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

February 27, 2024

Chairman, Glenn Yeager called the meeting of the Board of the Redevelopment Authority of the County of Berks to order at 4:30 P.M. on February 27, 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 Chair
Diodato Bassano, Treasurer
Thomas Ruth, Secretary
Jorge Diaz, Assistant Secretary/Assistant Treasurer

Also in attendance were:

Daniel Becker, Esquire of Kozloff Stoudt, Solicitor Kenneth Pick, Executive Director Susan Buono, Executive Assistant Tyler Reese, Facilities & Housing Manager Kathy Miller, Fiscal Officer Kyre Maxwell, Assistant Fiscal Officer Michele Hummel, Assistant Fiscal Officer Jaime Perez, Housing Planner Pauline Klopp, Redevelopment Generalist Jowanna Gary, Redevelopment Generalist Marisol Martinez, Redevelopment Generalist Ethan Giorgio, Maintenance Technician Josh Lewis, Public

2. Public Comment:

Josh Lewis, member of the public, attended the Board meeting. After a brief discussion, the Board meeting moved on to further business.

3. Reading and approval of minutes of the meeting of January 23, 2024:

Upon motion made by Eileen Kastura and seconded by Glenn Yeager, all members of the Board present voted to approve the January 23, 2024 minutes of the Board.

4. Report of Treasurer:

Diodato Bassano presented the Profit & Loss Statement and the Balance Sheet as of January 31, 2024. A copy of the report is attached to these Minutes. Upon motion by Glenn Yeager and seconded by Thomas Ruth, all Board members present voted to accept the report of the Treasurer, including said Profit & Loss Statement and Balance Sheet, subject to audit.

5. Bills and Communications:

Diodato Bassano presented the list of payments to creditors representing the period of January 25, 2024 through February 28, 2024. A copy of the report is attached to these Minutes. Upon motion by Glenn Yeager and seconded by Eileen Kastura, all Board members present voted to approve and/or ratify the list of payments to creditors.

6. Reports of Committees:

a) Mr. Pick advised there was a meeting with the Colebrookdale Railroad Finance Committee on February 6, 2024. A discussion then ensued regarding the details of said meeting.

7. Unfinished Business:

a) Rentals (Susan)

a. Susan Buono advised that there were no new updates on the rental properties. Mrs. Buono then asked Jaime Perez to discuss the new software program, Buildium, that we are in the process of implementing.

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

a. We are looking at ways to try to reduce costs and at the same time be able to accomplish the major goals of the overall project.

- c) Emergency Rental Assistance Program (ERAP).
 - a. Kyre Maxwell reported the following statistics since the January 23, 2024 Board meeting: there are 0 applications in pending, 0 applications submitted, 0 applications under review,4 are in payment status with BCRA, and 3,769 cases have assistance ended.
- d) Armoreast. Mr. Pick had nothing to report on regarding Armoreast.
- e) Whole Homes Repair Program (WHRP). Tyler Reese advised the Board of the following:
 - a. To date, the RDA has spent \$717,000.00 on repairs. Habitat for Humanity has spent \$172,000.00. Combined we have 24 cases that have been completed and 34 cases that are in progress.
- f) <u>Major Systems Program.</u> Mr. Reese advised that there is nothing new to report on regarding Major Systems Program.
- g) <u>Imagine Berks Housing</u> Jaime Perez advised that he and all of the team members involved are currently preparing year end reports. He is working with the Planning Commission and Economic Development, and they have compiled information and activities that were done over the lasty year. They will be making a presentation at the County Commissioners meeting on March 26, 2024.
- 8. **Executive Session:** It was suggested by Mr. Ruth that we defer the executive session until after our regular Board meeting. All members of the Board present agreed unanimously.
- 9. **New Business:**
 - a. <u>Agreement #1</u> A motion was made by Mr. Yeager and seconded by Mr. Bassano for the reaffirmation and ratification of the termination of a former employee effective 9/6/23 and was unanimously approved by the Board.

- b. <u>Agreement #2</u> A motion was made by Mr. Yeager and seconded by Mr. Ruth for the approval of a funding agreement with Habitat for Humanity providing \$120,000 from the federal HOME Program towards the development of 833 North 11th Street, Reading.
- c. <u>Agreement #3</u> A motion was made by Mr. Ruth and seconded by Mr. Bassano for the approval of a funding agreement with Berks County Nonprofit Development Corporation providing \$300,000 from the County's Act 137 funds towards the development of affordable housing.
- d. <u>Agreement #4</u> A motion was made by Mr. Yeager and seconded by Ms. Kastura to approve the revision to the personal time off policy.

10. Adjournment:

There being no further business of this Authority, a motion was made by Glenn Yeager to adjourn the meeting of this Authority. The motion was seconded by Eileen Kastura and all members of this Authority present voted in the affirmative. The next meeting of the Board will be on March 26, 2024. This meeting was adjourned at 5:21 P.M. The Board then entered Executive Session to discuss real estate matters.

John Gran

Glenn A. Yeager, Chairman-