

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
JULY 26, 2022
IMMEDIATELY FOLLOWING THE 4:00 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, July 26, 2022. 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, Jim Eby, Melinda Kauffman, and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Director Finance & Administration; Jocelynn Ritchey, Manager Planning & Resource Development; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; Audrey Steinmetz, Director Tenant & Landlord Services; Jody Heinrich, Grants Manager; Marian Joyce, Administrative Assistant and Beth Dreyer-DeGoede, Secretary.

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

Mr. Fisher called the meeting to order at 4:41 p.m.

Public Comments - None

Minutes of the June 28, 2022 Meeting were approved. The motion was made by Mr. Williams, second by Mr. Jim Eby, and unanimously accepted.

The Treasurer's Report for June 2022 was approved. Mr. Brightbill noted he will separate the Homelessness Coalition out from the rest of the Redevelopment Authority going forward. Mr. Williams made a motion to approve, second by Mr. Jim Eby, and unanimously accepted.

Staff Reports: Ms. Michaela Allwine, Director Housing and Community Development, reported that there are 67 applications currently for the Home Repair and Mobile Home Repair Programs. They have 20 currently under construction and 7 on a wait list. The Annual Action Plan was approved by the Commissioners. Ms. Jocelynn Ritchey reported that they should have a first draft of a logo design by the end of the week and will be having a web design discussion to help with navigation and content.

Mr. Justin Eby reported that the Neighborly software program for managing grants is live. They are looking into Finance software. Deb Jones, Director of Human Services and the Office for the Coalition, is at a Homelessness Conference in Washington DC. There is a special NOFO available. They are monitoring the state budget.

Communications – Mr. Justin Eby noted that we received a letter from the Reentry Coalition Steering Committee requesting that the Redevelopment Authority manage the Reentry Coalition. This would add 1 staff member to the Department of Human Services. A formal action plan is anticipated at a future board meeting.

Committee Reports – none

Unfinished Business – None

1) The Board endorsed the Annual Action Plan for Fiscal Year 2022 for the Community Development Block Grant Program, the Home Investment Partnership Program and the Emergency Solutions Grant Program. Ms. Ritchey reported that this is a \$5.3 million plan. Renter occupied housing funding was prioritized. The resolution was approved on a motion by Mr. Williams, second by Ms. Kauffman and unanimously accepted. (A copy of said Resolution [July 22 #33] 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 2022 Annual Action Plan as presented and authorize the Redevelopment Authority to submit said plan to HUD for the CDBG, HOME and ESG programs.

2) The Board approved the resolution authorizing the execution of a sub-recipient agreement with the City of Lancaster for the use of Home Investment Partnerships Program funds. Mr. Justin Eby noted that it is an annual agreement and the 2nd of a 3 year agreement. The motion to approve was made by Mr. Jim Eby, second by Mr. Williams and unanimously carried. (A copy of said Resolution [July 22 #34] 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 of the Redevelopment Authority of the County of Lancaster to execute a Sub-Recipient Agreement with the City of Lancaster for the use of an estimated SIX HUNDRED TWENTY THOUSAND, SIXTY-THREE DOLLARS (\$620,063.00) in Fiscal Year 2022 HOME Investment Partnerships Program Funds within the City of Lancaster in accordance with Exhibit A, attached hereto.

3) The Board approved a contract with the Parish Resource Center for Meals for Homeless Programs through the use of Emergency Solutions Grant COVID funds. Ms. Jody Heinrich noted that it was a continuation of a partnership with Parish Resource Center. The motion to approve was made by Ms. Kauffman, second by Mr. Jim Eby and unanimously carried. (A copy of said Resolution [July 22 #35] 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 *Parish Resource Center* for TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) for a period beginning on July 1, 2022, and terminating June 30, 2023, using Fiscal Year 2022 Emergency Solutions Grant COVID Funds.

4) The Board approved a contract with Tenfold for Fair Housing Activities for Low and Moderate Income Areas through the use of Community Development Block Grant funds. Mr. Justin Eby noted that this contract provides for county wide presentations and education for Fair Housing. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby and unanimously carried. (A copy of said Resolution [July 22 #36] 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 a period beginning on July 1, 2022 and terminating June 30, 2023 in an amount not to exceed THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) using Fiscal Year 2022 Community Development Block Grant Funds.

5) The Board approved a contract with Tenfold for the Operation of Fair Housing Activities Programs for Low and Moderate Income Residents through the use of Community Development Block Grant funds. Mr. Justin Eby noted this was to support Tenfold as they received calls from residents. The motion to approve was made by Mr. Jim Eby, second by Mr. Williams and unanimously carried. (A copy of said Resolution [July 22 #37] 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 a period beginning on July 1, 2022 and terminating June 30, 2023 in an amount not to exceed FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) using Fiscal Year 2022 Community Development Block Grant Funds.

Other Business: Mr. Fisher announced the next meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **August 23, 2022** 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 5:04 pm.

Beth A. Dreyer-DeGoede, Secretary