

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
NOVEMBER 26, 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, November 26, 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; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Deb Jones, Director of Human Services; Marisol Maldonado, Director of Housing and Community Development; Jocelynn Naples, Director of Communications, Development and Special Projects; Rachel Valmonte, Compliance Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*; Alice Yoder, *Lancaster County Commissioner*; Mike Maurice, *Polcari and Company* and Rhonda Harrison, *Redevelopment Fund board member*.

Mr. Fisher called the meeting to order at 4:12 p.m.

Public Comments - none

Minutes of the October 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 October 2024 was approved on a motion by Ms. Kaufman, second by Mr. Williams and unanimously accepted. Mr. Fredo noted that Community Development Block Grant program income is higher and they received funds from the United Way of Lancaster for the Homelessness Coalition. Mr. Fisher asked about bond payments from the Stormers Baseball Club, and it was made post-report so will be in next month's report.

Staff Reports: Ms. Jones reported that the Homelessness Coalition could possibly be calling their first Code Blue of the winter season this weekend. The Reentry Coalition may be transferred to another agency. Homelessness Coalition staff are doing presentations and working with YMCA of the Roses staff on preparing for the new Clay Street Emergency Shelter. Several grants applications have been submitted and the annual Point in Time count is scheduled for January 22, 2025.

Ms. Maldonado reported that the Housing request for proposals is on our website and closes on December 2nd. A new Building Construction Specialist has been hired.

Mr. Justin Eby reported that he is in conversation with the Stormers' Baseball Club on match, lease extensions and additional capital projects for the stadium. Our staff had a Conflict Resolution training.

The Community Development Block Grant timeliness was submitted to the US Department of Housing and Urban Development so hopefully our new funding will be given soon. The Capital Campaign for the Clay Street Emergency Shelter and the Prince Street Community Hub continues. Our staff are busy with a lot of projects and he gave kudos for all of the hard work.

Communications – None

Committee Reports – None

Unfinished Business – None

New Business

- 1) The board approved a Local Share Account Statewide Program application for Good Samaritan Services Elevate and Gather Community Space. This resolution was a revision of the one approved in October because Good Samaritan Services needed an updated estimate and the costs were higher. The motion to approve was made by Ms. Kaufman, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [NOV 24 #64] is attached hereto and made a part hereof).

Be it resolved that the Redevelopment Authority of the County of Lancaster hereby requests a Statewide Local Share Assessment grant of **Two Hundred Fifteen Thousand Seven Hundred Seventeen Dollars (\$215,717)** from the Commonwealth Financing Authority to be used for **Good Samaritan Services Elevate & Gather Community Space**.

Be it further resolved that the Applicant does hereby designate **Justin Eby, Executive Director of the Lancaster County Redevelopment Authority** and **Nate Hoffer, Chief Executive Officer of Good Samaritan Services**, as the officials 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 the issuance of rental housing program reservation of funds letter for Three Center Square Apartments. Mr. Justin Eby said the Community Basics, Inc. the owner, was waiting on this additional funding to move forward with the project. The motion to approve was made by Mr. Jim Eby, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [NOV 24 #65] 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 Three Center Square project, determined by the Redevelopment Authority Loan Committee to meet the terms, conditions and requirements of the Rental Housing Program, in an amount not to exceed Three Hundred Thousand Dollars (\$300,000) of the Redevelopment Authority's Community Development Block Grant (CDBG) funding.

- 3) The board approved the first amendment of the HOME Loan with Adamsburry Associates, L.P. Ms. Valmonte said that the US Department of Housing and Urban Development requested these amendments to meet new regulations. The motion to approve was made by Ms. Kaufman, second

by Mr. Jim Eby and unanimously accepted. (A copy of said Resolution [NOV 24 #66] 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:

1. Authorize the First Amendment to the HOME Loan Agreement with Adamsburry Associates, L.P. according to approved HUD staff review,
 2. Authorize the Executive Director to execute the required HOME loan amendment.
- 4) The board approved the first amendment of the HOME-ARP Loan with Milburn Apartment, LLC.

Ms. Valmonte said just like the previous resolution, that the US Department of Housing and Urban Development requested these amendments to meet new regulations. The motion to approve was made by Ms. Kaufman, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [NOV 24 #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:

1. Authorize the First Amendment to the HOME-ARP Loan Agreement with Milburn Apartments, LLC. according to approved HUD staff review,
2. Authorize the Executive Director to execute the required HOME-ARP loan amendment.

Resolutions 5 and 6 were taken together on a motion by Mr. Williams, second by Ms. Kaufman and unanimously accepted. Ms. Jones noted that they were extending the contracts with the agencies until March 31, 2025. There is no additional funding needed because starting the contracts was slower than expected. Mr. Stuhldreher asked how many people had been served with this program since it started in June, 271 individuals.

- 5) The board approved a contract extension with Anchor Lancaster for expanded city street outreach. (A copy of said Resolution [NOV 24 #68] 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 amendment with Anchor Lancaster to extend the contract period until March 31, 2025, with no further changes.

- 6) The board approved a contract extension with the Moravian Center of Lancaster for expanded city street outreach. (A copy of said Resolution [NOV 24 #69] 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 amendment with the Moravian Center of Lancaster to extend the contract period until March 31, 2025, with no further changes.

- 7) The board approved contracts with Elizabethtown Community Housing and Outreach Services, The Factory Ministries and Tenfold for Crisis to Rapid Rehousing Services. Ms. Jones said that our office is the collaborative applicant to the US Department of Housing and Urban Development for funding the Crisis to Rapid Rehousing programs for the County. Ms. Kaufman made a motion to

approve, second by Mr. Jim Eby and unanimously approved. (A copy of said Resolution [NOV 24 #70] 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 Elizabethtown Community Housing and Outreach Services, The Factory Ministries and Tenfold for an amount not to exceed One hundred forty-three thousand, eight hundred ninety and 50/100 Dollars (\$143,890.50) for a period beginning on December 1, 2024, and terminating November 30, 2025, using HUD CoC Grant Year 2024 Joint TH-RRH funding.

- 8) The board approved a contract with PHA-Web Management Computer Services, Inc. for software services. Mr. Fredo noted that the is the same resolution that we had for the Housing Authority. The motion to approve was made by Mr. Williams, second by Ms. Kaufman and unanimously approved. (A copy of said Resolution [NOV 24 #71] 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 accept the proposal from PHA-WEB Management Computer Services, Inc to perform software services and to authorize the Executive Director or Finance Director to execute any and all documents with PHA-WEB Management Computer Services, Inc services as provided in the submitted proposal.

Other Business: Mr. Jim Eby noted that he would like a report on the current progress of approved projects. Mr. Justin Eby said we could do this at our January meeting. Mr. Jim Eby also inquired about the Land Bank audit, an email explanation was sent to all board members and he said that was fine.

Commissioner Yoder commended the work being done by our team and asked Mr. Justin Eby for an update on the Homelessness and Housing Strategic Plan. Mr. Justin Eby said that a consulting service request for proposals (RFP) will be issued to create a plan for addressing homelessness and housing in Lancaster County. They plan to open the RFP 12/2/24 – 1/3/2025, with selection of a consultant in early January to bring to the January board meeting. The goal is to have the plan completed by September 2025 with a January 2026 implementation. Mr. Jim Eby asked what the steering committee for this would look like. Mr. Justin Eby said it would include members of the Homeless Advisory Board, United Way, Community Foundation, county hub representatives, and municipalities. He also asked who was funding the project, and it will be funded by local hospitals. Mr. Stuhldreher asked what the budget was, and it is \$150,000 but they can ask for more funds, if necessary.

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, **December 17, 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 5:03 pm.


Beth A. Dreyer-DeGoede, Secretary