

Clean Pittsburgh Commission Meeting Minutes

July 9, 2020

I. Welcome and Introductions

Members in attendance: Omoye Aikhuele, Anna Archer, Alicia Carberry (Co-Chair), Aftyn Giles (Financial Secretary), Lori Beth Jones, Sarah Kinter, Chris Mitchell (Outreach Coordinator), Rachel Nawrocki (Co-Chair), Myrna Newman, Erika Ninos, Emily Potoczny, Sarah Alessio Shea (Treasure), Jeff Skalican, Detective Alphonso Sloan, Sally Stadelman, Erin Tobin, Kelly Wacker, NaTisha Washington, Erika Young (Secretary)

Commission members absent: None

Guests in attendance: Sabrina Culyba, Maureen Faith Hartwell, Brandon Jones, Kaity Baril, Leigh Anne DiCicco

II. Approval of Agenda and Meeting Minutes

The meeting was called to order at 10:04am

The meeting began by reviewing the CPC's Equity and Diversity Values:

Equity & Diversity

The Clean Pittsburgh Commission celebrates the three hundred thousand neighbors in ninety neighborhoods of Pittsburgh and affirms member representation must be geographically, socioeconomically, and racially diverse in order for the body to be effective, relevant, and creative. The Commission recognizes deficiencies and actively engages different perspectives through a platform of mutual respect. This engagement and respect will be a tenet of all regular meetings and all program functions of the Commission, as well as in all communications. When a distinct neighborhood is in 'focus', initiatives developed with that neighborhood will be shared as replicable project templates. Work within neighborhoods of focus will be informed by neighbor input. Obtaining input will be done thoughtfully by meeting people of different ages and levels of civic participation where they are.

The agenda header should be changed to July; adding line item for Sabrina Culyba from No Plastic, Please.

Motion was made by Myrna Newman and seconded by Omoye Aikhuele to approve the agenda. Motion carried.

Motion was made by Chris Mitchell and seconded by Sarah Shea to approve the June 11, 2020 minutes. Motion carried with Kelly Wacker abstaining.

III. City of Pittsburgh Vacant Lot Sale Process (Brandon Jones, Real Estate Coordinator for City's Dept. of Finance)

- There are two types of vacant sales; Side Yard Sales Process, Owner Entity and Vacant Lot Sale, which includes vacant lot/structure.
- The city acquires property through the year via three treasure sales – these usually include tax delinquent properties (City or County). Treasure sales go to public auction; if the City does not sale at auction, they can foreclose and then become the owner of the property to resell it.
- Treasure sale to acquisition takes around 18 months. Notices must be sent 6-7 months in advance to list the property and it takes an additional 6-7 months to acquire property and become a steward.
- To purchase a side yard, you must be a home homer in good standing. Sales require a \$200 deposit and then the cost of closing. While the City is clearing the title and going through the legislative process, buyers can lease the property from the City for \$1 per month. New owner will receive a clear title. Estimated closing cost and deed fees: Recording of deed fee is \$166.75 and then monthly rental fee for the lease (\$1 per month). Average is roughly \$200 when it comes to closing costs; buyer is also responsible to pay a prorated tax for current year based on the assessed value of the property.
- City lists a little over 2,000 properties on the e-property website (<https://public-pgh.epropertyplus.com/landmgmtpub/app/base/landing>)
- If there are multiple community members interested in the property, they can object the property sale, sending it to the auction of the courts. Judge awards to highest bidder.
- Once a deed is prepared, record deed with the County takes about 4-weeks to transfer ownership.
- Brandon will be meeting with Real Estate Manager to discuss CPC creating a document to share/make public outlining the process.
- Finance works with URA to identify intended use
- Quiet titles currently go through the City's legal department
- Roughly 10% of sales are denied by council – often times the reasoning is due to a bigger planning role that needs to take place to the specific neighborhood.
- City has a hold on approximately 12,000 properties, which includes potential properties that could become parks, green space, city facilities, development land, etc.
- The maintenance plan for properties on hold includes contracts with outside organizations to clean the properties along with DPW crews. City Source contract deals more with vacant lots and information obtained via 311
- The Department needs an increase in the budget to become more active in the process
- The budget for City Source contract was split to include some portion going to members within the community to clear the lot

- Anna Archer and Grounded will follow the process and continue to keep CPC informed. Anna will be following up with Brandon.

IV. Ethics Commission short orientation – Sunshine Act intro

- CPC will be holding members to the standard public officials, servants and representatives are held to. Conflict of interest policy will be complete before the end of 2020.
- Rachel is reviewing Rover Rules of Order as guidance to run effective commissions.
- CPC has bylaws, but we are considering how we can routinely include new business with agenda items and community inclusion.

V. Questionnaire to inform 2-year strategic plan + SWOT analysis

- Rachel will be resending to all members of the Commission – we must receive 6 responses to have a quorum.

VI. Finance Updates/Budget

- We have been approved to receive a PCard – Aftyn should have it in hands once she goes to the City County Building. CPC's PCard limit is \$5,000 to be used on explanatory expenses. Anything greater must go through a more judicious process. Pcard is intended for one-time purchases and not occurrences.
- All expenses must be approved by the Commission
- 2020 Budget includes \$55,000 through the Public Works Operating Budget – we will be ear marking \$5,000 to City Planning to expand unfunded Love Your Block proposals.
- Omoye Aikhuele made a motion to form a finance committee to identify a formal budget to present at the August CPC meeting. Chris Mitchell seconded the motion. Motion carried.
- Omoye Aikhuele, Sarah Shea, Aftyn Giles and Rachel Nawrocki will be forming a finance committee to discuss 2020 Budget.

VII. Neighborhoods of Focus

- Due to COVID-19, we have shifted from a Neighborhood of Focus to Love your Block grants. Of the unfunded requests, we have narrowed down the projects that are appropriate for support by the CPC
- Of the groups identified, two responded confirming their intent to move forward with projects – they are ready to begin as soon as we identify the most appropriate way to fund them. LYB grants are reimbursement grants – work must be completed before funding is released. We will be reaching out to Lia Freedman in the Office of Community Affairs to see how current reimbursement grants are funded.

- CPC is trying to identify a middle ground that allows us to provide some money upfront to assist the group in getting the project started (such as purchasing resources). Also considering reimbursing community groups not only for “things” but also for time – possibly through gift cards.

VIII. RFP

- A group of eight Commission members worked together to identify a way to seek proposals from neighborhood organizations and businesses to coordinate cleanups. While the project is currently unnamed, respondents will need to show history of engagement within the areas they are submitting for the proposal. The intent is to give multiple awards.
- Currently, there have been 852 illegal dumpsites identified throughout the City of Pittsburgh (939 identified throughout the City by Allegheny Cleanways).
- Sarah Kinter made the motion to secure a meeting with procurement team to move the RFP forward. Omoye Aikhuele seconded the motion. Motion carried, Rachel Nawrocki abstained.

IX. Garbage Olympics

- Garbage Olympics will be moving forward, but looking a little different for 2020
- Surveys were sent to previous captains and neighborhood organizers for suggestions and feedback
- Of the 15 responses received, it was identified that there will be no big party planned at the end of the Clean Up, and each neighborhood can decide on what celebration (if any) they will host.
- A web application has been created to make participation even easier
- The organizers are being mindful of potential COVID-19 restrictions
- Omoye Aikhuele, Sarah Shea and Myrna Newman will be discussing budget for hard to recycle items

X. Meeting with Mayor Peduto

- Annual meeting will be held August 6th – Alicia Carberry will take the lead to discuss meeting approach and specific asks/requests. Maureen is pulling together material for the annual report.

XI. Litterati/No Plastic Please

- Sabrina from “No Plastic Please” presented information about the Litterati App. This app is a global app used to track litter in communities. Photos of litter are taken and tagged (manually or using AI). Platform provides data and insight as to what litter is and where it is being found.

- The cost to create an impact account is \$2,000-\$4,000 and includes a large number of NGO affiliate accounts, campus accounts and citizen scientist accounts.
- Chris Mitchell, Myrna Newman, Omoye Aikhuele and Sally Stadelman will be discussing Litterati along with other opportunities to present to the CPC to determine if the Commission should include an Impact Account in the budget.

XII. Adjourn

Motion was made by Omoye Aikhuele and seconded by Chris Mitchell to adjourn the meeting at 12:05pm. Motion carried.

**Next Virtual Meeting:
August 13, 2020 at 10AM**

CPC Members Call to Action:

Social Media: Follow the CPC Facebook page! Share content with the CPC to use as engagement and empowerment on the platform and other social medial platforms.

Remember: The Clean Pittsburgh Commission is on Social Media!



Find us on Facebook: www.facebook.com/cleanpghcommission



Tweet with us: @CleanPghComm