

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
JUNE 28, 2022
IMMEDIATELY FOLLOWING THE 4:00 P.M. 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 28, 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, Gerald Robinson, and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Director Finance & Administration; Terry Danforth, Tenant Services Director; Jocelynn Ritchey, Manager Planning & Resource Development; Rachel Valmonte, Compliance Manager; Audrey Steinmetz, Tenant Services Manager; Rebeca Santos, Program Coordinator; Jody Heinrich, Grants Manager; Steve Kaufhold, Technical Services Coordinator; Beth Dreyer-DeGoede, Executive Administrative Assistant and Marian Joyce, Secretary.

Also attending: Tim Stuhldreher, Editor *OneUnitedLancaster.com*; and Chris Cawley, Executive Director Ashburn Advisors LLC and Lancaster County Commissioner John Trescot

Mr. Fisher called the meeting to order at 4:16 p.m.

Public Comments - None

Minutes of the May 24, 2022 Meeting and the June 7, 2022 Special Meeting were approved as one. The motion was made by Mr. Jim Eby, second by Mr. Jim Williams, and unanimously accepted.

The Treasurer's Report for April and May 2022 was approved. Mr. Brightbill noted that the report will expand as he continues to add the Homelessness Coalition items. Mr. Jim Eby asked about unencumbered income.

Staff Reports: Ms. Michaela Allwine, Director Housing and Community Development, reported that there are 55 applications currently for the Home Repair and Mobile Home Repair Programs. They have begun a wait list. They are partnering with Lancaster General Health for some of their Healthy Home projects. They have demolition permits in process for property in Columbia. They will be presenting the County's Annual Action Plan at the July Board meeting. The new branding program is about to begin.

Mr. Justin Eby reported that he had just been at the Lancaster City CRIZ meeting and they had approval to replace the Clipper Stadium field with turf which will open up the Stadium to more events.

Communications – The Redevelopment Authority received a letter from HUD. Mr. Justin Eby noted that it was a good report and recognized Ms. Jocelynn Ritchey for putting the report together.

Committee Reports – The Personnel Committee met to discuss personnel issues.

Unfinished Business – None

1) The Board approved the submission of a grant application for a Redevelopment Assistance Capital Grant in connection with the Janus School STEM Expansion Project. Mr. Chris Cawley, Executive Director of Ashford Advisors LLC provided background on the project. The resolution was approved on a motion by Mr. Jim Eby, second by Mr. Robinson and unanimously accepted.

(A copy of said Resolution [June 22 #28] 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 appropriate officers, employees and solicitor of the Authority to (1) work with *The Janus School* to prepare an application for Six Hundred Seventy-Three Thousand Dollars (\$673,000) for the Janus School STEM Expansion Project through the Commonwealth of Pennsylvania’s Redevelopment Assistance Capital Program (the Application), (2) to execute and submit the Application as the Applicant and (3) to enter into and carry out its obligations under a grant agreement with The Commonwealth of Pennsylvania (Acting through the Office of the Budget) and a cooperation and sub-grant agreement with The Janus School on such terms and conditions as are acceptable to the appropriate officers, employees and solicitor of the Authority.

2) The Board approved the authorization of an issuance of a Rental Housing Program reservation of funds letter for the Willows at Mill Creek Phase I Project. Ms. Allwine provided background and noted this was an extension of funding from a previous resolution to provide funding for 11 low-income housing units. Commissioner Trescot and Mr. Robinson asked questions regarding the size and description of the units. They will be 1-4 bedroom apartments, walkable and on the bus route to job centers in the New Holland area. The motion to approve was made by Mr. Jim Eby, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [June 22 #29] 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 Willows at Mill Creek Phase I project, determined by the Redevelopment Authority Loan Committee to meet the terms, conditions and requirements of the Rental Housing Program, in an additional amount not to exceed One Million Hundred Thousand Dollars (\$1,000,000) of the Redevelopment Authority’s 2023 HOME Investment Partnerships Program funding for a total of Two Million Two Hundred Thousand Dollars (\$2,200,000) total of HOME Investment Partnership Program Funding.

3) The Board approved the authorization of an issuance of a Rental Housing Program reservation of funds letter for the Manor View Terrace Project. Ms. Allwine provided some background information. Mr. Jim Eby noted that this was the proposal that was denied at the May Board meeting. But that many of their initial concerns had been addressed. The motion to approve was made by Mr. Jim Eby, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [June 22 #30] 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 Manor View Terrace project, determined by the Redevelopment Authority Loan Committee to meet the terms, conditions and requirements of the Rental Housing Program, in an amount not to exceed Three Hundred Thousand Dollars (\$300,000) of the Redevelopment Authority's 2022 HOME Investment Partnerships Program funding.

4) The resolution approving the authorization of an issuance of a Rental Housing Rehabilitation Program reservation of funds letter for Landisville I and II was withdrawn.

5) The Board approved an exception to the policies for the Home Repair Program. Ms. Rebeca Santos provided background. The motion to approve was made by Mr. Robinson, second by Mr. Jim Eby and unanimously carried. (A copy of said Resolution [June 22 #31] 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 an exception to the existing policies governing the *Home Repair Program* to allow for assistance in an amount to exceed \$24,999 but less than \$30,000.

6) The Board approved a Facility Usage Agreement with Ebenezer Baptist Church for the operation of a Night Shelter. Ms. Jody Heinrich provided background and noted that this is the same agreement that we had previously. The motion to approve was made by Ms. Melinda Kauffman, second by Mr. Robinson and unanimously approved. (A copy of said Resolution [June 22 #32] 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, 2022 to June 30, 2023

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, **July 26, 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 4:50 pm.

The Board went into Executive Session at 4:50 pm to discuss a purchase of real estate. They exited the Executive Session at 5:01 p.m.

Beth A. Dreyer-DeGoede, Secretary