

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
JANUARY 28, 2025, 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**

The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, January 28, 2025. 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, 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; Marisol Maldonado, Director of Housing and Community Development; Jocelynn Naples, Director of Communications, Development and Special Projects; Marjorie Shaffer, Continuum of Care Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Brian McCloud, Editor *OneUnitedLancaster.com*.

Mr. Fisher called the meeting to order at 4:21 p.m.

Public Comments - none

Mr. Fisher listed the names of the 2024 officers and Ms. Kaufman moved to continue with the current slate for 2025. Mr. Robinson seconded the motion, and the Board unanimously re-elected Mr. Ed Fisher, Chair; Mr. James Williams, Vice-Chair; Mr. Gerald Robinson, Esq., Treasurer; Mr. Jim Eby, Assistant Treasurer; and reappointed Beth Dreyer-DeGoede as Secretary.

The motion was made by Mr. Williams, second by Mr. Robinson and passed unanimously to reappoint the firm of *Stevens & Lee* as Solicitor for the Redevelopment Authority of the County of Lancaster.

Minutes of the December 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 December 2024 was approved on a motion by Mr. Robinson, second by Mr. Jim Eby and unanimously accepted. Mr. Fredo noted that Community Development Block Grant program and Emergency Solution Grant income is increased. Additional Homeless Assistance Program funds are coming soon for the Homelessness Coalition. Payments were made for the Clipper Magazine Stadium roof replacement project.

Staff Reports: Ms. Maldonado noted there will be a financial audit for the Whole Home Repair Program in April. The Request for Proposals for rental housing should be wrapped up in February.

Ms. Jones introduced the new Continuum of Care Manager, Marjorie Shaffer. With this promotion for Ms. Shaffer, they are now actively looking for a new Homeless Housing Coordinator. The annual Point in Time Count was held January 22 – 29 and they need to have the numbers to the US Department of Housing and Urban Development (HUD) by the end of April. There have been 4 “Code Blues” called in the past 7 weeks because of extreme cold. The coalition is grateful for the partners that extended their shelter hours to keep folks warm. The Longitudinal Systems Analysis was approved by HUD in 1 week, which is quick, she thanked Mr. Christopher Thomas, our Data Compliance Analyst, for his work on this.

Ms. Kaufman asked if everyone found shelter during the Code Blue, and no, unfortunately there is not enough shelter space available, and some people choose not to go into shelters. Mr. Jim Eby asked whether the temporary Tenfold shelter was still operating, and it is not, but it was reopened during the Code Blue for overnight and day shelter.

Mr. Justin Eby said that the Community Development Block Grant funding came in. All staff had a Fair Housing Fundamentals training. A “Small Area Plan” is soon to be released by City Alliance. There will need to be a Special Meeting of the board to approve the Housing and Homelessness Strategic Plan consultant in the next couple of weeks. He thanked Ms. Kaufman for serving on the review committee for this project.

Communications – None

Committee Reports – The Personnel Committee met to discuss a personnel issue.

Unfinished Business – None

New Business

- 1) The board approved a contract with YMCA of the Roses for Case Management Services. Ms. Jones noted that Pennsylvania Housing Finance Agency Home 4 Good funds were to be used for a full-time emergency shelter case manager. The motion to approve was made by Ms. Kaufman, second by Mr. Robinson and unanimously accepted. (A copy of said Resolution [JAN 25 #1] 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 the YMCA of the Roses for Case Management services.

- 2) The board approved contract amendments for Shelter and Prevention Services. Ms. Jones noted that additional Homeless Assistance Program (HAP) funding will go towards Code Blue operations at shelter and day centers and for prevention services. The motion to approve was made by Ms. Kaufman, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [JAN 25 #2] 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 January 1, 2025, and terminating June 30, 2025, using Fiscal Year 2024 additional Homeless Assistance Program Grant Funds.

- 3) The board authorized the acceptance of a bid for the replacement of Walk-In Coolers at Clipper Magazine Stadium. Ms. Maldonado noted that Culinary Depot won the bid. Mr. Justin Eby noted it was part of the 2024 City Revitalization and Improvement Zone funding allocation. The motion to approve was made by Mr. Jim Eby, second by Mr. Willams and unanimously accepted. (A copy of said Resolution [JAN 25 #3] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Redevelopment Authority of the County of Lancaster hereby authorizes the Executive Director to accept the bid and execute a contract with Culinary Depot and authorizes an expenditure not to exceed \$264,499.98 representing the bid price plus a 15% contingency, for the replacement of (5) walk-in coolers.

- 4) The board authorized the acceptance of a bid for the engineering and installation of Support Poles at Clipper Magazine Stadium. Mr. Justin Eby said that this has been in the works for a couple of years to extend the netting in the stadium for the safety of the fans in the stands. They need to be sure the stadium can support the additional weight and tension. The motion to approve was made by Mr. Jim Eby, second by Mr. Robinson and unanimously approved. (A copy of said Resolution [JAN 25 #4] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Redevelopment Authority of the County of Lancaster hereby authorizes the Executive Director to accept the bid and execute a contract with Scenic Ridge Construction, and authorizes an expenditure not to exceed \$45,425, representing the bid price plus a 15% contingency, for the engineering, fabrication, and installation of the (2) support poles needed for the backstop netting in Clipper Magazine Stadium.

- 5) The board authorized the issuance of a rental housing program reservation of funds letter for the College Avenue II Housing Project. Ms. Maldonado noted that this is one of the projects that applied in December and as they are also applying for Low Income Housing Tax Credit (LIHTC), they needed approval now. The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby and unanimously approved. (A copy of said Resolution [JAN 25 #5] 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 creation of College Ave II housing 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 One Million Dollars (\$1,000,000) of the HOME

Investment Partnership Grant Program, including HOME Investment Partnership Grant ARP (HOME-ARP) funding.

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, **February 25, 2025** 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 4:50 pm.


Beth A. Dreyer-DeGoede, Secretary