

MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
MAY 28, 2024 FOLLOWING THE 4 PM MEETING OF
THE 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, May 28, 2024. 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, and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Deb Jones, Director of Human Services and the Office for the Coalition; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Jocelynn Naples, Director of Communications, Development and Special Projects; Jody Heinrich, Grants Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com* and Rhonda Harrison, *Assets Lancaster*

Mr. Fisher called the meeting to order at 4:14 p.m.

Public Comments - none

Minutes of the April 2024 Board Meeting were approved. The motion was made by Mr. Jim Eby, second by Mr. Williams, and unanimously accepted.

The Treasurer's Report for the month of April 2024 was approved on a motion by Ms. Kaufman, second by Mr. Jim Eby and unanimously accepted. Mr. Jim Eby had a question about the deferred revenue in the report. Mr. Fredo said that we have quarterly payments from some of the funding which we cover by a line of credit in the interim.

Staff Reports: Ms. Jones noted that the Homelessness Coalition has been very busy and that needs far outweigh the funds.

Ms. Allwine reviewed the Multifamily Projects. Mr. Jim Eby asked why there was a delay in the Manor Youth Project and Ms. Allwine noted that they did not receive the County ARPA funding they applied for and are looking for more funding. Ms. Naples noted that they applied for Local Share Account funding which they will hopefully find out about in July. Mr. Jim Eby asked if we could use any of the Housing Authority's project-based vouchers for these projects and we cannot. Ms. Kaufman asked how many units were being built with these Multifamily projects and it is approximately 43. The Pennsylvania Housing Finance Agency (PHFA) have toured these projects and provided good feedback. Mr. Justin Eby believes that PHFA's Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) and Low-income Housing Tax Credit (LIHTC) funding awards will happen this summer.

Mr. Justin Eby reported that we received the US Department of Housing and Urban Development (HUD) funding award on May 7 and the amounts were similar to 2023 awards. The Annual Action Plan is being drafted and will be presented at our June board meeting. We hope to have grant agreements

by September. He also noted that new bids are being requested for the roofing replacement project at Clipper Magazine Stadium and we hope to have a contract for approval at the June board meeting.

Communications – None

Committee Reports – None

Unfinished Business – None

New Business

- 1) The board approved a loan for the preservation of the New Holland Apartments for Community Basics, Inc. through the HOME Investment Partnership program. Ms. Allwine noted that the units of this apartment complex are in dire need of maintenance. PHFA said that if they received HOME funding then they would also fund the project. The motion to approve was made by Mr. Jim Eby, second by Ms. Kaufman, and unanimously carried. (A copy of said Resolution [MAY 24 #15] 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 issuance of a Reservation of Funds letter for the New Holland Apartments project, determined by the Redevelopment Authority Loan Committee to meet the terms, conditions and requirements of the Rental Housing Program, in an additional amount not to exceed Eight Thousand Dollars (\$8,000) of the Redevelopment Authority's 2023 HOME Investment Partnerships Program funding.

- 2) The board ratified a Memorandum of Understanding with the West Cocalico Township Authority for the Homeowners Assistance Program. Mr. Justin Eby noted these are projects for low or moderate income homeowners who need assistance for maintenance or repairs that the Township mandates (i.e. sidewalks). The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby, and unanimously carried. (A copy of said Resolution [MAY 24 #16] 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 approve and enter into a Memorandum of Understanding with the West Cocalico Township Authority establishing the eligibility requirements and administrative procedures to be followed for the operation of the Homeowner Assistance Program.

BE IT FURTHER RESOLVED to authorize the Director of Housing and Community Development, or other Staff Designee approved by the Executive Director, to approve grant applications submitted by individual homeowners in accordance with the terms of this Memorandum.

- 3) The board approved contracts with non-profit organizations for City Street Outreach services. Ms. Jones noted that to help bridge that gap between when the low-barrier shelter will close in Lancaster City on June 30 until the new low-barrier shelter can open, hopefully in December, that Lancaster City and Lancaster County Community Foundation raised funds to support additional street outreach workers. Three agencies were selected from a request for Letters of Interest. Blueprints for Addiction Recovery will have a contract for 1 full-time staff member for 1 year. Moravian Center of Lancaster will have 1 part-time (30 hours per week) staff member and Anchor Lancaster will have 1 part-time (27.5 hours per week) staff member for 6 months each. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #17] 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 nonprofit

organizations for the specified amounts listed in "Exhibit A" for a period beginning on June 1, 2024, and continuing for the length listed in "Exhibit A."

- 4) The board approved contracts with non-profit organizations for homelessness services using Emergency Solutions Grant funds. Ms. Jones noted that this resolution and the next five are all related to the Homelessness Coalition's Joint Funding process. She thanked Jim Williams for being on the review committee as the board representative. Mr. Williams noted that it was a very interesting and intense process and he was happy to have participated. Mr. Stuhldteher asked if there were any significant changes from the previous year. Ms. Jones noted that a portion was reserved for the new Otterbein low-barrier shelter operations. He asked how much of their funding would that be and Ms. Jones said it was premature to say at this point. The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #18] 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 nonprofit organizations for the specified amounts listed in "Exhibit A" for a period beginning on July 1, 2024, and terminating June 30, 2025, using Emergency Solutions Grant Funds.

- 5) The board approved contracts with non-profit organizations for homelessness services using Community Development Block Grant funds. Ms. Jones noted that these projects emphasized shelter, outreach and special projects addressing homelessness. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #19] 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 nonprofit organizations for the specified amounts listed in "Exhibit A" for a period beginning on July 1, 2024, and terminating June 30, 2025, using Fiscal Year 2024 Community Development Block Grant Funds.

- 6) The board approved contracts with non-profit organizations for homelessness services using Homeless Assistance Program Grant funds. Ms. Jones that these are Pennsylvania Commonwealth funds which have not been approved yet, but we are anticipating receiving them. They provide most of the client financial assistance. The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #20] 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 nonprofit organizations for the specified amounts listed in "Exhibit A" for a period beginning on July 1, 2024, and terminating June 30, 2025, using Fiscal Year 2024 Homeless Assistance Program Grant Funds.

- 7) The board approved contracts with non-profit organizations for homelessness services using Continuum of Care Grant funds. Ms. Jones noted there were HUD funds that the Coalition earmarked for Coordinated Entry and Outreach. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #21] 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 nonprofit organizations for the specified amounts listed in "Exhibit A" for a period beginning on July 1, 2024, and terminating June 30, 2025, using Continuum of Care Grant Funds.

- 8) The board approved contracts with non-profit organizations for homelessness services using Pennsylvania Housing Finance Agency funds. Ms. Jones noted that this funding was new this year and secured for prevention services. Ms. Kaufman asked what prevention services looked like, and Ms. Jones noted that it was eviction prevention which involved case management to help individuals and families stay in their homes. The motion to approve was made by Ms. Kaufman, second by Mr. Williams, and unanimously approved. (A copy of said Resolution [MAY 24 #22] 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 nonprofit organizations for the specified amounts listed in "Exhibit A" for a period beginning on July 1, 2024, and terminating June 30, 2025, using Pennsylvania Housing Finance Agency Funds.

- 9) The board approved contracts with non-profit organizations for homelessness services using Lancaster County Community Foundation Gaeth funds. Ms. Jones noted that these funds are also new and are a collaboration between the Lancaster County Community Foundation. The Gaeth funds are reserved for homelessness services and will be used for homeless prevention services. The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #23] 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 nonprofit organizations for the specified amounts listed in "Exhibit A" for a period beginning on July 1, 2024, and terminating June 30, 2025, using Lancaster County Community Foundation Gaeth Grant Funds.

- 10) The board approved a Memorandum of Understanding with the YMCA of the Roses. Mr. Justin Eby said this MOU is to work out a contract with the YMCA for operations of the Otterbein low-barrier shelter beginning in December. Their board has already approved this MOU. The motion to approve was made by Ms. Kaufman, second by Mr. Williams, and unanimously approved. (A copy of said Resolution [MAY 24 #24] 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 a Memorandum of Understanding with the YMCA of the Roses.

- 11) The board approved a contract with Tenfold for Fair Housing Activities for Low and Moderate Income Areas through the use of Community Development Block Grant funds. Mr. Justin Eby noted that this is an annual obligation from HUD. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [MAY 24 #24] 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 a contract with Tenfold for a period beginning on July 1, 2024 and terminating June 30, 2025 in an amount not to exceed THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) using Fiscal Year 2024 Community Development Block Grant Funds.

- 12) The board approved a contract with Tenfold for the Operation of Fair Housing Activities Programs for Low and Moderate Income Residents through the use of Community Development Block Grant funds. Mr. Justin Eby noted this is reimbursement for a client based information program. The motion to approve was made by Ms. Kaufman, second by Mr. Williams, and unanimously approved. (A copy of said Resolution [MAY 24 #25] 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 a contract with Tenfold for a period beginning on July 1, 2024 and terminating June 30, 2025 in an amount not to exceed FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) using Fiscal Year 2024 Community Development Block Grant Funds.

Other Business: 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, **June 25, 2024** 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 4:55 pm.


Beth A. Dreyer-DeGoede, Secretary