

**MINUTES OF A MEETING OF THE BOARD OF COMMISSIONERS OF THE
DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY HELD ON
APRIL 28, 2022**

The regular meeting of the Board of Commissioners of the Danville Redevelopment and Housing Authority was held on Thursday, April 28, 2022 at 5 p.m. at the James Slade building, 135 Jones Crossing.

Present were Amanda Oakes, Chairman; Vanessa Cain, Vice-Chairman; and Commissioners Faye Brown, Pat Daniel, Alonzo Jones, Jermaine Parker, and Larry Toomer.

Also present were Mark Loftis, Counsel; Larissa Deedrich, CEO/Executive Director; Linwood Terry, Director of Maintenance/Modernization; and Caleb Milam, Director of Procurement.

The meeting was called to order and the roll was noted. There were no matters presented by the general public.

Commissioner Jones made a motion to approve the meeting agenda with the addition of Agenda Item G, "Approval of ratification of compensation package for the Authority's CEO/Executive Director." Commissioner Daniel seconded the motion and it was approved unanimously. Commissioner Brown made a motion to approve the March 9th Board meeting minutes; the motion was seconded by Commissioner Daniel and approved unanimously. Commissioner Jones made a motion to adopt Resolution 2701 approving a contract award to Woods Rogers law firm for legal services for the Authority from April 28, 2022 to April 27, 2023 with options for four additional years; Commissioner Brown seconded the motion and it was approved unanimously. Commissioner Parker made a motion to adopt Resolution 2702 approving the DRHA's revised *Policies and Procedures Manual*; the motion was seconded by Commissioner Toomer and approved unanimously. Commissioner Jones made a motion to approve Resolution 2703 approving a contract award in the amount of \$76,475.35 to Take-A-Break Construction of Axton, Virginia for renovation work to a DRHA-owned house located at 168 Wood Avenue; the motion was seconded by Commissioner Parker and approved unanimously. Commissioner Brown moved the adoption of Resolution 2704 allowing retiring DRHA employees ages 60 and over with 30 years of service who are not yet eligible for Medicare to purchase health insurance through the DRHA's health insurance plan. The motion was seconded by Commissioner Toomer and approved unanimously. The Commissioners will vote annually whether to continue this policy. Commissioner Jones made a motion to approve the CEO/Executive Director's new compensation package; the motion was seconded by Commissioner Daniel and approved unanimously (Resolution 2705).

Mrs. Deedrich discussed the financial report in Katya Urraco's absence. Because the occupancy rate went up, the Authority's subsidy and administrative fees increased. The DRHA has applied for more Mainstream vouchers. The 2020 audit has been completed and will be submitted to HUD but will be considered late. The HUD staffThe DRHA should receive copies of the 2020 audit on April 29th. Mrs. Deedrich mentioned that ROSS grant funding has not been received.

The Housing Choice Voucher program's PIC score increased to 99%. More vouchers are being issued and 288 voucher holders are looking for homes. They have up to 120 days to find a new residence. The staff wants to purchase properties to use as rental housing. At this time, the

Danville and Martinsville waiting lists have about 1,500 applicants each. A landlord engagement luncheon for landlords and owners will be held on May 24th to provide information about the program.

In public housing, occupancy rates increased at all sites and the site managers will receive a small bonus for their efforts. The management staff is contacting residents to inform them of the Rent Relief program's May 15th deadline for applications. The program will pay past due rent balances for eligible households.

Mrs. Deedrich presented her report. Three DRHA employees are quarantined due to the COVID virus and all are working from home. Trishia Torres was hired as the new Family Self-Sufficiency Case Manager; Ms. Torres and the resident services staff will be based at the W. Daryl Dalton Building. Mrs. Deedrich is now interviewing for the ROSS Coordinator and Assistant Rental Property Manager positions. A new Housing Liaison position was created and is now being advertised in-house and on Indeed. All are full-time positions. The Authority will partner with Experience Works and interns ages 18-24 will rotate through various positions at the Authority. The Authority hosted a case management workshop and it was a huge success; a longer workshop may be held in the fall. Virginia Housing offers a \$5,000 grant that can be used to fund events such as this. The REAC inspection scores improved at all sites. Commissioners who want to attend the SERC-NAHRO conference in New Orleans should register by May 18th.

The Commissioners gave their committee reports. The Human Resources Committee discussed pay scales and changes to the *Policies and Procedures Manual*. They discussed the proposal to allow retiring DRHA employees to purchase health insurance through the Authority's health insurance plan. The HUD Review Committee talked about REAC inspections. Commissioner Daniel of the Development Committee went with Vice-Chairman Cain, Mrs. Deedrich, Katya Urraco, and Linwood Terry to Richmond and Norfolk to see properties developed by The Landmark Group. While the façade of some of the units was impressive, the inside was less so. They had concerns about maintenance issues and structural problems. Kenny Gillie of the City of Danville spoke with Mrs. Deedrich about buying and renovating the old Winslow Hospital property on Betts Street. Mrs. Deedrich believes this property could be renovated into 30 single rooms with community kitchens and showers and used for a Rapid Rehousing program to help homeless individuals transition from temporary to permanent housing. The Authority would partner with House of Hope to house their clients, who would have three-, six-, or nine-month leases. These clients would be required to complete a service plan to receive an HCV voucher for permanent housing. House of Hope would pay rent to the Authority. The property would be staffed 24 hours per day and the DRHA would partner with STEP to provide these services. If the DRHA buys the hospital property, the Authority would be eligible for \$250,000 in grant funding through the West Piedmont Planning District. The Commissioners discussed the issues that might be encountered in moving homeless people into the community since many have mental illness or drug addiction problems. Mrs. Deedrich will apply for a planning grant for the renovation project.

There was no old business for discussion. Under new business, the RAD program was discussed. Mrs. Deedrich has serious concerns about the contract with Silver Street Development because under this contract, the Authority would lose management of Cardinal Village and Cedar Terrace, and would not make enough money in development fees to risk this. Current staffing levels could not be maintained, and the loss of funding would make it difficult to

retain the staff in other positions. The Board agreed that Mrs. Deedrich would request a proposal from The Landmark Group.

The Commissioners discussed changing the time and date of their regular meetings and agreed to change the regular meeting date to the fourth Tuesday of every month. The next meeting will be held on May 24th at 5 p.m. at the James Slade building.

Questions and comments were discussed. Commissioner Daniel complimented the staff on the Easter activities at Cedar Terrace. Commissioner Jones said 29 youth and five adults with the Project Imagine program will go to North Carolina A&T University on April 29th. He thanked the DRHA for its support of the program. Commissioner Parker, who patrols the Cedar Terrace community as a police officer, said the site looks good and he complimented the management and maintenance staffs. He said the police are trying to become more involved in the communities they patrol.

Commissioner Cain made a motion to adjourn which was seconded by Commissioner Jones and approved unanimously.

Chairman

Secretary