

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF THE  
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER  
DECEMBER 16, 2025, AFTER 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, December 16, 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: Ed Fisher, Gerald Robinson and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Audrey Steinmetz, Director Tenant and Landlord Services; Deb Jones, Director of Human Services; Marisol Maldonado, Director of Housing and Community Development; Scott Fredo, Director of Administration and Finance and Beth Dreyer-DeGoede, Secretary.

Also in attendance: No others

Mr. Fisher called the meeting to order at 4:26 p.m.

Public Comments - none

Minutes of the November 2025 Board Meeting were approved. The motion was made by Mr. Williams, second by Mr. Robinson, and accepted.

The Treasurer's Report for the month of November 2025 and draft 2026 budget was approved on a motion by Mr. Williams, second by Mr. Robinson, and unanimously accepted. Mr. Fredo noted that the stadium bond is paid off. Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG) and HOME funds are received from the county within 3 days. Mr. Fredo said that 2026 budget is still in draft form because we do not have the final CDBG and HOME amounts. The budget has an increase in support staff, and we will track staff salaries to a funding source. The draft budget does not include the Department of Human Services.

Staff Reports: Ms. Maldonado reported that she is interviewing for her open Acquisition and Rehabilitation Specialist, Housing Program Specialist and Building Construction Specialist positions. Mr. Eby said he appreciated all of the work Ms. Maldonado was doing in keeping everything in her department on track while interviewing. He and Ms. Maldonado met with US Department of Housing and Urban Development (HUD) Technical Assistance for a "Whole Home in a Box" program. This is a pilot program and we are the only county in Pennsylvania participating.

Ms. Jones reported that the Clay Street Emergency Shelter will have it's 1 year anniversary at the end of the month. They have increased capacity to 85 beds and over 600 individuals have used the service this year. Tenfold opened an emergency winter shelter in its garage from December 1, 2025 through March 30, 2026. They have approximately 50 beds. Ms. Jones noted there have been 4 Code Blues called for extreme cold in December. The shelters expanded capacity during those events.

Ms. Jones reported that HUD Notice of Funding Opportunity (NOFO) that was released on November 13 was rescinded on December 8 because of lawsuits. They are waiting for the re-release, but the team is still working on what it could look like, so they are prepared when it does get released again. Mr. Eby appreciates the hard work of all of our staff. So many unknowns can create low morale and he appreciates their diligence.

Mr. Eby said he has been connecting with federal, state and local officials regarding funding. Our office continues to work on the Housing and Homelessness Strategic Plan preparation and on the Consolidated Plan.

Communications - None

Committee Reports – None

Unfinished Business:

- 1) The board approved a consultant agreement for building construction. Ms. Maldonado said that a Request for Proposals (RFP) was issued for a consultant to create scopes of work for projects on an as-needed basis. They ended up having to issue the RFP 3 times and now would like to move forward with Heck Construction for 6 months. The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously approved. (A copy of said Resolution [DEC 25 #92] 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:

1. The Land Bank is hereby authorized to enter into a consultant agreement with David Weaver and Heck Construction;
2. The Executive Director of the Redevelopment Authority is hereby authorized and directed to execute all documents on behalf of the Redevelopment Authority which may be necessary or desirable to further the intent of this Resolution.

New Business

- 1) The board approved a contract with Tenfold for an Emergency Shelter. Ms. Jones noted that Tenfold intends to run an emergency shelter in their garage, December 1, 2025 through March 30, 2026. The Office for the Coalition has funding from a Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) 2020 fund. The motion to approve was made by Mr. Robinson, seconded by Mr. Williams and unanimously approved. (A copy of said Resolution [DEC 25 #93] 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 PHARE funds in the amount of FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000) for the winter shelter beds.

- 2) The board approved contracts with Lancaster County Behavioral Health and Developmental Services (BHDS) and Columbia Dream Center for Permanent Supportive Housing. Ms. Jones noted that we have HUD funding for permanent supportive housing and have been ramping up to provide these services with a 1-year contract which includes supportive services, client financial assistance and administration. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously approved. (A copy of said Resolution [DEC 25 #94] 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 *Columbia Dream Center and Lancaster County Behavioral Health and Developmental Services* for an amount not to exceed One hundred seventy-nine thousand, seven hundred eight-one and 00/100 Dollars (\$179,781.00) for a period beginning on January 1, 2025, and terminating December 31, 2026, using HUD CoC PSH funding.

- 3) The board approved the assignment and assumption of an existing HOME Loan, Mortgage and Note for Manor Heights Apartments. Mr. Eby said that the original borrower has been bought out by another company, so we need to transfer ownership. The project contains housing choice voucher tenants and will continue to do so under the new owners. A motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously approved. (A copy of said Resolution [DEC 25 #95] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Authority that:

1. The assignment and assumption by Manor Heights Apartments Limited Partnership of it rights, and the delegation of its obligations, as borrower in the Manor Heights Apartments HOME Loan Agreement, Note, Open-End Mortgage and Security Agreement, and Restrictive Covenants to Manor Heights Orchard LLC is hereby approved; and
2. The Executive Director of the Authority is hereby authorized to negotiate, execute, and deliver on behalf of the Authority the documents required to complete this transaction.

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, **January 27, 2026** 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 5:00 pm.

  
Beth A. Dreyer-DeGoede, Secretary