

Intergovernmental Cooperation Authority for Harrisburg

Minutes of the Governing Board

Regular Meeting

August 23, 2023

Temple University Harrisburg, Strawberry Square, Harrisburg PA

hbgica.org

Members in Attendance	Ms. Audry Carter Mr. H. Ralph Vartan Mr. Doug Hill Ms. Kathy Speaker MacNett	A Quorum Was Recognized
Ex-Officio Members in Attendance	Mr. Michael Wood, Office of the Budget Ms. Marita Kelley, City of Harrisburg	
In Attendance	Mr. Michael Cassidy Independent Counsel Mr. Jeffrey Stonehill Authority Manager	
Meeting Begins		4:01 p.m.
Welcome by Audry Carter, Chair	Ms. Carter opened the meeting.	
Report by the Chair	<p>Ms. Carter explained that there was a typographical error on the agenda and because minutes were not distributed prior to the meeting, approval of the minutes from the previous meetings will be tabled until the next meeting.</p> <p>Ms. Carter thanked Mr. Vartan for presiding over the previous month's meeting.</p> <p>Since that meeting, the ICA Board did meet jointly with the COH Audit Committee and the lead Auditor to hear about the findings on City's 2021 audit. Ms. Carter explained that was the final year of the Papenfuse administration and as such it is not reflective of the Williams administration. She added that it was pretty much the same as the results of the 2020 audit with possibly one more finding. She concluded by saying the City is working to finalize the 2022 audit report by the end of 2023.</p>	

	<p>Ms. Carter reminded everyone that this year the ICA Board granted a permanent change to the submission date for the City's annual update to the Five-Year Financial Plan to August 31st of each year.</p> <p>Ms. Carter reviewed the upcoming submission date and the review schedule for the Five-Year Financial Plan update scheduled to arrive within days after the meeting.</p> <p>After the City submits the report, the ICA Board has thirty days to respond. If the ICA Board disapproves with suggestions, the City will have fifteen days to respond.</p> <p>She concluded that September will be spent reading and reviewing. She added that the ICA will request a review from the City Controller's Office.</p> <p>Audry reminded Ms. Kelley that with the submission, the ICA Board requires a letter from the Mayor as Chief Fiscal Officer attesting to the Plan.</p> <p>Mr. Stonehill noted that the next meeting is September 27th and the ICA response will need to be sent following that meeting.</p> <p>Ms. Carter asked everyone to send their calendar availability to Mr. Stonehill.</p> <p>Ms. Carter made some comments about fund balances and the DCED and Controller's reports.</p>	
<p>Report on City of Harrisburg Financial Activities</p>	<p>Ms. Carter introduced Ms. Kelley.</p> <p>Ms. Kelley discussed some upcoming expenses in the Neighborhood Services Fund.</p> <p>There was a discussion about the status of the American Rescue Plan Act funds.</p>	

	<p>Mr. Stonehill made some comments about collections in the Neighborhood Services Fund. Ms. Kelley mentioned that the debt is in the audit report and the balance sheet. Ms. MacNett asked about the success rate of collecting bad debts. Ms. Kelley discussed private collection agencies.</p> <p>Ms. Carter referred to using the American Rescue Plan Act funding to help pay some of the outstanding debts.</p>	
Authority Manager's Report	Mr. Stonehill provided the financial report for August 2023.	
Public Comments	There were none.	
Adjourn meeting at 4:46 p.m.	Motion by Ms. MacNett. A second was not required.	Approved 4-0.

Respectfully submitted:



Jeffrey M. Stonehill, Authority Manager

Appendix Documents

SIGN

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NAME

ORG

EMAIL

Beverly Hutzel
Baker Kinners
Madra Clay

DCED
RSL
DCED

maclay@pa.gov

Summary of Bills Paid – Intergovernmental Cooperation Authority for Harrisburg

Report – August 23, 2023

- Digital Ocean \$12.72 August 1, 2023
Website software licenses
- Digital Ocean \$6.87 August 1, 2023
Web Host
- Pursuit Co-Working Harrisburg \$95.00 August 1, 2023
Virtual Office Monthly Subscription
- PA Media Group \$150.08 August 17, 2023
Legal Advertisement
- Johnson Duffie LLC \$577.50 August 23, 2023
General Counsel
- MESH PA LLC \$4,200.00 August 23, 2023
Authority Manager

Ending balance: \$124,229.04

- Interest earnings Y-T-D \$18.28
- Fees Y-T-D \$0