

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
JULY 27, 2021
IMMEDIATELY FOLLOWING THE 4:30 P.M. MEETING OF THE
LANCASTER COUNTY HOUSING AUTHORITY
28 PENN SQUARE, SUITE 200
LANCASTER, PA 17603**

The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, July 27, 2021. The Board meeting was held at the office of the Redevelopment Authority of the County of Lancaster, 28 Penn Square, Suite 200, and via Zoom videoconference.

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

Staff members present were: Justin Eby, Executive Director; Ms. Terry Danforth, Tenant Services Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Controller; Aimee Tyson, Planning and Compliance Manager; Jocelynn Ritchey, CDBG Program Specialist; Audrey Steinmetz, Tenant Services Manager; and Marian Joyce, Secretary.

Mr. Fisher called the meeting to order at 4:31 p.m.

Public Comments - None

Minutes of the June 22, 2021 meeting were approved. The motion was made by Mr. Jim Williams, second by Mr. Jim Eby, and unanimously accepted.

Communications – None

The Treasurer's Report for the month of June was approved on a motion by Mr. Robinson, second by Mr. Jim Williams and unanimously accepted. Mr. Justin Eby, Executive Director, stated that the Quarterly Budget & Expenses Report will be presented in August, as it is more complex and needs to be presented in a more detailed fashion. Mr. Brightbill, Controller, stated that there was nothing out of the ordinary for the June Treasurer's Report.

Report of the Executive Director: Mr. Justin Eby referred the Board to his written report and highlighted a few additional items. He stated that the Authority is still seeking a few job candidates – the most challenging being filling the Acquisition/Rehab position, and he commended the staff on keeping projects moving forward.

Committee Reports – None

Unfinished Business – None

New Business:

1) The Board approved a Memorandum of Understanding with Manheim Borough for participation in the Homeowner Assistance Program Grants. Ms. Jocelynn Ritchey, CDBG Program Specialist, provided background. She answered a question from Board Chair Fisher, stating that there had been renewed interest in the program in recent months. The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [JUL 21 #44] 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 and enter into a Memorandum of Understanding with the *Borough of Manheim* establishing the eligibility requirements and administrative procedures to be followed for the operation of the Homeowner Assistance Program.

BE IT FURTHER RESOLVED to authorize the Director of Housing and Community Development, or other Staff Designee approved by the Executive Director, to approve grant applications submitted by individual homeowners in accordance with the terms of this Memorandum.

2) The Board approved a contract with *Tenfold* for Fair Housing Activities targeted to Low- and Moderate-Income *Areas* using 2021 Community Development Block Grant funds. Ms. Aimee Tyson provided back-ground stating that this is a continuation of an ongoing program. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously carried. (A copy of said Resolution [JUL 21 #45] 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, 2021 and terminating June 30, 2022 in an amount not to exceed Thirty-Five Thousand And 00/100 Dollars (\$35,000.00) using Fiscal Year 2021 Community Development Block Grant Funds.

3) The Board approved a contract with *Tenfold* for Fair Housing Activities targeted to Low- and Moderate-Income *Residents* using 2021 Community Development Block Grant funds. Ms. Aimee Tyson contrasted this grant with the previous one. She noted that this contract is for *direct* service to clients based on their income, while the previous contract is based on the geographic area where a client lives. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously carried. (A copy of said Resolution [JUL 21 #46] 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, 2021 and terminating June 30, 2022 in an amount not to exceed Fifteen Thousand And 00/100 Dollars (\$15,000.00) using Fiscal Year 2021 Community Development Block Grant Funds.

4) The Board approved contract resolutions with the Non-Profit organizations listed below for Homeless Services using *Emergency Solutions Grant* funds. Ms. Aimee Tyson provided background stating that this year there are three new organizations that the Authority has not dealt with before, so staff met with their representative to explain the details. She answered Board members' questions about the new grantees: *Columbia Presbyterian, Northern Lancaster Hub, and CrossNet Ministries*. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously carried. (A copy of said

Resolution [JUL 21 #47-A to G] 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 nonprofit organizations for the specified amounts listed in “Exhibit A” for a period beginning on July 1, 2021 and terminating June 30, 2022 using *Fiscal Year 2021 Emergency Solutions Grant Funds*.

Organization	Program	ESG \$
<i>Columbia Presbyterian</i>	Hands Across the Street	\$10,000
<i>Northern Lancaster Hub</i>	Day/Drop-in Center	\$50,000
<i>YWCA Lancaster</i>	Kepler Hall	\$23,500
<i>CrossNet Ministries</i>	Pathways to My Home	\$40,000
<i>ECHOS</i>	ECHOS Pathways to My Home	\$61,200
<i>ECHOS</i>	ECHOS Coordinated Assessment	\$13,500
<i>United Way</i>	211 Pre-screening	\$32,997
	Total:	\$231,197

5) The Board approved contract resolutions with the Non-Profit organizations listed below for the operation of Homeless Programs using Community Development Block Grant funds. Ms. Tyson again provided background, noting that some of the subrecipients were the same as in the previous resolutions but here the programs are different. She answered a question from Mr. Robinson about the Day Center program. The motion to approve was made by Mr. Robinson, second by Williams and unanimously carried. (A copy of said Resolution [JUL 21 #48-A to F] 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 for the specified amounts listed in “Exhibit A” for a period beginning on July 1, 2021 and terminating June 30, 2022 using *Fiscal Year 2021 Community Development Block Grant Funds*.

Organization	Program	CDBG \$
<i>Community Action Partnership</i>	Domestic Violence Services	\$63,000
<i>ECHOS</i>	ECHOS Emergency Shelter	\$33,750
<i>ECHOS</i>	Enrichment Center	\$45,000
<i>Tenfold</i>	Community Housing Assessment & Referral Team	\$36,004
<i>Tenfold</i>	TLC	\$100,000
<i>Tenfold</i>	Shelter to Independent Living Program	\$122,246
	Total:	\$400,000

6) The Board approved a contract with The Factory Ministries *Pathways to My Home* Rapid Rehousing Program using ESG-CV2 Funds. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously carried. Ms. Tyson provided background. (A copy of said [JUL 21 #49] 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 Factory Ministries for a period beginning on July 1, 2021 and terminating June 30, 2022 in the amount of Twenty-Three Thousand Four Hundred And 00/100 Dollars (\$23,400.00) using Fiscal Year 2019 Emergency Solutions Grant-CV2 Funds.

7) The Board approved an amended Limited Power of Attorney. The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously carried. Mr. Justin Eby provided background explaining that this POA replaces the one with previous Executive Director. The document has been reviewed by Counsel, signed by the appropriate parties, and duly recorded at the Recorder of Deeds office. (A copy of said Resolution [JUL 21 #50] 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 revoke the September 27, 2016 Power of Attorney and appoint a new Power of Attorney to Justin M. Eby, Executive Director, and John W. Espenshade, Authority Solicitor, to enter, on behalf of the Authority, certain acknowledgements in the offices of the Recorder of Deeds and Prothonotary of Lancaster County, as specified in the attached Power of Attorney, dated July 27, 2021.

8) The Board approved a resolution authorizing disposition of 121-123 North 5th Street, Columbia. Ms. Michaela Allwine provided background on both this resolution and the following one. She indicated that they were two very blighted properties, and she described the process involved. She answered questions from Board Member Eby about the building addition, and the plan for parking. The motion to accept was made by Mr. Jim Eby, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [JUL 21 #51] 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 disposed of the Property to *Stonecrest Builders, LLC* through negotiated sale;
- 2) The Executive Director of the Redevelopment Authority is hereby authorized and directed to execute all documents on behalf of the Authority which may be necessary or desirable to further the intent of this Resolution;
- 3) Purchaser shall enter into a Purchase and Development agreement as to allow the Authority to monitor the redevelopment of the Property in order to ensure work goes according to the submitted proposal.

9) The Board approved a resolution authorizing disposition of 521 Locust Street in Columbia. The motion to accept was made by Mr. Jim Eby, second by Mr. Robinson and unanimously carried. Ms. Allwine provided more details on the property and Mr. Fisher recalled some of the difficulties involved in this long process. (A copy of said Resolution [JUL 21 #52] 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 disposed of the Property to *WGMC Properties, LLC* through negotiated sale;
- 2) The Executive Director of the Redevelopment Authority is hereby authorized and directed to execute all documents on behalf of the Authority which may be necessary or desirable to further the intent of this Resolution;

3) Purchaser shall enter into a Purchase and Development agreement as to allow the Authority to monitor the redevelopment of the Property in order to ensure work goes according to the submitted proposal.

10) The Board adopted the 2021-2026 Strategic Priorities listed in the Draft Strategic Plan. The motion to approve was made by Mr. Robinson, second by Mr. Williams and unanimously carried. Mr. Justin Eby recalled the July 13 Special Board Meeting with the Consultant when these strategic priorities were presented to both the Staff and the Board. He noted that the Plan is a living document and will have to be adapted due to the COVID Pandemic when moving forward. (A copy of said Resolution [JUL 21 #53] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority to adopt the Strategic Priorities as presented and listed in the 2021 - 2026 DRAFT Strategic Plan.

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, **August 24, 2021** at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square, Suite 200, or via Zoom videoconferencing, immediately **following the 4:30 p.m. meeting** of the Lancaster County Housing Authority.

The meeting was adjourned at 4:55 p.m.

Marian C. Joyce, Secretary