

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
JUNE 27, 2023 FOLLOWING
THE 4 PM MEETING OF THE LANCASTER COUNTY HOUSING 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, June 27, 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; Scott Fredo, Director Finance & Administration; Audrey Steinmetz, Director Tenant & Landlord Services; Deb Jones, Director of Human Services and the Office for the Coalition; Sean Krumpke, Acquisition & Rehabilitation Program Coordinator; Marjorie Shaffer, Homelessness Housing Coordinator, and Beth Dreyer-DeGoede, Secretary.

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

Mr. Fisher called the meeting to order at 4:12 p.m.

Public Comments - Mr. Stuhldreher noted that no board agenda was posted on the County website regarding today's meeting, which is in violation of the Sunshine Law. Mr. Justin Eby thanked Mr. Stuhldreher for his comment and noted that the agenda was submitted to the County but the person who posts the information to the website was on vacation. The agenda was published in the Lancaster Newspaper (LNP) and was added to the Lancaster County Housing and Redevelopment Authority website.

Minutes of the May 23, 2023 Board Meeting were approved. The motion was made by Mr. Williams, second by Mr. Robinson, and unanimously accepted.

The Revised Treasurer's Reports for January, February, March and April 2023 were approved. The motion was made by Mr. Robinson, second by Ms. Kaufman, and unanimously accepted. Mr. Fredo noted that a mistake made in the January report impacted the rest of the reports submitted year to date. He has corrected that error and revised the reports for those months.

The Treasurer's Report for May 2023 was approved. The motion was made by Mr. Williams, second by Mr. Robinson, and unanimously accepted. Mr. Fredo noted that the line for ESG funds currently has a negative balance because the funds have not been transferred yet. It will be resolved by the next meeting.

Staff Reports: Ms. Jones noted that a resource coordinator has been hired for the Reentry Coalition, with an anticipated start date of July 10. She noted that Ms. Marjorie Shaffer was attending the meeting from the Homelessness Coalition. Ms. Shaffer is the Housing Program Coordinator. The

Homelessness Coalition is in the midst of contract negotiations with partner providers. The need is greater than the funding. The team is doing a revamp of the Coordinated Entry program. Ms. Jones noted that she is pleased to be working with Mr. Fredo in Finance. Homelessness in public spaces is a focus right now.

Mr. Justin Eby echoed that and said there was a huge increase in media requests focused on housing and homelessness. He gets 2-3 requests per week. The response is always to educate the community. Mr. Stuhldreher asked if there were any updates on the Prince Street Hub project. Mr. Justin Eby said we are continuing to work with the architect on designs and are having ongoing communications with the neighborhood stakeholders. Mr. Stuhldreher also asked if there was an update on the increased shelter space that is contracted for the winter. Mr. Justin Eby said our team continues to work on it, but there are no updates as yet.

Communications – Mr. Justin Eby noted that we received the 2022 Program Year Review Letter from the US Housing and Urban Development (HUD) office. This is an annual assessment. It will be posted on our website. Mr. Eby commended the staff for their work in getting everything submitted to HUD.

Committee Reports – None

Unfinished Business – None

New Business

- 1) The Board approved an amendment to a contract with the YWCA for their 2022 Public Improvement Project. Mr. Krumpke noted that the YWCA was condensing their scope of work so they could get the work done with the funding they had available. The motion was made by Mr. Williams, second by Mr. Robinson, and unanimously carried. (A copy of said Resolution [JUNE 23 #38] 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 YWCA Lancaster for the SAPCC Expansion project.

- 2) The Board authorized Community Development Block Grant (CDBG) funding for the rehabilitation of 318 Poplar Street in Columbia Borough. Mr. Krumpke noted this is a Land Bank property and the rehabilitation should be complete by February 2024. The motion was made by Ms. Kaufman, second by Mr. Jim Eby, and unanimously carried. (A copy of said Resolution [JUNE 23 #39] 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 ONE HUNDRED FIFTY-THREE THOUSAND FIVE HUNDRED FIFTY and 00/00 DOLLARS (\$153,550.00) to rehabilitate the property located at 318 Poplar 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 3 and 4 under one motion by Ms. Kauffman, second by Mr. Williams and unanimously carried.

- 3) 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 (CDBG) funds. Mr. Justin Eby noted this is a renewal of a contract that has been held with Tenfold for a number of years. (A copy of said Resolution [JUNE 23 #40] 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, 2023 and terminating June 30, 2024 in an amount not to exceed THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) using Fiscal Year 2023 Community Development Block Grant Funds.

- 4) 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 (CDBG) funds. (A copy of said Resolution [JUNE 23 #41] 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, 2023 and terminating June 30, 2024 in an amount not to exceed FIFTEEN THOUSAND AND 00/100 DOLLARS (\$15,000.00) using Fiscal Year 2023 Community Development Block Grant Funds.

- 5) The Board approved a Facility Usage Agreement with Ebenezer Baptist Church for the Operation of a Night Shelter. Ms. Jones noted this is the low barrier shelter run by the Lancaster County Food Hub. We know we may need to move the shelter to a larger location during the year. Mr. Justin Eby indicated that our solicitors added a 90-day termination clause to handle that possible change. The motion was made by Ms. Kaufman, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [JUNE 23 #42] 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 authorize the Executive Director to execute a Facility Licensing Agreement with *Ebenezer Baptist Church* for operation of the night shelter, July 1, 2023 to June 30, 2024.

- 6) The Board approved a contract with Anchor Lancaster to provide a Day Center using Community Development Block Grant Coronavirus (CDBG-CV) funds. Ms. Jones stated this is an adult day shelter. Anchor Lancaster already provides free, community breakfasts. Ms. Kaufman asked if the intent is to engage individuals. Ms. Shaffer indicated that yes, the intent is to walk alongside clients to get them the services they need. A Penn State community health nurse will also be onsite one day a week. Mr. Stuhldreher asked what the contract amount was. It is \$18,000 July 1st through September 30, 2023. He asked what happened after September 30. Ms. Jones replied that we would need additional funding to be able to continue the program. The motion was made by Mr. Robinson, second by Ms. Kaufman, and unanimously carried. (A copy of said Resolution [JUNE 23 #43] 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 Anchor Lancaster for amounts not to exceed EIGHTEEN THOUSAND and 00/100 DOLLARS (\$18,000.00) for a period beginning on June 28, 2023, and terminating September 30, 2023, using Community Development Block Grant COVID Funds.

- 7) The Board approved contracts with non-profit organizations for Coordinated Entry Services using Homeless Assistance Program (HAP) grant funds. Ms. Jones stated there are six (6) agencies who would like to participate and receive funds. This will strengthen services and collaborations. The motion was made by Mr. Robinson, second by Mr. Williams and unanimously carried. (A copy of said Resolution [JUNE 23 #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 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, 2023, and terminating June 30, 2024, using Fiscal Year 2023 Homeless Assistance Program Grant Funds.

- 8) The Board approved an amendment to an existing Home Loan Agreement with Community Basics, Inc. for Golden Triangle Apartments Associates L.P. Mr. Justin Eby noted they would like to delay interest payments that are due to the Redevelopment Authority because of financial difficulties. Mr. Jim Eby asked if all of the units at the Golden Triangle Apartments were for low income residents and they are. The motion was made by Mr. Jim Eby, second by Mr. Williams and unanimously carried. (A copy of said Resolution [June 23 #45] is attached hereto and made part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority of the County of Lancaster to:

1. Amend the Loan Agreement and Promissory Note as follows:
 - a. During the period from January 1, 2007 through December 31, 2020, there shall be no payments of principal or interest required on the HOME Loan. Interest shall accrue on the unpaid principal balance.
 - b. Beginning January 1, 2021, Golden Triangle Apartments Associates L.P. shall cause to be paid to Authority seventy-five percent (75%) of Excess Revenue generated by Project.
2. Authorize the Executive Director to execute the documents required to complete this second loan amendment.

Mr. Jim Eby asked if the PHFA application was due on Friday, June 30. Mr. Justin Eby said that it was delayed and do not have a date for it yet.

The Board went into Executive Session at 4:47 pm to discuss personnel and real estate matters. Other Business: Mr. Fisher noted that the next regular meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **July 25, 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.

Executive Session ended and the meeting was adjourned at 5:11 pm.

Beth A. Dreyer-DeGoede, Secretary