

**MINUTES OF A MEETING OF THE BOARD OF COMMISSIONERS OF THE
DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY HELD ON
MAY 27, 2021**

The regular meeting of the Board of Commissioners of the Danville Redevelopment and Housing Authority was held on Thursday, May 27, 2021 at 5 p.m. at the James Slade building, 135 Jones Crossing.

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

Also present were Mark Loftis, Counsel, and Larissa Deedrich, CEO/Executive Director.

The meeting was called to order by Chairman Covington and the roll was taken. There were no public comments for discussion.

Commissioner Jones made a motion to approve the Board meeting agenda; Commissioner Parker seconded the motion and it was approved unanimously. Commissioner Brown made a motion to approve the April 22nd Board meeting minutes. The motion was seconded by Commissioner Parker and approved unanimously. Vice-Chairman Oakes made a motion to approve Resolution 2683 authorizing CFO/Deputy Executive Director Katya Urraco to sign on DRHA and Upper Street bank accounts; the motion was seconded by Commissioner Jones and approved unanimously.

Mrs. Deedrich introduced Ms. Urraco to the Board, and the financial report was discussed. Vice-Chairman Oakes asked why administrative expenses were 15% over-budget. The DRHA's leave policy was amended to allow employees to accrue 45 days of annual leave time rather than 90 days as allowed under the previous policy. Employees with 46 to 90 days of leave time were paid for those days, which caused the overage. Stimulus funds were used for the payments.

Mrs. Deedrich had nothing new to add to the Housing Choice Voucher program report, but said the program is doing well. The PIC rate and utilization rates are good.

Evictions are being pursued for those residents who did not sign the Center for Disease Control's declaration relating to the eviction moratorium. Most tenants do pay their rent balances when they receive an eviction notice.

Mrs. Deedrich did not have a CEO/Executive Director's report.

Reports from the Human Resources, HUD Review, and Development committees were presented and discussed. The Human Resources committee met to discuss the new Southside Community Learning Center and the job description for a part-time attendant. The attendant would work 2-6 p.m. Monday through Friday and would supervise and monitor events at the center. The starting salary is \$15 per hour. Commissioner Jones made a motion to move up

Agenda Item 8b regarding an update on the Learning Center; the motion was seconded by Commissioner Cain and approved unanimously. The center will have three offices available for rent. Rent for the two largest offices will be approximately \$1,000 per month and will include phone service, Internet service, and utilities. The City of Danville's Youth and Gang Violence Prevention Coordinator, Robert David, will be allowed to use the smallest office at no charge because the City contributed funding for the SCLC project. The Board agreed that the Community Room and kitchen could be rented to the general public at a cost of \$150 for the Community Room, \$100 for the kitchen, or \$200 for both for a four hour period. Additional time could be purchased for \$30 per hour. A 50% deposit will be required to rent the room(s) and cleaning services, if required, will cost extra. Mrs. Deedrich will write a new rental contract for the Board's review.

The Commissioners had a lengthy discussion about how the center should be used. They agreed it should be regarded as a community center, not just a center for the residents of Cardinal Village. Commissioner Jones expressed his concern about the lack of resident activities at some sites. A Resident and Youth Services Team has been created to manage all resident services under one program rather than as individual programs. In future Board reports, tenant activities for all sites will be included in one report. Mrs. Deedrich mentioned that due to a lack of staffing, the Danville Church Based Tutorial Program will only be held at one site, Cardinal Village or Cedar Terrace. Transportation will be provided for residents of other sites. Chairman Covington asked for either an office or space for a desk at the new center, and asked if the residents could move from the old Youth Center to the new one. The Cardinal Village Youth Center needs repairs and there is insufficient space for the residents who go there. It was suggested that Chairman Covington could have an office at the Cardinal Village office building. Mrs. Deedrich will contact Robert David to see if he plans to use the smaller office at the SCLC.

The HUD Review committee did not meet, but plans to next month. The Development Committee did meet. Mrs. Deedrich is talking with a potential developer in Wisconsin who will look at Danville's population and the needs of the community to determine what is needed to transition from public housing to the RAD program. A Request for Quotes for a development partner will be released and a developer will be selected using a points system, with additional points to be awarded to minority- and women-owned businesses and those with RAD experience. The creation of a 501c3 non-profit corporation was approved by City Council at their meeting on May 4th. City Council approved Mrs. Deedrich's request to submit a Community Development Block Grant application for site preparation work, etc. for the DRHA's property on Franklin Turnpike. Mrs. Deedrich is collaborating with Earl Reynolds of the City on an infill housing project. As part of the project, the City would give the DRHA a house to develop for a homeownership opportunity.

There was no new business for discussion. Old business was discussed. Mrs. Deedrich will discuss the proposed RAD conversion at the resident meetings in July. The HUD consultant believes the RAD conversion would be beneficial for the Authority, and the conversion would

help the DRHA get additional grants. Mrs. Deedrich mentioned the importance of upgrading the DRHA's housing units. The Authority is ready to move forward with the 501c3 non-profit corporation. A Board of Directors will be selected which would include three members from the Housing Authority and two from the community. The Board agreed to have at least five Commissioners serve on the Board of Directors for now. The new corporation will be called the Dan River Regional Development Corporation.

The Southside Community Learning Center's grand opening will be held on Wednesday, June 23rd. Guests can tour the building on their own. No Board meeting will be held in June. The July meeting will be held July 22nd at 5 p.m.at the Slade building.

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

Chairman

Secretary