



**Penn Avenue Corridor
Phasing Plan Committee (PACPPC)
Thursday, April 2, 2009 @ 9:00 a.m.
BGC Activity Center**

MEETING MINUTES

In Attendance:

Aggie Brose (AgB)/BGC; Deadra Keener (DK)/BGC; Patrick Roberts (PR)/City of Pittsburgh; Brian Krul (BK)/Kimball; Keith Halas (KH)/Kimball; Sidney Kaikai (SK)/Kimball; Chris Prisk (CP)/Kimball; Lindsay Myers (LM)/City of Pgh., DPW; Amanda Broadwater (AmB)/City of Pittsburgh, DPW; Patrick Hassett (PH)/City of Pittsburgh, DPW; Ken Stiles (KS)/FDA & FPG; Sallyann Kluz (SK)/L+K Architects; Maya Haptas (MH)/Lawrenceville Corporation; Shelly Martz (SM)/DCP; Melissa Rubin (MR)/PWSA; Katherine Camp (KC)/ELDI; Grady Roberts Jr. (GR)/BGC Board; Matt Galluzzo (MG)/PAAI & FDA; John Clark (JC)/john j. Clark & Associates

- I. **AgB called the meeting to order, and introductions were made.**
 - **ACTION:** PH requested that KH title the meeting reminder emails “Meeting Materials” or something similar, as currently it is unclear what the emails are for.

- II. **Motion to Approve the January & February Meeting Minutes**
 - SM motioned to approve the March meeting minutes, KS seconded.

- III. **Updated Timeline & Monthly Status report**

Monthly Status Report

 - BK passed out handout with updates.
 - *Streetscaping/Street Tree Report:* Finalized.
 - *Lighting Plans/Report:* S&L made the revisions. Finalized.
 - *Existing Condition Plans:* Complete, putting into format, draft report is done.
 - *Transit Report:* Final draft is done. Meeting with Port Authority to finalize recommendations.
 - PH: Port Authority needs to be out there in front on this and we follow their lead.
 - *Bicycle Technical Memorandum:* Finalized and on the website.
 - *Traffic/Pedestrian Report:* Draft done, AmB needs to review.
 - *Needs Analysis:* Finalized except for costs.
 - *Public Meeting #2:* On April 16, 2009.
 - PH: Kimball will be putting together a summary of the public meeting.
 - AgB to PH: Did you meet with Tony Ceoffe? Is he clear on how prioritization will happen?
 - PH: Yes, I met with him and Maureen Ford, and they understand the process.

Construction Costs

 - BK passed out a spreadsheet. Went through spreadsheet with a block by block cost breakout.
 - BK: Put together costs based on project needs, block by block.

- PH: How did you handle utilities in these costs?
- AgB: Is this spreadsheet on the web?
- PH: No, as we need to look through it first.
- AgB: PWSA was going to try to get a couple of engineers here today; but advised that they have a board meeting also, so it wasn't definite. We need to get them to the table.
- PH: We should go to them. **ACTION:** We'll try to meet with them before the public meeting.
- A discussion took place regarding milling versus reconstruction and needed utilities.
- PH: There is low water pressure from Mathilda to Negley.
- AmB: The pipes are so old that we could not locate records for those pipes.
- KS: This is a multi-year project, so how have we accounted for possible rising costs?
- BK: At this point, the costs are in 2009 dollars.
- PH: When the plans are finalized and costs are more accurate, we will inflate to year of expenditure.
- PH to MR: Who should we call to get Mick to the table at the Public Meeting?
- MR: Call Jeannie, who is Nick's secretary. Request that Don be there as well, the Engineering Director.
- PH: We'd like to have you there as well, Melissa.

Project Needs

- PH passed out Needs Assessment/Summary of Cost Estimates table for the entire corridor.
- PH: The table starts at Penn & Butler and goes by block and intersection to Penn & Negley.
- PH: This is a tool to start identifying a Phase 1—the geographic area and the cost—and then to start to identify Phases 2 & 3. Costs are rounded to the nearest \$100,000. There is \$4-5 million for the Phase 1 project to address all needs in the selected area, not just a certain need, like streetlights. We need to pick out a continuous “slug” that totals around \$3 million. BK has calculated hard costs, but there are also soft costs. Those add up to about 55% of the total construction cost.
- KS: Does this qualify the project as “shovel ready”?
- PH: Not yet. BK has to be done with the Phase 1 engineering for it to be considered shovel ready.
- AB: Who gets to vote on Phase 1?
- PH: Primarily active PACPPC members.
- MG: can I get an electronic copy of this chart? I'd like to show it at the upcoming FDA board meeting.
- PH: Yes, contact Lindsay Myers for that.
- MG: How do we let the public know how the committee will come to a prioritization decision?
- PH: That is part of the presentation—there is a decision pyramid slide.
- AgB: New groups and members can't come in and vote. Community members that have engaged these last several years can vote, one per organization.
- PH: We have a list of the stakeholders on this committee.
- BK: I thought that Kimball would make the recommendation, based on need?

- PH: Yes, but we can tweak it.
- PR: Putting my PennDOT hat back on, we have to document each step of the decision process.
- AB: The active stakeholders are FDA, FPG, BGC, LU and LC.
- KS: Could you summarize the pyramid?
- PH: The recommendation of Kimball and the committee is not the final word—it has to be vetted by the stewards of the funds. PennDOT, the Federal Highway Administration, City Council and the Mayor. The City is the steward of these funds, so the final stop is the Mayor’s Office.
- JC: Kimball should present their recommendation at the public meeting in order to get public feedback and use that in processing the decision.
- SK: We should also factor in current and recent investments in order to get the most bang for your buck.
- PH: If we have the building permit map and MG’s East End investments map at the table, folks could see where the recent investment has occurred.

IV. **Streetscape Design**

- MG: We (MG, SK, ELDI and PPND) convened a week ago. It was a great meeting. There is another meeting today just after this meeting and anyone who wants to stay is welcome.
- SK: We’ve been doing an analysis of existing conditions. Have met as a consultant team regarding how to approach design. Want to meet with a city engineer to make sure not developing ideas in a vacuum. Identifying case studies from other communities that incorporate art and street design.

V. **Public Meeting**

- AgB: PH, me and BK had a conference call to talk about some details.
- **ACTION:** AB asked MH to talk to Maureen Ford and confirm whether the East End Partnership can supply the pizza and drinks.
- AgB: Will have a welcome, then a presentation, then have information stations, then publicly thank for coming and announce it’s over.
- AmB: Who is taking notes?
- BK: Kimball will take notes. Will have a recorder there as well.
- AB: The community groups are charged with turnout.
- PH: My office is getting the public officials letters out and handling the press release.
- AgB: A meeting announcement is in the Bulletin and copies of the 4 page newsletter will be at the meeting. It looks great. What are we doing with the newsletter?
- PH: We should have copies at the meeting and then give community groups extras to take back. Will also include a copy with the letter to public officials. Also have it in electronic form.
- JC: We could give 25 to each organization to give to folks who are not internet savvy.
- AgB: Let’s talk about turnout. BGC sent a flyer to our members and will get out word to the Penn Ave. businesses. FDA and FPG, what are you doing?
- MG: We will send out to 3 email lists.

- KS: We will send out to the FPG committee. **ACTION:** MG will get 20 copies to KS for this.
- MH: We (Lawrenceville Corp.) will put an announcement in next week's e-letter and let Lawrenceville United know.
- KC: ELDI is including this in our community email.
- SK: We could put flyers in the East Liberty and Lawrenceville libraries?
- MH: I can put some in the Lawrenceville library.
- AgB: (Referencing a list of assignments of committee members to the various meeting breakout info tables) this is who is assigned to tables. It is important to not put out bad information.
- AgB: Reminder: There is a meeting scheduled for next Thursday at 9 a.m. here at the Activity Center to finish planning the public meeting.

VI. **Old/New Business**

- PH: I would like to get Tony Mento to the meeting.
- MG: and PWSA.
- AgB: **ACTION:** PH and I will set up a meeting with the Micky Kennedy, Executive Director to discuss in detail the project and PWSA's role.

VII. **Adjourn**

- AgB moved to adjourn, PH seconded.

Next Meeting Date: Thursday, May 7 @ 9:00 a.m.