

Intergovernmental Cooperation Authority for Harrisburg

Minutes of the Governing Board

Regular Meeting

June 25, 2025

Temple University Harrisburg, Strawberry Square, Harrisburg PA

hbgica.org

Members in Attendance	Mr. Doug Hill, Chair Ms. Kathy Speaker MacNett Ms. Elaine Barber	A Quorum Was Recognized
Ex-Officio Members in Attendance	Mr. Michael Wood, Office of the Budget Mr. Bryan McCutcheon, City of Harrisburg	
In Attendance	Mr. Michael Cassidy, General Counsel Mr. Jeffrey Stonehill, Authority Manager	
Meeting Begins		3:00 p.m.
Welcome by Doug Hill, Chair	Mr. Hill opened the meeting.	
Approval of the Minutes <ul style="list-style-type: none">April 23, 2025	On a motion by Ms. MacNett, Second by Ms. Barber, the minutes were approved.	The minutes were approved by a vote of 3-0.
Report by the Chair	<p>Mr. Hill informed the assembled that there has been a lot of activity since the last ICA Board meeting focusing on economic development for the City. In attendance is Gloria Martin Roberts from the City Housing Development and Economic Development Departments, and Ryan Unger - President & CEO of the Harrisburg Regional Chamber and Capital Region Economic Development Corporation (Chamber & CREDC).</p> <p>A significant new economic development effort for the City will be discussed.</p> <p>Mr. Hill indicated that he has had the opportunity to meet with the Mayor and her executive staff since the last meeting.</p> <p>He added an update on the use of American Rescue Plan Act funding for paying unpaid trash bills for seniors and those unable to pay their bills. Some</p>	

	<p>clarity about the outstanding receivables will be forthcoming.</p> <p>Mr. Hill noted the Legal Bureau's workload.</p> <p>He added that the City is reexamining ihealth insurance needs.</p> <p>Finally, the City did submit a ten-year list of capital needs to their legislative delegation for potential grant funding.</p> <p>Mr. Hill noted the work on readoption of the LERTA legislation for economic development within the City. There is a work group working on this project.</p> <p>The hope if for two additional appointments to the ICA Board to fill current vacancies.</p>	
Report on City of Harrisburg Financial Activities	<p>Mr. Hill introduced Mr. McCutcheon, Accounting Manager. There were two handouts to review.</p> <p>He reviewed the following information:</p> <ul style="list-style-type: none"> • The first report is the activity associated with the General Fund. • The City is through the first five months of the fiscal year and Mr. McCutcheon compared the balances to April. • Cash wise the City is doing well. • Mr. Stonehill asked about real estate and other taxes. Mr. McCutcheon said the trends are very good. • The General Fund ended with a cash fund balance of approximately \$19.7 million. • Mr. McCutcheon reviewed a revenue analysis of the Neighborhood Services Fund, with a fund balance of approximately \$5.1 million. 	

	<ul style="list-style-type: none"> • Mr. McCutcheon noted there is an ongoing Eminent Domain lawsuit case impacting that fund. • Mr. Stonehill asked about the Neighborhood Services Fund benefiting from the American Rescue Plan Act funding for unpaid trash bills. • Mr. McCutcheon gave an update on audit progress. He hopes to finish the 2023 and 2024 audits by the end of the calendar year. • City Council would like to review the American Rescue Plan Act funding plan. • Mr. Stonehill mentioned the upcoming 2026 Five-Year Plan. • Mr. McCutcheon noted the Section 203 Annual Report. • Mr. Stonehill asked about parking revenue. • Ms. MacNett asked about the benefit of the Munis software implementation. 	
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Authority Manager's Report	<p>Mr. Stonehill provided the financial report for June 2025.</p> <p>Mr. Stonehill noted the renewal of insurance policies for the ICA Board.</p> <p>Mr. Stonehill introduced the proposed operating budget for Fiscal Year 2025-2026, to go into effect on July 1, 2025.</p> <p>Ms. MacNett asked if the General Counsel could confirm whether the ICA could provide bridge financing or supplemental grant funding to the new joint economic development effort of the City and the Harrisburg Regional Chamber and Capital Region Economic Development Corporation. Mr. Cassidy will research the question.</p>	Approval of the ICA Budget for Fiscal Year 2025-2026, on a motion by Ms. MacNett with a second by Ms. Barber, and a vote of 3-0.
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	<p>Mr. Hill noted the funding was placed in the budget as a contingency.</p> <p>Ms. MacNett reminded the Board that in the early days of the ICA Board there was discussion of hosting an economic development symposium.</p> <p>Mr. Stonehill said that there will be insurance renewals coming up.</p>	
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Economic Development Strategic Plan	<p>Mr. Hill welcomed, Gloria Martin Roberts and Jason Graves, from the City Housing Development and Economic Development Departments, and Ryan Unger - President & CEO of the Harrisburg Regional Chamber and Capital Region Economic Development Corporation (Chamber & CREDC) to the meeting.</p> <p>He went on to remind the attendees that the ICA Board has focused on community and economic development and strategic planning since the inception of the ICA. He referenced a strategic plan for economic redevelopment that was developed in Pittsburgh by a consortium of stakeholders including the City, the County and the Allegheny Conference.</p> <p>Gloria Martin Roberts reminded the Board that when she last attended a meeting, she had pledged to gather stakeholders to come up with a plan. She thanked Mr. Hill.</p> <p>She reviewed a series of ongoing projects. She added comments about the issue of the unhoused.</p> <p>Ms. Roberts went on to discuss the commitment of the stakeholders to a planning process.</p>	
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	<p>Ryan Unger thanked Ms. Martin and Mr. Hill for their invitation to participate in the project and to come to the meeting.</p> <p>He noted the successful of the downtown Pittsburgh stakeholder group.</p> <p>Mr. Unger thanked the Mayor for her commitment. He noted the importance of the Pennsylvania Downtown Center. He talked about marketing Harrisburg as a destination.</p> <p>Ms. Martin noted that she asked the Mayor to not approved any new CDBG subrecipient grant applications for the current year and instead using the Federal funding for eligible City infrastructure. She reviewed other funding opportunities for other uses.</p> <p>Mr. Stonehill noted the passion in the community to undertake economic development. He asked how the grant would be used and Mr. Unger said that a consultant would be hired to undertake the strategic planning process.</p> <p>Ms. Martin noted that Pittsburgh is not Harrisburg. Also, that Harrisburg is the State Capital, which adds additional weight to the process.</p> <p>Ms. MacNett noted her disappointment regarding how many decorative street lights on Front Street are unlit and the importance of street lighting.</p> <p>She also mentioned how beautiful the City's houses of worship are and how they would attract visitors if open to the public and organized on a tour.</p> <p>Ms. MacNett noted that the homelessness issues do need to be addressed. She also compared Harrisburg and Washington, D.C. Finally, Ms. MacNett mentioned different pop-up</p>	
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	<p>crafting activities that have great popularity.</p> <p>Ms. Barber asked about timelines and when the project will happen. Ms. Martin mentioned “tiny houses” for the unhoused. She commented about homelessness in Harrisburg.</p> <p>Ms. Barber mentioned her thoughts on returning State workers.</p> <p>Ms. MacNett asked about what else other than the firefighting money, what other aid comes from the State. Mr. Stonehill said, more grants than many other communities but no direct aid other than the firefighting money.</p> <p>Mr. Stonehill noted the economic impact of State workers and other State capitals like Trenton or Albany.</p> <p>Mr. Hill noted that the strategic plan will include matrices and other statistical trend analysis.</p> <p>Ms. Martin discussed parking and public transportation.</p> <p>Mr. Hill summarized the discussion by reminding everyone that the fifth year in the last Five-Year Fiscal Plan demonstrated some revenue concern and therefore, the strategic planning initiative was timely.</p>	
Public Comments	There were no public comments.	
Adjourn meeting at 4:20 p.m.	<p>Motion by Ms. MacNett.</p> <p>A second was not required.</p>	Approved 3-0.

Respectfully submitted:

Jeffrey Stonehill

Jeffrey M. Stonehill, Authority Manager

6/25/2025

[illegible]

Summary of Bills Paid – Intergovernmental Cooperation Authority for Harrisburg

Report – May 1, 2025 to June 25, 2025

Starting balance (January 23):	\$196,748.49
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5/1/25	Pursuit Co-Working Harrisburg	\$98.15
5/1/25	Digital Ocean	\$12.72
5/1/25	Digital Ocean	\$6.87
5/21/25	Gunn & Mowery Insurance	\$5712.00
5/30/25	Monthly Interest on Checking Account	+\$3.20
6/2/25	Digital Ocean	\$12.72
6/2/25	Digital Ocean	\$6.87
6/3/25	Pursuit Co-Working Harrisburg	\$98.15
6/23/25	PA Media Group (June Ad)	\$188.06
6/25/25	Johnson Duffie Legal Expenses (Apr & May)	\$1,085.00
6/25/25	MESH PA 2 (July & August 2025)	\$7,350.00

Estimated Balance (June 25, 2025)	\$182,181.15
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CITY OF HARRISBURG
NEIGHBORHOOD SERVICES FUND SUMMARY - REVENUE, EXPENDITURES, AND CHANGE IN CASH FUND BALANCE
For the Five Months ended May 31, 2025

<u>DESCRIPTION</u>	<u>Neighborhood Services Fund, main (NSF)</u>	<u>NSF portion for Intergov't Municipalities</u>	<u>NSF - Total Specific Fund</u>	<u>Sanitation Fund (old) for Liens Revenue</u>	<u>Disposal Fund (old) for Liens Revenue</u>	<u>Combined Reporting for NSF</u>
Beginning cash basis fund balance @ 12/31/2024	3,582,804	1,610,385	5,193,189	215,112	210,724	5,619,025
<u>Revenue</u>						
Total revenue	6,897,714	686,687	7,584,401	26,159	-	7,610,560
<u>Expenditures</u>						
Public Works - City Services, Sanitation	6,130,686	315,943	6,446,629	-	-	6,446,629
Parks Maintenance	676,960	-	676,960	-	-	676,960
Total expenditures	6,807,646	315,943	7,123,589	-	-	7,123,589
Net Revenue Over (Under) Expenditures	90,068	370,744	460,812	26,159	-	486,971
Ending cash basis fund balance @ 5/31/2025	3,672,872	1,981,129	5,654,001	241,271	210,724	6,105,996
Less: open encumbrances balance @ 5/31/2025						(932,414)
Resulting budgetary fund balance @ 5/31/2025						5,173,582

CITY OF HARRISBURG
NEIGHBORHOOD SERVICES FUND SUMMARY - REVENUE, EXPENDITURES, AND CHANGE IN CASH FUND BALANCE
For the Three Months ended March 31, 2025

<u>DESCRIPTION</u>	<u>Neighborhood Services Fund, main (NSF)</u>	<u>NSF portion for Intergov't Municipalities</u>	<u>NSF - Total Specific Fund</u>	<u>Sanitation Fund (old) for Liens Revenue</u>	<u>Disposal Fund (old) for Liens Revenue</u>	<u>Combined Reporting for NSF</u>
Beginning cash basis fund balance @ 12/31/2024	3,582,804	1,610,385	5,193,189	215,112	210,724	5,619,025
<u>Revenue</u>						
Total revenue	4,101,927	418,041	4,519,968	17,022	-	4,536,990
<u>Expenditures</u>						
Public Works - City Services, Sanitation	3,842,582	198,491	4,041,073	-	-	4,041,073
Parks Maintenance	479,873	-	479,873	-	-	479,873
Total expenditures	4,322,455	198,491	4,520,946	-	-	4,520,946
Net Revenue Over (Under) Expenditures	(220,528)	219,550	(978)	17,022	-	16,044
Ending cash basis fund balance @ 3/31/2025	3,362,276	1,829,935	5,192,211	232,134	210,724	5,635,069
Less: open encumbrances balance @ 3/31/2025						(1,144,079)
Resulting budgetary fund balance @ 3/31/2025						4,490,990

CITY OF HARRISBURG
GENERAL FUND SUMMARY - REVENUE, EXPENDITURES, AND CHANGE IN CASH FUND BALANCE
For the Month ended May 31, 2025

<u>DESCRIPTION</u>	QTD Three Months thru <u>03/31/25</u>	Month ended <u>04/30/25</u>	Month ended <u>05/31/25</u>	YTD Five Months thru <u>05/31/25</u>
Beginning cash basis fund balance	18,469,253	23,422,770	22,048,058	18,469,253
<u>Revenue</u>				
Total revenue	23,600,247	4,312,830	6,498,059	34,411,136
<u>Expenditures</u>				
General Government	717,761	207,349	179,863	1,104,973
Administration	6,754,642	2,335,824	2,097,487	11,187,953
Building and Housing	114,089	26,436	33,269	173,794
Public Safety	7,787,155	2,282,176	2,018,836	12,088,167
Public Works	3,075,220	772,907	649,588	4,497,715
Parks and Recreation	197,863	62,850	104,088	364,801
Total expenditures	18,646,730	5,687,542	5,083,131	29,417,403
Net Revenue Over (Under) Expenditures	4,953,517	(1,374,712)	1,414,928	4,993,733
Ending cash basis fund balance	23,422,770	22,048,058	23,462,986	23,462,986
Less: open encumbrances balance @ 5/31/2025				(6,655,424)
Resulting budgetary fund balance @ 5/31/2025				16,807,562

CITY OF HARRISBURG
GENERAL FUND SUMMARY - REVENUE, EXPENDITURES, AND CHANGE IN CASH FUND BALANCE
For the Month ended March 31, 2025

<u>DESCRIPTION</u>	Month ended <u>01/31/25</u>	Month ended <u>02/28/25</u>	Month ended <u>03/31/25</u>	QTD Three Months thru <u>03/31/25</u>
Beginning cash basis fund balance	18,469,253	14,594,546	17,743,171	18,469,253
<u>Revenue</u>				
Total revenue	2,887,977	8,484,498	12,227,772	23,600,247
<u>Expenditures</u>				
General Government	263,609	186,723	267,429	717,761
Administration	2,108,786	2,183,037	2,462,819	6,754,642
Building and Housing	40,071	28,802	45,216	114,089
Public Safety	3,136,084	2,027,502	2,623,569	7,787,155
Public Works	1,122,632	860,478	1,092,110	3,075,220
Parks and Recreation	91,502	49,331	57,030	197,863
Total expenditures	6,762,684	5,335,873	6,548,173	18,646,730
Net Revenue Over (Under) Expenditures	(3,874,707)	3,148,625	5,679,599	4,953,517
Ending cash basis fund balance	14,594,546	17,743,171	23,422,770	23,422,770
Less: open encumbrances balance @ 3/31/2025				(7,889,762)
Resulting budgetary fund balance @ 3/31/2025				15,533,008

INTERGOVERNMENTAL COOPERATION AUTHORITY FOR
HARRISBURG

2025-2026 BUDGET - FISCAL YEAR SEVEN

(Approved June 25, 2025)

(Effective July 1, 2025)

REVENUE

Appropriation by the General Assembly Act 124 of 2018	\$100,000
Interest earnings Est.	\$50

TOTAL REVENUE **\$100,050**

EXPENSES

Authority Manager (Contract)	\$54,600
Economic Development Project Grant (CREDC)	\$50,000
Legal Services	\$15,000
Insurance (Details Below):	
-General Liability Insurance	\$7,500
-Governing Board Public Officials Insurance	\$2,000
Legal Advertisement (PennLive)	\$3,500
Memberships/Subscriptions (PA Downtown Center)	\$2,000
Office Space Rental (Pursuit Co-Working)	\$2,000
Audit Services (ZA)	\$1,700
Information Technology Equipment	\$4,000
Information Technology/Software/Website Licensees	\$3,000
Tax (1099) Processing	<u>\$250</u>

TOTAL EXPENSES **\$145,550**

SURPLUS/DEFICIT **(\$45,450)**

Fund Balance From Previous Year **\$180,804**

Reserve for Future Year Spending **\$135,354**

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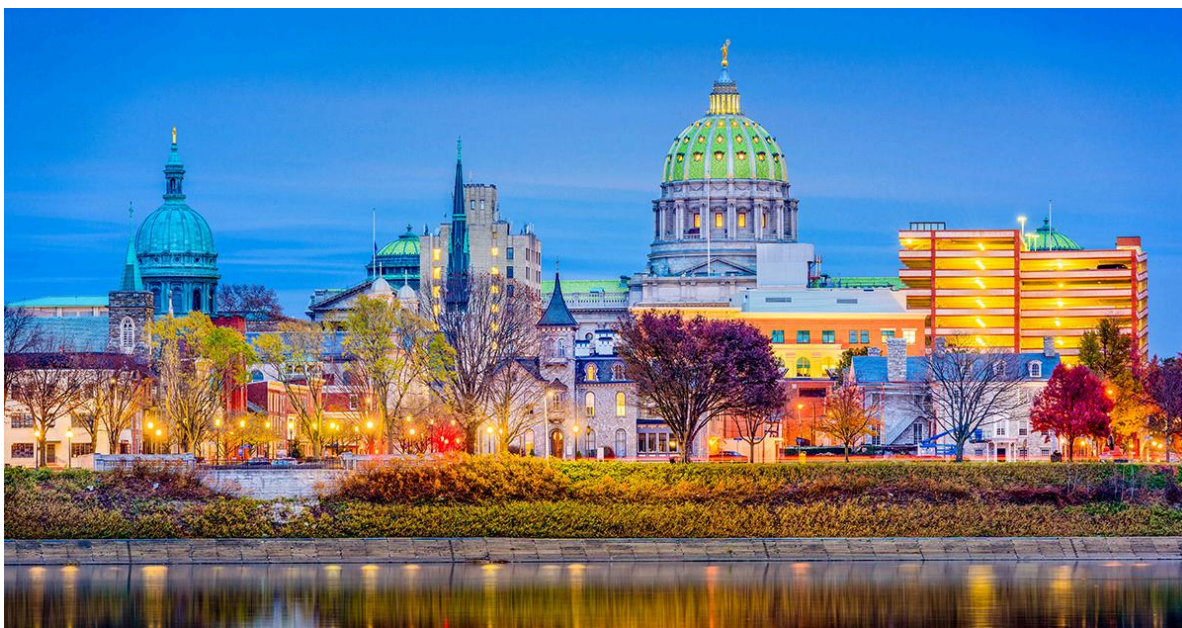
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State Legislative Delegation, City of Harrisburg, Intergovernmental Cooperation Authority, and Capital Region Economic Development Corporation Announce Downtown Revitalization Planning Effort

May 23, 2025



HARRISBURG, PA – May 23, 2025 – Today, Senator Patty Kim, and Representatives Nate Davidson, Dave Madsen, and Justin Fleming announced a partnership with the City of Harrisburg, Harrisburg Intergovernmental Cooperation Authority (ICA), and Capital Region Economic Development Corporation (CREDC) to deliver a collaborative, unified downtown revitalization plan. The Capital Region Economic Development Corporation (CREDC), working with the City's Economic Development Department, will manage the effort. The delegation

has charged them with convening a steering committee comprised of public and private sector leadership, as well as community leadership, to craft a comprehensive, unified, and deliverable Revitalization Plan for Harrisburg's Downtown.

CREDC has accepted the charge and will begin work on the plan immediately.

Senator Patty Kim stated, "Our delegation has listened to voices in the community expressing legitimate concerns about downtown development. In response, I want to emphasize that effective planning is a collaborative effort that requires both necessary resources and meaningful community engagement. We will be working to secure state resources in exchange for a continued unified process at the local level. This is our capital city and its residents deserve a downtown we can all be proud of."

"Revitalizing our downtown is not simply about buildings and business—it is about restoring pride, fostering opportunity, and creating a more dynamic future for every Harrisburger" said Mayor Wanda Williams. "I am deeply encouraged by this partnership with the state delegation, the Intergovernmental Cooperation Authority, and CREDC. This unified front sends a clear message: Harrisburg is ready to move forward together, with purpose and with vision. We are grateful for the leadership and resources being brought to the table, and we are committed to making this plan a model for successful, community-centered development," she finished.

"The ICA, City of Harrisburg, state delegation, and CREDC are unified in moving forward with a planning effort that brings together the talented human capital in our backyard," said Doug Hill, Chairman of the ICA. "I thank Senator Kim, Representatives Madsen, Davidson, and Fleming, Mayor Williams and the city, and CREDC for stepping up and providing unified leadership in meeting this critical objective."

The partnership is inspired by the broad-based coalition utilized to develop the "Downtown Pittsburgh Revitalization Plan" which successfully leveraged \$62.6 million in state support and nearly \$600 million in new investments.

"Like Pittsburgh, we will look to a broad cross-section of stakeholders including elected officials, corporate leaders, private developers, nonprofits, community leaders, residents, artists, and local business owners," said Ryan Unger, President of the Harrisburg Regional Chamber & CREDC. "The business community is motivated by this locally unprecedented partnership, and we are ready to get to work."

"There has never been a time where the collective will to do something has been this strong, from the city to the state to the business community. It's time to make a plan that restores downtown Harrisburg's position as a center for economic growth," said Representative Dave Madsen.

"As someone whose district directly neighbors the city, I fully support any effort to revitalize the downtown," said Representative Justin Fleming. "It's condition directly impacts the economic health of the region, and I am pleased to see the collaboration occurring."

"If Pittsburgh can attract \$62 million in investment through a collaborative and unified planning strategy, so can our community," said Representative Nate Davidson. "Harrisburg deserves nice things, and I am proud of this group coming together to make Central Pennsylvania an even better place to live, start a business, and raise a family."

Planning is expected to begin immediately and continue throughout the summer.