

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

August 10, 2017 – 2:00 P.M., E.S.T.

Members Present: Messrs. Acklin, Ferlo, Lavelle, Gainey, Mmes, Hall-Russell

Members Absent: None

Staff Present: Messrs. Rubinstein, Cummings, Clark, Link, Palmer, Short, Pawlak, Hobbes, Alcorn,
Mmes, Smith-Perry, Meier, Edwards, Egler, Fitzgibbons, Abrams, Breeze, Bateman, Madden,
Saladna, Turkaly, Segal and Schacht

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

1. Executive Session

- a. The Board held an Executive Session on August 10th regarding audit review and personnel matters.

2. General

- a. The minutes of the Regular Board Meeting on June 8, 2017 and July 13, 2017 were approved as written and previously distributed.

3. Announcements

- a. RFP's, RFQ's and Bids
 - i. Request for Qualifications (RFQ) for Language Translation and Interpretation Services.
 - ii. Request for Qualifications (RFQ) for consultants to provide URA staff and Board members with on-going training, assessments, education, guidance, and other tools towards the fulfillment of the URA's diversity, equity and inclusion goals.
 - iii. Request for Qualifications (RFQ) for redevelopment of former Thaddeus Stevens School.
 - iv. Request for Proposals (RFP) to renew services for the Tier I Land Care Program.

Mr. Ferlo thought that the Thaddeus Stevens School had been acquired, presumably for the public safety training center, and asked if that inquiry was off the table. Mr. Acklin answered that the idea was still being evaluated, but the VA site will most likely be acquired because it is perceived to be a better option. Mr. Ferlo asked why a community engagement process was not taking place instead of the RFQ being issued. Mr. Rubinstein stated that the RFQ is being issued to find developers that are interested, so a more focused community conversation can take place in determining a use for this property. Mr. Ferlo wants the School Board to be aware of the obligations the Authority has taken on developing former school buildings. Ms. Hall-Russell stated that she is glad that we are moving forward with this RFQ.

Upon approval by Mr. Lavelle, seconded by Ms. Hall-Russell and unanimously carried, the following resolutions were adopted:

RESOLUTION 209 (2017)

RESOLVED: That the release of a Request for Qualifications (RFQ) for language translation and interpretation services is hereby approved.

RESOLUTION 210 (2017)

RESOLVED: That the release of a Request for Qualifications (RFQ) for consultants to provide URA staff and Board members with on-going training, assessments, education, guidance, and other tools for the fulfillment of the URA's diversity, equity and inclusion goals, is hereby approved.

RESOLUTION 211 (2017)

RESOLVED: That the release of a Request for Qualifications (RFQ) for redevelopment of the former Thaddeus Stevens School is hereby approved.

RESOLUTION 212 (2017)

RESOLVED: That the release of a Request for Proposals (RFP) to renew services for the Tier I Land Care Program is hereby approved.

4. HAPI – Home Accessibility Program for Independence

- a. Rescission of Resolution Nos. 352 and 353 (2016).
- b. Reappropriation of up to \$80,000.00 of the 2017 City Paygo (Housing) Residential Façade Program line item to the Home Accessibility Program for Independence (HAPI) line item, to be used as matching funds for the Pennsylvania Department of Community and Economic Development Keystone Community Program grant.

- c. Reappropriation of up to \$105,000.00 of the 2017 Community Development Block Grant (CDBG) and/or CDBG program income Pittsburgh Housing Construction Fund line item to the Home Accessibility Program for Independence (HAPI) line item, to be used as matching funds for the Pennsylvania Department of Community and Economic Development Keystone Community Program grant.

Mr. Rubinstein requested Board approval of the above items.

Mr. Tom Cummings, Director of Housing stated that the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) Keystone Communities Program provides grants in support of residential, commercial and mixed use developments. There are six categories of grants: planning, implementation, façade, development, public improvements, and accessible housing. In October, 2016 the Authority submitted several applications to DCED for the receipt of Keystone Communities funds. One of the applications submitted was in the amount of \$250,000.00 for the Home Accessibility Program for Independence (HAPI). The Authority was awarded \$176,180 from DCED for this program.

Accessible Housing Program/Home Accessibility Program for Independence

The main objective of the Home Accessibility Program for Independence (HAPI) is to provide housing grants to make accessible improvements to Pittsburgh's aging housing stock. Major program elements are as follows:

- The maximum amount of the grant is \$10,000.00 for owner occupied property or \$5,000.00 per rental unit, not to exceed \$20,000.00 per multi-unit rental building.
- Eligible applicants include owner occupants with incomes below 120% of area median income (AMI) or owners of rental property undertaking accessibility modifications for tenants with incomes below 120% AMI.
 - Eligible adaptive modifications include but are not limited to:
 - Exterior (e.g. ramps for accessible entry and exit, chair lifts, door widening, etc.)
 - Bathroom modifications (e.g. walk-in shower, first floor bathroom, grab bars, hand-held flexible shower head, etc.)
 - Interior stair glides or lifts
 - Lowering kitchen counters
 - Sliding shelves and lazy susan in corner cabinet
 - C or D ring handles on cabinet doors
 - Visual door bells
 - Visual phone signalers
 - Other items that clearly demonstrate as being integral to the resident remaining in the home

Requested Board Action

Authorization is requested to rescind Resolution Numbers 352 and 353 (2016) which had authorized matching fund commitments in the aggregate amount of \$250,000.00; to revise the matching fund commitments and sources based on the reduced grant award from DCED; and to reallocate the matching funds accordingly from other program funding sources to the HAPI program.

Ms. Hall-Russell asked for the number of homes that will be impacted through this program. Mr. Cummings answered that the maximum grant allowed for one homeowner is \$10,000.00, but that he believes that only \$7,000.00 will be needed. Mr. Cummings stated that the \$350,000.00 available funds will assist approximately fifty homes. Mr. Cummings stated that this could be leveraged with other ongoing initiatives of the Authority, one being the Larimer Façade Program. Ms. Hall-Russell asked for a timeline of the \$350,000.00 funds that are available. Mr. Cummings answered that he believes it should take a little more than a year to use the total available funds. Mr. Cummings stated that if the Program is successful, the Authority will apply to the DCED for more funding. He stated that the Keystone Communities Program has six categories of funding that can be applied for, and one that is specifically for accessible housing. Mr. Ackin asked what sources are being used for investments in this Program. Mr. Cummings answered the URA website, word of mouth and the Authority's funding partners. Mr. Ferlo commented that the Authority's housing programs should be reviewed because he is concerned about meeting the minimal requirements of the State's visibility standards in housing development.

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

RESOLUTION NO. 213 (2017)

RESOLVED: That Resolution Nos. 352 and 353 (2016) (authorizing matching fund commitments in the aggregate amount of \$250,000.00) are hereby rescinded.

RESOLUTION NO. 214 (2017)

RESOLVED: That reappropriation of up to \$80,000.00 of the 2017 City Paygo (Housing) Residential Façade Program line item to the Home Accessibility Program for Independence (HAPI) line item, to be used as matching funds for the Pennsylvania Department of Community and Economic Development Keystone Community Program grant, is hereby approved.

RESOLUTION NO. 215 (2017)

RESOLVED: That reappropriation of up to \$105,000.00 of the 2017 Community Development Block Grant (CDBG) and/or CDBG Program Income-Pittsburgh Housing Construction Fund line item to the Home Accessibility Program for Independence (HAPI) line item, to be used as matching funds for the Pennsylvania Department of Community and Economic Development Keystone Community Program grant, is hereby approved.

5. Affordable Housing Task Force - Inclusionary Housing Exploratory Committee
 - a. Engagement of Grounded Solutions Network and/or National Community Land Trust Network for an amount up to \$32,000.00.

Mr. Rubinstein requested Board approval of the above item.

Mr. Cummings stated that in 2015 and 2016 the City of Pittsburgh commissioned an Affordable Housing Task Force to study the availability of and the need for affordable housing in the City and to make recommendations regarding the creation and preservation of affordable housing. The Task Force made several recommendations for future actions such as studying incentive zoning and inclusionary housing policies, creating an affordable housing database, creating a preservation housing policy, training developers, etc. In 2017, the Mayor issued Executive Orders to the Authority, the Housing Authority of the City of Pittsburgh (HACP), the City Planning Department, and other City Departments. Executive Order 2017-03 charged the Department of City Planning (DCP) with the creation of an exploratory committee to "further research and develop recommendations focused on incentive zoning and inclusionary housing policies for review and consideration by City Council and the Administration." DCP created this committee and contracted with Grounded Solutions Network to facilitate the work of the committee including providing research findings and best practices in the industry.

Grounded Solutions Network is a national nonprofit formed by the merger of Cornerstone Partnership and the National Community Land Trust Network. Grounded Solutions is dedicated to creating inclusive communities across the country. Grounded Solutions provided consultant

services to the City to support the Affordable Housing Task Force in 2015 and 2016. Additionally, the City re-engaged Grounded Solutions in early 2017 to begin studying potential inclusionary housing strategies in Pittsburgh. This initial work was paid by a grant from the Heinz Endowments in the amount of \$29,500.00.

The initial Heinz funded scope of services and budget has been fully expended. DCP and the committee have recommended that the initial Grounded Solutions contract scope be expanded to provide for the following:

- revising an online inclusionary housing calculator to be more applicable to Pittsburgh;
- modeling the use of Section 8 vouchers in an inclusionary housing building;
- modeling LERTA and other local time-limited tax abatement policies;
- modeling an 80/20 4% Low Income Housing Tax Credit (LIHTC) project;
- modeling base zoning allowances and potentially available zoning incentives;
- support to City/URA staff for project management, data collection and analyzing development costs and incentives;
- performing feasibility modeling; and
- providing a written summary of findings.

The additional scope of work totals approximately \$35,000.00. The City of Pittsburgh plans to contribute \$3,000.00. Authority funding in the amount of up to \$32,000.00 is being requested to fund the balance of the additional scope. The contract will be funded with 2015 Paygo funds, 2017 Paygo Funds and/or other Authority sources.

Grounded Solutions Network is headquartered in Portland, Oregon but they have staff throughout the county. Sasha Hauswald, Director of State and Local Policy, Oakland, CA is the lead person on this project.

Mr. Acklin asked about the outcome of this engagement. Mr. Cummings answered that a report and calculator model would be used in testing other assumptions. Mr. Cummings stated that there is a committee that includes several for-profit and affordable housing developers and lenders to review the models. Mr. Cummings mentioned that Jessica Smith-Perry, of the Authority's Housing Department, is a participant on this committee. Ms. Hall-Russell asked if the modeling will be new. Mr. Cummings answered that the models will be tailored to what had been previously modeled in other cities and incorporated into the Pittsburgh market. Mr. Lavelle stated that the Affordable Housing Task Force used a mock calculator that would make assumptions based on housing developments. Mr. Ferlo asked about the overall costs. Mr. Cummings stated that the Authority is funding \$32,000.00, City Planning is funding a small portion over that amount and the City is funding \$3,000.00. Mr. Cummings stated that this funding is a continuation of the initial \$29,500.00 contract that had been funded by The Heinz

Endowments. Mr. Lavelle added that there would be a model for the entire City, and tailored models for other areas.

Upon motion made by Mr. Lavelle, seconded by Mr. Gainey the following resolution was adopted by those present, except for Mr. Ferlo, who abstained:

RESOLUTION NO. 216 (2017)

RESOLVED: That the engagement of Grounded Solutions Network and/or National Community Land Trust Network to develop strategies for inclusionary housing in the City of Pittsburgh, in furtherance of work performed for the City's Affordable Housing Task Force, for an amount not to exceed \$32,000.00, payable from 2015 Paygo funds, 2017 Paygo funds and/or other Authority sources, and with \$3,000.00 payable from the City of Pittsburgh, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

6. Pennsylvania Department of Community and Economic Development Keystone Communities Program 2017-2018 Application(s)

- a. Submission of the following Keystone Communities Program applications, and execution of contracts with the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED):
 - I. Choice Neighborhood Homeowner Assistance Program (resubmittal) - \$250,000.00
 - II. East Ohio Street Gateway – \$250,000.00
 - III. Polish Hill Gateway – \$400,000.00
 - IV. Neighborhood Business District Program – \$600,000.00
- b. Cooperation agreements with the City of Pittsburgh for the administration of the funds.

Mr. Rubinstein requested Board approval of the above items.

Mr. Cummings stated that the Authority is requesting authorization to apply to the Department of Community and Economic Development (DCED) through the Keystone Communities Program for the above listed projects and programs. The Keystone Communities Program provides grants in support of residential, commercial and mixed use developments. There are six categories of grants: planning, implementation, façade, development, public improvements, and accessible housing. There is \$13,507,000 allocated statewide for the Keystone Communities Program.

At this time the URA is requesting authorization to submit the above four (4) Keystone applications to DCED and to enter into contract(s) with DCED and cooperation agreement(s) with the City of Pittsburgh if the funds are awarded. Applications are due to DCED by no later than September 15, 2017.

Choice Neighborhood Homeowner Assistance Program

The main objective of the Larimer / East Liberty Choice Neighborhood Homeowner Assistance Program (CNHAP) is to provide financial and technical assistance to eligible homeowners for the purpose of rehabilitating and improving residential owner-occupied properties in the Larimer / East Liberty Choice Neighborhoods boundary. Through CNHAP, the Urban Redevelopment Authority (URA) provides grants to assist homeowners to obtain necessary façade improvements to their home including roof improvements and, if necessary, interior repairs required to address fundamental health and safety concerns. CNHAP is one of six Critical Community Improvements being done in the Choice Neighborhood area as a complement to the 334 rental housing units being built in the neighborhood. The Keystone funds will be used to fund interior health and safety repairs. This is a resubmittal of a 2016-2017 Keystone application which was not funded in that round. The application will be submitted as part of the development category.

East Ohio Street Gateway Redevelopment

The East Ohio Street Gateway Redevelopment is the new construction and rehabilitation of mixed-use anchor buildings at the entrance to the East Ohio Street Business District in the East Allegheny neighborhood of Pittsburgh's Northside. The Authority owns two buildings located at 624 and 628 East Ohio Street. Additionally, the Historic Deutchtown Development Corporation owns an adjacent building at 620 East Ohio Street. The current plan is to demolish at least two of the buildings and develop mixed use buildings consisting of approximately 2,700 square feet of ground floor commercial space and approximately 18 upper floor residential units. Because these buildings are located at the entrance of the business district, the redevelopment of these properties is essential for the continued growth of the business district. The application will be submitted as an anchor building in the development category.

Polish Hill Gateway Redevelopment

The Polish Hill Gateway Redevelopment is the new construction of approximately 12 new residential rental units on the corner of Brereton and Dobson Streets in the heart of the Polish Hill neighborhood. The Pittsburgh Housing Development Corporation (PHDC) current owns a vacant site and two (2) vacant buildings on the corner of Brereton and Dobson Streets. The PHDC has been working in collaboration with the Polish Hill Civic Association (PHCA) to sell the land to a developer to build up to 12 affordable rental units. The Polish Hill housing market is becoming less affordable and it is important to the community that new affordable rental housing be created. The application will be submitted as part of the development category.

Neighborhood Business District Program

The Authority intends to apply to the Department of Community and Economic Development (DCED) through the Keystone Communities Main Street Program for activities in the following categories:

- Planning
- Development/Public Space Improvements
- Anchor Buildings

A Request for Proposals (RFP) was distributed to neighborhood business district organizations within the City of Pittsburgh in late July 2017. Applications will be due to URA staff on September 6, and will be reviewed by a committee that includes representatives from the URA, The Department of City Planning, the Mayor's Office, Neighborhood Allies, DCED and the Design Center.

East Ohio Street Gateway Program - Mr. Rubinstein stated that the Authority is now under exclusive negotiations with a developer. Mr. Ferlo asked if there was any protest with this project. Mr. Rubinstein answered there is one individual. Mr. Ferlo asked if the situation had been resolved. Mr. Rubinstein answered that there is a Section 106 process that has been undertaken. Mr. Ferlo asked if the 106 process will end the demolition, and iterated that the Authority had spent a lot of time and resources on this project. Mr. Rubinstein answered that unless the property is in a City designated district, the demolition can take place, but documentation would be required for the property. Mr. Ferlo asked about partners for this project. Mr. Rubinstein answered that the Historic Deutchtown Development Corporation had been selected as the developer.

The Neighborhood Business District Program - Mr. Ferlo asked if any project selections have been made. Mr. Cummings answered not at this time for the \$600,000.00 funds. Mr. Ferlo is concerned about critical mass development of neighborhood business districts that can be viable and financially sustainable. Mr. Ferlo asked if the Board could be updated on the applicants. Mr. Rubinstein answered that was not possible because there is an acknowledgement that the State, over several years, has discontinued the Mainstreet Program. However, they will still award an allotment here and there, but not as part of a comprehensive program.

Upon a motion to approve made by Mr. Lavelle, seconded by Mr. Gainey and unanimously carried, the following resolutions were adopted:

RESOLUTION NO. 217 (2017)

RESOLVED: That application to the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for a Keystone Communities Program grant for the Choice Neighborhood Homeowner Assistance Program, for an amount up to \$250,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an application therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto; and it is

RESOLVED FURTHER: That acceptance of a Keystone Communities Program grant from the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for the Choice Neighborhood Homeowner Assistance Program, for an amount up to \$250,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a grant agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 218 (2017)

RESOLVED: That an agreement with the City of Pittsburgh for the Authority's administration of a 2017-2018 Pennsylvania Department of Community and Economic Development Keystone Communities Program grant for the Choice Neighborhood Homeowner Assistance Program is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a cooperation agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 219 (2017)

RESOLVED: That application to the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for a Keystone Communities Program grant for the East Ohio Street Gateway Development, for an amount up to \$250,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an application therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto; and it is

RESOLVED FURTHER: That acceptance of a Keystone Communities Program grant from the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for the East Ohio Street Gateway Development, for an amount up to \$250,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a grant agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 220 (2017)

RESOLVED: That an agreement with the City of Pittsburgh for the Authority's administration of a 2017-2018 Pennsylvania Department of Community and Economic Development Keystone Communities Program grant for the East Ohio Street Gateway Development is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a cooperation agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 221 (2017)

RESOLVED: That application to the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for a Keystone Communities Program grant for the Polish Hill Gateway Development, for an amount up to \$400,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an application therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto; and it is

RESOLVED FURTHER: That acceptance of a Keystone Communities Program grant from the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for the Polish Hill Gateway Development, for an amount up to \$400,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a grant agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 222 (2017)

RESOLVED: That an agreement with the City of Pittsburgh for the Authority's administration of a 2017-2018 Pennsylvania Department of Community and Economic Development Keystone Communities Program grant for the Polish Hill Gateway Development is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a cooperation agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 223 (2017)

RESOLVED: That application to the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for a Keystone Communities Program grant for the Neighborhood Business District Program, for an amount up to \$600,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an application therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto; and it is

RESOLVED FURTHER: That acceptance of Keystone Communities Program grant from the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) for the Neighborhood Business District Program, for an amount up to \$600,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a grant agreement and related documents therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 224 (2017)

RESOLVED: That an agreement with the City of Pittsburgh for the Authority's administration of a 2017-2018 Pennsylvania Department of Community and Economic Development Keystone Communities Program grant for the Neighborhood Business District Program is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a cooperation agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

7. Rebuilding Together Pittsburgh

- a. Grant to Rebuilding Together Pittsburgh in the amount of \$40,000.00, to be applied to the cost of the rehabilitation of eight (8) homes in the North, South, and West Homewood neighborhoods.
- b. Grant to Rebuilding Together Pittsburgh in the amount of \$35,000.00, to be applied to the cost of the rehabilitation of seven (7) homes in the Upper and Middle Hill District neighborhoods.

Mr. Rubinstein requested Board approval of the above items.

Mr. Cummings stated that authorization is requested to enter into two (2) grant agreements with Rebuilding Together Pittsburgh (RTP) in the aggregate amount of \$75,000.00 to rehabilitate owner-occupied homes in the North, South, and West Homewood neighborhoods and in the Middle and Upper Hill District neighborhoods.

Homewood

The requested Authority funds will be considered a portion of the matching funds for an RK

Mellon grant for a house renovation program that will enable RTP to rehabilitate up to 24 owner occupied homes in Homewood. RTP is working with Operation Better Block (OBB) to identify homeowners in all three Homewood neighborhoods (North, West, and South) who are in need of repairs to their homes. The URA funding will be allocated to eight (8) low income homeowners in Homewood to be provided with both health and safety repairs and façade improvements.

Hill District

The requested Authority funds will be considered a portion of the matching funds for a McAuley Ministries grant that will enable RTP to rehabilitate up to 20 owner occupied homes in the Hill District. RTP is working with the Schenley Heights Collaborative, FOCUS and Hill House to identify the homes. The URA funding will be allocated to seven (7) low income homeowners in the Hill District to be provided with both health and safety repairs and façade improvements.

Both of these efforts are part of RTP's Core Home Repair Program. Professional contractors are engaged for roof repairs, electrical upgrades and plumbing repairs. After the initial scope of work stabilizes the home, RTP staff leads crews of corporate volunteers and community-based workers in an effort to provide additional health, safety and weatherization repairs. RTP clients are typically very low income with incomes below 200% of the poverty level.

URA funds will be used primarily to purchase materials for designated houses, pay for staff administrative costs, volunteer coordination and oversight associated with those houses and small contracted services for projects which require licensed certified contractors (e.g. plumbing, electrical and roofing).

Rebuilding Together Pittsburgh is located at 7800 Susquehanna Street, Pittsburgh, PA 15208. The Executive Director is Steve Hellner-Burris.

Funds for the grant agreements will come from a combination of Homewood, Hill District Project funds and other Housing Department CDBG and City funds.

Mr. Ferlo asked if the need for volunteers is being publicized on the URA's website. Mr. Cummings answered that he was not sure. Mr. Ferlo wanted to thank the Board, volunteers and staff for their hard work on this program. Mr. Acklin asked Steve Hellner-Burris, Executive Director of Rebuilding Together Pittsburgh, for the number of homes that will be rehabilitated per year. Mr. Hellner-Burris answered that there will be between 150-160 annually. Mr. Acklin asked if this program will expand beyond the City limits. Mr. Hellner-Burris answered that 80% of the rehabilitated homes will be within the City limits, and the remainder in surrounding communities. Mr. Acklin thanked Mr. Hellner-Burris for his efforts with this project. Mr. Lavelle stated that once the homes are identified to let him know if volunteers are needed.

Upon motion to approve made by Mr. Lavelle, seconded by Mr. Gainey and unanimously carried, the following resolutions were adopted:

RESOLUTION NO. 225 (2017)

RESOLVED: That a grant to Rebuilding Together Pittsburgh, to be used as a portion of matching funds for a grant from the Richard King Mellon Foundation for the rehabilitation of eight (8) homes in the North, South, and West Homewood neighborhoods, for an amount not to exceed \$40,000.00, payable from Homewood Project funds and other Housing Department CDBG and City funds, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a grant agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 226 (2017)

RESOLVED: That a grant to Rebuilding Together Pittsburgh, to be used as a portion of matching funds for a grant from the Richard King Mellon Foundation for rehabilitation of seven (7) homes in the Upper and Middle Hill District neighborhoods, for an amount not to exceed \$35,000.00, payable from Hill District Project funds and other Housing Department CDBG and City funds, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a grant agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

8. Larimer/East Liberty Choice Neighborhood Implementation Grant (CNIG)
 - a. Reimbursement from McCormack Baron Salazar (MBS) or a related entity(ies) in the aggregate amount of up to \$250,000.00.
 - b. Amendment of Agreement with Xia, LLC (Christopher Shea, principal) to extend the term through July 31, 2018, and to increase the amount by up to \$135,000.00, for a total amount not to exceed \$380,000.00.

Mr. Rubinstein requested Board approval of the above items.

Mr. Cummings stated that the neighborhoods of Larimer and East Liberty are the site of a Federal Choice Neighborhoods Implementation Grant award in the amount of \$30 million for the comprehensive redevelopment of the Choice Neighborhoods area. The comprehensive redevelopment will focus on three core goals/components: housing, people, and neighborhood.

Choice Neighborhood Project Director

Authorization is requested to extend the agreement with Xia, llc (Christopher Shea, principal) to pay for the services of a Larimer / East Liberty Choice Neighborhoods Project Director (CNPD). The scope of work for the CNPD is for the executive management of the Larimer/East Liberty CNI Plan as approved by the U.S. Department of Housing and Urban Development (HUD).

The CNPD leads a multidisciplinary team of governmental agencies (URA, Housing Authority of the City of Pittsburgh (HACP), City of Pittsburgh) housing developers, community stakeholders

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and other partners, identify strategies and develop and support public-private partnerships toward a successful CNI implementation to benefit the Larimer and East Liberty neighborhoods. The CNPD reports to the Mayor of the City of Pittsburgh (or his designee) and is empowered through a Cooperation Agreement between the City and HACP, (both co-grantees under the HUD CNI grant) and the URA.

Mr. Shea is highly qualified for this work based on his long history of managing federally assisted programs and projects for HACP and the City of Baltimore, his experience with comprehensive transformational neighborhood development and his positive relationships with HUD, the foundation community and other local stakeholders. Mr. Shea is the president and sole owner of Xia, llc which has an address of 1720 Monkton Farms Drive, Monkton, MD 21111.

Authorization is requested to amend an existing contract dated June 23, 2016 with Xia, llc from \$245,000.00 (an increase of up to \$135,000.00) to pay for this position for an approximate 12-month period through July 31, 2018. Private foundations paid \$65,000.00 of the original \$245,000.00 contract and the Authority has paid the balance. The requested contract amendment will be funded with Larimer Choice Neighborhood Project funds.

Authorization is also requested to enter into Reimbursement Agreement(s) with McCormack Baron Salazar (MBS) and/or related entity(ies) in the aggregate amount up to \$250,000.00 to reimburse the Authority for funds expended (and to be expended) for the Choice Neighborhood Project Director.

Mr. Acklin asked if the Housing Authority of the City of Pittsburgh (HACP) was making any contributions to this project. Mr. Cummings answered that McCormack Baron Salazar is making those contributions. Mr. Ferlo asked how much of more of the \$65,000,00.00 of the \$380,000.00 total will be sought. Mr. Cummings answered that the \$65,000.00 had been paid by private foundations, which brings the total down to \$315,000.00, and the Authority is asking for reimbursement of up to \$250,000.00 from the developer, which leaves a balance of \$65,000.00. Mr. Ferlo expressed concern about the diversity of development in Larimer. Mr. Cummings stated that the Larimer Consensus Group (LCG) has a four-sale housing strategy, and the Authority will be working with them to start moving properties through quiet title actions, so RFP's can be issued to obtain residential builders.

Upon a motion to approve made by Mr. Ferlo, seconded by Mr. Gainey and unanimously carried, the following resolutions were approved:

RESOLUTION NO. 227 (2017)

RESOLVED: That reimbursement(s) from McCormack Baron Salazar, or a related entity(ies), of funds expended by the Authority to engage Xia, LLC as the Choice Neighborhood Project Director, for an amount up to \$250,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to enter into a reimbursement agreement(s) therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 228 (2017)

RESOLVED: That amendment of the Agreement with Xia, LLC, dated October 1, 2015 (engagement as the Choice Neighborhood Project Director) to extend the term to July 31, 2018, and for an increase of up to \$135,000.00, payable from Larimer Choice Neighborhood Project funds, for a total Agreement amount not to exceed \$380,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an amendment therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

9. Fineview/Central Northside – Allegheny Dwellings Phase I

- a. Redevelopment Proposal submitted by the Housing Authority of the City of Pittsburgh for the sale and redevelopment of Block 23-F, Lots 59, 59A, 60, 60A, and 60B, Block 23-B, Lots 216, 227, 227A, 227B, 228, 229, 231, 232, 233, 234, 234A, and 235, and Block 23-G, Lots 344 and 345, in the 25th Ward, for \$1.00 each, plus costs.

Mr. Rubinstein requested Board approval of the above items.

Mr. Cummings stated that in December 2016 and January 2017, authorization was given to enter into exclusive negotiations with the Housing Authority of the City of Pittsburgh (“HACP”) for 19 parcels in the 25th Ward. We are now requesting authorization to approve HACP’s proposal and enter into a disposition contract with them for these parcels, which contain a total area of approximately 23,961 square feet and are located along Perrysville Avenue, Lane Way, and Federal Street in Central Northside and along Henderson Street in Fineview.

HACP will own the lots and will enter into a ground lease with the developer, which is a partnership between TREK Development Group (“TREK”) and HACP’s development affiliate, Allies & Ross Management and Development Corporation. The developer intends to use the assembled site plus a portion of the existing HACP owned site to construct a mixed-income residential development to provide replacement housing for residents of the Allegheny Dwellings public housing community.

A 4% Low Income Housing Tax Credit project, Allegheny Dwellings Phase I will involve new construction of 65 one-, two-, and three-bedroom units (47 affordable and 18 market rate) consisting of semi-detached, walk-ups, and apartments. Total development costs are budgeted at approximately \$21.19 million.

The Housing Authority of the City of Pittsburgh is a public-housing authority with a mailing address at 200 Ross Street, Pittsburgh, PA 15219. Caster D. Binion is the Executive Director. TREK Development Group, Inc., is a Pennsylvania corporation with a mailing address at 130 7th Street, Pittsburgh, PA 15222. William Gatti is the President.

Mr. Ferlo asked who will be responsible for the management of the new rented units. Mr. Cummings answered TREK Development Group. Ms. Hall-Russell asked how many units will be developed on Federal Street. Mr. Cummings answered eight units. Mr. Acklin asked for the status of this development. Mr. Cummings answered that the developer is pursuing a 4% tax credit application that is being review at this time by PFHA and will most likely come back to the Board at the end of the year. Mr. Lavelle stated that this project was brought to Federal Street to have a more mixed income development. Ms. Hall-Russell is pleased with this project. Mr. Ferlo asked about relocation of current tenants. Mr. Cummings answered that the relocation effort is being done onsite for now.

Upon a motion to approve made by Mr. Lavelle, seconded by Mr. Gainey and unanimously carried, the following resolution was adopted, as amended:

RESOLUTION NO. 229 (2017)

RESOLVED: That the Redevelopment Proposal submitted by the Housing Authority of the City of Pittsburgh for the sale and redevelopment of Block 23-F, Lots 59, 59A, 60, 60A, and 60B, Block 23-B, Lots 216, 227, 227A, 227B, 228, 229, 231, 232, 233, 234, 234A, and 235, and Block 23-G, Lots 344 and 345, in the 25th Ward, for \$1.00 each, plus costs, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute a disposition contract by sale in substantial conformity with said Redevelopment Proposal, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

10. Citywide – Land Care

- a. Engagement of eight entities (shown below) for property maintenance services, for an aggregate amount not to exceed \$300,000.00.

Mr. Rubinstein requested Board approval of the above item.

Mr. Nathan Clark, Acting Director of Real Estate stated that in 2016, in response to community interest and a Board mandate, the URA launched LandCare Tier 2, a revamped vacant land maintenance program. The URA worked closely with GTECH Strategies (GTECH), consultant on

the project, to design and administer the LandCare program, engaging small businesses and community organizations to maintain over 350 URA owned lots. During Year 1 of the LandCare program, seven small businesses have proactively maintained a cumulative 7.5 million square feet of URA owned land. Work on these smaller bundles has provided for an additional 60 individuals to gain experience and generate income compared to the prior property maintenance program design. Work is being completed at a high standard, on a consistent basis, and with more transparency and real time data than ever before. Community residents and contractors are building relationships on the ground, and there is an increased level of awareness within neighborhoods about the efforts the URA makes to be accountable stewards of vacant land.

Throughout the past year, interest in the program from small businesses and community members has increased, so much so that a new Request For Proposals (RFP) for Year 2 was released in June 2017, expanding the program to ~400 parcels, with seven small bundles (~120,000 square feet), and adding a new mid-sized bundle (~235,000 square feet).

A total of sixteen firms/organizations submitted proposals for the work. Proposals were evaluated using the selection criteria outlined in the RFP. Based upon this evaluation, the proposals submitted by the firms listed below were determined to be the best, for the respective property bundles.

The eight selected firms/organizations and their organizational structure are as follows:

- Amani Christian Community Development Corporation, located at 733 Clarissa Street, Pittsburgh, PA 15213 – (501(c)(3) non-profit);
- Ervin Home Beautification LLC, located at 133 Rochelle Street, Pittsburgh, PA 15210, - (for-profit);
- Hilltop Rising, LLC, located at 827 E. Warrington Avenue, Pittsburgh, PA 15210, - (for-profit);
- KRJ Enterprises, Inc. (d/b/a Kipp Jackson), located at PO Box 5392, Pittsburgh, PA 15206 – (for-profit);
- POORLAW, located at 216 Tipton Street, Pittsburgh, PA 15207 – (501(c)(3) non-profit);
- Chatman Properties LLC, located at 881 Progress Street, Pittsburgh, PA 15212 – (for-profit);
- Premier Touch Cleaning, Inc., located at 1821 Brighton Road, Pittsburgh, PA 15212 – (for-profit); and

- The Center that CARES, located at 2701 Centre Avenue, Pittsburgh, PA 15219 - (501(c)(3) non-profit).

Funding for this work will be from 2017 Paygo – Major Projects and/or Leased Land funds.

Mr. Ferlo requested a list of the entities that submitted bids. Mr. Clark stated that the Tier I RFP announced earlier in the meeting will be going out. Mr. Ferlo asked if the 400 parcels associated with this project are part of the 1400 Authority owned parcels. Mr. Clark answered yes. Mr. Ferlo asked if City Source will continue to clean the 1000 lots. Mr. Rubinstein answered yes, and that City Source was the successful bidder last year.

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

RESOLUTION NO. 230 (2017)

RESOLVED: That engagement of the eight entities shown below for property maintenance services, for an aggregate amount not to exceed \$300,000.00, payable from 2017 Paygo – Major Projects and/or Leased Land funds, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute agreements therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto:

- Amani Christian Community Development Corporation, located at 733 Clarissa Street, Pittsburgh, PA 15213 – (501(c)(3) non-profit);
- Ervin Home Beautification LLC, located at 133 Rochelle Street, Pittsburgh, PA 15210, - (for-profit);
- Hilltop Rising, LLC, located at 827 E. Warrington Avenue, Pittsburgh, PA 15210, - (for-profit);
- KRJ Enterprises, Inc. (d/b/a Kipp Jackson), located at PO Box 5392, Pittsburgh, PA 15206 – (for-profit);
- POORLAW, located at 216 Tipton Street, Pittsburgh, PA 15207 – (501(c)(3) non-profit);
- Chatman Properties LLC, located at 881 Progress Street, Pittsburgh, PA 15212 – (for-profit);
- Premier Touch Cleaning, Inc., located at 1821 Brighton Road, Pittsburgh, PA 15212 – (for-profit); and

- The Center that CARES, located at 2701 Centre Avenue, Pittsburgh, PA 15219 - (501(c)(3) non-profit).
11. Cooperation Agreement with the City of Pittsburgh providing for i) transfer of up to \$1,667,573.00 of the 2017 HOME allocation, and ii) the Authority's use of \$300,000.00 of HOME program income.

Mr. Rubinstein requested Board approval of the above item.

Mr. Tom Short, Director of Finance stated that authorization is requested to enter into a Cooperation Agreement with the City of Pittsburgh to provide for the transfer of up to \$1,667,573 of new allocation for the Federal HOME Program. We anticipate an additional estimated \$300,000.00 in program income. This funding supports affordable housing production for low and moderate incomes residents.

Funds will be utilized primarily through the Rental Housing and Development and Improvement Program (RHDIP), CHDO Operating, Pittsburgh Housing Construction Fund (PHCF), and Program Administration.

Mr. Ferlo requested an updated list of the applicants for the Federal Home Program.

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

RESOLUTION NO. 231 (2017)

RESOLVED: That the transfer to the Authority from the City of Pittsburgh of up to \$1,667,573.00 of the 2017 Federal HOME allocation, and the Authority's use of \$300,000.00 of HOME program income, are hereby approved, and the Executive Director or the Director of Finance, on behalf of the Authority, is hereby authorized to execute a cooperation agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

12. Appointment of a slate of audit firms.

Mr. Rubinstein requested Board approval of the above item.

Mr. Short stated that authorization is requested to approve the naming of the firms listed below to the slate of audit firms to be used by the URA over the next three years. Those Firms were invited to submit to establish interest in serving as auditors for ongoing State, Federal, County, Parking Tax Diversions (PTD), Tax Increment Financing (TIF) and other audits.

The Request for Qualifications were also put on the URA website. Responses were received from five firms as shown below with several women owned business opting not to respond.

A selection committee comprised of Authority staff from Legal and Finance reviewed the responses and made a recommendation to our Executive Director. Firms were evaluated on their previous relevant experience, knowledge of URA operations, and minority/women business participation and local presence.

Depending upon expertise, firms on the slates will be invited to respond to a request for proposal as ongoing audits contemplated. The bid responses will be evaluated according to criteria such as fee, support of URA MBE/WBE strategy, and specific qualifications and/or factors pertinent to the particular audit including the size and the complexity of a proposed financing.

Audit firms slate:

1. McGee Maruca Associates P.C. (WBE)
2. Tyler Collier & Associates LLC (MBE)
3. Cameron Professional Group (MBE)
4. Maher Duessel
5. Clifton Larson Allen

Ms. Hall-Russell asked what the contract potential is outside of the large main audit. Mr. Short answered that the average contracts are usually smaller with an amount of \$2,500.00, and the highest contract amount was about \$6,000.00, which was used for a HUD Upfront Grant for the Housing Department. Ms. Hall-Russell asked what percentage of smaller audit firms handle the minor audits. Mr. Short answered that there is a committee that includes the legal department that reviews these firms, and 75% include minority/women business participation. Mr. Ferlo asked what percentage covers overall auditing. Mr. Short answered that the Authority's administrative budget approved \$119,750.00 a year that covers a major audit and our projected list of minor audits.

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

RESOLUTION NO. 232 (2017)

RESOLVED: That the following slate of audit candidates for ongoing State, Federal, County, Parking Tax Diversion (PTD), Tax Increment Financing (TIF), and other audits is hereby approved:

- McGee Maruca Associates P.C. (WBE)
- Tyler Collier & Associates LLC (MBE)
- Cameron Professional Group (MBE)
- Maher Duessel
- Clifton Larson Allen

13. 2015 City Paygo Funds – Allocation of Funding

- a. Appropriation of up to \$200,000.00 of 2015 City Paygo funds to the Larimer School stabilization.
- b. Appropriation of up to \$100,000.00 of 2015 City Paygo funds to the Homewood School.
- c. Appropriation of up to \$100,000.00 of 2015 City Paygo funds to Smallman Street.
- d. Appropriation of up to \$250,000.00 of 2015 City Paygo funds to East Liberty
- e. Appropriation of up to \$150,000.00 of 2015 City Paygo funds to the Land Care/Lot Maintenance.

Rubinstein requested Board approval of the above items.

1) Appropriation of up to \$200,000.00 of 2015 City Paygo funds to the Larimer School stabilization.

Mr. Short stated that funds will be used for a building condition assessment, security, and prioritized maintenance to stabilize the structure and preserve the character defining features of Larimer School. Located at 540 Larimer Avenue, the Larimer School is a three-story, roughly 60,000 square foot former school building constructed of stone and masonry that sits on an approximately 1.03 acre site. The original structure was built in 1896 with additions in 1906 and 1932. The school closed in 1980, has not been occupied in several years, and has had little ongoing maintenance. The overall condition is poor. The URA acquired the site in December 2016.

2) Appropriation of up to \$100,000.00 of 2015 City Paygo funds to the Homewood School.

Funds will be use to support holding, stabilization, and/or demolition costs for the former Homewood School building located at the intersection of North Lang Avenue and Hamilton Avenue. The former school building sits on a 1.5-acre site and is approximately 33,000 square feet. The URA acquired the former school in September of 2016 as part of its efforts to revitalize the Homewood neighborhood. Future plans for the site will be determined through a community process.

3) Appropriation of up to \$100,000.00 of 2015 City Paygo funds to Smallman Street.

Smallman Street Improvements Project - The overall roadway and public space improvement project will seek to increase safety, improve the pedestrian experience and enhance circulation while also retaining the unique character of the Smallman Street. It is our intent to fix the known deficiencies of the current conditions by advancing a thoughtful character approach and improve the public realm. The improvements will enhance conditions for existing businesses and accommodate new development.

4) Appropriation of up to \$250,000.00 of 2015 City Paygo funds to East Liberty

East Liberty Two-Way Conversion - The objective of Penn Circle two-way conversation is to fix the flawed roadway design that separated the neighborhood by creating a one-way, faster-than-necessary ring road that circles the core of East Liberty. The engineering work has identified needed design improvement that will allow for two-way traffic and will add stoplights at certain intersections that currently lack them. This new design will also make it easier for pedestrians and cyclists to safely navigate the neighborhood.

5) Appropriation of up to \$150,000.00 of 2015 City Paygo funds to the Land Care/Lot Maintenance

In order to ensure ongoing funding for this Authority's property maintenance program, LandCare, and provide for the adequate upkeep of the portfolio of nearly 1,400 properties, it is necessary to add an additional funding source. In addition to internal policy changes developing a small earned revenue stream to pay for a portion of these services, diversifying the internal funding streams to cover this program will allow for the costs to be spread across relevant sources, as well as keep the program fully functioning.

There was no discussion among the Members.

Upon a motion to approve made by Mr. Ferlo, seconded by Mr. Gainey and unanimously carried, the following resolutions were adopted:

RESOLUTION NO. 233 (2017)

RESOLVED: That the appropriation of up to \$200,000.00 of 2015 City Paygo funds to the Larimer School stabilization line item is hereby approved.

RESOLUTION NO. 234 (2017)

RESOLVED: That the appropriation of up to \$100,000.00 of 2015 City Paygo funds to the Homewood School line item is hereby approved.

RESOLUTION NO. 235 (2017)

RESOLVED: That the appropriation of up to \$100,000.00 of 2015 City Paygo funds to the Smallman Street line item is hereby approved.

RESOLUTION NO. 236 (2017)

RESOLVED: That the appropriation of up to \$250,000.00 of 2015 City Paygo funds to the East Liberty line item is hereby approved.

RESOLUTION NO. 237 (2017)

RESOLVED: That the appropriation of up to \$150,000.00 of 2015 City Paygo funds to the Land Care/Lot Maintenance line item is hereby approved.

14. Contracts/Agreements

- a. Authorization for the Executive Director or the Director of Finance, on behalf of the Authority, to execute contracts and agreements for amounts not to exceed \$10,000.00, upon supporting documentation and legal review.
- b. Authorization for the Executive Director or the Director of Finance, on behalf of the Authority, to execute contracts and agreements for amounts not to exceed \$20,000.00, upon supporting documentation, approval of the Chairperson or Vice Chairperson of the Board of Directors, and legal review.

Mr. Rubinstein requested Board approval of the above items.

Mr. Rubinstein stated that by Resolution No. 237 of 1969, the URA's Board of Directors authorized entry into certain contracts less than \$5,000.00 based on a memorandum signed by

the Executive Director and supported by certain documentation. The URA amended the resolution in 1978 (through Resolution No. 197 of 1978) to increase the limit to \$10,000.00.

There are a patchwork of other resolutions passed between 1969 and 1987 addressing various types of contracts, each with a different amount (Resolution Nos. 129, 129A, 237, and 238 of 1969, and Resolution No. 197 of 1978, and Resolution Nos. 27, 28, 29, and 197 of 1987).

To modernize and streamline the process for documenting small contracts, it is recommended that the above referenced resolutions be amended and replaced with two resolutions:

i. First, authorizing contracts in an amount not to exceed \$10,000.00 upon the signatures of the Executive Director, the Director of Finance, and the Legal Department and supporting documentation establishing that: (a) all laws and regulations have been fully complied with in selecting the contractor/consultant, including applicable competitive bidding procedures; (b) the contractor/consultant is qualified legally and by experience to perform under the contract; (c) the compensation to be paid is fair and reasonable and competitive; and (d) it is in the best interest of the URA to enter into the contract.

ii. Second, authorizing contracts in an amount not to exceed \$20,000.00 upon the signatures of the Chairperson of the Board of Directors, the Executive Director, the Director of Finance, and the Legal Department and supporting documentation establishing that: (a) all laws and regulations have been fully complied with in selecting the contractor/consultant, including applicable competitive bidding procedures; (b) the contractor/consultant is qualified legally and by experience to perform under the contract; (c) the compensation to be paid is fair and reasonable and competitive; and (d) it is in the best interest of the URA to enter into the contract.

Mr. Ferlo asked for a description of the types of contracts that will be covered under these resolutions. Mr. Rubinstein answered that the resolutions will cover authorization memos allowing up to \$10,000.00 with Executive Director approval, and up to \$20,000.00 with the approval of the Board's Chairman, which will reduce the number of contracts presented to the Board.

Upon a motion to approve made by Mr. Ferlo, seconded by Mr. Lavelle and unanimously carried, the following resolutions were adopted:

RESOLUTION NO. 238 (2017)

RESOLVED: That the Executive Director or the Director of Finance, on behalf of the Authority, is hereby authorized to execute contracts and agreements for amounts not to exceed \$10,000.00, (a) upon supporting documentation establishing that: (i) all laws and regulations have been fully complied with in selecting the contracting party, including applicable competitive bidding procedures; (ii) the contracting party is qualified legally and experientially to perform the contract/agreement; (iii) the compensation to be paid to the contracting party is fair, reasonable, and competitive; and (iv) it is in the best interests of the Authority to enter into the contract/agreement, and (b) upon legal review, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

RESOLUTION NO. 239 (2017)

RESOLVED: That the Executive Director or the Director of Finance, on behalf of the Authority, is hereby authorized to execute contracts and agreements for amounts not to exceed \$20,000.00, (a) upon supporting documentation establishing that: (i) all laws and regulations have been fully complied with in selecting the contracting party, including applicable competitive bidding procedures; (ii) the contracting party is qualified legally and experientially to perform the contract/agreement; (iii) the compensation to be paid to the contracting party is fair, reasonable, and competitive; and (iv) it is in the best interests of the Authority to enter into the contract/agreement, (b) upon approval of the Chairperson or Vice Chairperson of the Board of Directors, and (c) upon legal review, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

15. Furbee and Associates, LLC

- a. Amendment of Agreement with Furbee and Associates, LLC, dated July 7, 2017 (human resources training and consulting services), for an increase of \$350.00, for a total Agreement amount not to exceed \$10,350.00.

Mr. Rubinstein requested Board approval of the above item.

Mr. Rubinstein stated that the URA retained Furbee and Associates, LLC to conduct human resources training and consulting services to URA's directors and management with an initial contract not to exceed \$10,000.00. The URA now wishes to amend the contract to pay Furbee and Associates an additional \$350.00.

Furbee and Associates, LLC
211 Westchester Commons
Wexford, PA 15090

There was no discussion among the Members.

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

RESOLUTION NO. 240 (2017)

RESOLVED: That amendment of the Agreement with Furbee and Associates, LLC, dated July 7, 2017 (human resources training and consulting services), for an increase of \$350.00, for a total Agreement amount not to exceed \$10,350.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an amendment therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

16. Thomas H. Ayoob III & Associates

- a. Amendment of Agreement with Thomas H. Ayoob III & Associates, LLC, dated September 28, 2016, as amended (legal services relating to the sale of the Fairmont Penn leasehold), for an increase of \$2,000.00, for a total Agreement amount not to exceed \$12,000.00.

Mr. Rubinstein requested Board approval of the above item.
There was no discussion among the Members.

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

RESOLUTION NO. 241 (2017)

RESOLVED: That amendment of the Agreement with Thomas H. Ayoob III & Associates, LLC, dated September 28, 2016 (legal services relating to the sale of the Fairmont Penn leasehold), for an increase of \$2,000.00, for a total Agreement amount not to exceed \$12,000.00, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an amendment therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

17. Insurance Advisory Services

- a. One year agreement on retainer with Baily Raabe & Associates for insurance advisory services, for \$12,000.00.

Mr. Rubinstein requested Board approval of the above item.

Mr. Rubinstein stated that in August 2016, this Board authorized a professional services contract with Baily Raabe & Associates for insurance advisory services to objectively evaluate the URA's

assets and risks, propose needed coverages and solicit and evaluate premium proposals. Baily Raabe is not an insurance broker and thus was objective and independent. This contract at \$19,600.00 returned significant benefit such as identifying duplicate coverages, inadequate coverages and how to create competition within the insurance market leading to better coverage at lower premiums. The best example is the vacant building coverage approved by the Board in June at a savings of \$43,925.00, or 34% of the prior year's premium.

At staff's request Baily Raabe submitted a proposal for continuation of its services. The URA has twenty (20) insurance policies ranging from vacant land to public officials to managed properties. Under their proposal, Baily Raabe will be on retainer at \$1,000.00 per month and will continually review our risks and seek the best market opportunities for cost effective premiums. Baily Raabe's services and proposal have been reviewed and endorsed by the URA's internal Insurance Committee.

The funding source for this contract would be PAYGO 2015, Studies and Consultants.

Baily Raabe & Associates are located at 602 Evans City Road, Suite 103, Butler, PA 16001. Its principals are Gerald Raabe and Thomas Baily.

There was no discussion among the Members.

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

RESOLUTION NO. 242 (2017)

RESOLVED: That the engagement on retainer of Baily Raabe & Associates for insurance advisory services for one year, for an amount not to exceed \$12,000.00, payable from 2015 Paygo funds - Studies and Consultants, is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

18. Insurance Policies

- a. Binding of insurance for current one year periods, for a total cost of \$180,000.00, with options to renew for two additional one year periods, with premiums not to exceed 110% of current premiums.

Mr. Rubinstein requested Board approval of the above item.

Mr. Rubinstein stated that with the assistance of Jerry Raabe of Baily Raabe & Associates (the insurance advisory/risk management firm the URA hired through an RFP in 2016), the URA has moved its insurance coverages from a single broker model to a new model using multiple brokers

and multiple carriers, all selected through RFP on the basis of cost and coverage quality/scope. This has saved the URA a substantial amount of money while improving the quality and terms of many of the insurance policies.

The URA is currently using AJ Gallagher, James L. Smith, and Enscoe Long as brokers, with Travelers, Chubb, Lloyd's of London, Zurich, and AIG Specialty providing eleven (11) separate insurance policies in total (including property, general liability, umbrella, automobile, public officials and employee practices, vacant buildings, government crime, identity fraud expense, contractor's pollution, fiduciary liability, and workmen's' compensation), as shown below:

Coverage:	Broker:	Carrier:
Property	AJ Gallagher	Travelers
General Liability	AJ Gallagher	Travelers
Umbrella	AJ Gallagher	Travelers
Automobile	AJ Gallagher	Travelers
Public Officials/EPL	AJ Gallagher	Chubb
Vacant Buildings	James L. Smith	Lloyd's of London
Government Crime	AJ Gallagher	Zurich
Identity Fraud Expense	AJ Gallagher	Travelers
Contractor's Pollution	AJ Gallagher	AIG Specialty
Fiduciary Liability	AJ Gallagher	Travelers
Workmen's Compensation	Enscoe Long	Travelers

To simplify the binding of each policy on its respective renewal date, the URA is seeking authorization to bind each of these policies as they come up for renewal, with an option to extend each policy for two additional years with the carriers at a price not to exceed 110% of the current policy premium. The total cost for these policies for the current policy period is \$180,000.00.

There was no discussion among the Members.

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

RESOLUTION NO. 243 (2017)

RESOLVED: That the binding of the insurance coverage shown below for current one year periods, for a total cost of \$180,000.00, payable from various Authority sources, with options to renew for two additional one year periods, with premiums not to exceed 110% of current premiums, is hereby approved:

Coverage:	Broker:	Carrier:
Property	AJ Gallagher	Travelers
General Liability	AJ Gallagher	Travelers
Umbrella	AJ Gallagher	Travelers
Automobile	AJ Gallagher	Travelers
Public Officials/EPL	AJ Gallagher	Chubb
Vacant Buildings	James L. Smith	Lloyd's of London
Government Crime	AJ Gallagher	Zurich
Identity Fraud Expense	AJ Gallagher	Travelers
Contractor's Pollution	AJ Gallagher	AIG Specialty
Fiduciary Liability	AJ Gallagher	Travelers
Workmen's Compensation	Enscoe Long	Travelers

19. Legal Services

- a. Engagement of Cohen & Grigsby, P.C. for legal services relating to real estate matters, for an amount not to exceed \$30,000.00.
- b. Engagement of Saul Ewing LLP for legal services relating to employment matters, for an amount not to exceed \$25,000.00.

Mr. Rubinstein requested Board approval of the above items.

1) Mr. Rubinstein stated that the Authority is seeking authorization to engage the law firm of Cohen & Grigsby, P.C. for legal services relating to real estate matters. William R. Taxay, Esquire, will represent the URA.

William R. Taxay, Esquire
 Cohen & Grigsby, P.C.
 EQT Plaza
 625 Liberty Ave.
 Pittsburgh, PA 15222

2) The Authority is seeking authorization to engage the law firm of Saul Ewing LLP for legal services relating to employment matters. Allison Feldstein, Esquire, will represent the URA.

Allison Feldstein, Esquire
Saul Ewing LLP
One PPG Place, Suite 3010
Pittsburgh, PA 15222

There was no discussion among the Members.

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

RESOLUTION NO. 244 (2017)

RESOLVED: That the engagement of Cohen & Grigsby, P.C. for legal services relating to real estate matters, for an amount not to exceed \$30,000.00, payable from Project funds, Local Cash Grant funds and/or the Administrative Revolving Fund (ARF), is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

Upon a motion to approve made by Mr. Ferlo, seconded by Mr. Lavelle, the following resolution was adopted by those present, except for Mr. Acklin, who abstained:

RESOLUTION NO. 245 (2017)

RESOLVED: That the engagement of Saul Ewing LLP for legal services relating to employment matters, for an amount not to exceed \$25,000.00, payable from the Administrative Revolving Fund (ARF), is hereby approved, and the Executive Director or Director of Finance, on behalf of the Authority, is hereby authorized to execute an agreement therefor, and the Secretary or Assistant Secretary is authorized to attest same and affix the seal of the Authority thereto.

Residents from Point Breeze and surrounding communities voiced their concerns and provided input regarding the Request for Proposals (RFP) for the sale and redevelopment of Lexington Technology Park, consisting of Block 175-A, Lots 111, 113, 122, 155, and 165, in the 14th Ward, an item that was presented at the July 13, 2017 URA Regular Board Meeting. Mr. Rubinstein explained the RFP process, and Mr. Acklin explained the community process that is going to take place.

AGENDA "B"

The Members reviewed the items on Agenda "B" upon motion made by Mr. Ferlo, seconded by Mr. Lavelle, and unanimously carried resolutions were adopted:

1. Amendment of Resolution No. 402 (2014) (authorizing a Cooperation Agreement with the City of Pittsburgh for a West End hydrological study) to change the \$30,000.00 funding source from "2012 City Bond Funds" to "Mainstreet City Bond, CDBG or Paygo".
2. Amendment of Resolution No. 175 (2017) (approving Public Space Improvement grant to Cut 'N' Run Productions, LLC) to increase grant amount to \$45,000.00. Funding source is "2010 City Paygo Beechview" or related Beechview funding source.

RESOLUTION NO. 246 (2017)

RESOLVED: That Resolution No. 402 (2014) is hereby amended to change the Cooperation Agreement with the City of Pittsburgh for a West End hydrological study funding source from "2012 City Bond Funds" to "Mainstreet City Bond, CDBG or Paygo".

RESOLUTION NO. 247 (2017)

RESOLVED: That Resolution No. 175 (2017) is hereby amended to increase the Public Space Improvement grant to Cut 'N' Run Productions, LLC to an amount not to exceed \$45,000.00.

3. Beechview

- a. Certificate of Completion to Beechview Atlantic LP for Block 35-G, Lot 16, in the 19th Ward, and return of Good Faith Deposit (commercial construction – 1619 Broadway Avenue).

RESOLUTION NO. 248 (2017)

RESOLVED: That issuance of a Certificate of Completion to Beechview Atlantic LP for Block 35-G, Lot 16, in the 19th Ward, and return of the Good Faith Deposit (commercial construction – 1619 Broadway Avenue) are hereby approved, and the Executive Director or the Director of Finance, 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.

4. Central Business District – The Skinny Building

- a. Amendment of Resolution No. 5 (2017) (\$150,000.00 grant to The Landmarks Development Corporation, of which \$120,000.00 was payable from the Leased Land Fund) to increase the grant amount by up to \$15,000.00, payable from the Leased Land Fund, for a total grant amount not to exceed \$165,000.00, for improvements to the first floor of the Skinny Building, Block 1-H, Lot 234, in the 2nd Ward.

RESOLUTION NO. 249 (2017)

RESOLVED: That Resolution No. 5 (2017) is hereby amended to increase the grant to the Landmarks Development Corporation by up to \$15,000.00, payable from the Leased Land Fund, for a total grant amount not to exceed \$165,000.00.

5. 9 Mile Run

- a. Certificate of Completion to MRRC Summerset II, L.P. for Lot 286 a/k/a Block 88-M, Lot 42, and return of Good Faith Deposit (residential construction – 1676 Shelburne Lane).
- b. Certificate of Completion to MRRC Summerset II, L.P. for Lot 288 a/k/a Block 88-M, Lot 46, and return of Good Faith Deposit (residential construction – 1664 Shelburne Lane).

RESOLUTION NO. 250 (2017)

RESOLVED: That issuance of a Certificate of Completion to MRRC Summerset II, L.P. for Lot 286 a/k/a Block 88-M, Lot 42, and return of the Good Faith Deposit (residential construction – 1676 Shelburne Lane) are hereby approved, and the Executive Director or the Director of Finance, 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.

RESOLUTION NO. 251 (2017)

RESOLVED: That issuance of a Certificate of Completion to MRRC Summerset II, L.P. for Lot 288 a/k/a Block 88-M, Lot 46, and return of the Good Faith Deposit (residential construction – 1664 Shelburne Lane) are hereby approved, and the Executive Director or the Director of Finance, 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.

6. Decrease of HOME Front Fund by \$800,000.00, to be returned to URA General Fund.
7. Reappropriation of up to \$12,000.00 of 2009-2010 CDBG funds from the Elm Street Program line item to the Pittsburgh Party Wall Program line item.

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RESOLUTION NO. 252 (2017)

RESOLVED: That return of \$800,000.00 from the HOME Front Fund to the URA General Fund is hereby approved.

RESOLUTION NO. 253 (2017)

RESOLVED: That reappropriation of up to \$12,000.00 of 2009-2010 CDBG funds from the Elm Street Program line item to the Pittsburgh Party Wall Program line item is hereby approved.

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



Assistant Secretary