

**MINUTES OF A MEETING OF THE BOARD OF COMMISSIONERS OF THE
DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY HELD ON
JULY 25, 2022**

The regular meeting of the Board of Commissioners of the Danville Redevelopment and Housing Authority was held on Tuesday, July 25, 2023 at 5 p.m. at the James Slade building, 135 Jones Crossing.

Those 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; Jim Smith, CEO of Kinetic Potential; and Katya Urraco, CFO/Deputy Director. DRHA staff Vera Vaden, Bella Urraco, Maya Hairston, Aquina Adams, Michelle Vaden, Candy Walker, Caleb Milam, Marquita Kirby, Amy Barts, Letisha Kelley, Shebra Waddell, Andrea Knight, Keowa Bradley, Kelsey Stokes, Linda Noble, Anthony Birt, Mason Craig, Jeff Logan, and Johnny Hill also attended. Sharon Adams, former Public Housing Director, was also present.

There were no matters presented by the general public.

Commissioner Jones made a motion to approve Agenda Item 3a (approval of the agenda), Agenda Item 3b (approval of the May 30th Board meeting minutes), Agenda Item 3c (approval of Resolution 2727 approving a Housing Choice Voucher *Administrative Plan* revision to include a provision to reserve 25 vouchers for homeless individuals), and Agenda Item 3d (approval of Resolution 2728 awarding a contract for \$25,000 to Kinetic Potential as a sole source vendor for education and ongoing software training services for a two-year period). Commissioner Daniel made a motion to approve Agenda Item 3e accepting the amended 2023 operating budget as presented; Commissioner Parker seconded the motion and it was approved unanimously (Resolution 2729).

Katya Urraco presented the financial report and said the Authority has had a good month and a good year. Funding that was withheld pending the submission of a corrected form has now been received. More Capital Fund money is being expended due to the Authority's modernization efforts. The Housing Choice Voucher program was over-budget last month because more vouchers are being issued. The water leak at Building 513 at Cardinal Village has been repaired.

Mrs. Deedrich gave the CEO's report. The Maintenance crews continue to rehab apartments; the goal is to renovate all public housing units in the next 2½ years. Residents will be relocated at the Authority's expense and can return to their units if they have had good housekeeping inspections. A residents meeting is planned for August 18th at 2 p.m. A Public Notice will be published soliciting comments on the Authority's *Annual Plan* and in September, the plan will be presented to the Board for approval. The Authority received a \$50,000 grant from Sentara for the Authority's transitional housing program to reduce homelessness, a \$30,000 grant from Virginia Housing for strategic planning for the Franklin Turnpike housing development, and a \$35,000 grant from Virginia Housing for topographical and ground feasibility studies for the Franklin Turnpike property. Mrs. Deedrich applied to have the Authority serve as a lead agency with the West Piedmont Better Housing Coalition. She will partner with the Virginia

Community Development Corporation to prepare a tax credit application; the VCDC will also assist with financing and will be the tax credit investor. The DRHA received a 0% interest revolving loan from the West Piedmont Planning District to build up to six Homeownership homes. The student summer internships will end this week. One of the interns was hired for the Receptionist position and two were hired as Maintenance Mechanics. Bryant Hood was hired to serve as a summer events coordinator. Mrs. Deedrich wants to hire more staff through the Family Self-Sufficiency program, and she will apply for a \$2.5 million jobs grant to help promote self-sufficiency. Commissioner Jones asked about plans to build three homes on Colquhoun Street. The homes will cost about \$200,000 each and there are no income limits for buyers.

The Housing Choice Voucher program's utilization rate is 97% but needs to be higher to spend down reserves. The HCV program has 27 project-based vouchers.

The public housing program is doing well and all sites have at least a 97% occupancy rate. A law firm is handling evictions now and Marquita Kirby is working with residents on repayment agreements.

Commissioner Brown reported on the Human Resources committee meeting on July 14th. The committee discussed hiring additional maintenance staff and coordinators for the Family Self-Sufficiency program. The job description for FSS Coordinators may need to be revised to get qualified applicants. The committee discussed staff training and the summer interns. Ms. Oakes reported on the HUD Review committee meeting. The committee discussed the revised budget, new staff positions, DRHA properties, issues encountered with contractors and vendors, and the new Yardi software system. Commissioner Daniel said the Development committee discussed the development of the Franklin Turnpike property and the RAD conversion. Asbestos abatement will need to be done at the Winslow Hospital site. The Colquhoun Street houses will be listed for sale on July 28th. The Executive Committee met and discussed the Board's retreat, which is scheduled for September 15th-16th. The Commissioners will be polled for their location preferences. The RAD conversion will be discussed and a consultant will be present to explain the Authority's options. The Chairman asked the Commissioners for agenda items to discuss.

Mrs. Deedrich commented on new HUD regulations under the Housing Opportunity Through Modernization Act ("HOTMA") that will affect the public housing and Housing Choice Voucher programs. The new rules will affect leases, inspection criteria, etc. The staff has begun to gradually implement the required changes.

There was no old business or new business for discussion.

All the Commissioners indicated they could attend the August 22nd Board meeting at 5 p.m. at the James Slade building. Commissioner Jones thanked Mrs. Deedrich and the staff for all their efforts, and said contractors and vendors need to be held accountable. Recently hired staff were introduced to the Board.

The employees who completed Quantum Leap training made presentations. Maintenance employees Anthony Birt, Jeff Logan, Mason Craig, and Johnny Hill discussed what they learned, and Public Housing and HCV program staff Amy Barts, Letisha Kelley, Keowa Bradley, Kelsey

Stokes, Andrea Knight, and Shebra Waddell made presentations. The staff attended classes once weekly, did homework assignments, and took quizzes.

Upon a motion duly made and seconded, the meeting was adjourned.



Chairman



Secretary