

ALLEGHENY COUNTY
AUTHORITY FOR IMPROVEMENTS IN MUNICIPALITIES
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING AND PUBLIC HEARING
ONE CHATHAM CENTER
BOARD ROOM, 9TH FLOOR
112 WASHINGTON PLACE, PITTSBURGH, PENNSYLVANIA
January 24, 2017—10:30 A.M.

The Regular Meeting/Public Hearing of the Authority for Improvements in Municipalities was held Tuesday, January 24, 2017 at 10:30 a.m. in the Board Room, 9th Floor, One Chatham Center, 112 Washington Place, Pittsburgh, Pennsylvania 15219.

Board members present were: Stanley Gorski, Dennis Simon, and via phone Ann Ostergaard and Robert Wilson.

Also present were: Darryl Ponton, Authority Solicitor, Jack Exler, Sr. Deputy Director; Pat Earley, Deputy Director; Tom McGrath, Fiscal Manager; Angie Hicks, Project Manager; Adrienne Frazier, Administrative Assistant; Anita Truss, Senior Accountant; Beth O'Donnell, Marketing Coordinator; Bud Schubel, Manager and Connie Popescu, Accountant.

Others present were: Mathew Racunas, Borough of West Elizabeth.

I. ROLL CALL

The meeting was called to order, roll was called, and a quorum was present.

II. APPROVAL OF THE PREVIOUS MINUTES—June 28, 2016

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MS. OSTERGAARD, THE MINUTES OF THE PREVIOUS MEETING WERE APPROVED AS PRESENTED.

III. FINANCIAL REPORT AND BILLS PAYABLE—RATIFICATION

Ms. Truss presented the General Financial Report, the UDAG Funds, and the PA Department of Commerce Financial Reports, for the months of June, July, August,

September, October, November, December, 2016 and Ratification of Bills and Bills Payable for January, 2017 to the Board and found them to be in good and proper order.

ON A MOTION MADE BY MS. OSTERGAARD, AND SECONDED BY MR. SIMON, THE FINANCIAL REPORTS AND BILLS PAYABLE WERE APPROVED AS PRESENTED.

IV. OLD BUSINESS

- No old business.

VI. PUBLIC COMMENTS

The Chairman asked if there were any questions, comments, or concerns regarding the Agenda. Hearing none, the meeting continued with the next Agenda item.

VII. NEW BUSINESS

A. URBAN DEVELOPMENT ACTION GRANT (UDAG) BOROUGH OF WEST ELIZABETH—PARK COMPREHENSIVE PLAN

Request authorization to allocate an amount not to exceed \$4,387.50 from the UDAG account West Elizabeth has with the Authority. Approximately \$206,000.00 is in the account that the Authority holds and invests on behalf of the Borough.

The proposed usage is for development of a comprehensive plan for the Borough's public parks.

Per HUD Regulation 570.201(c), the proposed activity has to be a Community Development Block Grant (CDBG) eligible activity—Public Facilities and Improvements. This project meets the criteria.

ON A MOTION MADE BY MS. OSTERGAARD AND SECONDED BY MR. SIMON, THE ABOVE REQUEST WAS APPROVED.

B. URBAN DEVELOPMENT ACTION GRANT (UDAG) BOROUGH OF WEST ELIZABETH—PARK PAVILION ROOF

Request authorization to allocate an amount not to exceed \$3,050.00 from the UDAG account West Elizabeth has with the Authority. Approximately \$206,000.00 is in the account that the Authority holds and invests on behalf of the Borough.

The proposed usage is for the replace of the park pavilion roof.

Per HUD Regulation 570.201(c), the proposed activity has to be a Community Development Block Grant (CDBG) eligible activity—Public Facilities and Improvements. This project meets the criteria.

ON A MOTION MADE BY MS. OSTERGAARD AND SECONDED BY MR. SIMON, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

C. 2017 ANNUAL BUDGET

Request authorization to accept the 2017 Annual Budget as presented.

The Budget Committee consisting of board member Mr. Gorski, and members of staff, met and discussed the 2017 budget.

2017 Proposed Annual Budget for the Authority for Improvements for Municipalities

ON A MOTION MADE BY MS. OSTERGAARD AND SECONDED BY MR. SIMON, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

D. 2017 ADMINISTRATIVE AGREEMENT

Request authorization to enter into an Administrative Agreement with the County of Allegheny in the amount of \$125,000.

The amount of \$125,000 will be transferred to the Department of Economic Development during the year 2017 as an administrative fee for activities related to the operation of the Authority.

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MS. OSTERGAARD, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

E. AUDITING CONTRACT

Request authorization to: (i) enter into contract, for a three-year term, with the accounting firm of Case Sabatini to perform the annual audit(s), in the amount of \$19,500; and (ii) allow the Executive Director to execute the necessary documents with Solicitor approval.

The contract term will be for 2017-2019.

ON A MOTION MADE BY MS. OSTERGAARD AND SECONDED BY MR. SIMON, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

VIII. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS TO TRANSACT, THE REGULAR MEETING OF THE ALLEGHENY COUNTY AUTHORITY FOR IMPROVEMENTS IN MUNICIPALITIES WAS ADJOURNED, ON A MOTION MADE BY MS. OSTERGAARD AND SECONDED BY MR. SIMON.

Jack Exler

Jack Exler, Senior Deputy Director

APPROVED