

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF THE  
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER  
FEBRUARY 23, 2021  
VIA ZOOM CONFERENCING  
IMMEDIATELY FOLLOWING THE MEETING OF THE  
LANCASTER COUNTY LAND BANK AUTHORITY  
LANCASTER, PA 17603**

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The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, February 23, 2021. The Board meeting was held via Zoom platform.

Members of the Board in attendance: Ed Fisher, Jim Williams, Laura Lyon Slaymaker, Jim Eby, and Gerald Robinson.

Staff members present were: Matthew Sternberg, Executive Director; Terry Danforth, Tenant Services Director; Justin Eby, Deputy Executive Director; Aimee Tyson, Planning & Compliance Manager; Glenda Machia, Resources Development Manager; Michaela Allwine, Housing Programs Manager; and Marian Joyce, Secretary.

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

Public Comments - None

Minutes of the January 26, 2021 meeting were approved. The motion was made by Ms. Lyon Slaymaker, second by Mr. Jim Williams, and unanimously accepted.

Communications – None

The Treasurer's Report for the months of November & December 2020, and January 2021 were approved on a motion by Mr. Williams, second by Mr. Robinson and unanimously accepted. Mr. Sternberg referred the Board to Mr. Brightbill's reports and cover Memo.

Report of the Executive Director: Mr. Sternberg referred the Board to his written report. Ms. Tyson provided background on the five-year Consolidated Plan, noting that Ms. Allwine and Ms. Ritchey are keeping track of partner activity, such as community needs data being collected by the County Office of Aging and Behavioral Health Departments. She also gave updates on the Analysis of Impediments to Fair Housing documents and virtual public hearings hosted by Tabor/LHOP and the Citizens' Summary. Mr. Justin Eby asked Ms. Tyson to update Board Members on the Request for Proposals for ESG Emergency Solutions Grants. She noted that there are 17 applicants for grants and some of these are looking at a variety of improvements to enhance Coronavirus safety protocols.

Committee Reports - None

Unfinished Business – None

New Business:

1) The Board approved a resolution authorizing a contract with LHOP for the Community Homebuyer Program. Ms. Aimee Tyson provided background. The motion to approve was made by Mr. Williams, second by Ms. Lyon Slaymaker and unanimously carried. (A copy of said Resolution [FEB 21 #3] 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 execution of a Contract with the *Lancaster Housing Opportunity Partnership* to provide loans for down payment and closing costs to lower income families desiring to purchase a home, for a period beginning March 1, 2021 and terminating when all funds are expended or terminated by either party, in an amount not to exceed Two Hundred Fifty Thousand Dollars (\$250,000.00).

2) The Board approved HOME funds for Community Basics Inc. Mr. Jim Eby, Board Member, provided background from the Finance Committee. He noted that if it scores well with PHFA, this will be a great project. The motion to approve was made by Mr. Williams and, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [FEB 21 #4] 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 *Bausman Place Apartments* 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 HOME Investment Partnerships Program funding.

3) The Board approved HOME funds for HDC MidAtlantic. Mr. Jim Eby, Board Member, provided background from the Finance Committee. He noted that this is the fourth time going into PHFA. The motion to approve was made by Ms. Lyon Slaymaker, second by Mr. Jim Eby and unanimously carried. (A copy of said Resolution [FEB 21 #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 *Manor View Terrace Apartments* 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 Eight Hundred Fifty Thousand Dollars (\$850,000) of HOME Investment Partnerships Program funding.

4) The Employee Handbook Resolution was tabled until next month awaiting more input.

5) The Board approved a grant application to the PA Historic Museum Commission. Ms. Glenda Machia, Resources Development Manager, and Mr. Sternberg provided background on the construction of the Rail Depot building as part of the Marietta Trailhead Project. Ms. Machia noted that this is one of many grants that the Authority will be applying for – and this deals specifically with the roof. The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [FEB 21 #6] 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 complete and submit a grant application for up to \$100,000 to the Pennsylvania Historic and Museum Commission for a Keystone Historic Preservation Construction grant.

Other Business: Mr. Fisher announced that the next meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **March 23, 2021**.

The Board went into Executive Session at 4:45 p.m. to discuss a Personnel matter.

The Board exited Executive Session after 15 minutes and the meeting was adjourned at 5:00 p.m.

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Marian C. Joyce, Secretary