

Intergovernmental Cooperation Authority for Harrisburg

Minutes of the Governing Board

Regular Meeting

May 25, 2022

Temple University Harrisburg, Strawberry Square, Harrisburg PA

hbgica.org

Members in Attendance	Ms. Audry Carter Mr. Douglas Hill Ms. Karla Hodge Ms. Kathy Speaker MacNett Mr. H. Ralph Vartan	A Quorum Was Recognized
Ex-Officio Members in Attendance	Ms. Marita Kelley, Director of Finance, City of Harrisburg Mr. Mark Ryan, Special Advisor to the Budget Secretary Governor’s Budget Office	
In Attendance	Ms. Anna Marie Sossong Independent Counsel Mr. Jeffrey Stonehill Authority Manager	
Meeting Begins		4:01 p.m.
Welcome by Audry Carter, Chair		
Approval of the minutes of April 27, 2022	Ms. Carter asked for a motion to approve the minutes. A motion to approve by Ms. Speaker MacNett. A second by Mr. Vartan. The motion passes.	Approved 5-0.
Chair’s Report	Ms. Carter thanked all those attending the meeting. She noted that the Authority emphasizes three themes to advance the financial stability of the City of Harrisburg: <ul style="list-style-type: none"> • Sound financial management and reporting; • Community and economic development; and • Operational excellence. She went on to introduce Ms. Denisse Hill who serves as both Director of Building & Housing Development &	

	<p>Director of Economic & Community Development for the City of Harrisburg; and added that the Board is excited to hear of her plans for financial vitality and growth for the City.</p>	
<p>COH Economic Development Update</p>	<p>Ms. Hill introduced herself as the Director of Housing & Economic Development.</p> <p>She explained the organization and the different functions of the two departments.</p> <p>Ms. Hill discussed business attraction and retention; including restaurants.</p> <p>Ms. Hill discussed rent, mortgage, and utility assistance; including assistance to homeowners. She also mentioned small business loans and the Local Economic Revitalization Tax Assistance (LERTA) tax abatement program for developers. She mentioned older housing stock, safe, and affordable housing.</p> <p>Ms. Carter asked about partnerships including working with the Harrisburg Regional Chamber & Capital Region Economic Development Corporation (CREDC). She mentioned empty storefronts.</p> <p>Ms. Speaker MacNett asked about the tracking of previous grants for small businesses; and, whether they were successful or not.</p> <p>Mr. Vartan offered suggestions regarding housing supply and LERTA.</p> <p>C. Kim Bracey, Act 47 Coordinator from the Pennsylvania Department of Community and Economic Development, introduced herself to Ms. Hill; and she asked about the organization of economic development responsibilities.</p> <p>Shelia Dow-Ford, Executive Director of Impact Harrisburg, introduced herself to Ms. Hill; and, she asked about the</p>	

	<p>relationship between the administration and her organization.</p> <p>Ms. Speaker MacNett added that she and Anna Marie Sossong, General Counsel, had worked on comprehensive training materials to assist small businesses.</p> <p>Mr. Stonehill mentioned that U.S. Department of Labor has job training grants. He went on to mention the PA Downtown Center and the technical assistance that they will provide to any municipal economic development effort.</p> <p>Ms. Marita Kelley discussed the work of the PA Downtown Center. She went on to discuss the Main Street Grant program at the Pennsylvania Department of Community and Economic Development.</p> <p>Ms. Carter added that there is a sense of urgency to create new jobs with livable wages.</p>	
<p>Update from Impact Harrisburg</p>	<p>Ms. Carter introduced Ms. Shelia Dow-Ford, Executive Director, Impact Harrisburg. Ms. Ford last attended an ICA Board meeting on January 22, 2020.</p> <p>The mission of Impact Harrisburg is to promote economic development and infrastructure improvements within the City of Harrisburg, which aligns with the priorities of the ICA.</p> <p>She distributed a presentation prepared for stakeholders.</p> <p>Ms. Dow-Ford reviewed the financial distributions approved by Impact Harrisburg. ICA Board member Doug Hill serves as Treasurer for Impact Harrisburg.</p> <p>She went on to discuss the partnership with Capital Region Water for successful infrastructure improvements.</p>	

	<p>She reviewed the Neighborhood Business Stabilization program developed to address the pandemic. They are a trusted advisor to businesses in every neighborhood of the City; including businesses mentorship.</p> <p>The question framed by Ms. Dow-Ford is where does Impact Harrisburg go from here? They are seeking additional funding.</p> <p>Impact Harrisburg is seeking multiple sources of additional funding to continue their mission.</p> <p>Ms. Carter expressed support for Impact Harrisburg.</p> <p>Mr. Hill thanked Ms. Dow-Ford for her presentation and went on to emphasize the diversity of approaches taken by Impact Harrisburg to help the community.</p>	
<p>Comments from Marita Kelley, Director of Finance, City of Harrisburg</p>	<p>Ms. Carter introduced Marita Kelley.</p> <p>Ms. Kelley introduced Timothy Brooks, Budget Manager, Bureau of Financial Manager, City of Harrisburg.</p> <p>Mr. Brooks reviewed his experience.</p> <p>Ms. Carter said that providing support for Marita is a priority for the ICA Board.</p> <p>Ms. Kelley noted that the Mayor would be making a presentation to City Council on June 7 regarding her recommended uses for the American Rescue Plan Act federal funding.</p> <p>Ms. Kelley reviewed some of the broad categories that the Mayor had outlined in correspondence that she transmitted to the City Council. She also reminded the ICA Board of the public meetings that were held in advance of development of the proposed.</p>	

	<p>Ms. Kelley mentioned that they would also introduce a Budget Reallocation on June 7 as well.</p>	
<p>Discussion of the Mayor’s American Rescue Plan Act Recommendations</p>	<p>Ms. Carter reviewed the funding categories from the Mayor’s correspondence:</p> <ul style="list-style-type: none"> • Replacement of lost revenue, about 19% • Public safety, about 19% • Parks and recreation, about 21%; and • Helping those in need, about 31%. <p>The Board has had a chance to review the summary document.</p> <p>Ms. Speaker MacNett supports the payment of utilities for those in need. There was not much information. She noted that none of the money was allocated for infrastructure.</p> <p>Ms. Kelley said the second allocation from the Federal government has not yet arrived.</p> <p>Ms. Kelley said public safety money included money for the police HVAC project.</p> <p>Ms. Hodge asked about which houses will be targeted with the funding, and will money be recouped from the sale of blighted properties. Ms. Kelley said they were dilapidated and worthless houses likely owned by the redevelopment authority. Ms. Hodge asked if homeowners would be vetted. Ms. Hill responded.</p> <p>Mr. Hill asked about the approval process. Ms. Kelley said Council could drill down into the details. He added that the responsibilities to run sewer and water laterals is an issue for Impact Harrisburg and Capital Region Water.</p>	<p>Motion to permit the drafting and execution of a letter of support for the Mayor’s American Rescue Plan Act Recommendations; Approved 5-0.</p>

	<p>Mr. Vartan offered some advice about the demolition of derelict properties. He talked about a concept to delegate authority to remediate code issues to a third party such as a church; followed by a lien to repay for the cost of remediation. He also talked about paying outstanding trash charged. Mr. Vartan said that the City should only help outstanding bills for accounts that qualify for assistance. Ms. Kelley discussed qualifications for assistance. Ms. Hodge commented on identifying those in need. Ms. Hill commented on qualifications. Mr. Vartan discussed the concept of a match to reward partial payment of outstanding arrears. In addition, he discussed using ARP funding as matching funds. He discussed using funding for necessary code and safety renovations such as replacing a furnace. Ms. Hill gave some examples.</p> <p>Ms. Carter mentioned that under Parks & Recreation, 80% of that allocation is addressing one project, a swimming pool replaced with a spray park.</p> <p>Mr. Stonehill made a note that there are other grant funds available for water lateral replacement, including lead gooseneck replacements through PennVEST. Ms. Speaker MacNett commented.</p> <p>Ms. Carter said there was a consensus that the Board supported the pots, the general allocation. She said the Mayor was seeking correspondence to transmit to the Mayor in support of her recommendations.</p> <p>A motion to approve by Ms. Hodge. A second by Mr. Hill. The motion passes.</p> <p>Mr. Stonehill will circulate a draft for comments.</p>	
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Authority Manager's Report	Mr. Stonehill presented the bills paid report through May 25, 2022.	
General Counsel Report	<p>Ms. Carter introduced Anna Marie Sossong, who had an announcement to make.</p> <p>Mr. Sossong announced that she was leaving the law firm of Johnson Duffie effective immediately, having accepted an exciting new position in insurance law.</p> <p>She introduced Michael J. Cassidy, who is a partner at Johnson Duffie, a specialist in state, school district, and municipal law, and was an attorney associated with the original proposal to provide General Counsel services to the ICA Board from Johnson Duffie.</p> <p>Mr. Cassidy explained his background.</p> <p>Ms. Carter said Anna Marie was a wonderful representative and appreciated her assistance. The professional services agreement is between the ICA Board and Johnson Duffie, so no additional action is required to make this change.</p>	
Other Business	<p>Mr. Hill noted that he and Mr. Stonehill completed a review of the Directors and Officers Insurance policy. There was no changes in coverage or increase in rates, so the policy is recommended to the Board.</p> <p>A motion to approve by Ms. Speaker MacNett. A second by Mr. Vartan. The motion passes.</p> <p>Mr. Stonehill will execute the check to renew the policy immediately.</p> <p>Mr. Vartan asked about progress on the Mayor's Five-Year Financial Plan. Ms. Kelley responded that they were on schedule. Ms. Carter said that the Board should transmit changes in format to Mr. Stonehill.</p>	<p>Motion to permit the execution of the Directors & Officers Insurance; Approved 5-0.</p>

	Mr. Vartan asked about quarterly reports. He also asked for a collections report for the Neighborhood Collections Fund. There was a discussion about available reports.	
Public Comments	There was none.	
Adjourn meeting at 5:49 p.m.	Motion by Ms. Speaker MacNett. A Second was not required.	Approved 5-0.

Respectfully submitted:

Jeffrey Stonehill

Jeffrey M. Stonehill, Authority Manager

SIGN-IN SHEET

5/25/2022

Required of all attendees for an official record of public participation

Name (please print)	Address	Email	Phone
L. B. [Handwritten]	920 N 3rd St	LBUN@BRLbynews.com	

Summary of Bills Paid – Intergovernmental Cooperation Authority for Harrisburg

Report – May 25, 2022

- PA Media Group \$130.09 April 30 2022
Legal Advertisements
- Digital Ocean \$10.60 May 1, 2022
Website software licenses
- Digital Ocean \$5.72 May 1, 2022
Web Host
- Startup Harrisburg \$95.00 May 1, 2022
Virtual Office Monthly Subscription
- Johnson & Duffie \$480.85 May 25, 2022
Independent General Counsel
- MESH PA LLC \$5,250.00 May 25, 2022
Authority Manager

Starting balance: \$134,985.42

Ending balance: \$129,013.16

- Interest earnings Y-T-D \$9.95
- Fees Y-T-D \$0

IMPACT HARRISBURG EXECUTIVE SUMMARY

- I. Impact Harrisburg, created by Order of the Commonwealth Court of Pennsylvania in 2014, is charged with addressing the city's economic development and infrastructure needs through the distribution of \$12.3 million in funding set-aside as part of the Harrisburg Strong Plan.
- II. By any measure, the organization has succeeded in its mission, distributing these funds in an impactful fashion over three funding rounds. By providing important funding and through constructive engagement, the organization has facilitated major economic development projects throughout the city.
- III. Provided over \$10 Million to 14 large economic development and infrastructure projects.
- IV. Established a "first in the Commonwealth" program providing grants to 314 small businesses at the start of the pandemic. Program set template for other PA communities.
- V. Developed the Round Three Funding Program, providing grants to 40 small businesses ranging from \$5,000 to \$15,000, to be uses for capital improvements.
- VI. Staff and Board possess extraordinary depth and breadth of expertise and leadership in government, law, policy, grant development and administration.
- VII. Impact Harrisburg has established an important relationship of trust with the small business community and has become a reliable facilitator of information, advice and resources.
- VIII. Without new funding, Impact Harrisburg will cease operations in June 2022.
- IX. The value of Impact Harrisburg to the City and region is a force multiplier of the dollars invested.
- X. This invaluable resource must be funded, supported, and sustained.