

**MINUTES OF THE MEETING OF THE BOARD OF THE REDEVELOPMENT
AUTHORITY OF THE COUNTY OF BERKS**

November 12, 2024

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:32 P.M. on November 12, 2024 at the offices of the Redevelopment Authority of the County of Berks, 400 E. Wyomissing, Avenue, Ground Floor, Suite 2, Mohnton, Pennsylvania 19540 and via Zoom telecommunications.

1. Roll Call:

The following Board members were present during the meeting:

Glenn Yeager, Chairman
Eileen Kastura Vice-President
Diodato Bassano, Treasurer
Jorge Diaz, Assistant Secretary/Assistant Treasurer

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor
Kenneth Pick, Executive Director
Kathy Miller, Fiscal Officer
Susan Buono, Executive Assistant
Tyler Reese, Facilities & Housing Manager
Michele Hummel, Assistant Fiscal Officer
Kyre Maxwell, Assistant Fiscal Officer
Pauline Klopp, Redevelopment Generalist
JoAnn Devlin, Redevelopment Generalist
Jaime Perez, Deputy Director

2. Public Comment:

There were no members of the public that attended the meeting. No public comment was made.

3. Tax-Exempt Financing Presentation:

Peter Edelman, attorney from Stevens and Lee, gave a presentation to the Board in regards to the Resolution pertaining to the Reading YMCA Project.

4. **Reading and approval of minutes of the meeting of October 22, 2024:**

The Board agreed to defer the approval of the October 22, 2024 meeting minutes to next month's Board meeting on December 10, 2024 due to Dr. Ruth's absence in this meeting.

5. **Report of Treasurer:**

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of October 31, 2024. A copy of the report is attached to these Minutes. Questions were asked and clarifications were provided. Upon motion made by Mr. Yeager and seconded by Mr. Diaz, all Board members present voted to accept the report of the Treasurer, including said Profit & Loss Statement and Balance Sheet, subject to audit.

6. **Bills and Communications:**

Diodato Bassano presented the list of payments to creditors representing the period of October 24, 2024 through November 13, 2024. A copy of the report is attached to these Minutes. Questions were asked and clarifications were provided. Upon motion made by Ms. Kastura and seconded by Mr. Diaz, all Board members present voted to approve and/or ratify the list of payments to creditors.

7. **Reports of Committees:**

- a) Mr. Pick advised that there was nothing new to report regarding the Colebrookdale Railroad Finance Committee.

8. **Unfinished Business:**

- a) **Rentals** (Susan)

Mrs. Buono advised that notices for lease renewals have been sent to tenants with leases expiring within the next 90 days. Currently there are no known pending vacancies, evictions, or outstanding maintenance issues.

- b) **Colebrookdale Railroad:** Mr. Pick advised of the following:

We are still negotiating with the County to see if they are willing to provide funds for the major improvement project. We will most likely hear their decision once they have their budget for 2025.

- c) **Imagine Berks Update.** Mr. Perez advised of the following:

The Redevelopment Authority continues to fulfill our commitment to the Housing portion of Imagine Berks. We were able to stretch out the one million dollar grant into three projects: the Exeter Promenade, 3 residential lots in Hamburg, and loans to BCNDC and Habitat for Humanity. The Housing Forum was very well received and the Planning Commission is planning on another forum sometime in 2025.

- d) **Whole Homes Repair Program (WHRP).** Tyler Reese advised the Board of the following: BCRA and Habitat combined have spent \$2,030,000.00 on repairs. We have 70 completed cases. There are 44 approved cases remaining, all in various stages of completion.

Major Systems Program. Mr. Reese advised that to date, we have spent \$400,000.00 on repairs. All projects have been completed.

- e) **Armorcast.**

Mr. Pick advised that Reed Structures has disassembled the train station and by court order we are allowing the prior owner to salvage what he wants, and we will dispose of what is remaining. Once it is clear, we will transfer the property to the borough.

- f) **Housing & Commercial Projects.** Mr. Reese advised that he covered all updates on the Housing and Commercial Projects during his time discussing the Whole Homes Repair Program and Major Systems Program during this Board meeting. The Board did not have any further questions.

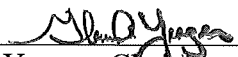
9. **New Business:**

- a. **Resolution #2024-6** A motion was made by Mr. Yeager and seconded by Mr. Bassano approving the issuance and sale of one or more series of Redevelopment Authority of the County of Berks Revenue Notes (Reading YMCA Project), in an aggregate principal amount of not to exceed \$3,100,000 and authorizing certain officials to execute related documents.
- b. **Resolution #2024-7** A motion was made by Mr. Yeager and seconded by Mr. Bassano authorizing the submission of a funding application to the Pennsylvania Mixed-Use Housing Development Pilot Program.
- c. **Resolution #2024-8** . A motion was made by Mr. Bassano and seconded by Mr. Diaz authorizing the sale of a parcel in Oley Township to David & Ruth Mast for the price of \$15,000.
- d. **Telework Policy.** A motion was made by Mr. Bassano and seconded by Ms. Kastura for the approval of the new Telework Policy. A copy of the policy is attached to these Minutes.
- e. **HAP Sub-grant Agreement #1.** A motion was made by Mr. Bassano and seconded by Mr. Diaz authorizing Agreement with Berks Community Action Program providing \$158,061 for rental assistance from HAP.

- f. **HAP Sub-grant Agreement #2.** A motion was made by Mr. Bassano and seconded by Mr. Diaz authorizing Agreement with Opportunity House providing \$30,225 for case management from HAP.
- g. **HAP Sub-grant Agreement #3.** A motion was made by Mr. Bassano and seconded by Mr. Diaz authorizing Agreement with Berks Counseling Center providing \$12,000 for case management from HAP.
- h. **HAP Sub-grant Agreement #4.** A motion was made by Mr. Bassano and seconded by Mr. Diaz authorizing Agreement with Family Promise providing \$75,000 for case management from HAP.
- i. **HAP Sub-grant Agreement #5.** A motion was made by Mr. Bassano and seconded by Mr. Diaz authorizing Agreement with Council on Chemical Abuse providing \$90,000 for men's bridge housing and \$45,000 for women's bridge housing from HAP.
- j. **Staff Introductions.** The Board had previously asked to get to know more about the staff here at the RDA. Mr. Pick chose to have employees JoAnn Devlin & Kathy Miller give a presentation relating to their positions and daily duties.

10. **Adjournment:**

There being no further business of this Authority, a motion was made by Mr. Bassano to adjourn the meeting of this Authority. The motion was seconded by Ms. Kastura and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on December 10, 2024. This meeting was adjourned at 5:17 P.M.



Glenn A. Yeager, Chairman-