

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
OCTOBER 24, 2023 FOLLOWING THE 4 PM MEETINGS OF
THE LANCASTER COUNTY LAND BANK AUTHORITY AND
LANCASTER COUNTY HOUSING AUTHORITY
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, October 24, 2023. The Board meeting was held at the office of the Redevelopment Authority of the County of Lancaster, 28 Penn Square, Suite 100.

Members of the Board in attendance: Jim Eby, Ed Fisher, Melinda Kaufman, Jim Williams, and Gerald Robinson.

Staff members present were: Justin Eby, Executive Director; Deb Jones, Director of Human Services and the Office for the Coalition; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn (Ritchey) Naples, Manager Planning & Resource Development; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*; Lauren Reilly, *Community Basics Inc.*; Marissa Price, *GMS Funding Solutions*; and Signe Massias-Henkel, *Community Basics Inc.*

Mr. Fisher called the meeting to order at 4:26 p.m.

Public Comments - none

Minutes of the September 26, 2023 Board Meeting were approved. The motion was made by Mr. Williams, second by Mr. Jim Eby, and unanimously accepted.

The Treasurer's Report for the month of September 2023 was approved on a motion by Mr. Robinson, second by Mr. Williams and unanimously accepted. Mr. Fredo noted that they were turning funds around faster. Mr. Fisher asked if the stadium fund funding was for the turf field replacement. It is not as they are still waiting for formal approval.

Staff Reports: Ms. Jones noted that the Homelessness Coalition was engaged in several community events. The Lancaster City Zoning Board granted a variance for Otterbein United Methodist Church to be used as an overnight shelter. Mr. Justin Eby noted that the Prince Street variance request was tabled.

Mr. Justin Eby noted that timeliness for the Community Development Block Grant will not be met because we did not receive the funds on time. The Whole Home Repair Program will not be accepting any applications except for emergency repairs starting in November.

Mr. Fisher asked if the reentry coalition position had been filled. It has. The new staffer started in July.

Communications – None

Committee Reports: None

Unfinished Business – None

New Business

- 1) The Board approved an application to the Local Share Account Statewide Program administered by the Commonwealth Financing Authority for the Manor Youth House Project. Ms. Naples noted this is the same program that the Land Bank was applying to for the S. 5th Street housing project. She said that non-profit organizations could not apply for the funds but can be the beneficiary, so the Redevelopment Authority was putting the application in for Community Basics, Inc. Ms. Reilly, from Community Basics Inc. noted that this project will be for the construction of a 3-story building with 6 single room occupancies and 3 1-bedroom apartments. They are working with Valley Youth House to provide housing for those transitioning out of the foster care system. Ms. Jones noted that Valley Youth House is a recipient of the Homelessness Coalition's Joint Funding awards for working with youth (age 18-24) experiencing homelessness. Ms. Kaufman asked if there was accommodation being made for those with physical disabilities. Ms. Reilly said that one of the 1-bedroom apartments would be ADA compliant. Mr. Jim Eby asked if there was other funding for the project and Ms. Reilly noted that multiple requests have been made. Mr. Stuhldreher asked on the timing and budget for the project. The full budget is \$3 million, the maximum ask for the LSA application is \$1 million. Applications are due by the end of November. Awards should be announced early 2024. They anticipate a first quarter 2025 completion for the construction. The motion to approve was made by Mr. Robinson, second by Mr. Jim Eby and unanimously approved. (A copy of said Resolution [OCT 23 #64] is attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Redevelopment Authority of the County of Lancaster hereby requests a Statewide Local Share Account grant of **One Million Dollars (\$1,000,000)** from the Commonwealth Financing Authority to be used for **Manor Youth House**.
 2. That the Redevelopment Authority of the County of Lancaster does hereby designate Justin Eby, Executive Director as the official to execute all documents and agreements between the Redevelopment Authority of the County of Lancaster and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.
- 2) The Board approved an application to the Local Share Account Statewide Program administered by the Commonwealth Financing Authority for Pleasant View Communities Technology Upgrades. Ms. Price, from GMS Funding Solutions, noted this was for technology and expansion for public facilities at the Pleasant View Community. Mr. Jim Eby asked for background on the project. Pleasant View Communities is a 55+, market rate residential development with continuing care. Mr. Stuhldreher asked about the budget and it is \$1 million, the same as the application request. The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby and unanimously approved. (A copy of said Resolution [OCT 23 #65] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED:

1. That the Redevelopment Authority of the County of Lancaster hereby requests a Statewide Local Share Account grant of **Six Hundred Thirty-Two Thousand Thirty**

Dollars (\$632,030) from the Commonwealth Financing Authority to be used for Pleasant View Communities Technology Upgrades.

2. That the Redevelopment Authority of the County of Lancaster does hereby designate Justin Eby, Executive Director as the official to execute all documents and agreements between the Redevelopment Authority of the County of Lancaster and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.
- 3) The Board approved an application to the Local Share Account Statewide Program administered by the Commonwealth Financing Authority for the Prince Street Community Hub. Ms. Naples said they had to withdraw their \$500,000 application for a Keystone grant because they did not receive their match funds that they hoped to have through American Rescue Plan Act (ARPA) funds. They are applying for \$1 million. The motion to approve was made by Mr. Williams, second by Ms. Kaufman and unanimously approved. (A copy of said Resolution [OCT 23 #66] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED:

1. That the Redevelopment Authority of the County of Lancaster hereby requests a Statewide Local Share Account grant of **One Million Dollars (\$1,000,000)** from the Commonwealth Financing Authority to be used for **Prince Street Community Hub**.
2. That the Redevelopment Authority of the County of Lancaster does hereby designate Justin Eby, Executive Director as the official to execute all documents and agreements between the Redevelopment Authority of the County of Lancaster and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.
- 4) The Board approved a contract with Community Action Partnership (CAP) for the provision of Homeless Management Information Services Support. Ms. Jones noted that we are required by the US Department of Housing and Urban Development (HUD) to have a Homeless Management Information System (HMIS). The employee who has been managing this system is employed by CAP and part of his salary is paid by the Office for the Coalition. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously approved. (A copy of said Resolution [OCT 23 #67] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority of the County of Lancaster to authorize the Executive Director to execute contracts with *Community Action Partnership* for TWENTY-TWO THOUSAND SEVEN HUNDRED SIXTY-SEVEN and 00/100 DOLLARS (\$22,767.00) for a period beginning on November 1, 2023, and terminating June 30, 2024, using HUD CoC Grant Year 2023 HMIS funding.

- 5) The Board tabled a resolution to approve changes to the Authority's retirement plan. More review was needed before bringing this to the board. The motion to table was made by Mr. Williams, second by Ms. Kaufman, and unanimously approved.

Other Business: Mr. Robinson inquired if there was any more information forthcoming regarding the Emergency Rental Assistance Program fraud case. Mr. Justin Eby was not aware of any but agreed to inquire and let the board know. Mr. Fisher noted that the next regular meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **November 28, 2023** at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square, Suite 100, immediately following the 4:00 p.m. meeting of the Lancaster County Land Bank Authority, and the Lancaster County Housing Authority thereafter.

The meeting was adjourned at 5:00 pm.


Beth A. Dreyer-DeGoede, Secretary