

MINUTES
MEETING OF IMPACT HARRISBURG
September 21, 2016, 9:30 A.M.
Pennsylvania Housing Finance Agency
211 North Front Street, Harrisburg

Officers of the Board Present:

Neil Grover, Chair
Doug Hill, Vice-Chair
Brittany Brock, Treasurer
Brian Hudson, Secretary

Board of Directors Present:

Dale Laninga, Director
Gloria Martin-Roberts, Director
Russ Montgomery, Director
Karl Singleton, Director

Others Present:

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

Board of Directors Absent:

Jackie Parker, Director

Mr. Grover called the meeting to order at 9:49 a.m.

1. Regular Meeting Minutes of September 7, 2016

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

"The minutes from Impact Harrisburg's Board of Directors regular meeting of September 7, 2016 be approved as printed."

MOTION CARRIED UNANIMOUSLY

2. Treasurer's Report

The Treasurer reported one invoice was received for approval from McNeese Wallace & Nurick relating to the Sunshine Act litigation, Invoice #795027, in the amount of \$1,056.50.

The Treasurer along with Executive Director are gathering paperwork for Maher Duessel for the upcoming audit due in early October. The Treasurer noted she has already given some paperwork (bank statements, cancelled checks and minutes) to auditor for review.

The Treasurer plans to schedule a Finance Committee meeting in the near future to discuss the investment accounts and invoice reimbursement procedures.

Mr. Reddig suggested to the Treasurer that she also will need to disclose to the auditor information about the Sunshine Act litigation that Impact Harrisburg is currently involved in.

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

“The invoice from McNees Wallace & Nurick, in the amount of \$1,056.50, for litigation over the application of the Sunshine Act be approved for payment.”

MOTION CARRIED UNANIMOUSLY

3. Executive Director Report

Executive Director Dow-Ford continues working with the Review Committee on project applications. The Committee will be meeting immediately after today’s Board meeting to complete the review of applications for Large Economic Development Projects and Community Building Grant Projects.

Executive Director Dow-Ford reported she was in contact with Mayor Papenfuse and Council President Williams to advise them of the Board’s decision to award the City \$250,000 in grant funds for the City’s Economic Development Contingency Project application for the Microsoft 365 computer software.

The Chair stressed the importance of setting a deadline to have all project scoring sheets completed by Friday, September 30, 2016. The Board agreed to this date.

A form announcement letter for the grant awards and grant rejections will be sent electronically to the Board for approval. It was also noted that there is a possibility that some grant funds may be leftover, hence providing an opportunity for another round of project applications.

Mr. Singleton arrived at the meeting at 10:11 a.m.

Project reimbursement procedures are currently being worked on. A project reimbursement template letter will soon be created and sent electronically for the Board’s review and approval.

Prior to the meeting Executive Director Dow-Ford asked Mr. Reddig to provide an update on the South 14th Street sinkhole project. Executive Director Dow-Ford reminded the Board that they had brought up some concerns at the last Review Committee and Board meetings, regarding the funding for this project. Ultimately, how will all of the funding for the South 14th Street sinkhole project be coordinated for this project?

- Is there concurrent funding in place?
- Will IH’s grant award be supplemental funding?
- Will the funds that the City applied for through the Department of Housing and Urban Development (HUD) help fund the sinkhole project?

Mr. Reddig reported there are currently two grants for the project that are in play. The Pennsylvania Emergency Management Agency (PEMA) announced the award of \$1.65M in Federal Emergency Management Agency (FEMA) funding for South 14th St sinkhole mitigation within the last week. This funding will also be matched by county money of approximately \$550,000. This award will address an initial 25 homes in the center of the block for property acquisition and demolition.

The Department of Community and Economic Development (DCED) is awaiting HUD’s decision on the Department’s recommendation for reallocation of \$8.5M Disaster Recovery funds under

the Community Development Block Grant (CDBG) program. HUD's decision is expected within the next week to 10 days. Phase 1 of the project involves the buyout of these properties. DCED has worked closely with PEMA and HUD to obtain funding to assist in addressing the sinkhole situation. Harrisburg's South 14th Street sinkhole project has been designated as a priority for funding by DCED.

Executive Director Dow-Ford noted a request of \$232,000 from the City of Harrisburg has been submitted to IH for the South 14th Street sinkhole project. She recommended that they monitor what funds will be forthcoming from other resources as well as from the Disaster Recovery funds before making any final decisions on this project application.

Other Business

It was moved by Ms. Brock and seconded by Mr. Montgomery that:

"The Board voted to go into executive session to further discuss a legal matter. The executive session began at 10:29 a.m. and ended at 10:48 a.m."

MOTION CARRIED UNANIMOUSLY

With there being nothing further to discuss, the Chair adjourned the meeting at 10:48 a.m.

Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The next Board meeting is scheduled for October 4th at 10:30 a.m. at the Pennsylvania Housing Finance Agency, 211 North Front Street, Harrisburg, PA.

Approved this 4th day of October, 2016.



Mr. Neil Grover, Chair



Mr. Brian Hudson, Secretary

