

**Meeting Agenda**  
**State College Borough Redevelopment Authority**  
**May 27, 2020**  
**Virtual Meeting / Noon**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes**
- IV. Chair Report**
- V. Public Hour - Hearing of Citizens**
- VI. Financial Matters**
  - A. January - April 2020 Expense Voucher Approval
  - B. 2020 Budget Revision
- VII. Economic Development**
  - A. COVID-19 Business Needs Survey
  - B. COVID Small Business Support Program Research
- VIII. Official Reports and Correspondence**
- IX. Upcoming Meetings**
- X. Adjournment**

**Documents:**

[Complete Redevelopment Authority Agenda - May 27, 2020.pdf](#)

**Meeting Agenda  
State College Borough  
Redevelopment Authority  
May 27, 2020  
Virtual Meeting / Noon**

**I. Call to Order**

**II. Roll Call**

Sally Lenker, Chair  
Mark Huncik, Vice-Chair  
Elizabeth Goreham  
Rebecca Misangyi  
James Shincovich

**III. Approval of Minutes – January 22, 2020**

**IV. Chair Report**

**V. Public Hour - Hearing of Citizens**

**VI. Financial Matters**

A. January through April 2020 Expense Voucher Approval

Redevelopment Authority Action (RDA): The RDA should review and approve the January through April 2020 expenditures.

B. 2020 Budget Revision

State College Area School District staff indicates that it is likely the school district will have additional use for the Fairmount School building during the 2020-2021 school year, and possibly later. This development, coupled with the COVID-19 crisis, necessitates a review and likely adjustment of the 2020 RDA budget. Staff will review the 2020 adopted budget and provide new assumptions and suggestions for areas of revision.

Redevelopment Authority Action (RDA): The RDA should review the budget information provided by staff and give input in anticipation of voting on a revised budget at the next RDA meeting.

## VII. Economic Development

### A. COVID-19 Business Needs Survey

Staff initiated a survey to gauge the impact (both immediate and longer-term) of the COVID-19 emergency on State College businesses. The survey is located here:

<https://polco.us/surveys/8403d877-eb8e-446d-9b50-82c3d9110e08>

Staff will review the survey and discuss key questions that will assist in development of a business support revolving loan fund (RLF).

Redevelopment Authority Action (RDA): None needed. This is an informational item only.

### B. COVID Small Business Support Program Research

Staff initiated research on business loan programs in other communities in support of developing a State College revolving loan fund (RFL). Staff will give a summary of key characteristics of similar programs and aspects of program design that will need to be determined after survey results are received.

Redevelopment Authority Action (RDA): None needed at this time. This item is informational.

## VIII. Official Reports and Correspondence

### A. Borough Council

### B. Planning Commission

### C. Staff Reports

## IX. Upcoming Meetings

*\*\*Suggested additional meeting\*\** June 10, 2020 at Noon  
June 24, 2020 at Noon

## X. Adjournment

**Meeting Minutes  
State College Borough  
Redevelopment Authority  
January 22, 2020**

The State College Borough Redevelopment Authority (RDA) met on Wednesday, January 22, 2020 in the Municipal Building, 243 South Allen Street. Ed LeClear called the meeting to order at 12:02 p.m.

**RDA Members Present**

Sally Lenker, Chair; Elizabeth Goreham; James Shincovich, Secretary/Treasurer; Rebecca Misangyi; and Mark Huncik, Vice-Chair

**Others Present**

Ed LeClear, Planning Director; Isabel Storey, Planner; Dwight Miller, Finance Director; and Denise Dobo, Administrative Assistant

**Election of Officers**

Election of Chairman, Vice-Chairman and Secretary/Treasurer

Mr. Shincovich made a motion to nominate Ms. Lenker for Chair and Mr. Huncik seconded the motion. The vote was unanimously in favor.

Ms. Lenker, Chair made a motion to nominate Mr. Huncik for Vice-Chair and Mr. Shincovich seconded the motion. The vote was unanimously in favor.

Ms. Lenker, Chair made a motion to nominate Mr. Shincovich for Secretary/Treasurer and Ms. Misangyi seconded the motion. The vote was unanimously in favor.

**Approval of Minutes**

A motion was made by Mr. Shincovich and seconded by Ms. Misangyi to approve the December 18, 2019 minutes as submitted. The vote was unanimously in favor.

**Chair Report**

No report was given.

**Public Hour - Hearing of Citizens**

There was no public in attendance.

## Financial Matters

### December 2019 Expense Voucher Approval

After reviewing the December voucher for approval, Mr. Huncik made a motion to approve and Ms. Misangyi seconded. The vote was unanimously in favor.

### Neighborhood Sustainability Program (NSP) Line-of-Credit (LoC) Payoff

Mr. LeClear's overview included:

- The RDA, in a prior meeting, approved to pay the balance of the NSP line-of-credit of \$430,000 which would be due June 1, 2020. Finance Director Dwight Miller worked with State College Borough's bond attorney to explore the legality of securing an internal loan from the Borough to RDA which would secure the interest rate equal to the amount which the Borough receives from its money market.
- The other option involved going to the outside market for a loan. Mr. LeClear added there would be legal costs involved with this option as well as costs related to filing with the Department of Community and Economic Development.

RDA comments:

- Ms. Lenker, Chair, inquired if the Borough was solvent enough to provide a loan and Mr. Miller said the Borough was.
- Mr. Huncik asked if there was an example of a similar situation and Mr. Miller explained the Centre Region Council of Government (CRCOG) had done this in the past with other authorities within the CRCOG.
- Mr. Huncik asked if this interest rate would be negotiable and Mr. Miller noted Borough Council (BC) would be open for negotiations.
- Mr. Huncik also noted concern regarding the appearance of the loan from BC being "slight of hand". Mr. LeClear explained it would be made clear at the council meeting. He further noted Council had approved a surety and a guarantee of those funds and explained if seeking an additional loan this would need to be additional action by BC.
- Mr. Huncik asked when the request would be presented to BC and Mr. LeClear replied it would be March 2, 2020.
- Ms. Lenker, Chair, asked if the loan would be structured similar to a flat loan and Mr. Miller explained he would develop a straight amortization schedule based on an assumed interest rate with a fixed principal and a fluctuating interest rate. The payment scheduled would most likely be quarterly or semi-annual.

Ms. Misangyi made a motion to request an internal loan of \$430,000 from State College Borough with a rate based on the money market and a term not to exceed five years. Mr. Huncik seconded the motion and the vote was unanimously in favor.

## **Official Reports and Correspondence**

### Borough Council

Mr. LeClear announced BC had acquired a new mayor, Ron Filippelli, and two new members, Deanna Behring and Peter Marshall.

### Planning Commission

Mr. LeClear noted Ms. Storey did a presentation on the certified redevelopment area on the Glennland Building and McAllister Alley focusing on pedestrian-oriented infrastructure including balancing street needs regarding accommodating pedestrians and vehicles. He also discussed furthering the zoning re-write as well as inclusionary housing and signage.

### Staff Reports

Mr. LeClear announced the position for Senior Planner has been re-advertised.

### Conflict of Interest Memorandum

Mr. LeClear stated this document was required to be distributed annually at the first meeting of the year. It was attached to this agenda packet.

## **Adjournment**

There being no further business, Ms. Lenker, Chair, adjourned the meeting at 12:53 p.m.

Respectfully submitted,

Denise Dobo  
Administrative Assistant

# SCB RDA Voucher Report

Check Date Range: 1/1/2020 to 1/31/2020

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
MILLER KISTLER CAMPBELL MILLER	LEGAL SERVICES	PROFESSIONAL SVCS	B114-15-44-00-0000-000-67314	43380	5,106.00
MILLER KISTLER CAMPBELL MILLER	ADVERTISING	PROFESSIONAL SVCS	B114-15-44-00-0000-000-72330	43380	110.53
<b>Check Number 43380 Total:</b>					<b>5,216.53</b>
NITTANY PRINTING & PUBLISHING CO	ADVERTISING	LEGAL NOTICES	B114-15-44-00-0000-000-72330	43433	239.87
<b>Check Number 43433 Total:</b>					<b>239.87</b>
					5,456.40
<b>Fund B114 Total:</b>					<b>5,456.40</b>
<b>Grand Total</b>					<b>5,456.40</b>

# SCB RDA Voucher Report

Check Date Range: 2/1/2020 to 2/29/2020

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
EDWARD LECLEAR	PROFESSIONAL DEVELOPMENT	TRAVEL RMBS - NDC CONF TRAINING - TRV#2020-004	B114-15-44-00-0000-000-62121 -	43842	797.91
<b>Check Number 43842 Total:</b>					<b>797.91</b>
AMAZON CAPITAL SERVICES, INC	MEALS & MEETINGS	COMPOSTABEL PAPER CUPS	B114-15-44-00-0000-000-66227	43911	35.96
<b>Check Number 43911 Total:</b>					<b>35.96</b>
					833.87
<b>Fund B114 Total:</b>					<b>833.87</b>
<b>Grand Total</b>					<b>833.87</b>



# SCB RDA Voucher Report

Check Date Range: 3/1/2020 to 3/31/2020

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
				<b>Grand Total</b>	

# SCB RDA Voucher Report

Check Date Range: 4/1/2020 to 4/30/2020

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VENDOR NAME	ACCOUNT DESCRIPTION	DESCRIPTION	ACCOUNT	CHECK NO	AMOUNT
				<b>Grand Total</b>	