

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY HOUSING AUTHORITY
SEPTEMBER 24, 2024 FOLLOWING THE 4 PM MEETING OF
THE LANCASTER COUNTY LAND BANK AUTHORITY
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, September 24, 2024. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Suite 100, and via Zoom Videoconference.

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

Staff members present were: Justin Eby, Executive Director; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Deb Jones, Director of Human Services; Sean Krumpe, Community Development Program Manager; Jody Heinrich, Grants Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*.

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

Public Comment – None

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

Communications – None

Staff Reports – Ms. Steinmetz noted that they received a report from the fiscal department that their program is nearly balanced. The voucher utilization rate is 110%. Housing Assistance Program (HAP) payments are down as they have a faster and more efficient team. To begin utilizing the Foster Youth to Independence vouchers they needed 4 referrals to the program. They have that and are now waiting for Housing and Urban Development (HUD) to release the vouchers. They can continue to apply for more vouchers as more referrals come in.

The Monthly Activity and Status Report is attached hereto and made a part hereof.

The Financial Report for the month of August 2024 was approved on a motion by Ms. Kaufman, second by Mr. Jim Eby and unanimously accepted. Mr. Fredo noted that they have approximately \$1.45 million in reserve. Next year they will look at bringing the voucher utilization down. The Housing Authority 2023 Audit was completed with no findings. We plan to have the auditors, Polcari & Company join our October meeting to review this and the Land Bank Authority audit.

Committee Reports – None

New Business:

- 1) The board approved the 2025 Board Meeting schedule. The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously accepted. (A copy of said Resolution [SEP 24 #7] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED by the Board of the *Lancaster County Housing Authority* that the regular meetings for the year 2025 shall be held on the *fourth* Tuesday of each month, with the exception of December when the meeting shall be on the *third* Tuesday. Said meetings will be held at approx. 4:00 p.m. at the offices of the Lancaster County Housing & Redevelopment Authorities or via the *Zoom* video-conferencing platform.

The scheduled meetings are as follows:

Tuesday, January 28, 2025	Tuesday, July 22, 2025
Tuesday, February 25, 2025	Tuesday, August 26, 2025
Tuesday, March 25, 2025	Tuesday, September 23, 2025
Tuesday, April 22, 2025	Tuesday, October 28, 2025
Tuesday, May 27, 2025	Tuesday, November 25, 2025
Tuesday, June 24, 2025	Tuesday, December 16, 2025

- 2) The board adopted the Five-Year and Annual Plan for Fiscal Years 2025-2029. Ms. Steinmetz said that the plan was to continue to expand their current vouchers. Funding was secured for 213 affordable housing units in the previous 5-year plan (2020-2025) compared to 275 affordable housing units for 2025-2029. Of the units created, 51 units are currently occupied by Housing Choice Voucher holders. They continue to give homeless preference vouchers, 1 for every 5 vouchers issued off the wait list. They received 16 Fair Share Vouchers and 17 Veterans Affairs Supportive Housing (VASH) vouchers and will apply for additional VASH vouchers when available as needed. Of the 500 names on the Housing Choice Voucher wait list from 2023, they have 470 remaining with 30 names in process, determined ineligible or removed due to lack of response. The motion to approve was made by Mr. Jim Eby, second by Mr. Williams and unanimously adopted. (A copy of said Resolution [SEP 24 #8] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Lancaster County Housing Authority to adopt the attached Five-Year and Annual Plan for the period 2025 through 2029; and

BE IT FURTHER RESOLVED to authorize the Chairman to sign "Certification by State or Local Officials of PHA Plan's Consistency with the Consolidated Plan," required for submission of said Plan to the U. S. Department of Housing and Urban Development.

Other Business:

Mr. Fisher announced that the next meeting of the Board of the Lancaster County Housing Authority is expected to be held Tuesday, October 22, 2024, after the 4 p.m. meeting of the Lancaster County Land Bank Authority.

The meeting was adjourned at 4:39 p.m.


Beth A. Dreyer-DeGoede, Secretary