

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

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

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

Also present were Mark Loftis, Counsel; Larissa Deedrich, CEO/Executive Director; and Katya Urraco, CFO/Deputy Director.

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

Upon a motion made by Commissioner Jones and seconded by Vice-Chairman Cain, the following agenda items were approved unanimously:

Agenda Item 3a – approval of the meeting agenda

Agenda Item 3b – approval of the May 24, 2022 Board meeting minutes

Agenda Item 3c – approval of Resolution 2708 authorizing the CEO/Executive Director to award raises starting at 2% for all employees, with some employees receiving higher increases to raise their pay to a \$15 per hour starting wage; or, to bring their wages in line with those paid to employees at other local agencies

Ms. Urraco presented the financial report. The Authority's public housing subsidy has increased. Utility costs were considerably overbudget in May and a revised budget will be submitted for the Board's review next month. The Housing Choice Voucher program is receiving more in its Mainstream subsidy. The new foster care vouchers are available but have been difficult to lease. They must be 80% leased by the end of 2022. Individuals who were in foster care and are under 26 years of age are eligible to apply but must be referred by Social Services or a private foster care agency. Parking lot and fencing work are in progress at the public housing sites. Grant applications have been submitted for work to be done at Cardinal Village and Cedar Terrace.

The Housing Choice Voucher program report was discussed. The DRHA applied for 30 more Mainstream vouchers that can be used as project-based vouchers. Approximately 200-300 voucher holders are looked for housing at this time. The HCV PIC score is 100% and the program has a 96% utilization rate. Linwood Terry, Director of Maintenance/Modernization, and Caleb Milam, Director of Procurement, are looking for properties to purchase that will be used as rental units. Two houses they purchased will be ready for leasing pending the completion of punch list items.

In the public housing program, rent collection and occupancy rates are the biggest problems. The staff is moving forward with evictions for approximately 20 tenants who have large overdue rent balances. Some residents who had income spent their own money while applying for

financial assistance from the Virginia Rent Relief and Gov2Go programs. It can take up to six months or more for these applications to be processed, and the DRHA cannot take court action against the residents as long as their applications are pending. Mrs. Deedrich said that in the past, there was too much forgiveness for late rent payments and the staff wasn't told how occupancy rates affected funding. Staff training has been done to correct this. The last time eviction letters were sent out, about half the residents came in to pay their overdue balances. Ms. Urraco said the Authority now accepts debit and credit cards for rent payments, and she is trying to set up payment agents and cash payments.

Mrs. Deedrich gave her report. Currently, no employees have the COVID virus. She is now hiring one Rental Property Manager and one Assistant Rental Property Manager. She is working on a \$3.5 million grant application requesting funding for renovations at Cardinal Village, and applied for a \$250,000 security grant to pay for pole lights, additional building lights and cameras, and new exterior security doors for all sites. Interns from the Danville Public School system began working at the Authority last week. They are filing, answering phones, working on data entry, etc. HUD has issued new regulations and procedures for the Family Self-Sufficiency program, and new forms will be submitted for the Board's approval. The staff has been trained to use the new Kinetic Potential FSS software.

The Commissioners presented their committee reports. The Human Resources committee met to discuss staff raises and pay increases to bring salaries in line with those of other local agencies. Salary caps were discussed. A salary study is ongoing. The HUD Review/Finance committee discussed salaries and how the proposed increases would affect the budget. The Development committee did not meet.

There was no old business for discussion.

Under new business, the Faircloth to RAD program was discussed. When the 250 Liberty View apartments were demolished, 111 units were rebuilt under the HOPE VI program. The remaining 139 units may now be constructed and converted into RAD units. These will be Housing Choice Voucher program units. Mrs. Deedrich said RAD grants are expected to increase, so it was important for the Authority to submit an application now to be added to the waiting list. An attorney at Woods Rogers has experience with RAD and can assist with the application. Mrs. Deedrich decided against converting existing public housing units to the RAD program.

Mrs. Deedrich was approached by Earl Reynolds, Deputy City Manager, about having the Authority issue bonds for affordable housing developments. Mr. Loftis will prepare a policy for the Board's consideration at the July meeting. Mrs. Deedrich said issuing the bonds would be a way for the Authority to generate funds that aren't federalized. Issuing bonds would present no risk to the Authority.

Mrs. Deedrich said the DRHA received a low-income housing tax credit award for the proposed Seeland Valley apartment project. A press release will be issued next week and Mrs. Deedrich will work with Mark Loftis to access the funding. She believes the loss of tax credits by Dan River Crossing Apartments helped the Authority's application. This project will be a partnership with Landmark Development of Winston-Salem. A Landmark representative may come to discuss the project at the July Board meeting.

All the Commissioners indicated that they could attend the next Board meeting scheduled for Tuesday, July 26th at 5 p.m. at the James Slade building.

Regarding questions and comments from the Board, Commissioner Jones asked how the Commissioners could help the staff. Mrs. Deedrich said the Board had been very supportive and was a pleasure to work with.

Commissioner Jones made a motion to adjourn the meeting, which was seconded by Commissioner Parker and approved unanimously.



Chairman



Secretary