

MINUTES
MEETING OF IMPACT HARRISBURG
July 5, 2016, 10:30 A.M.
Pennsylvania Housing Finance Agency
211 North Front Street, Harrisburg

Officers of the Board Present:

Neil Grover, Chair
Doug Hill, Vice-Chair
Brian Hudson, Secretary

Board of Directors Present:

Dale Laninga, Director
Gloria Martin-Roberts, Director
Jackie Parker, Director
Karl Singleton, Director

Others Present:

Sheila Dow-Ford, Executive Director
Fred Reddig, Coordinator for the City of Harrisburg
Anne Morrow, Recording Secretary

Officers of the Board and Board of Directors Absent:

Brittany Brock, Treasurer
Russ Montgomery, Director

Mr. Grover called the meeting to order at 10:45 a.m.

1. Regular Meeting Minutes of June 21, 2016

It was moved by Ms. Martin-Roberts and seconded by Mr. Laninga that:

“The minutes from Impact Harrisburg Board of Directors regular meeting of June 21, 2016 be approved with a minor edit in the first paragraph of the Treasurer’s Report to say “Ms. Brock reported.””

MOTION CARRIED UNANIMOUSLY

2. Treasurer’s Report

Ms. Dow-Ford provided an update in Ms. Brock’s absence. Ms. Dow-Ford and Ms. Brock met last week to go over the proposed budget that will be presented to the Board on July 19. Ms. Brock will get an exact balance for each account and/or investment so that when the Board moves through each application the Board can, at their discretion, award the appropriate amount of funds.

Executive Director Report

Ms. Dow-Ford provided the Board with a memorandum that outlined the Review Committee's meeting and their infrastructure project application recommendations.

The Review Committee met on Monday, June 27, 2016. Those present were Ms. Brock, Mr. Hill, Mr. Laninga, Ms. Martin-Roberts and Mr. Montgomery.

Applications reviewed:

1. Capital Region Water (CRW) Infrastructure Contingency Application - Arsenal Boulevard Sewer Rehabilitation Project (ABSR);
2. City of Harrisburg Streetlight Project Infrastructure Application;
3. Capital Region Water Infrastructure Project Application-City of Harrisburg's Multimodal Collaborative Project (COH-MC);
4. City of Harrisburg Infrastructure Application-Harrisburg Multimodal Collaborative Project

The Executive Director presented the Committee's findings on each Infrastructure application to the Board. There was further discussion by the Board on the Committee's recommendations.

CRW Infrastructure Contingency Application – ABSR Project: The committee reviewed this application favorably; however, additional information is necessary from CRW before the committee can make a recommendation on this project. Ms. Dow-Ford contacted Ms. Grant, CRW Grants Coordinator, on Tuesday, June 28, 2016 with the Committee's questions. CRW advised they will provide the necessary information regarding this application to the Executive Director before the next Board meeting.

The Chair noted after reviewing the Committee's memorandum on their rationale for the various recommendations on each Infrastructure application for the City and CRW, the practical recommendation would be approve the Multimodal Collaborative Project. This project would benefit both the City and CRW and would deplete the Infrastructure funds that are available.

The Chair asked if the Board wants to make a motion to accept the applications from the City and CRW for the Multimodal Collaborative Project.

It was moved by Mr. Hudson and seconded by Mr. Singleton that:

“The Board approve the City and CRW's Multimodal Collaborative Project, to deplete the remaining funds for Infrastructure projects with the funds to be divided equally between the City of Harrisburg and Capital Region Water.”

The Chair asked if there was any further discussion.

Ms. Martin-Roberts asked if the Board was moving forward with the motion to approve the Multimodal Collaborative Project without the responses from CRW regarding the Infrastructure Contingency application for the Arsenal Boulevard Sewer Rehabilitation Project.

The Executive Director noted all responses to the Multimodal Collaborative Project were received; however, the committee did not receive the responses necessary for a final determination on the Arsenal Boulevard Sewer Rehabilitation Project. Ms. Martin-Roberts noted her question had been satisfied.

The Chair also noted all other Infrastructure applications will be off the table with the approval of the Multimodal Collaborative Project as this project will deplete the entire amount of funds available for infrastructure improvements for the City and CRW.

There being no further discussion the Chair called for a vote. **The motion carried unanimously to approve the Multimodal Collaborative Project applications from the City of Harrisburg and Capital Region Water.**

ACTION: The Executive Director will notify the City and CRW by letter advising them of the Board's decision to award Infrastructure improvement funds equally for the Multimodal Collaborative Project. The City and CRW will also be advised that with the awarding of Infrastructure improvement funds, Impact Harrisburg no longer has any contingency funds for infrastructure projects since the funds have been exhausted with the approval of the Multimodal Collaborative Project applications.

3. Other Business

The Executive Director noted the Economic Development and Community Building Grant applications are due by July 15, 2016. As these applications are received, the Executive Director will create a chart that will identify each applicant and project. The chart will be handed out at the July 19 Board meeting for review.

The Review Committee for the Economic Development and Community Building Grant applications will include Mr. Montgomery, Mr. Laninga, Ms. Brock, Ms. Martin-Roberts, Mr. Hill, Mr. Hudson and Ms. Parker.

The Executive Director is working on finalizing a Grant Contract. The contract will be sent electronically to Mr. Grover, Mr. Hudson and Mr. Reddig for review over the next week or two. A final copy of the Grant Contract will be presented to the Board for approval at the July 19 Board meeting.

Over the next week the Executive Director noted she will continue to make minor edits to the website.

The Executive Director noted there was no update regarding her office space. She is pursuing space at the midtown HACC building.

Mr. Singleton noted as the Review Committee begins reviewing the Economic Development and Community Building Grant applications, should additional expertise be required either from the Coordinator for the City of Harrisburg or others that the Committee also reach out to City Council, who is available to provide answers and support during the application process.

As the grant awards are approved by the Board, the Executive Director will send out a press release to keep the public updated on the Board's progress.

The Chair adjourned the meeting at 11:57 a.m.

Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The next Board meeting is scheduled for July 19th at 10:30 a.m. at the Pennsylvania Housing Finance Agency, 211 North Front Street, Harrisburg, PA.

Approved this 19th day of July, 2016.



Mr. Neil Grover, Chair



Mr. Brian Hudson, Secretary