

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF THE  
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER  
JUNE 25, 2024 FOLLOWING THE 4 PM MEETINGS OF  
THE LANCASTER COUNTY LAND BANK AUTHORITY AND  
THE LANCASTER COUNTY HOUSING AUTHORITY  
28 PENN SQUARE, SUITE 100  
LANCASTER, PA 17603**

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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, Gerald Robinson, and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Jocelynn Naples, Director of Communications, Development and Special Projects; Deb Jones, Director of Human Services and the Office of the Coalition; Rachel Valmonte, Compliance Manager; Sean Krumpe, Community Development Program Manager; Jody Heinrich, Grants Manager; Steve Kaufhold, Construction Project Manager; Marjorie Shaffer, Homelessness Housing Coordinator and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*; Alice Yoder, *Lancaster County Commissioner* and Ethan Grabowski, *Lancaster County Commissioners Office Intern*

Mr. Fisher called the meeting to order at 4:25 p.m.

Public Comments - none

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

The Treasurer's Report for the month of May 2024 was approved on a motion by Mr. Williams, second by Mr. Jim Eby and unanimously accepted. Mr. Fredo noted that program income for CDBG was high because of some houses that sold and that the first half of the Clipper Stadium payments had been made.

Staff Reports: Ms. Allwine said that the Public Improvements Steering Committee will meet next week. They have 10 applicants to review and have \$1.1 million to award. They will have their decision to the board at the August meeting. She noted that the Whole Home Repair Program is currently not accepting any applications until they get through their waitlist. They will reopen again at some point but have about a 6 month wait time currently.

Mr. Justin Eby noted that this would be Ms. Michaela Allwine's last board meeting as she is moving to another organization and he and the rest of the board thanked her for her work.

Mr. Stuhldreher asked for an update on the homelessness coalition projects, Prince Street Community Hub and Otterbein. Ms. Allwine said that the design for the Prince Street Community Hub should be out by the end of August. Ms. Jones noted that the low-barrier emergency shelter at 232 N. Prince

Street will close on June 30. The homelessness coalition will store the shelter items until the renovations are completed at Otterbein. The extended street outreach will be fully staffed by July 1 during the interim.

Communications: Mr. Justin Eby noted that the annual report from the US Department of Housing and Urban Development just came in and will be on the July agenda.

Committee Reports – None

Unfinished Business – None

New Business

Items number 1 and 2 were combined on a motion by Mr. Williams, second by Mr. Jim Eby and unanimously carried. Ms. Allwine noted that both apartments were owned by Community Basics, Inc. and the funding was previous year Community Development Block Grant funds that were to be spent on preservation of low income apartments.

- 1) The board authorized issuance of a rental housing program reservation of funds letter for the Old Market Apartments. (A copy of said Resolution [JUN 24 #27] 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 preservation of the Old Market 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 Five Hundred Thousand Dollars (\$500,000) of the Redevelopment Authority's Community Development Block Grant (CDBG) funding.

- 2) The board authorized issuance of a rental housing program reservation of funds letter for the Walnut Street Apartments. (A copy of said Resolution [JUN 24 #28] 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 preservation of the Walnut Street 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 Nine Hundred Thousand Dollars (\$900,000) of the Redevelopment Authority's Community Development Block Grant (CDBG) funding.

- 3) The board authorized Community Development Block Grant funding increase for the rehabilitation of 318 Poplar Street in Columbia Borough. The motion to approve was made by Mr. Jim Eby, second by Mr. Robinson, and unanimously approved. (A copy of said Resolution [JUN 24 #29] 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 that:

1. The Redevelopment Authority of the County of Lancaster is hereby authorized to use FOURTEEN THOUSAND ONE HUNDRED ELEVEN DOLLARS AND 34/100 (\$14,111.34) to rehabilitate the property located at 318 Poplar Street in the Borough of Columbia, Lancaster County using CDBG funds.
2. The Executive Director of the Redevelopment Authority, Justin M. Eby, is hereby authorized and directed to execute all documents on behalf of the Redevelopment

Authority of the County of Lancaster which may be necessary or desirable to further the intent of this Resolution.

- 4) The board endorsed the Annual Action Plan for fiscal year 2024 for the Community Development Block Grant Program, the HOME Investment Partnership Program, and the Emergency Solutions Grant Program. Ms. Allwine gave a presentation detailing the plan. Once approved by our board they will bring it to the Lancaster County Commissioners for their approval. The motion to approve was made by Mr. Williams, second by Mr. Robinson, and unanimously approved. (A copy of said Resolution [JUN 24 #30] 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 recommend the Board of Commissioners of the County of Lancaster approve the Fiscal Year 2024 Annual Action Plan as presented and authorize the Redevelopment Authority to submit said plan to HUD for the CDBG, HOME and ESG programs.

- 5) The board approved an administrative agreement with the County of Lancaster for Grant Year 2024. The motion to approve was made by Mr. Robinson, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [JUN 24 #31] 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 the Agreement with the County of Lancaster appointing the Redevelopment Authority of the County of Lancaster as the administering agency for the Community Development Block Grant Program, the HOME Investment Partnerships Program and the Emergency Solutions Grant Program for Grant Year 2024.

- 6) The board authorized the acceptance of a bid for the replacement of the roof at Clipper Magazine Stadium. Mr. Kaufhold said that the roof needed to be replaced and they received 5 bids. They chose Moser, who was the lowest bid and the Redevelopment Authority has worked well with them in the past. The motion to approve was made by Mr. Jim Eby, second by Mr. Robinson, and unanimously approved. (A copy of said Resolution [JUNE 24 #32] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Redevelopment Authority hereby authorizes the Executive Director to accept the bid and execute a contract with Moser Roofing, and authorizes an expenditure not to exceed \$603,750, representing the bid price plus a 15% contingency, for the replacement of the stadium roof.

- 7) The board approved the use of HOME-ARP funds for additional expenses related to the Capital Campaign overseen by the Lancaster Redevelopment Fund, Inc. The motion to approve was made by Mr. Jim Eby, second by Mr. Williams, and unanimously approved. (A copy of said Resolution [JUN 24 #33] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of Redevelopment Authority of the County of Lancaster that the Executive Director is authorized to utilize and expend HOME Investment Partnerships American Rescue Plan Act Program funds, in an amount not to exceed \$15,000, for expenses including but not limited to creation of digital media and printed materials to support the ongoing capital campaign, related to administration and planning activities related to the execution of HOME-ARP funded programs.

- 8) The board approved a contract with Community Action Partnership for the provision of Homeless Management Information Services support. Mr. Justin Eby said this is renewal of a contract. As lead agency of the PA-510 Continuum of Care we must provide Homeless Management Information Services. The motion to approve was made by Mr. Robinson, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [JUN 24 #34] 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 THIRTY-FOUR THOUSAN ONE HUNDRED FIFTY-ONE and 00/100 DOLLARS (\$34,151.00) for a period beginning on July 1, 2024, and terminating June 30, 2025, using HUD CoC Grant Year 2024 HMIS funding.

- 9) The board approved contracts with non-profit organizations for Coordinated Entry services using Homeless Assistance Program Grant funds. Ms. Jones noted that these funds are an addition to joint funding services giving additional coordinated entry access points in rural parts of the county. The motion to approve was made by Mr. Robinson, second by Mr. Jim Eby, and unanimously approved. (A copy of said Resolution [JUN 24 #35] 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.

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, **July 23, 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 5:22 pm.

  
Beth A. Dreyer-DeGoede, Secretary