2018), 116 (2018), and 117 (2018) are hereby amended, for the purpose of authorizing issuance of the Smallman Street TIF Note (Loan) in a principal amount not to exceed \$4,000,000 and delivery of the Note to Employee Real Estate Construction Trust (ERECT) Fund.

5. One Step Program

1. Amendment of the Storefront Renovation Program guidelines to allow for exterior accessibility improvements consistent with the City of Pittsburgh's One Step Program.

Mr. Rubinstein requested Board approval of the above item.

Mr. Tom Link, Director of the Center for Innovation and Entrepreneurship stated that the City of Pittsburgh's One Step program provides businesses and property owners technical assistance, fee waivers, and guidance to make their business more accessible to customers who use wheelchairs, scooters, and/or who have physical impediments.

The Storefront Renovation Program (SRP) is designed to help business owners make improvements to their storefronts and improve the appearance of our neighborhoods' commercial corridors. The program assists business owners by providing a 50% matching grant up to \$5,000 for their façade improvement projects. Using the URA's current Storefront Renovation Program, staff of the URA will provide a financial resource to businesses using the combined One Step Program and URA SRP program to make their storefronts accessible. Amended guidelines to the current URA SRP will incorporate language that specifies support for creating accessible storefronts.

SRP is funded through a combination of CDBG, City and state funds; including \$100,000 from 2018-2019 CDBG funds.

Andrew Dash, Assistant Director of City Planning, was present. Mr. Dash stated that this program has been in place since 2011. He is excited about offering more resources to individuals who have mobility issues.

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 22 (2019)**

RESOLVED: That the Storefront Renovation Program guidelines are hereby amended to allow for exterior accessibility improvements consistent with the City of Pittsburgh's One Step Program.

6. Catapult Business Incubator Program

- a. Ratification of application to the Kauffman Foundation Inclusion Open Grant program for an up to \$450,000 to be used for the continuation and enhancement of the Catapult business incubator program.
- b. Execution of related documents as to application and receipt of grant from the Kauffman Foundation.

Mr. Rubinstein requested Board approval of the above item.

Mr. Link stated that the Kauffman Foundation is seeking proposals for its 2019 Inclusion Open program. The Inclusion Open program seeks to solutions supporting inclusive and equitable entrepreneurship. Specifically,

- Equitable entrepreneurship in industries traditionally lacking diversity
- Support for under-addressed stages of company development and growth
- Support for coaching and instruction models that drive company acceleration

Catapult is a 9-month business incubation program created by the Urban Redevelopment Authority

of Pittsburgh, Circles of Greater Pittsburgh, and East Liberty Development, Inc., which aims to support new and growing minority-led businesses in the East End of Pittsburgh. Through educational seminars and one-on-one mentoring consultations, businesses accelerate their growth and achieve sustainable outcomes.

The program just completed its first cohort, graduating 12 businesses in January. All participants improved their businesses, and several positioned themselves to receive a URA micro enterprise loan. The success of the program led to the opening of a retail incubator storefront, Gallery on Penn, where six of the Catapult businesses are established and selling their goods to customers.

We believe the Catapult program marries well with what the Kauffman Foundation Inclusion Open program seeks to promote.

The Kauffman grant would allow the Catapult program to refine the program and launch a new cohort as well as potentially expand the program to other neighborhoods, including Hazelwood, Homewood, the Hilltop, and Beechview.

Mr. Williamson asked for the length of the grant's term. Mr. Link answered that this grant will have a two-year term.

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 23 (2019)**

**RESOLVED:** That submission of an application to the Kauffman Foundation for an 2019 Inclusion Open grant , for an amount not to exceed \$450,000, for the continuation and enhancement of the Catapult business incubator program, is hereby ratified, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an application therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto; and it is

**RESOLVED FURTHER:** That acceptance of a 2019 Inclusion Open grant from the Kauffman Foundation, for an amount not to exceed \$450,000, for the continuation and enhancement of the Catapult business incubator program, is hereby ratified, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute contracts and other assurances or requirements necessary in connection with said contracts and related documents, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.



7. Business Expansion - Trace Brewing LLC

1. Enterprise Zone Revolving Loan Fund (EZRLF) loan of up to \$400,000 to Trace Brewing LLC, or related entity.

Mr. Rubinstein requested Board approval of the above item.

Mr. Link stated that Trace Brewing will be located at 4314 Main Street which is located at/near the intersection of Liberty Avenue and the Bloomfield Bridge. The 5,340 square foot building that will house Trace Brewing's production/barrel room, a taproom featuring a massive brick forge converted into a gas fireplace and a section of the building's roof will be removed to accommodate a 1,300 square foot beer garden. The long vacant building was previously used as a foundry.

Trace Brewery will be the 2<sup>nd</sup> brewery operated under Somerville, Massachusetts based Solera Brewing Group. Solera Brewing's Somerville, Massachusetts location is Remnant Brewing.

The primary focus of Trace Brewing will be the on-premise production and sale of branded brewed and craft beers. On-premise beer production and sales will constitute most of their operations. Trace Brewery will also house a coffee shop in conjunction with the brewing space, and (c) a food program focused on simple fares (sandwiches, cheese plates, and other easily prepared plates).

Solera Brewing Group opened its first brewery and taproom, Remnant Brewing, in the spring of 2018. Located in Somerville, Massachusetts, Remnant Brewing is the anchor tenant of a 32-vendor outdoor urban marketplace that houses a variety restaurant, artistic, retail, entertainment vendors. The brewery has a 180-person capacity via its 2,700 square foot inside and 1,000 square foot outside space.

Additionally, Trace will provide a brewing apprenticeship program. The program will closely mirror a program at their Somerville, Massachusetts location that trains and incubates brew masters.

Total projects costs are \$1,350,000 in which financing is secured through Bridgeway Capital (\$700,000), Urban Redevelopment Authority of Pittsburgh (\$400,000.00), and owner equity (\$250,000).

The URA EZ loan funds will be applied to fixed assets (FF&E), renovations, working capital, inventory, architectural & engineering, and soft costs associated with the project.

<b>SOURCES AND USES OF FUNDS</b>				
	<u>TOTAL</u>	<u>Equity</u>	<u>Bridgeway Capital</u>	<u>URA - EZRLF</u>
Fixed Assests (FF&E)	402,800	230,300	50,000	122,500
Renovations	700,000		650,000	50,000
Working Capital & Construction Contingency	82,200	19,700		62,500
Inventory	27,500			27,500
Architectual & Engineering	63,000			63,000
Soft Costs	74,500			74,500
<b>Total</b>	<b>1,350,000</b>	<b>250,000</b>	<b>700,000</b>	<b>400,000</b>
	100%	19%	52%	30%

**Authority Loan Financing**  
**Enterprise Zone Loan Amount:** up to \$400,000.00

**Interest Rate:** 4.5%

**Term:** Ten (10) year term  
 (10-year amortization, 8 months interest only)

**General Contractor:** TBD

**Architect:** TBD

**Loan Review Committee:** approved at the January 16, 2019 URA Business Loan Review Committee

**M/WBE Review Committee:** to be reviewed

**Program Benefit:** Job creation, job training program, community/neighborhood investment, vacant property revitalization, new tax creating property.

**No. Jobs:** a minimum of 14 FTEs, including administration, production, and service employees.

**Principals**  
 David Kushner, CEO  
 Joel Prickett, President and COO  
 Solera Brewing Group  
 Solera Brewing Group, LLC  
 337 Somerville Ave.  
 Somerville, MA 02143

The loan will be funded through EZRLF repayments and/or UDF State repayments.

Dave Kushner, CEO of Solera Brewing Group, was present. Mr. Kushner thanked the Authority for the opportunity with this project.

Dr. Hall-Russell asked Mr. Kushner to elaborate more on the Apprenticeship Program. Mr. Kushner answered that they will hold a six-month training Program. Dr. Hall-Russell asked about the number of individuals that will take part in this program. Mr. Kushner answered that one individual will take part in this program every six months.

Mr. Williamson asked about the number of employees they will obtain. Mr. Kushner answered that the business will consist of five full time employees and ten to fifteen part time employees.

Upon a motion to approve by Dr. Hall-Russell, seconded by Mr. Lavelle, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO.24 (2019)**

RESOLVED: That a loan to Trace Brewing LLC, or related entity, for fixed assets (FF&E), renovations, working capital, inventory, architectural & engineering, and soft costs associated with this project, in an amount up to \$400,000, payable from the Enterprise Zone Revolving Loan Fund (EZRLF) repayments and/or Urban Development Fund (UDF) state repayments, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute a loan agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

8. Homeowner Assistance Program Administrators

- a. Agreements with the following six non-profit organizations in the amounts shown below to perform program administrator services:
  1. Action Housing, Inc. in the amount of \$500,000;
  2. Habitat for Humanity of Greater Pittsburgh in the amount of \$200,000;
  3. Hilltop Alliance in the amount of \$400,000;
  4. Nazareth Housing Services in the amount of \$100,000;
  5. Oakland Planning & Development Corporation in the amount of \$200,000;
  6. Rebuilding Together Pittsburgh in the amount of \$200,000.

Mr. Rubinstein requested Board approval of the above items.

Ms. Jessica Smith Perry, Director of the Housing Opportunity Fund Department stated that authorization is requested to enter into the above-mentioned agreements with six non-profits to serve as program administrators for the Homeowner Assistance Program. The main objective of

the HOF Homeowner Assistance Program (HAP) is to provide financial and technical assistance to eligible Borrowers for rehabilitating and improving residential owner-occupied properties citywide. Through HOF HAP, the URA provides deferred 0% interest loans and grants to assist low-income Borrowers to: bring their homes into compliance with city codes; undertake energy efficiency improvements; and undertake eligible general property improvements. The homeowners must have annual household incomes less than 50% of the Area Median Income.

On December 13, 2018, the URA released a Request for Proposals (RFP) for Program Administrators to help the Authority administer the program. The Program Administrators will work with homeowners to identify the scope of work and prepare bids or cost estimates. The Program Administrators will either perform the construction work themselves or contract with contractors to perform the work. The Program Administrators will coordinate the work with the URA's HOF Department and the Engineering and Construction Department.

The URA will enter into contracts with the Program Administrators and reimburse them for costs incurred on a per house basis upon completion of work. Once Program Administrators are awarded a contract, the URA will assign houses to the Program Administrators. The URA will accept applications from homeowners and work with the Program Administrators to close the loan and grant documents with the homeowners.

The total amount in the Homeowner Assistance Program line item for the 2018 allocation plan is \$2.375 M. The RFP stated that up to \$1,875,000 would be allocated via contracts to Program Administrators so that the URA could reserve \$500,000 for emergency situations and to potentially increase contracts if they are completed quickly. The contract awards currently total \$1,600,000. The RFP included a section to attract service providers to perform tangled-title work. No organization responded to this section of the RFP. \$275,000 remains available for organizations who would like to respond to the rolling RFP to perform tangled-title work. Tangled-title work includes helping households who inherited homes without going through probate to get the deed transferred into their name.

The awards are:

**Action Housing, Inc. - \$500,000:** Action Housing is an affordable housing non-profit developer who will perform work for this program citywide. They are estimated to complete between 18 – 22 houses. The Executive Director of Action Housing, Inc. is Larry Swanson (412-281-2102). The offices are located at 611 William Penn Place, Suite 800, Pittsburgh, PA 15219.

**Habitat for Humanity of Greater Pittsburgh - \$200,000:** Habitat for Humanity will perform work citywide. They are estimated to completed between 7 – 9 houses. The President and Chief Executive Officer of Habitat for Humanity of Greater Pittsburgh is Dr. Howard Slaughter, Jr. (412-450-8520). The offices are located at 6435 Frankstown Ave., Suite 100, Pittsburgh, PA 15206.

**Hilltop Alliance - \$400,000:** The Hilltop Alliance is a community development corporation

that will perform work for this program in the South Hilltop neighborhoods consisting of Allentown, Arlington, Arlington Heights, Beltzhoover, Bon Air, Carrick, Knoxville, Mount Washington, Mount Oliver, Saint Clair, and South Side Slopes. They are estimated to complete between 14 - 18 homes. The Executive Director is Aaron Sukenik (412-586-5807). The offices are located at 831 East Warrington Ave., 2<sup>nd</sup> Floor, Pittsburgh, PA 15210.

**Nazareth Housing Services - \$100,000:** Nazareth Housing Services will perform work citywide. They are estimated to complete between 4 – 5 homes. The Executive Director is Bill Vandivier (412-931-6996). The offices are located at 301 Bellevue Rd., Pittsburgh, PA 15229.

**Oakland Planning & Development Corporation - \$200,000:** Oakland Planning & Development Corporation is a community development corporation that will perform work in the four Oakland neighborhoods of North Oakland, South Oakland, Central Oakland, and West Oakland. They are estimated to complete between 7 – 9 homes. The Executive Director is Wanda Wilson (412-621-7863). The offices are located at 235 Atwood St., Pittsburgh, PA 15213.

**Rebuilding Together Pittsburgh: \$200,000:** Rebuilding Together Pittsburgh is a non-profit that focuses in the following areas: the Hill District neighborhoods, Homewood neighborhoods, Hazelwood, Fineview, Perry Hilltop, and the Lawrenceville neighborhoods. They are estimated to complete between 7 – 9 homes. The Chief Executive Officer is Steve Hellner-Burris (412-247-2700). The offices are located at 7800 Susquehanna St., Pittsburgh, PA 15208.

HOF Advisory Board Review: Approved at the HOF Advisory Board Meeting on February 7, 2019

M/WBE Review Committee Status: Total per unit project costs will be less than \$250,000; therefore, this program is not subject to the URA's M/WBE review process. All program administrators awarded a contract will be asked to submit MWBE reports outlining good faith efforts made to be inclusive and equitable with the procurement of materials and labor for this program.

Dr. Howard Slaughter, of Habitat For Humanity, was present, Mr. Slaughter stated that he believes that this is a great program and opportunity to serve the various communities and are able to provide several properties to complete this work.

Mr. Aaron Sukenik, of Hilltop Alliance, was present, stated that the HOF is not only an opportunity for housing but employment. He stated that they would like to see six completed properties by the end of the Summer this year.

Mr. Williamson commented that the additional Board items regarding affordable housing is possible because of the Housing Opportunity Fund.

Upon a motion to approve by Dr. Hall-Russell, seconded by Mr. Lavelle, and unanimously carried, the following resolutions were adopted:

**RESOLUTION NO.25 (2019)**

RESOLVED: That an agreement with Action Housing, Inc. to serve as a program administrator for the Homeowner Assistance Program, in an amount up to \$500,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO.26 (2019)**

RESOLVED: That an agreement with Habitat for Humanity of Greater Pittsburgh to serve as a program administrator for the Homeowner Assistance Program, in an amount up to \$200,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO.27 (2019)**

RESOLVED: That an agreement with Hilltop Alliance to serve as a program administrator for the Homeowner Assistance Program, in an amount up to \$400,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO.28 (2019)**

RESOLVED: That an agreement with Nazareth Housing Services to serve as a program administrator for the Homeowner Assistance Program, in an amount up to \$100,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO.29 (2019)**

RESOLVED: That an agreement with Oakland Planning & Development Corporation to serve as a program administrator for the Homeowner Assistance Program, in an amount up to \$200,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO.30 (2019)**

RESOLVED: That an agreement with Rebuilding Together Pittsburgh to serve as a program administrator for the Homeowner Assistance Program, in an amount up to \$200,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

9. Central Business District – Residences at Wood Street
  - a. Housing Opportunity Fund Rental Gap Program Loan Agreement in the amount of \$380,000 with the Residences at Wood Street for the redevelopment of Wood Street Commons located at 301 Third Avenue, Pittsburgh, PA 15222.

Mr. Rubinstein requested Board approval of the above item.

Ms. Smith Perry stated that authorization is requested to enter into the above-mentioned agreement with the Residences at Wood Street to provide combined construction/permanent financing for the renovation of Wood Street Commons located at 301 Third Avenue, Pittsburgh, PA 15222.

Wood Street Commons, located at Wood Street and Third Avenue in Downtown Pittsburgh, is a unique resource, providing housing and supportive services in the form of 259 single room occupancy units to low income adults. The property is well maintained and has an extraordinary

set of services provided to people living there, including services that help them become more self-sufficient. Rents are approximately \$400.00 per month/per unit. Additionally, there is 55,000 sq. ft. of commercial space which is occupied by job training services and other non-profit organizations.

In 2011, the owner undertook a significant rehabilitation scope in the amount of approximately \$4.3 Million to the building primarily geared to energy efficiency improvements based on an energy audit. Neighborhood Stabilization Program I funds, Authority PDF loan funds, Authority RHDIP grant funds, Allegheny County Department of Economic Development loan and grant funds, foundation grant funds, Department of Public Welfare grant funds, and Pennsylvania Housing Finance Agency (PHFA) Smart Rehab funds were used. Additionally, in 2013, the commercial space was rehabilitated with additional public and private sources including an allocation of New Market Tax Credits and in 2018 The Residences at Wood Street conducted an additional \$310,000 of residential upgrades.

Currently, The Residences at Wood Street needs to install a new sprinkler system pump, update sprinkler heads through the buildings, connect a residential elevator to an emergency generator, install door card-readers on remaining residential units, repair façade sections, install additional security cameras, and rehabilitate the building's front desk.

The cashflow from the building is very limited; therefore, The Residences at Wood Street requested a cashflow only, 0% interest loan from the Housing Opportunity Fund. At its February 7, 2019 meeting, the Housing Opportunity Fund Advisory board passed a motion to award this project a Housing Opportunity Fund Rental Gap Program Loan (HOF RGP) in the amount of \$380,000. The HOF RGP is intended to help fund the creation of new affordable housing and/or preserve affordable housing City-wide, specifically targeting households at or below 30% AMI and 50% AMI. 80 of the 259 units will be subject to permanent deed restrictions through the Housing Opportunity Fund. 30 units will be affordable to households at or below 30% AMI and 50 units will be affordable to households at or below 50% AMI.

Details of the development are as follows:

Developer:	The Residences at Wood Street Kevin Hanley, Executive Director 301 Third Avenue Pittsburgh, PA 15222 412-765-2532
Project Manager:	Action Housing, Inc. Larry Swanson, Executive Director 425 Sixth Avenue, 9 <sup>th</sup> Floor Pittsburgh, PA 15219 412-281-2102



**Location:** 301 Third Avenue  
Lot 1-H-370

**Ward:** 1<sup>st</sup> Ward

**Description:** The upgrading of the sprinkler system and the renovation of the façade for a mixed-use affordable, single-room occupancy building in Downtown Pittsburgh.

**Total Rehabilitation Cost:** \$464,000

**URA Financing Sources:**

**HOF RGP Loan** \$ 380,000 – 0% interest rate,  
30-year term, based on available cashflow  
(affordability period of at least 35 years)

**Total URA Financing:** \$ 380,000

**Other Financing Sources:**

Federal Home Loan Bank AHP Program \$70,000  
Bridgeway Capital Bridge Loan \$14,000  
Total Private Sources \$84,000

**Program Benefit:** Preserving Wood Street Commons will keep a much needed affordable housing building in downtown Pittsburgh.

**HOF Advisory Board Review:** Approved at the HOF Advisory Board Meeting on February 7, 2019.

**M/WBE Review  
Committee Status:** The Diversity Narrative has been received by HOF Staff and approved by URA Performance and Compliance. An approved Final M/WBE Plan will be required before loan closing may take place.

Mr. Lavelle stated that he is in full support of this project and asked for an overview of the MWE plan. Ms. Diamonte Walker, Director of Performance and Compliance answered by giving Mr. Lavelle an overview.

Upon a motion to approve by Mr. Lavelle, seconded by Ms. Hirsh, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 31 (2019)**

**RESOLVED:** That a loan to The Residences at Wood Street for the redevelopment of Wood Street Commons located at 301 Third Avenue, Pittsburgh, PA 15222, in an amount up to \$380,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute a loan agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**10. South Oakland – Parkview Manor**

- a. Housing Opportunity Fund Rental Gap Program Loan Agreement in the amount of \$200,000 with Oakland Planning and Development Corporation and/or an entity to be created for the renovation of the Parkview Manor affordable living property.

Mr. Rubinstein requested Board approval of the above item.

Ms. Smith Perry stated that authorization is requested to enter into the above-mentioned agreement with Oakland Planning and Development Corporation (OPDC) and/or an entity to be created to provide combined construction/permanent financing for the renovation/preservation of 3250 Parkview Avenue, a 15-unit affordable living property for seniors and people with disabilities. 3250 Parkview Avenue was originally St. Regis School and was converted into 15 1-bedroom, 1-bathroom units in 1990. Parkview Manor is a HUD 202, ADA compliant building that recently renewed its HUD Section 8 contract for 20 years.

With HOF funding, OPDC will complete much-needed renovations and repairs, including replacing the roof, replacing the building's shared hot water tank, installing new windows throughout the entire building, painting the exterior of the building, and the replacement of individual packaged thermal A/C units for each unit. Work is expected to be completed within six months of loan closing.

Located in the South Oakland neighborhood of Pittsburgh, Parkview Manor provides quality, affordable, rental housing in a strong market that continues to see rising prices. Funding these capital improvements will preserve 15-units of affordable housing and pro-actively maintain the facility. Parkview Manor's 15-units are all occupied at this time, and OPDC has a long waiting list for the building, demonstrating considerable demand for affordable housing in the neighborhood.

Parkview manor also features a common room and outdoor space for community gatherings, bingo, and resident events. The community room is also used by the South Oakland Neighborhood Group for community events and a nearby homeowner association for meetings and events.

The HOF funds will be tied to 5 units at or below 30% AMI. The building has a Project-Based Section 8 HAP contract. Rents are \$1,030.00 per month. The current tenant portfolio includes 14 residents at or below 30% AMI and 1 at or below 50% AMI.

Oakland Planning and Development, a nonprofit 501c3 located at 235 Atwood St, Pittsburgh, PA 15213, was formed in 1980. Since that time, OPDC has been dedicated to providing affordable rental housing, affordable for-sale housing, and advocating for the residents of Oakland. OPDC owns and manages 75 units of housing in Oakland.

At its February 7, 2019 meeting, the Housing Opportunity Fund Advisory board passed a motion to award this project a Housing Opportunity Fund Rental Gap Program Loan (HOF RGP) in the amount of \$200,000. The HOF RGP is intended to help fund the creation of new affordable housing and/or preserve affordable housing City-wide, specifically targeting households at or below 30 % AMI and 50% AMI.

Details of the development are as follows:

- Developer:** Oakland Planning and Development Corporation or an entity to be formed  
Wanda Wilson, Executive Director  
235 Atwood Street  
Pittsburgh, PA 15213  
(412) 621-7863
- Property Location:** 3250 Parkview Avenue  
South Oakland Neighborhood
- Ward:** 4th Ward
- Description:** The development consists of the renovation and preservation of 15 affordable one-bedroom, one-bathroom units.
- General Contractor:** OPDC to serve as Project Manager, with sub-contractors to be identified.
- Total Development Costs:** \$ 200,000
- Existing Financing Sources in the Development:**

First Mortgage – Dollar Bank	\$	430,289
Second Mortgage - HUD	\$	20,745
Equity (Appraised value minus existing debt)	\$	<u>623,966</u>
Total Non-URA Financing:	\$	1,075,000

Authority Financing: \$200,000 – HOF RGP Loan – 0% interest rate, 20-year term, amortizing loan

Total New Financing	\$	200,000
Total Financing:	\$	1,275,000

Program Benefit: The renovation of 15 ADA compliant, affordable units will preserve housing for low-income seniors and disabled people for decades to come.

HOF Advisory Board Review: Approved at the HOF Advisory Board Meeting on February 7, 2019.

M/WBE Review Committee Status: Total project costs are less than \$250,000, therefore this project is not subject to the URA’s M/WBE review process. OPDC will still be encouraged to make good faith efforts to be inclusive and equitable with procurement of materials and labor for this project.

Elly Fisher, of OPDC, was present. Ms. Fisher stated that she was excited about this project.

Ms. Diamonte Walker stated that regarding MWBE participation, the projects will be monitored over the life of their contracts.

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 32 (2019)**

**RESOLVED:** That a loan to Oakland Planning and Development Corporation and/or an entity to be created for the renovation of the Parkview Manor affordable living property, in an amount up to \$200,000, payable from the Housing Opportunity Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute a loan agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

11. East Hills - East Hills Phase I Townhomes

- a. Grant agreement with Help Pittsburgh, Inc. in the amount of up to \$37,500.
- b. Loan agreement with Help Pittsburgh, Inc. in the amount of up to \$37,500.

Mr. Rubinstein requested Board approval of the above items.

Mr. Tom Cummings, Director of Housing stated that authorization is requested to enter into the above referenced agreement(s) with Help Pittsburgh, Inc. in the aggregate amount of up to \$75,000.00 to perform strategic early stage activities to begin a process to stabilize and improve this community. As background, the East Hills Phase 1 Townhome development consists of approximately 160 townhouse units that were built as part of the East Hills community that was developed in the 1960's and early 1970's.

The development, as constructed, was intended to be an affordable homeownership community. Over time as the affordable rental units in the neighborhood deteriorated due to poor property management, deferred maintenance, crime issues and gang activity, the subject homeownership community declined as well. Today, less than 40% of the homes are owner occupied; approximately 25% of units are owned by absentee landlords, 15%% are vacant and 20% % are tax delinquent. While there is a homeowner's association, there are only 14 dues paying members. Consequently, the association is not able to meet its obligations in maintaining/improving common areas (e.g. parking lots, etc.).

Over the last nine (9) months, a group of stakeholders including representatives of the East Hills Consensus Group, homeownership association, the Authority, City of Pittsburgh, Neighborhood Allies, Telesis (the owner of the adjacent affordable rental developments), Department of City Planning, Allegheny County Department of Human Services, and City Council District 9 have been meeting to understand the conditions in the community and to begin to work to implement strategies to improve conditions in the neighborhood.

Through these meetings Help Pittsburgh, Inc. has been engaged to provide technical assistance and project management services on some initial activities for the benefit of this community. The initial scope proposed by Help Pittsburgh, Inc. includes the following activities:

- Engage legal and organizational consulting services to re-establish and improve the capacity of the homeowner's association
- Analyze all parcels, identify potential funding partners and work with the stakeholders on a preliminary parcel by parcel redevelopment strategy
- Acquire (through Conservatorship) and perform roof replacements/property stabilization of two (2) identified abandoned properties. These properties are located within existing rows of occupied houses. Their condition is adversely affecting the structural integrity of the adjacent occupied homes.

The requested Authority grant funds will pay for the legal, organizational and planning items noted above. Loan funds will be provided for the property repairs and will eventually be secured with liens (against the subject properties) through the Conservatorship process.

Help Pittsburgh, Inc. is a Pennsylvania non-profit corporation. The President is Ted Melnyk. The offices are located at 100 N. Sheridan Avenue, 4<sup>th</sup> Floor, Pittsburgh, PA 15206 and it is largely staffed by East Liberty Development, Inc. personnel. Its primary purpose is to (i) take an active role in eliminating blighting influences in the eastern neighborhoods of Pittsburgh, including, without limitation, East Liberty, East Hills, Homewood North, Homewood South, Homewood West, Larimer, Lincoln-Lemington-Belmar, and any other neighborhoods as determined by Help Pittsburgh, Inc. (collectively, the "East End"), (ii) to provide ample housing opportunities for people at all levels of income in the East End, and (iii) to improve the quality of life for all persons living in the East End.

The funding source for these agreements is City Paygo funds and/or Community Development Block Grant funds (for repairs).

Pamela Collier, from Help Pittsburgh, Inc., was present. Ms. Collier stated that this is a strategy that they used successfully in the past. She stated that they are enthusiastic about being able to implement this strategy in the East Hills.

Mr. Lavelle stated that conservatorship could be an answer to the issues with property ownership in this area.

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolutions were adopted:

**RESOLUTION NO. 33 (2019)**

**RESOLVED:** That a grant with Help Pittsburgh, Inc. to perform strategic early stage activities and begin a process to stabilize to improve the East Hills Phase 1 Townhome community, in an amount up to \$37,500, payable from City Paygo funds and/or Community Development Block Grant funds (CDBG), is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an grant agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**RESOLUTION NO. 34 (2019)**

RESOLVED: That a loan to Help Pittsburgh, Inc to perform strategic early stage activities and begin a process to stabilize the East Hills Phase 1 Townhome community, in an amount up to \$37,500, payable from City Paygo funds and/or Community Development Block Grant funds (CDBG), is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute a loan agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

12. Homewood – James T. Givner Project

- a. Exclusive negotiations with Operation Better Block, Inc., or another entity to be formed, for a period of 90 days, with a possible 90-day extension, for the sale of Block 174-J, Lots 96 and 97, in the 13<sup>th</sup> Ward.

Mr. Rubinstein requested Board approval of the above item.

Mr. Nathan Clark, Real Estate Director stated that authorization is requested to enter into exclusive negotiations with Operation Better Block, Inc. (“OBB”), for the sale of a three-story structure (Block 174-J, Lot 97) at 627 North Homewood Avenue and a vacant parcel (Block 174-J, Lot 96) next door at 625 North Homewood Avenue in Homewood. The property, which contains a total land area of approximately 5,460 square feet, is owned by the City as Trustee for the Three Taxing Bodies (3TB) by virtue of Treasurer’s Sale for tax delinquency, and the eventual sale to OBB is contingent upon successful completion of the transfer to URA that is now in process.

OBB plans to renovate the building, an abandoned, City-owned former radio station on the corner of Homewood Avenue and Kelly Street, into two ground-floor commercial spaces and six affordable residential units on the upper floors. The adjoining vacant lot will be used for outdoor seating or supportive green space.

The total cost of the proposed redevelopment is estimated to be in the \$1.3 million range. An MWBE Narrative for the project is on file.

The exclusive negotiation period would be for 90 days with the option of extending this period for an additional 90 days at the discretion of the Executive Director.

Operation Better Block, Inc., is a nonprofit organization with a mailing address of 801 North Homewood Avenue #A, Pittsburgh, PA 15208. Jerome M. Jackson is the Executive Director.

Jerome Jackson, of Operation Better Block, Inc., was present. Mr. Jackson stated that he confident that they have obtained the funding that is needed after a final bid is obtained from their contractors.

Upon a motion to approve by Dr. Hall-Russell, seconded by Mr. Lavelle, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 35 (2019)**

**RESOLVED:** That exclusive negotiations with Operation Better Block, Inc., or another entity to be formed, for the sale of Block 174-J, Lots 96 and 97, in the 13<sup>th</sup> Ward, for a period of ninety (90) days with a possible ninety (90) day extension at the discretion of the Executive Director, is hereby approved.

**13. Homewood – Sankofa Village Community Garden**

- a. Acquisition of publicly owned property known as Block 175-B, Lot 152, in the 13<sup>th</sup> Ward, for \$1.00 plus costs.

Mr. Rubinstein requested Board approval of the above item.

Mr. Clark stated that authorization is requested to acquire the above-listed parcel, which is owned by the City as Trustee for the Three Taxing Bodies (3TB) by virtue of Treasurer's Sale for tax delinquency. The vacant property, located at the corner of North Braddock Avenue and Susquehanna Street in Homewood, contains a total of approximately 2,025 square feet. The property is being acquired for urban agriculture purposes.

Currently the Sankofa Village Community Garden occupies two adjoining URA-owned lots located at 7541 and 7543 Susquehanna Street. The Garden has been in operation since 2015 under a license with URA. The URA would like to acquire Block 175-B, Lot 152, immediately to the west, and then lease and eventually convey all three to Sankofa Village (or a related entity) through Farm-A-Lot, a new program designed to foster long-term urban agriculture use. During 2019's growing season, the lots will support development of Sankofa Village's entrepreneurship program to increase interest and awareness around urban agriculture as a means of income and employment.

The funding source for this acquisition is the Leased Land Fund.

**Ayanna Jones, of Sankofa Village Community Garden, was present. Ms. Jones stated gave an overview of Sankofa Village entrepreneurship program.**

Upon a motion to approve by Dr. Hall-Russell, seconded by Mr. Lavelle, and unanimously carried, the following resolution was adopted:



**RESOLUTION NO.36 (2019)**

**RESOLVED:** That the acquisition of Block 175-B, Lot 152, in the 13<sup>th</sup> Ward, for \$1.00, plus costs, payable from the Leased Land Fund, is hereby approved, and the Executive Director, Director of Finance, and/or Chief Financial Officer, on behalf of the Authority, is authorized to all documents required for said acquisition, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**14. Homewood – Operation Better Block/Sankofa Village Community Garden**

**1. Acquisition of the following publicly owned property for \$1.00 plus costs:**

<u>Ward</u>	<u>Block/Lot</u>	<u>Address</u>
13th	175-B-148	7537 Susquehanna St.
13th	175-B-149	7539 Susquehanna St.

Mr. Rubinstein requested Board approval of the above item.

Mr. Clark stated that authorization is requested to acquire the above-listed parcels, which are owned by the City as Trustee for the Three Taxing Bodies (3TB) by virtue of Treasurer’s Sale for tax delinquency. The above parcels contain a combined total of approximately 3,900 square feet. One property is a vacant lot; the other property contains a vacant structure. The URA would like to acquire these properties for conveyance to Operation Better Block for redevelopment as a “farmhouse” containing classrooms, presentation space, and storage to support the adjoining Sankofa Village Community Garden.

The funding source for this acquisition is the Leased Land Fund.

Upon a motion to approve by Dr. Hall-Russell, seconded by Mr. Lavelle, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO.37 (2019)**

RESOLVED: That the acquisition of the following publicly owned properties, for \$1.00, plus costs, payable from Leased Land Fund, is hereby approved, and the Executive Director, Director of Finance, and/or Chief Financial Officer, on behalf of the Authority, is authorized to all documents required for said acquisition, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

<u>Ward</u>	<u>Block/Lot</u>	<u>Address</u>
13th	175-B-148	7537 Susquehanna St.
13th	175-B-149	7539 Susquehanna St.

15. East Liberty

- a. Ratification of Development Agreement between PWSA & the URA for Harvard Street/Beatty Street to accept infrastructure.

Mr. Rubinstein requested Board approval of the above item.

Mr. Marty Kaminski, Construction and Engineering Director stated that the URA and the Pittsburgh Water and Sewer Authority (PWSA) entered into a development agreement dated December 20, 2018 to assign URA/PWSA responsibilities with respect to the construction, inspection and testing, ownership, maintenance and acceptance of new sewers and waterlines and appurtenances associated with the proposed new sewers and waterlines to be constructed through Harvard Street and Beatty Street in East Liberty.

As this agreement was executed without prior URA Board action, ratification of this agreement by the Board is requested at this time.

There was no discussion among the Members.

Upon a motion to approve by Mr. Levelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 38 (2019)**

RESOLVED: That the Development Agreement between PWSA & the URA for Harvard Street/Beatty Street is hereby ratified.

16. North Side

- a. Agreement with Team Inc. for repair of a collapsed wall at 2131 Perrysville Avenue for an amount not to exceed \$52,445.

Mr. Rubinstein requested Board approval of the above item.

Mr. Kaminski stated that authorization is requested to enter into an Agreement with Team Inc. for an amount not to exceed \$52,445. The work is to repair a collapsed wall and repair the roof on a mixed-use structure located at 2131 Perrysville Avenue, Block and Lot 46-P-12, in the Perry South neighborhood. Six firms were invited to submit bids for this contract, 2 of which are MBE and 1 of which is an MWBE. As part of the Vacant Structure Stabilization Program, this property has been surveyed by staff and determined as viable to stabilize and remain in the URA's portfolio until an end user or project can be identified. There is a multi-structure PHDC project a few blocks up the street. Team Inc. is located at 501 East Ohio Street, Pittsburgh, PA 15212.

The funding source is The Leased Land Fund.

There was no discussion among the Members.

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO.39 (2019)**

RESOLVED: That an agreement with Team Inc. for repair of a collapsed wall at 2131 Perrysville Avenue, in an amount up to 52,445, payable from The Leased Land Fund, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

17. 2019-2020 Community Development Block Grant (CDBG) cooperation agreement with the City of Pittsburgh for an amount up to \$3,740,800.

Mr. Rubinstein requested Board approval of the above item.

Ms. Hala Nuemah, Finance Director stated that the URA is requesting authorization to enter into a Cooperation Agreement with City of Pittsburgh providing for the transfer to the Authority of up to \$3,740,800 to be used for the CDBG programs. Funds will be used to provide direct support of efforts and programs that encourage housing rehabilitation and construction, new business creation and expansion. The programs utilize a comprehensive approach to working with commercial areas throughout the City to support revitalization efforts.

Mr. Rubinstein stated that the Authority is currently in discussions with the City Budget Office about moving, arbitrarily, assigned programs to line items.

Upon a motion to approve by Dr. Hall-Russell, seconded by Ms. Hirsh, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 40 (2019)**

RESOLVED: That a 2018-2019 Cooperation Agreement with the City of Pittsburgh, for the provision of Community Development Block Grant (CDBG) funds to the Authority in an amount up to \$3,740,800, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

18. 2019 PAYGO cooperation agreement with the City of Pittsburgh for an amount up to \$3,368,160.

Mr. Rubinstein requested Board approval of the above item.

Ms. Nuemah stated that the URA is requesting the authorization to enter into Cooperation Agreement with City of Pittsburgh for the transfer to the Authority of up to \$3,368,160 of City PAYGO used in the Economic Development and Housing Development Departments, Larimer Choice, the management and maintenance of properties, and Major Development.

Upon a motion to approve by Dr. Hall-Russell, seconded by Ms. Hirsh, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 41 (2019)**

RESOLVED: That a 2019 Cooperation Agreement with the City of Pittsburgh, for the provision of Paygo funds to the Authority in an amount up to \$3,368,160, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

19. 2019-2020 HOME Cooperation Agreement with City of Pittsburgh for an amount up to \$1,500,000.

Mr. Rubinstein requested Board approval of the above item.

Ms. Nuemah stated that the URA is requesting authorization is to enter into a Cooperation Agreement with the City of Pittsburgh to provide for the transfer of up to \$1,500,000 for the

Federal HOME program. Funding provides affordable housing production to low and moderate income residents.

Upon a motion to approve by Dr. Hall-Russell, seconded by Ms. Hirsh, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO. 42 (2019)**

RESOLVED: That a 2019-2020 Cooperation Agreement with the City of Pittsburgh, for the provision of HOME funds to the Authority in an amount up to \$1,500,000, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

20. URA Organizational Strategic Plan

1. Tri-party agreement with HR&A Advisors and The Pittsburgh Foundation for activities related to the URA organizational strategic planning process.

Mr. Rubinstein requested Board approval of the above item.

Mr. Rubinstein stated that as the city of Pittsburgh experiences levels of investment not seen in generations and our economy improves, we are all confronted with how to not only foster that growth but to manage it responsibly and ensure its benefits are accessible to all city residents. This demands different economic development priorities than 20 years ago and provides the URA with an opportunity to be more intentional in the approach to our work. While we have continually adapted the organization to the needs of the city, it has been some time since the URA had an organization-wide strategic plan to guide our work and help to better communicate to the public the benefits we create.

In order to facilitate an organizational strategic planning process authorization is requested to enter into a tri-party agreement with The Pittsburgh Foundation and HR&A Advisors. The Pittsburgh Foundation is serving as the fiscal sponsor for this effort and has received or applied for funding from several local foundations. The consultant, HR&A Advisors, will perform the work outlined in the overview below in order to develop a strategic plan for the URA. This planning effort will in part be an extension of the conversations that grew out of the PGHQ2 process that HR&A facilitated with local public, private, community, and philanthropic leadership around how we can achieve better alignment across regional economic development efforts in order to advance an equity agenda for all.

**Phase I – Vision:** Working closely with the URA Board of Directors and staff, City, and other stakeholders, HR&A will confirm the city's economic development goals, discuss its

alignment with the URA's current structure, and conduct in-person interviews with key stakeholders.

**Phase II – Assess and diagnose:** Building on HR&A's knowledge of economic development best practices across the country, they will benchmark the URA with its peer agencies. Through on-line surveys and follow-up interviews with staff, we will inventory the economic development functions within the City, identify the role and capacity of potential partners such as the County and Allegheny Conference, and assess the URA's current budget and funding mix.

**Phase III – Recommend:** Based on their initial assessment and diagnosis, HR&A will work with URA Board of Directors and senior staff to develop recommendations for the URA's organization and staffing, authorities and governance, partnerships, and budget to better achieve the city's economic development goals. HR&A will formalize their recommendations into a draft final report in advance of an in-person stakeholder roundtable.

**Phase IV – Implement:** To advance the recommendations, HR&A will develop an implementation framework that will outline responsibilities and timing, conduct stakeholder briefings, and prepare a final report that will document their findings, recommendations, and next steps.

It is worth noting this work has been informally happening within the URA for the past several years, as evidenced by the p4 metrics we are piloting, our commitment to an equitable development agenda, departmental staff alignment conversations, our racial equity assessment, the establishment of a Business Action Team, the Housing Opportunity Fund, the LandCare program, reinvigorated M/WBE business development, and the micro enterprise loan program. Due to all the work by the URA Board of Directors and staff over this time, we have a solid foundation for this broader effort.

Ultimately, this project is about investing in the hardworking staff at the URA, to critically review our many programs and investment strategies, so we can ensure the URA has a plan to sustainably build a more equitable city.

**Mr. Williamson stated that there is a lot of amazing work the URA accomplishes.**

Upon a motion to approve by Mr. Lavelle, seconded by Dr. Hall-Russell, and unanimously carried, the following resolution was adopted:

**RESOLUTION NO.43 (2019)**

RESOLVED: That an Tri-Party agreement with HR&A Advisors and The Pittsburgh Foundation for activities related to the URA organizational strategic planning process, is hereby approved, and the Executive Director, Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

**AGENDA "B"**

The Members reviewed the items on Agenda "B" upon motion made by Mr. Williamson, seconded by Dr. Hall-Russell, and unanimously carried, the following resolutions were adopted:

1. Fox Rothschild LLP  
Amendment of Agreement with Fox Rothschild LLP dated July 13, 2017 for bankruptcy-related legal services, for an increase not to exceed \$20,000, for a total Agreement amount not to exceed \$95,000.

**RESOLUTION NO.44 (2019)**

RESOLVED: That an amendment of the Agreement with Fox Rothschild LLP, dated on July 13, 2017, for an increase of up to \$20,000.00, for bankruptcy-related legal services, for a total Agreement amount not to exceed \$95,000.00, is hereby approved, and the Executive Director or Director of Finance and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an amendment therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

2. Amendment of resolution No. 220 (2018) to include Cultural District Historic Façade Program in addition to Downtown Façade Restoration Program.

**RESOLUTION NO. 45 (2019)**

RESOLVED: That Resolution No. 220 (2018) is hereby amended, to include Cultural District Historic Façade Program in addition to Downtown Façade Restoration Program.

3. Resolution No. 264 (2009), as amended by Resolution No. 6 (2010) and Resolution No. 97 (2011), is further amended to increase the loan from the Urban Development Action Grant Program Income Fund by \$100,000 for a total amount of \$2,600,000.00 to be used for public improvements to the 62<sup>nd</sup> Street Industrial Park.

**RESOLUTION NO. 46 (2019)**

RESOLVED: That Resolution No. 264 (2009), as amended by Resolution No. 6 (2010) and Resolution No. 97 (2011), is hereby amended to increase the loan from the Urban Development Action Grant Program Income Fund by \$100,000 for a total amount of \$2,600,000.00 to be used for public improvements to the 62<sup>nd</sup> Street Industrial Park.

4. General

Agreement for appraisal services with Integra Realty Resources Pittsburgh, LLC, for an amount not to exceed \$75,000 and for a period of three years.

**RESOLUTION NO. 47 (2019)**

RESOLVED: That an agreement with Integra Realty Resources Pittsburgh, LLC for a period of three years for appraisal services, in an amount of \$75,000, is hereby approved, and the Executive Director or Director of Finance, and/or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest the same and affix the seal of the Authority thereto.

5. Beechview

Rescission of Resolution No. 348 (2016), which approved the proposal and form of disposition contract for the sale of Block 35-F, Lots 266 and 267, in the 19<sup>th</sup> Ward, to 1601 Broadway Ave., LP, LP, or an entity to be formed, for \$100,000.

**RESOLUTION NO. 48 (2019)**

RESOLVED: That Resolution No. 348 (2016) which approved the proposal and form of disposition contract for the sale of Block 35-F, Lots 266 and 267, in the 19<sup>th</sup> Ward, to 1601 Broadway Ave., LP, LP, or an entity to be formed, for \$100,000, is hereby rescinded

6. Homewood

Certificate of Completion for Susquehanna Homes Housing LP for Parcels 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, & 17 in the Susquehanna Homes Subdivision Plan, also known as Block 174-N, Lots 222, 225, 226, 232, 246, 247, 248, 255, 256, 257, 259, 260, 269, 282, 283, 284, 293, 294, 300, 301 and Block 174-P, Lots 42, 43, 44, 45, 46, 51, 52, 56, 59, 67 and Block 175-A, Lots 10, 11, 12, 13, 14, 15, 15A, and 17, in the 13<sup>th</sup> Ward and authorization to return the Good Faith Deposit (residential construction).



**RESOLUTION NO. 49 (2019)**

RESOLVED: That issuance of a Certificate of Completion to Susquehanna Homes Housing LP for Parcels 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, & 17 in the Susquehanna Homes Subdivision Plan, also known as Block 174-N, Lots 222, 225, 226, 232, 246, 247, 248, 255, 256, 257, 259, 260, 269, 282, 283, 284, 293, 294, 300, 301 and Block 174-P, Lots 42, 43, 44, 45, 46, 51, 52, 56, 59, 67 and Block 175-A, Lots 10, 11, 12, 13, 14, 15, 15A, and 17, in the 13th Ward, and return of the Good Faith Deposit are hereby approved, and the Executive Director or the Director of Finance/and or Chief Financial Officer, on behalf of the Authority, is hereby authorized to execute said Certificate of Completion, and the Secretary or the Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

7. 2013 City Bond Funds (Northside)

Amendment of Resolution No. 452 (2018) to add 2013 Northside City Bond Funds as a funding source for the Federal North Demolition and Site Clearance Contract No. 3 AWARDED TO Ken Reilly Contracting.

**RESOLUTION NO. 50 (2019)**

RESOLVED: That Resolution No. 452 (2018) is hereby amended, to add 2013 Northside City Bond Funds as a funding source for the Federal North Demolition and Site Clearance Contract No. 3 AWARDED TO Ken Reilly Contracting.

There being no further actions to come before the Members, the Meeting was adjourned.

  
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Assistant Secretary

