

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
APRIL 25, 2023 AT 4 P.M.
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, April 25, 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, Gerry Robinson, Jim Williams, and Melinda Kaufman.

Staff members present were: Justin Eby, Executive Director; Michael Brightbill, Director Finance & Administration; Deb Jones, Director of Human Services and the Office for the Coalition; Audrey Steinmetz, Director Tenant & Landlord Services; Michaela Allwine, Director Housing and Community Development; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; Rachel Valmonte, Compliance Manager; Jody Heinrich, Grants Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*; John Trescot, *Lancaster County Commissioner*; Becky Logan, *LNP*; Andrew Szalay, *Lancaster Lebanon Habitat for Humanity* and Amy Balestier, *Lancaster Lebanon Habitat for Humanity*

Mr. Williams called the meeting to order at 4:00 p.m. Vice-Chair, Mr. Williams ran the meeting since Mr. Fisher was attending virtually.

Public Comments - None

Minutes of the March 28, 2023 Meeting were approved. The motion was made by Mr. Robinson, second by Mr. Fisher, and unanimously accepted.

The Treasurer's Report for November and December of 2022 and January and February 2023 were approved. The motion was made by Mr. Robinson, second by Mr. Fisher, and unanimously accepted. The Report for March will be presented at the April meeting. Mr. Brightbill reported. Mr. Fisher asked if the payments from the Barnstormers were coming in on time. Mr. Brightbill answered that they are behind as skybox sales are lagging. Mr. Fisher would like an update next month since the season will be underway at that time.

Staff Reports: Ms. Jones reported that the Reentry Coalition held a successful Reentry Simulation last week. The Reentry Coalition is expanding. She noted that the Homelessness Coalition's Spring Continuum of Care meeting will be held on Tuesday, May 2nd at 9 am at Clipper Magazine Stadium. That same day, the Youth Homelessness Demonstration Project (YHDP) will be meeting. Mr. Robinson asked what youth homelessness looked like. Ms. Heinrich responded that the target population is 18-24 year olds, many are couch-surfing with friends or relatives. Ms. Jones reported that they are leading a Spring Housing Plan in an intensive effort to get people housed due to the increase in unsheltered individuals found during the Point in Time count, the public library temporarily closing

and the Binns Park refresh. She was disappointed that the Special Notice of Funding Opportunity (NOFO) was not slated for funding.

Ms. Allwine reported that the Whole Home Repair Program had already received 92 applications in the first 2 weeks of being open. They have \$3.9 million to spend but contractor capacity will be the bottleneck. The Multifamily Request for Proposals for Home funding went out. They are partnering with the City on this. The Public Improvements Letters of Intent are due. The Vacant Property Reinvestment Board will be meeting in May as they have a property to discuss. They are working closely with the Human Services department on projects for homelessness services.

Mr. Justin Eby reported that the sod at Clipper Magazine Stadium has been repaired and the sound system installed. Opening day for the Barnstormers at the Stadium will be May 2nd.

Communications – Mr. Justin Eby noted that they received a notice from Housing and Urban Development (HUD) about the coronavirus Community Development Block Grant (CDBG-CV) funding. Originally, they were to have spent 80% of the funding by May. This has been extended. Mr. Stuhldreher asked how much has been spent to date, and Mr. Justin Eby noted approximated 60%.

Committee Reports – None

Unfinished Business – None

New Business

- 1) The Board authorized the reservation of funds through the Home Investment Partnership program for Lancaster Lebanon Habitat for Humanity for the 5th Street Build in Columbia Borough. Ms. Allwine reported that this was a previous Land Bank Authority property. The motion was made by Mr. Jim Eby, second by Mr. Robinson, and unanimously carried. (A copy of said Resolution [APR 23 #16] 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 Fifth Street Build project, determined by the Redevelopment Authority Loan Committee to meet the terms, conditions and requirements of the Home Investment Partnership Program, in an amount not to exceed Six Hundred Fifty Thousand Dollars (\$650,000) of the Redevelopment Authority's 2020, 2021 and 2023 allocations of HOME Investment Partnerships Program funding.

- 2) The Board approved a funding request for the Use of Emergency Solutions Grant Coronavirus (ESG-CV2) funding for Columbia Presbyterian's Hands Across the Street shelter renovations. Ms. Heinrich noted that the full funding amount is \$11,509 and covers new flooring, a room divider and some bathroom renovations. The motion was made by Ms. Kaufman second by Mr. Robinson, and unanimously carried. (A copy of said Resolution [APR 23 #17] 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 use of Emergency Solutions Coronavirus Grant (ESG-CV2) Funding in the amount of ELEVEN THOUSAND FIVE HUNDRED NINE and 00/00 DOLLARS (\$11,509.00) for the Columbia Presbyterian Hands Across the Street shelter for renovations.

- 3) The Board approved an Administrative Agreement with the County of Lancaster for 2023. Mr. Justin Eby noted this is the annual agreement. The motion was made by Mr. Robinson second by Ms. Kaufman, and unanimously carried. (A copy of said Resolution [APR 23 #18] 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 Agreement with the County of Lancaster appointing the Redevelopment Authority of the County of Lancaster as the administering agency for the Community Development Block Grant Program, the HOME Investment Partnerships Program and the Emergency Solutions Grant Program for Grant Year 2023.

- 4) The Board endorsed the 2023 Annual Action Plan. Ms. Allwine noted this is the budget plan for HUD (CDBG, ESG and HOME) funding. We collaborate with the City and hold a public meeting. Commissioner Trescot commended Ms. Allwine and Ms. Jocelynn Ritchey for their presentation at the Commissioners meeting that morning. The motion was made by Ms. Kaufman, second by Mr. Fisher, and unanimously carried. (A copy of said Resolution [APR 23 #19] 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 recommend the Board of Commissioners of the County of Lancaster approve the Fiscal Year 2023 Annual Action Plan as presented and authorize the Redevelopment Authority to submit said plan to HUD for the CDBG, HOME and ESG programs.

- 5) The Board authorized the transfer of funding to the Lancaster County Land Bank Authority for the rehabilitation of the property at 612 Franklin Street in the Borough of Columbia. Mr. Krumpe noted the acquisition of the property was approved in March. Now they need funds to rehabilitate. Mr. Jim Eby asked who would be managing the property. Ms. Allwine responded that the Redevelopment Fund will contract it out. Mr. Stuhldreher asked how much funding was requested, it is \$66,000. The motion was made by Mr. Jim Eby, second by Ms. Kaufman, and unanimously carried. (A copy of said Resolution [APR 23 #20] 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 that:

1. The Redevelopment Authority of the County of Lancaster is hereby authorized to use **sixty-six thousand dollars (\$66,000)** to rehabilitate the property located at 612 Franklin Street in the Borough of Columbia, Lancaster County using CDBG funds.
 2. The Executive Director of the Redevelopment Authority, Justin M. Eby, is hereby authorized and directed to execute all documents on behalf of the Redevelopment Authority of the County of Lancaster which may be necessary or desirable to further the intent of this Resolution.
- 6) The Board authorized CDBG funding to be used for architectural services for the property at 521 Locust Street in the Borough of Columbia. Mr. Krumpe noted that the request for proposals was completed for the rehabilitation of the property. Mr. Fisher asked if this was the property that

had 2 fires and it is. Mr. Robinson asked about what started the fires. It is no known, but no arson was identified. The motion was made by Mr. Robinson, second by Mr. Fisher, and unanimously carried. (A copy of said Resolution [APR 23 #21] 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 that:

1. The Redevelopment Authority of the County of Lancaster is hereby authorized to use **twenty thousand dollars (\$20,000)** to prepare architectural materials for the property located at 521 Locust Street in the Borough of Columbia, Lancaster County using CDBG funds.
2. The Executive Director of the Redevelopment Authority, Justin M. Eby, is hereby authorized and directed to execute all documents on behalf of the Redevelopment Authority of the County of Lancaster which may be necessary or desirable to further the intent of this Resolution.

The Board adopted New Business items 7 and 8 under one motion by Mr. Robinson, second by Mr. Fisher and unanimously carried. Mr. Krumpe provided background prior to the motion to accept. The scope of the original project was too large and had to be revised so the Factory Ministries could complete with the available funding. Resolutions are as follows:

- 7) The Board approved a contract amendment for the 2021 CDBG Public Facility Improvements Project with the Factory Ministries. (A copy of said Resolution [APR 23 #22] 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 reduce and amend the scope of work of the contract with The Factory Ministries for the Gymnatorium Historical Renovation Project.

- 8) The Board approved a contract amendment for the 2022 CDBG Public Facility Improvements Project with the Factory Ministries. (A copy of said Resolution [APR 23 #23] 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 reduce and amend the scope of work of the contract with The Factory Ministries for the Gymnatorium Historical Restoration and HVAC Project.

- 9) The Board approved an Intergovernmental Agreement with the City of Lancaster to reduce homelessness and mitigate the impact of homelessness in Lancaster City. Mr. Justin Eby noted that this agreement supersedes the agreement the board approved in March. Further collaboration with the City revised the original agreement. Ms. Jones noted it is a 3 year commitment. The motion was made by Ms. Kaufman, second by Mr. Robinson, and unanimously carried. (A copy of said Resolution [APR 23 #24] is attached hereto and made a part hereof).

NOW, THEREFORE, in consideration of the commitments and terms contained herein,

the board of the Redevelopment Authority of the County of Lancaster approves the said commitments and activities as described in the Intergovernmental Agreement and Exhibit A.

Other Business: Mr. Williams announced there will be a Special Meeting of the Board of the Redevelopment Authority of the County of Lancaster on Monday, **May 8, 2023** at 4 pm. This will be to approve funding awards for homelessness services. The next regular meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **May 23, 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.

The meeting was adjourned at 4:47 pm.

Beth A. Dreyer-DeGoede, Secretary