



**Pittsburgh Downtown Partnership**

**Fourth Quarter Meeting of the Board of Directors**

**PNC Tower, 300 Fifth Avenue, 16<sup>th</sup> Floor**

**DC/Delaware Conference Room**

**Thursday, December 8, 2022, 3:30 PM**

**Meeting Minutes**

**Attending**

Aerion Abney, Jessica Albert, Lori Beretta, Amy Broadhurst, Brian Evans, David Fisfis, Josiah Gilliam, Kate Gionta, Sarita Mallinger, Kevin McMahon, Mike Mitcham, Adele Morelli, Ed Page, Lucas Piatt, Peter Quintanilla, Sabrina Saunders Mosby, Craig Stambaugh, Kevin Wade, Larry Walsh, Gina Winstead, Andy Wisniewski, and Jason Wrona.

**Not Attending**

Shannon Baker, Natalie Bencivenga, Bryan Brantley, Ramona Cain, Kelsey Dowd for Rich Fitzgerald, Brian DeBock, Greg Flisram, Don Green, Kenny Lyle, Tracey McCants Lewis, Sarah Meehan Parker, Daniel Lavelle, Cheryl Moon-Sirianni, Dan Onorato or assigns, David Onorato, Izzy Rudolph, Jimmie Sacco, Ashlee Wallace, Dara Ware Allen, and Marisa Williams.

**Call to Order and Minutes Approval**

Andy Wisniewski, PDP Board Chair called to order the December 8, 2022, fourth quarter meeting of the Pittsburgh Downtown Partnership Board and asked for a motion to approve the September 15, 2022 PDP Board meeting minutes as presented; the motion was made by Lucas Piatt and seconded by Mike Mitcham. All were in favor, the motion carried.

**2022 3<sup>rd</sup> Quarter Financial Statements**

The third quarter 2022 financial statements were reviewed in detail with the Finance and Executive Committees and presented by Leah Baldwin. The year to date operating revenue is \$3.8 million with program and sponsorship income representing just under 50% of the total. Membership is behind budget and a concerted effort to reach out to all members that have outstanding renewals is underway. The Foundation and grant revenue line includes the PennDOT transportation grant. The administration of the grant moved to SPC mid-year and the logistics of grant disbursement are being worked out. It is unlikely that PDP will receive the remaining \$100,000 budgeted for transportation funding and is so this line item will be under budget for 2022.

Year to date expenses are \$3.5 million. The largest expense for clean and outreach services for downtown and fee for service contracts to Southside, Uptown, and Strip District. Picklesburgh expenses of \$739,600 represent the majority of expenses of the event and Picklesburgh is expected to break even for the year. GAAP net income for the first nine months is \$295,000 however initial projections for year-end anticipate a deficit due in part to the reduction in transportation funding.

The total cash balance of \$3.6 million consisted of \$1.7 million in unrestricted cash. The September 30<sup>th</sup>, 2022 A/R balance consisted primarily of the Hillman grant and outstanding invoices for Holiday sponsorships. The

2022 BID assessment receivable as of September 30th was \$40.3k, although currently at \$34.1k. Total Net Assets of \$5.866 million consisted of \$1.4 million unrestricted net assets and \$1.9 million donor restricted net assets. The endowment balance of \$2.49 million makes up the permanently restricted balance.

On the restricted program side, program and sponsorship income consists primarily of the PG&H sales income. Foundation grants include The Benter foundation grant for \$250,000 for 6th St enhancements and a Colcom grant for an enhanced Paris to Pittsburgh program. 97% of total program expenses has been funded by grants received in prior years.

Andy Wisniewski asked for a motion to approve the second quarter financials as presented; the motion made by Lucas Piatt was seconded by Brian Evans. All were in favor, the motion carried.

### **2023 Proposed Budget**

The budget packet, including a narrative, an “Operations” budget column for day-to-day operations, a “Programs” budget column for specific funded projects, and a “Consolidated” budget showing both operations and programs, was reviewed in detail with the committee. Revenue is budgeted at \$7,785,100 and expenses are budgeted at \$7,784,140, both a 34% increase over 2022. The biggest change for 2023, and primary driver of this increase, was the inclusion of the Golden Triangle Ambassador (GTA) program. The BID increase is based on the legislatively permitted increase as part of the BID renewal in 2021.

The GTA program funding of \$1.2 million is included in the grant income line on the restricted programs budget. Revenue for sponsorships and program income is budgeted based on actual current year actuals and are budgeted to cover event expenses. Personnel expenses increased 2% and administrative expenses increased 10% after accounting for adjustments in staffing.

The clean and outreach and GTA program comprise the largest portion of program expenses and includes Block by Block contracts, Renewal, Inc power washing contracts, and the Block by Block proposed cost for the GTA program. Other restricted program expenses are primarily funded from grants carried forward.

Andy Wisniewski asked for a motion to approve the second quarter financials as presented; the motion made by Brian Evans was seconded by Sarita Mallinger. All were in favor, the motion carried.

### **Lower Hill Development Update**

***Craig Dunham, SVP Development Pittsburgh Penguins***

***Bomani Howze, The BP Group***

A revised vision and development plan for the Lower Hill District were presented by Craig Dunham and Bomani Howze who fielded questions from the group. This iteration of plans is community driven and lesson based to include residential, commercial, entertainment, and educational uses and was disseminated to M/WBE contractors. Currently under construction is Block E, a retail, entertainment, and parking structure. Street level and third, fourth and fifth floor plans for Block E, located at the corner of Wylie Avenue and Fullerton Street were discussed in detail. Community reinvestment, timeline, and contracting opportunities will be discussed at a contractor information session to occur on December 14, 2022. The community impact of this project cannot be overstated.

### **Downtown Recovery Metrics**

Downtown activity is slowly recovering; bus ridership remains low however public parking garage and lot utilization are increasing. Street level retail business activity is showing ups and downs while priority corridor average daily visits are increasing from 2021 and narrowing the gap from 2019.

### **Public Safety and Outreach Efforts**

A Clean & Safe Perception Survey conducted in late October through mid November yielded more than 1,000 responses and covered several topics central to all Downtown users. The group discussed most noted changes to the public environment to improve the Downtown experience. Director Schmidt and Lisa Frank from the Mayor's office provided context around police services and support, social service accessibility and outreach for the unhoused population, and youth outreach and intervention. Power washing, alley cleaning and special projects are planned to begin in the spring of 2023.

### **Café Momentum – Get the Doors Open Campaign**

Gene Walker, CM Executive Director introduced the group to Café Momentum's mission and story, and outlined plans for the café opening in Downtown, programming, activities, paid work-experience, and the important wrap around services that will be provided to program participants.

### **Other Business /Adjourn**

The meeting adjourned at 5:05 p.m.; the next meeting of the Board of Directors is the Annual Meeting, date and location to be determined.

---

Andy Wisniewski, Board Chair

---

December 8, 2022

Date