

YORK COUNTY LAND BANK AUTHORITY



Thursday, April 17, 2025
Hybrid Zoom/In-person Meeting
144 Roosevelt Avenue York, PA 17401
Join Zoom Meeting
<https://us02web.zoom.us/j/538759070>

Members: Thomas Englerth II, Michael Black, Phillip Briddell, Heidi Hormel, Frank Countess, Shanna Terroso, Timothy Staub, Michael Pritchard

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|---|--------------------|
| 1. Call to Order | Tom Englerth |
| 2. Comments or Questions from the Public | |
| 3. Meeting Minutes – March 2025 | Tom Englerth |
| 4. Financial Statements – March 2025 | Tom Englerth |
| 5. Old Project Discussion | Kim Hogeman |
| a. Horn Farm Groundbreaking | |
| b. Cornerstone/Kearse – Reimbursement Request | |
| c. RSDC/Foundry - Reimbursement Request | |
| 6. New Project Discussion | Kim Hogeman |
| a. Judicial Sale 2025 | |
| i. 240 Arch Street (RDA Acquisition) | |
| ii. YCLBA Fee Schedule Approval | |
| 7. Strategic Plan Update | Shilvosky Buffaloe |
| a. Foster Project Development & Opportunities Committee | |
| i. Judicial Sale Process Restructure | |
| ii. City RDA Case Study | |
| 8. Good of the Order | |
| 9. Adjournment | Tom Englerth |

The Mission of YCLBA is to deter blight and to return vacant property to productive status using a unified, predictable, and transparent process, thereby revitalizing neighborhoods and strengthening the tax base of the entire County of York including the City of York and all of its boroughs and townships

YORK COUNTY LAND BANK AUTHORITY
MEETING MINUTES
March 20, 2025

A meeting of the York County Land Bank Authority (“YCLBA”) was held on March 20, 2025, commencing at 3:30 p.m. The meeting was conducted using a hybrid model with an in-person and Zoom meeting option. Access for the public to hear the meeting was also available in-person and by telephone. Notice of the hybrid meeting, Zoom link, and telephone number were provided to the public in advance by notice required by law.

The following Authority members were in attendance in the YCEA Board Room:

Thomas Englerth II
Michael Black
Michael Pritchard
Timothy Staub

Shanna Terroso (via Zoom)
Philip Briddell
Heidi Hormel (via zoom)

Sarah Doyle, Legal Counsel, and the following members of the York County Economic Alliance were also in attendance: Kim Hogeman, Assistant Vice President for Community and Economic Development; and Brendan Salyards, Economic Initiatives Manager.

The following guests were also in attendance: Nate Englar from Royal Square Development Group.

CALL TO ORDER

Chairman Englerth called the meeting to order at 3:33 p.m., verified each Board member could hear and be heard by all others, and a quorum was present.

COMMENTS FROM THE PUBLIC

Members of the public were invited to submit comments in advance and were offered the opportunity to comment at this time. There was no comment from the public.

CHAIR COMMENTS

Chairman Englerth welcomed the Board and guests.

MINUTES

Chairman Englerth asked if there were any questions or comments on the minutes of the Annual Meeting or the January Regular Meeting, which were circulated prior to this meeting. On a motion by Mr. Phillip Briddell properly seconded by Mr. Timothy Staub a vote was conducted by roll call, and the Board approved the Annual Meeting and January Regular Minutes as presented.

FINANCIALS

The financial statements for December 2024, January 2025 & February 2025 were distributed to the board prior to the meeting. Mr. Phillip Briddell also shared an update on the YCLBA financials. Discussion ensued on the total expenses of the York County Land Bank Authority and its total revenue for the year. Ms. Shanna Terroso offered that economists are projecting home sales to increase in 2025. On a motion by Mr. Phillip Briddell, properly seconded by Mr. Michael Pritchard, a vote was conducted by roll call, the Board approved the financial statements as presented.

JUDICIAL SALE

Ms. Hogeman provided an update for the board regarding the format and listing of the judicial sale for 2025 and noted that she was in discussion with the Redevelopment Authority of the City of York and Elite Properties to purchase properties at the Judicial Sale this year. A further update

will be provided by the April Meeting and Board action is anticipated at the May meeting. The formal Metso Minerals property is listed on the Judicial Sale property, currently and may be an attractive purchase for the RDA. Discussion ensued on the ownership of the property.

PROJECT DISCUSSION

Servants, Inc.

- a. Ms. Hogeman provided an update on the conversations that staff have had with Servants, Inc. and the organization's work to assist disadvantaged populations. Conversations have led to a proposal to create a smaller scale \$10,000 grant to facilitate hard costs for demolition to support the organizations' work this year. Discussion ensued on how the grant would be structured to ensure that it complies with the York County Land Bank Authority's mandate. On a motion by Mr. Michael Black, properly seconded by Mr. Phillip Briddell, a vote was conducted by roll call, the Board approved entering into contract negotiations with Servants, Inc. for a contract for up to \$10,000 to support documented demolition costs for blighted conditions for projects completed in 2025.

STRATEGIC PLAN UPDATE

Grant Program Restructure

- a. Ms. Hogeman provided an update on the Grant Restructuring Committee Meeting and the work that staff are doing to create new grant procedures in accordance with the discussion that was had in November regarding the future Strategic Plan of the York County Land Bank Authority (YCLBA). The new grant application will ask applicants to answer questions that conform with the scoring matrix that the Land Bank has been utilizing internally. Grants will be provided twice a year with private entities permitted to apply only in the October grant round. Nonprofits and Municipalities would be permitted to apply in April or October. Grant sizes will likely be reduced with the Board having the authority to adjust grant sizes at their discretion. These new procedures will ensure that the YCLBA has more sustainable cash flow and will allow the Board to make more comprehensive decisions regarding grant making.

Guidelines for the program are forthcoming and staff have been reviewing the grant agreement to create a standard procedure to recapture funds for a project completed at a property that is later sold. Ms. Hogeman shared that in conversations with Solicitor Doyle, Solicitor Doyle had recommended recording a binding covenant to ensure that the YCLBA has the opportunity to make a decision on reimbursement prior to the sale of the property. This would provide the Board with an opportunity to make a decision regarding the sale and if it conforms with the goals of the grant program. Discussion ensued on the various scenarios for how the covenant would restrict the sale of various types of properties and projects where the covenant may have been applied. Mr. Pritchard offered to look into the process that the County uses for its affordable housing programs.

Discussion ensued on how funds would be treated if they are recovered from a sold property. Staff will determine if other Land Banks in Pennsylvania have procedures if funds are treated as restricted to demolition or unrestricted.

EXECUTIVE SESSION

Entered executive session at 4:08 p.m. to discuss personnel related to legal services. The board returned to regular session at 4:16 p.m..

LEGAL SERVICES RESOLUTION

Solicitor Doyle shared the announcement of switching her legal practice from Stock & Leader to Barley Snyder Law Firm. This would change the firm representation of the YCLBA. On a motion by Mr. Phillip Briddell, properly seconded by Mr. Michael Black, a vote was conducted by roll call,

the Board approved subject to the receipt of a satisfactory engagement letter and clearance of all conflicts of interest.

GOOD OF THE ORDER

Mr. Salyards shared that he, Ms. Hogeman, and Mr. Shilvosky Buffaloe attended a meeting of the PA Land Bank Network held on Tuesday, March 18th where recommendations were discussed for the Pennsylvania Statewide Housing Plan which is being developed in the direction of Governor Shapiro.

The York County Land Bank Authority signed on to a list of recommended actions that include prioritizing redevelopment, creating dedicated funding for land banks to support pre-development costs, reducing regulatory burden on land banks and providing additional education resources to state and local officials. Mr. Salyards share that three additional Counties: Westmoreland, Lawrence, and Luzerne have adopted the Act 48 of 2024 Demolition and Rehabilitation Fee via ordinance; and shared that Senator Argall has introduced legislation to raise the \$15 recording fee authorized under Act 152 of 2016 to \$16 with an option to increase it based on the rate of inflation.

ADJOURNMENT

There being no further business to be brought before the Authority the meeting was adjourned at 4:19 p.m..

Balance Sheet
As of 3/31/2025

YORK COUNTY LAND BANK AUTHORITY (LBA)

Assets			
Current Assets			
103-000	CASH-YTB:GEN	\$ 125,594.72	
104-000	CASH-YTB GRANT:GEN	\$ 195.97	
105-000	CASH-YTB MONEY MKT:GEN	\$ 819,121.11	
110-000	ACCOUNTS RECEIVABLE:GEN	\$ 31,530.00	
	Total Current Assets:		\$ 976,441.80
	Total Assets:		\$ 976,441.80
Liabilities			
Current Liabilities			
200-000	ACCOUNTS PAYABLE:GEN	\$ 966.00	
	Total Current Liabilities:		\$ 966.00
	Total Liabilities:		\$ 966.00
Equity			
320-000	Retained Earnings	\$ 891,595.93	
320-000	Retained Earnings-Current Year	\$ 83,879.87	
	Total Equity:		\$ 975,475.80
	Total Liabilities & Equity:		\$ 976,441.80

**Income Statement
For The 3 Periods Ended 3/31/2025**

YORK COUNTY LAND BANK AUTHORITY (LBA)

		Period to Date	% of Revenue	Year to Date	% of Revenue
Revenue					
401-000	BLIGHT DEMO FEE INCOME:GEN	\$ 31,530.00	96.81%	\$ 84,960.00	96.58%
430-000	INTEREST INCOME:GEN	\$ 1,039.54	3.19%	\$ 3,011.57	3.42%
Total Revenue:		\$ 32,569.54	100.00%	\$ 87,971.57	100.00%
Gross Profit:		\$ 32,569.54	100.00%	\$ 87,971.57	100.00%
Expenses					
510-000	ADMIN-LEGAL:GEN	\$ 966.00	2.97%	\$ 966.00	1.10%
511-000	ADMIN - OTHER:GEN	\$ 0.00	0.00%	\$ 0.70	0.00%
512-000	ADMIN-AUDIT:GEN	\$ 3,125.00	9.59%	\$ 3,125.00	3.55%
Total Expenses:		\$ 4,091.00	12.56%	\$ 4,091.70	4.65%
Net Income From Operations:		\$ 28,478.54	87.44%	\$ 83,879.87	95.35%
Earnings Before Income Tax:		\$ 28,478.54	87.44%	\$ 83,879.87	95.35%
Net Income (Loss):		\$ 28,478.54	87.44%	\$ 83,879.87	95.35%

YCLBA Unrestricted Income Tracking - Through 3/31/25

	Fee Income	Contributions	Interest	All Unrestricted
2018	-	-	-	-
2019	-	-	735.29	735.29
2020	4,012.50	-	2,707.48	6,719.98
2021	1,796.10	1,000.00	832.50	3,628.60
2022	500.00	8,500.00	3,117.59	12,117.59
2023	4,165.00	-	10,995.38	15,160.38
2024	-	16,400.00	9,761.54	26,161.54
Total - Prior Years	\$ 10,473.60	\$ 25,900.00	\$ 28,149.78	\$ 64,523.38
25-Jan	-	-	1,035.12	1,035.12
25-Feb	-	-	936.91	936.91
25-Mar	-	-	1,039.54	1,039.54
25-Apr				-
25-May				-
25-Jun				-
25-Jul				-
25-Aug				-
25-Sep				-
25-Oct				-
25-Nov				-
25-Dec				-
Total Rec'd in 2025	\$ -	\$ -	\$ 3,011.57	\$ 3,011.57
Total	\$ 10,473.60	\$ 25,900.00	\$ 31,161.35	\$ 67,534.95

Note: No unrestricted funds have been expended as of 3/31/25.