

**Uptown Task Force Meeting Minutes**  
**Thursday, February 6, 2020**  
**8:00 – 10:00 a.m.**  
**Duquesne University, Student Union, Africa Room**

**Present:** Dara Braitman (DOMI), Derek Dauphin (City Planning), Gary Desjardins (PPG Paints Arena), Ben Grunauer (PWSA), Amy Hart (HDS), Joan Hilton Hayek (Duquesne University), Mike Madden (InnovatePGH), Breen Masciotra (Port Authority), Tracey McCants Lewis (Pittsburgh Penguins), Sean Luther (InnovatePGH/Avenu), Alyssa Lyon (GBA), Jeanne McNutt (Uptown Partners), Tim Parks (Life'sWork), Sarah SanGiovanni (Uptown Partners), Mary Ellen Solomon (Duquesne University), Paul Svoboda (Duquesne Light), Alex Toner (University of Pittsburgh), Joe Wingenfeld (Uptown Partners), Caroline Woodward (Bethlehem Haven),

**Guests:** Alison D'Addieco (Duquesne University), Chris Roach (Uptown Partners)

**Call to Order/Welcome:** Mary Ellen Solomon convened the meeting at 8:15 a.m. with an introduction of all present Task Force members.

**Approval of Minutes:** Mary Ellen asked for a motion to have the January meeting minutes approved that were previously distributed to all members via email. The motion was approved with no dissent.

Prior to opening agenda discussions, Mary Ellen extended thanks and congratulations to Jeanne McNutt, executive director of Uptown Partners (UP), who announced her retirement effective May 31, 2020. UTF members joined in expressing appreciation and best wishes to her.

**Agenda Discussions:**

(1) Uptown Partners (UP) Board Retreat Update (Chris Roach): Chris Roach, a board member of Uptown Partners, provided an update on the January UP Board retreat. The UP Board decided to commit to exploring more collaboration with the UTF. The Board has a desire for UP to be the lead implementer of the UTF and the EID Plan. The UP Board is also looking forward to working with the UTF as they search for a new Executive Director. The Board is quickly working to get a job description together and posted as soon as possible to hopefully provide overlap with Jeanne before her departure. The UP Board is open to considering how the UTF may be involved in the hiring process for the new ED; discussions to continue on that issue.

Based on this new opportunity to explore aligning UP and UTF in terms of a backbone structure, the UTF decided to put the RFP for a consultant to help with a facilitated conversation around governance on hold until there's a better understanding of how this alignment might work. It was agreed that UTF should have further off-line conversations with the sub-committee chairs and Mary Ellen around how this affects the sub-committees and their work plans moving forward.

(2) Uptown Task Force Goals for 2020: Developing a backbone/governance structure remains one of the bigger goals for the UTF in 2020. Additionally the UTF will determine what project(s) to present to City Planning in order to expend remaining funds allocated for EID Plan implementation. Derek Dauphin and Sub-committee chairs will review the EID Plan and Work Plans to prioritize recommended projects. This discussion will be revisited in March.

(3) Development Sub-Committee Update: Mike Madden and Sean Luther shared that for the Development Sub-Committee, it has been challenging to implement its work plan because they don't have the expert personnel to

address key issues related to development and affordable housing. While the Sub-committee has been able to recognize what issues are, they aren't in a position to remedy the challenges.

The UTF discussed that the URA needs to be a more active member, especially the real estate sector, so that the UTF can potentially discuss the URA purchasing properties on behalf of the UTF. The UTF also discussed that an update on the City's Edge project was needed because that will also affect the percentage of affordable housing units available in the neighborhood.

*(4) Uptown Partners Communications Plan:* Time did not allow for this presentation. Mary Ellen suggested connecting Sarah SanGiovanni and Alison D'Addieco, a Duquesne University communications professional interested in possibility supporting UTF communications in a volunteer capacity.

**Sub-Committee Updates:** There were none given time restrictions.

Mary Ellen adjourned the meeting at 10:10 a.m.

**Next Uptown Task Force Meeting** - 8 a.m. on Thursday, March 5<sup>th</sup> at Duquesne University.