

**MEETING MINUTES
HOUSING AUTHORITY OF THE COUNTY OF CUMBERLAND**

Meeting: July 16, 2026, at 219 N. Pitt Street, Carlisle, PA 17013, via Zoom -
<https://us06web.zoom.us/j/82786562907?pwd=NkZVaVdFbWdiZkt3ZzMySnBKWHN6dz09>
Meeting ID: 827 8656 2907; Passcode: 877034

Board Members Present: Taryn Walters, Matt Tuckey, Marlene Palmer and Mycenea Worley

Board Member Absent: Brandon Motuk

Public Attending: Ginny Mowery, Sarah Williams,

Attending: Solicitor Tricia Naylor, Solicitor Dave Baric, Cumberland County Commissioner Liaison Jean Foschi, Mikayla Kitchen, Mary Kuna, George Bigler, Kellie Crawford, Margaret Abarca, Kira Kessler, Becky Shull, and Cindy Wise.

The Housing Authority Board Meeting was called to order at 12:00 pm by Chairperson T. Walters.

Roll call – We had a quorum.

Public Comment - None

Nomination and Election of Officers – M. Tuckey made a motion to nominate and elect the following slate of officers, second by M. Palmer. Motion carried.

- Chairperson – Taryn Walters
- Vice-Chairperson – Mycenea Worley
- Treasurer – Brandon Motuk
- Assistant Secretary – Marlene Palmer
- Secretary – Mary Kuna

Approval of Minutes from June 18, 2026- M. Palmer made a motion to approve the Housing Authority Board Meeting minutes from June 18, 2026, as presented, second by M. Worley. Motion carried.

List of Expenditures for June 2026- K. Kessler advised the Board that during the month of June 2026 the List of Expenditures was routine operational and grant expenses. M. Tuckey made a motion to approve the List of Expenditures for June 2026 as presented, second by M. Palmer. Motion carried.

Reports from the Treasurer – K. Kessler shared the preliminary June 2026 numbers for Public Housing. She advised the Board that June is the end of our fiscal year and the numbers may

change a bit, when all the books are closed for July 2025 to June 2026. Our year-to-date Profit/(Loss) after depreciation was (\$960,904), which was over Budget amount of (\$626,976).

Management Reports -Executive Director – M. Kuna advised the Board that she will be part of a two (2) person panel on August 5, 2026, on 21st Century ROAD to Housing Act. This presentation is part of a coordinated effort led by the County Planning Department to help municipalities understand the legislation, its key provisions, and the potential implications for local governments and housing initiatives. She is also looking at some staffing changes for the future.

Section 8 Housing Choice Voucher Report – B. Shull advised the Board that her staff is doing small pulls from the waiting list to fill vouchers left open due to terminations. Currently, we are not in short fall with HUD on HAP funds. Year to date we have spent \$5,783,300 of HAP funds; we were awarded \$10,607,533 for 2026.

Housing Programs (HSN) – K. Crawford stated there was zero terminations and two (2) new client enrollments. Total number Households served as of July 7, 2026: PSHC: 30, Supportive Living (case management only) with HCV: 4; RRH: 4 (PUSH Referrals in process.)

By Name List Stats

Key: **Previous month (): (June 2026 numbers)**

In Cumberland County, number of households on the By Name List as of **July 7, 2026**: 359 **(339)**

Adults: 304 **(297)**

Adults and Children: 55 **(42)**

In Perry County, number of households on the By Name List as of **July 7, 2026**: 13 **(18)**

Adults: 7 **(10)**

Adults and Children: 6 **(8)**

Housing Management Report – B. Shull stated there are currently 27 units vacant, we had five (5) new leases, and one (1) termination which has appealed to higher court. Staff are working hard to fill the vacancies but clients either found other living arrangements, didn't qualify due to credit/criminal history or they didn't want the available unit(s).

Maintenance Report – G. Bigler gave an update for June 2026.

- Public Housing - Total Work Orders Received 145, Completed 134
- OWP - Total Work Orders Received 63, Completed 58
- Tax Credit- Total Work Orders Received 12, Completed 11
- Preventive maintenance performed – Completed A/C PM's
- Replacement windows for Two West Penn are completed but waiting to replace the tower door.

G. Bigler stated the Carlisle Borough is waiting for an agreement for installation of cameras on the front North/East corner of the building so the police can have footage of the new roundabout. The agreement is being drawn up by our Solicitors.

Board Actions

- **Approve BDO Engagement Letter 2026-2027** – M. Palmer made a motion to approve the BDO Engagement Letter 2026-2027 and to have M. Kuna execute the paperwork on behalf of the Housing Authority, second by M. Workley. Motion carried.
- **Approve Public Housing Write Off** – M. Palmer made a motion to approve the write-off of \$12,993 for Public Housing and to have finance send it to the collection agency immediately, second by M. Tuckey. Motion carried.
- **Approve Public Officials Mgmt. Liability Insurance** - M. Palmer made a motion to approve staff's recommendation of staying with Professional Governmental Underwriters LLC for the Public Officials Mgmt. Liability Insurance (D & O) for 2026-2027 for \$25,550 annual premium since they cover prior acts which the other two (2) companies do not cover, second by M. Tuckey. Motion carried.

Annual Meeting of the Members of Multi-Family Housing Opportunities Inc.

Annual Meeting of the Members – Call to Order – T. Walters called the Annual Meeting of the Members of Multi-Family Housing Opportunities Inc. to order at 12:29 pm.

Nomination and Election of Board of Directors: M. Tuckey made a motion to nominate and elect the following persons to the Board of Directors for the Multi-Family Housing Opportunities Inc, to serve until the next Annual Meeting or until such time as their successors are elected, second by M. Palmer. Motion carried.

- Matt Tuckey
- Taryn Walters
- Brandon Motuk
- Mycenea Worley
- Marlene Palmer

Annual Report – M. Kuna stated that the Carlisle Townhomes property was sold and there was no further business to report

Adjournment of the Annual Meeting of the Members of Multi-Family Housing Opportunities Inc. – M. Palmer made a motion to adjourn the Annual Meeting of the Members of Multi-Family Housing Opportunities Inc. at 12:31 pm second by M. Tuckey. Motion carried.

General Discussion – M. Palmer stated that the maintenance phone number for after hours and weekend just rings and rings and no one picks up the line. G. Bigler stated he will discuss this matter with the call center who is taking the calls.

Adjournment of Housing Authority – M. Palmer made a motion to adjourn the Housing Authority at 12:34 pm, second by M. Tuckey. Motion carried.

Respectfully submitted,

Cindy Wise
Executive Assistant

Next Meeting: August 20, 2026

MEETING MINUTES
REDEVELOPMENT AUTHORITY OF THE COUNTY OF CUMBERLAND

Meeting: July 16, 2026, at 219 N. Pitt Street, Carlisle, PA 17013 via Zoom -
<https://us06web.zoom.us/j/82786562907?pwd=NkZVaVdFbWdiZkt3ZzMySnBKWHN6dz09>
Meeting ID: 827 8656 2907; Passcode: 877034

Board Members Present: Sarah Williams, Sambasiva Reddy Ellanki, Taryn Walters, and Ginny Mowery

Board Members Absent: Brandon Motuk,

Attending: Solicitor Tricia Naylor, Solicitor Dave Baric, Cumberland County Commissioner Liaison Jean Foschi, Mikayla Kitchen, Mary Kuna, Margaret Abarca, Kira Kessler, Becky Shull, Kellie Crawford, and Cindy Wise.

Public Attending: Marlene Palmer

The Redevelopment Authority Board Meeting was called to order by Chairperson S. Ellanki at 12:38 pm.

Roll Call- A quorum was present.

Public Comment – None

Nomination and Election of Officers – T. Walters made a motion to nominate and elect the following slate of officers, second by S. Williams. Motion carried.

- Chairperson – Sambasiva Reddy Ellanki
- Vice-Chairperson – Sarah Williams
- Treasurer – Brandon Motuk
- Assistant Secretary - Ginny Mowery
- Secretary - Mary Kuna.

Approval of Minutes from June 18, 2025 – G. Mowery made a motion to approve the Redevelopment Authority Board Meeting minutes from June 18, 2026, as presented, second by T. Walters. Motion carried.

List of Expenditures for June 2026 – K. Kessler advised the Board that during the month of June 2026 the List of Expenditures was routine operational and grant expenses. G. Mowery made a motion to approve the List of Expenditures for June 2026 as presented, second by S. Williams. Motion carried.

Report of Treasurer – K. Kessler went over the Administration Balance Sheet for the Board. Regarding the cash on hand, K. Kessler suggested moving some of the unrestricted money to a short-term CD or a money market account. The Board has asked K. Kessler to check into

different banks and their interest rates of CD or money markets and bring the comparison to the August Board meeting so they can review the findings.

Management Reports – Executive Director –M. Kuna stated she met with USDA and found that there may be a program they handle we may want to explore in the future. She also went over a chart of non-profits we have, how we are involved and when/if there is a target closure year.

Community Development Report – M. Kitchen reviewed current projects being handled by Community Development.

CDBG / HOME- On July 15, 2026, the County Commissioners reviewed and approved the CDBG/HOME recommendation and our PY26 Annual Action Plan. Staff will offer individualized feedback sessions for clients, to assist them in strengthening next year's applications.

Mountain Creek Affordable Housing (HOME project) is awaiting the completion of a Phase 1 Environmental Site Assessment.

Demolition Fund- Two (2) projects awaiting bids.

Whole Home Repairs Program – Closes at the end of 2026. On July 20, 2026, there will be a free lead abatement training held.

Owner Occupied Rehabilitation – Is schedule to re-open in 2027

Streetview Grant and Loan Program – One (1) project awaiting bids.

Down Payment Closing Cost Assistance Program – Temporary closed until more funding is received.

Board Action

- **Approve BDO Engagement Letter 2026-2027** – S. Williams made a motion to approve the BDO Engagement Letter 2026-2027 and to have M. Kuna execute the paperwork on behalf of the Redevelopment Authority, second by G. Mowery. Motion carried.
- **Approve Revised 2026 RA Fee Schedule** – S. Williams made a motion to deny the Revised 2026 RA Fee Schedule and to review the RA Fee Schedule in May of 2027, second by T. Walters. Motion carried.
- **Approve Bid Tab WH-040** - T. Walters made a motion to award bid tab WH-040 to Austin A Bradley for \$18,815.00 and to approve a grant to the homeowner up to but not to exceed \$24,950.00, second by S. Williams. Motion carried.

- **Approve Public Officials Mgmt. Liability Insurance** – G. Mowery made a motion to approve staff's recommendation of staying with Professional Governmental Underwriters LLC for the Public Officials Mgmt. Liability Insurance (D & O) for 2026-2027 for \$25,550 annual premium since they cover prior acts which the other two (2) companies do not cover, second by S. Williams. Motion carried.

Annual Meeting of the Members of Cumberland Development Initiatives Inc.

Meeting of the Member Call to Order - by Chairperson S. Ellanki at 1:47 pm.

Nomination and Election of Board of Directors – G. Mowery made a motion to nominate and elect the following persons to the Board of Directors for the Cumberland Development Initiatives Inc. to serve until the next Annual Meeting or until such time as their successors are elected, second by T. Walters. Motion carried

- Sarah Williams
- Taryn Walters
- Brandon Motuk
- Sambasiva Reddy Ellanki
- Ginny Mowery

Annual Report - M. Kuna advised the Board that the property and Cumberland Development Initiatives Inc's interest in the Carlisle Townhouses L.P. was sold. The Redevelopment Authority holds no assets for this non-profit.

Adjournment of the Annual Meeting of the Members of Cumberland Development Initiatives Inc – T. Walters made a motion to adjourn the Cumberland Development Initiatives Inc., second by S. Williams at 1:51 pm. Motion carried.

Annual Meeting of the Members of Cumberland Housing I

Meeting of the Member Call to Order- by Chairperson S. Ellanki at 1:51 pm.

Nomination and Election of Board of Directors – S. Williams made a motion to nominate and elect the following persons to the Board of Director for Cumberland Housing I to serve until the next Annual Meeting or until such time as their successors are elected, second by T. Walters. Motion carried.

- Sarah Williams
- Taryn Walters
- Brandon Motuk
- Sambasiva Reddy Ellanki
- Ginny Mowery

Annual Report – M Kuna stated that Geneva Greens was sold. We have no real estate or funds for this non-profit. We can work on closing the non-profit in 2026-2027.

Adjournment of the Annual Meeting of the Members of Cumberland Housing I – S.

Williams made a motion to adjourn Cumberland Housing I, second by T. Walters at 1:55 pm
Motion carried.

Annual Meeting of the Members of Cumberland Housing II

Meeting of the Member Call to Order - by Chairperson S. Ellanki at 1:55 pm.

Nomination and Election of Board of Directors – T. Walters made a motion to nominate and elect the following persons to the Board of Directors for Cumberland Housing II to serve until the next Annual Meeting or until such time as their successors are elected, second by G.

Mowery. Motion carried.

- Sarah Williams
- Taryn Walters
- Brandon Motuk
- Sambasiva Reddy Ellanki
- Ginny Mowery

Annual Report - M. Kuna stated that we hold an interest in Crossroads Apartments and that it is a tax credit property which should be done in 2028, at which time we should be able to close this non-profit.

Adjournment of the Annual Meeting of the Members of Cumberland Housing II – T.

Walters made a motion to adjourn Cumberland Housing II, second by S. Williams at 1:59 pm
Motion carried.

General Discussion – None

Adjournment of Redevelopment Authority – G. Mowery made a motion to adjourn the Redevelopment Authority Board meeting at 1:59 pm second by S. Williams. Motion carried.

Respectfully submitted,
Cindy Wise, Executive Assistant

Next Meeting: August 20, 2026