

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
OCTOBER 25, 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, October 25, 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, 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; Jody Heinrich, Grants Manager; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn Ritchey, Manager Planning & Resource Development; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; John Hursh, Fiscal Assistant and Beth Dreyer-DeGoede, Secretary.

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

Mr. Fisher called the meeting to order at 4:27 p.m.

Public Comments - None

Minutes of the September 27, 2022 Meeting were approved. The motion was made by Mr. Jim Williams, second by Ms. Kauffman, and unanimously accepted.

The Treasurer's Report for September 2022 was approved. Mr. Brightbill noted that \$150,000 was spent from a line of credit, but that we now have access to eLOCCS and can draw that money down to cover it. Mr. Fisher asked if the overall budget was on track. Mr. Brightbill said he would have a 9 month report for our next meeting but that we were on track to meet our budget. Mr. Williams made a motion to approve, second by Ms. Kauffman, and unanimously accepted.

Staff Reports: Ms. Michaela Allwine reported that a delegation from Lancaster City and the Redevelopment Authority had the Housing Workshop that they were selected for. They can begin working on a Housing Needs Assessment for 2023. Mr. Justin Eby noted his appreciation for this team working on this project.

Mr. Justin Eby noted that there are two (2) open positions in the Homelessness Coalition. He introduced John Hursh, who is a new fiscal assistant. Mr. Brightbill noted that he was happy to have a full accounting team. There may be a need for a Special Meeting in November of the Redevelopment Authority Board to approve the turf field replacement for Clipper Stadium.

Communications – The Redevelopment Authority received the timeliness standards on November 2, 2022 for CDBG funds. Mr. Justin Eby noted that since we had just received the money, we will not have spent it according to the standards. Mr. Fisher asked how we have been paying for things we had not received the funding for. Ms. Ritchey noted that we typically fund with money from the prior year.

Committee Reports – None

Unfinished Business – None

New Business

1) The Board approved a contract with the Lancaster Redevelopment Fund, Inc. Ms. Allwine noted that this was a contract to purchase the property at 132/134 Prince Street using CDBG funding. The amount includes pre-development costs. The actual purchase price is \$750,000. Mr. Stuhldreher asked what was being planned at this site. Ms. Allwine said it would be used to help address affordable housing and homelessness. They are working with Lancaster City, the Redevelopment Authority and the Homelessness Coalition. It would provide emergency shelter space, housing, a day center and offices. The property is currently owned by Milagro House. The resolution was approved on a motion by Ms. Kauffman, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [Oct 22 #61] 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 Redevelopment Fund, Inc. for the expenditure of Community Development Block Grant funds for acquisition of the properties at 134 and 132 S. Prince Street, Lancaster PA in an amount not to exceed ONE MILLION 00/100 DOLLARS (\$1,000,000.00).

2) The Board approved a services agreement with Lancaster General Hospital for Environmental Review Services for the HUD Healthy Homes Production. Mr. Justin Eby noted this is an administrative agreement. Lancaster General Hospital asked us to environmental reviews. The motion to approve was made by Mr. Williams, second by Mr. Fisher and unanimously carried. (A copy of said Resolution [Oct 22 #62] 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 a Services Agreement with Lancaster General Hospital to provide Environmental Review Services for the HUD Healthy Homes Production Grant.

3) The Board approved the resolution approving a contract with Tenfold for Crisis to Rapid Re-Housing Services. Ms. Heinrich reported that this is not new funding for them but a contract renewal. The HUD funding for this service begins December 1st. The resolution was approved on a motion by Mr. Williams, second by Ms. Kauffman and unanimously accepted. (A copy of said Resolution [Oct 22 #63] 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 *Tenfold* for FORTY-EIGHT THOUSAND TWO HUNDRED FIFTY-SIX DOLLARS (\$48,256.00) for a period beginning on December 1, 2022, and terminating November 30, 2023, using HUD CoC Grant Year 2022 HMIS funding.

4) The Board approved the resolution approving a contract with the Factory Ministries for Crisis to Rapid Re-Housing Services. Ms. Heinrich reported that this is the same as the previous resolution. The

resolution was approved on a motion by Mr. Williams, second by Ms. Kauffman and unanimously accepted. (A copy of said Resolution [Oct 22 #64] 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 *the Factory Ministries* for FORTY-EIGHT THOUSAND TWO HUNDRED FIFTY-SIX DOLLARS (\$48,256.00) for a period beginning on December 1, 2022, and terminating November 30, 2023, using HUD CoC Grant Year 2022 HMIS funding.

5) The Board approved the resolution approving a contract with the Elizabethtown Community Housing & Outreach Services for Crisis to Rapid Re-Housing Services. Ms. Heinrich reported that this is the same as the previous resolution. The resolution was approved on a motion by Ms. Kauffman, second by Mr. Williams and unanimously accepted. (A copy of said Resolution [Oct 22 #65] 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 *Elizabethtown Community Housing and Outreach Services* for FORTY-EIGHT THOUSAND TWO HUNDRED FIFTY-SIX DOLLARS (\$48,256.00) for a period beginning on December 1, 2022, and terminating November 30, 2023, using HUD CoC Grant Year 2022 HMIS funding.

6) The Board approved the resolution approving a contract with Community Action Partnership of Lancaster County for Homeless Management Information System Support. Ms. Heinrich noted that this funding is how we support Sheldon Kepiro to provide support for Empower Lancaster. The motion to approve was made by Ms. Kauffman, second by Mr. Williams and unanimously carried. (A copy of said Resolution [Oct 22 #66] 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 *Community Action Partnership* for THIRTY-FOUR THOUSAND, ONE HUNDRED AND FIFTY-ONE and 00/100 DOLLARS (\$34,151.00) for a period beginning on December 1, 2022, and terminating November 30, 2023, using HUD CoC Grant Year 2022 HMIS funding.

7) The Board approved an amendment to a contract with Lancaster EMS to extend their current funding of their Mobile Hygiene Unit. Ms. Heinrich noted that they just needed more time to use their funding. The motion to approve was made by Ms. Kauffman, second by Mr. Williams and unanimously carried. (A copy of said Resolution [Oct 22 #67] 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 LEMSA's contract of November 2021 and is effective immediately.

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, **November 22, 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 4:54 pm.

Beth A. Dreyer-DeGoede, Secretary