

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
FEBRUARY 28, 2023**

**IMMEDIATELY FOLLOWING THE MEETING OF THE LANCASTER COUNTY HOUSING AUTHORITY
WHICH FOLLOWED THE 4 P.M. MEETING OF THE LANCASTER COUNTY LAND BANK 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, February 28, 2023. 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, Jim Williams, and Melinda Kaufman.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Director Finance & Administration; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn Ritchey, Manager Planning & Resource Development; Rachel Valmonte, Compliance Manager, Sean Krumpke, Acquisition & Rehabilitation Program Coordinator; Jody Heinrich, Grants Manager; Yolanda Hunter, Homelessness Systems Operations Manager; Christopher Thomas, Data Quality Manager; and Beth Dreyer-DeGoede, Secretary.

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

Mr. Fisher called the meeting to order at 4:22 p.m.

Public Comments - None

Minutes of the January 24, 2023 Meeting were approved. The motion was made by Mr. Jim Eby, second by Mr. Williams, and unanimously accepted.

The Treasurer's Report for November and December of 2022 and January 2023 was tabled and will be presented at the March meeting.

Staff Reports: Ms. Heinrich introduced two new staff in the Office for the Homelessness Coalition: Yolanda Hunter, Systems Operations Manager and Christopher Thomas, Data Compliance Analyst.

Ms. Allwine reported that they are working on the Whole Home Repair Program policy and referral process. They already have 15 people on the wait list. Two new staff will be hired for this program, an administrative assistant and a technical service coordinator. Mr. Fisher asked what the limit is on repair costs. Ms. Allwine responded that there is a \$25,000 grant and a possible \$25,000 loan. They have approximately \$4 million to spend over the next 1.5 years. The constraint will be contractors. Ms. Allwine also noted that they are creating the Annual Action Plan. Funding allocations were released, and they will receive approximately \$5.1 million, which is a little less than the previous year. The CAPER report of what was spent last year is due. The new website and logos for the organization have been finalized and released. Mr. Fisher commended the department on this work.

Mr. Justin Eby reported that Lancaster City Revitalization and Improvement Zone (CRIZ) approved an amendment to replace areas of sod in the Clipper Magazine Stadium in the interim until the field can be replaced with turf. He is interviewing for a Fiscal Assistant position and now looking at external sources for help filling the Director of Finance position.

Communications – None

Committee Reports – None

Unfinished Business – None

New Business

The Board adopted New Business items 1 through 3 under one motion by Mr. Jim Eby, second by Mr. Williams and unanimously carried.

1) The Board approved the Lancaster County Land Bank Authority request for CDBG funding for the purchase of property at 52 S. 8th Street in the Borough of Columbia. (A copy of said Resolution [FEB 23 #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 authorize the Executive Director to execute a contract with the Lancaster County Land Bank Authority for the expenditure of Community Development Block Grant funds for acquisition and related costs for the property at 52 S. 8th Street, Columbia, PA in an amount not to exceed EIGHTY-SIX THOUSAND FIVE HUNDRED SIXTY AND 00/100 DOLLARS (\$86,560.00).

2) The Board approved the Lancaster County Land Bank Authority request for CDBG funding for the purchase of property at 30 N. 7th Street in the Borough of Columbia. (A copy of said Resolution [FEB 23 #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 Executive Director to execute a contract with the Lancaster County Land Bank Authority for the expenditure of Community Development Block Grant funds for acquisition and related costs for the property at 30 N. 7th Street, Columbia, PA in an amount not to exceed SEVENTY-TWO THOUSAND SIX HUNDRED AND 00/100 DOLLARS (\$72,600.00).

3) The Board approved the Lancaster County Land Bank Authority request for CDBG funding for the purchase of property at 612 Franklin Street in the Borough of Columbia. (A copy of said Resolution [FEB 23 #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 Executive Director to execute a contract with the Lancaster County Land Bank Authority for the expenditure of Community Development Block Grant funds for acquisition and related costs for the property at 612 Franklin Street, Columbia, PA in an amount not to exceed 10% above appraised value.

4) The Board approved a second amendment to an existing Home Loan Agreement with Community Basics, Inc. for Three Center Square Apartments. Mr. Justin Eby gave background and said that this gives Community Basics, Inc. five more years of interest only payments. The motion was

made by Mr. Jim Eby, second by Ms. Kaufman, and unanimously carried. (A copy of said Resolution [FEB 23 #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:

1. Authorize a second amendment to the HOME Loan Agreement to extend the period of interest only payments for an additional five (5) years, revising the Principal Payment Begin Date to December 31, 2027.
 2. Authorize the Executive Director to execute the documents required to complete this second loan amendment.
- 5) The Board approved an amendment to a contract with the Lancaster County Food Hub. Ms. Heinrich gave background. The motion to approve was made by Ms. Kaufman, second by Mr. Williams, and unanimously carried. (A copy of said Resolution [FEB 23 #7] 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 an amendment to the Lancaster County Food Hub's contract of July 2022 and is effective immediately.

- 6) The Board approved a resolution authorizing the acceptance of a bid for the replacement of the Sound System at Clipper Magazine Stadium. Mr. Justin Eby gave background. He noted that the Lancaster City Revitalization and Improvement Zone (CRIZ) approved the bid for \$209,000. The baseball team will provide the match. The work can be completed before the baseball season begins. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby, and unanimously carried. (A copy of said Resolution [FEB 23 #8] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Redevelopment Authority hereby authorizes the Executive Director to accept the bid pending the approval of the Lancaster City Revitalization and Improvement Zone (CRIZ) and 1/6 match requirement.

Other Business: Mr. Fisher announced the next regular meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **March 28, 2023** 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.

Beth A. Dreyer-DeGoede, Secretary