

**MINUTES OF A MEETING OF THE BOARD OF COMMISSIONERS OF THE  
DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY HELD ON  
FEBRUARY 10, 2022**

The regular meeting of the Board of Commissioners of the Danville Redevelopment and Housing Authority was held on Thursday, February 10, 2022 at 5 p.m. at the James Slade building, 135 Jones Crossing.

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

Also present were Mark Loftis, Counsel; Larissa Deedrich, CEO/Executive Director; Katya Urraco, CFO/Deputy 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 Cain moved the adoption of the November 18, 2022 regular and annual Board meeting minutes; the motion was seconded by Commissioner Toomer and approved unanimously. Commissioner Toomer made a motion to approve a contract award for \$88,000 to Diversified Services Construction of Danville for renovations to 727 Temple Avenue; Commissioner Parker seconded the motion and it was approved unanimously. The Authority received an \$80,000 grant to rehabilitate this property.

The finance report, Housing Choice Voucher reports, and Public Housing reports were discussed. Ms. Urraco presented the year-end financial report for 2021 and said the fiscal year went well. The Central Office Cost Center finished the year with a net income of \$179,807.70. The Housing Choice Voucher budget did well in 2021. HUD staff is assisting with the correction of incorrectly reported PIC figures, some of which go back many years. In public housing, the PIC score is 100%. When six more units are leased, the Authority will have a 96% vacancy rate. Many public housing tenants obtain HCV vouchers and move, and this affects the vacancy rate. Mrs. Deedrich said some Mainstream vouchers are still available for disabled individuals under age 62.

Mrs. Deedrich presented her report. More staff have had to quarantine due to COVID, mostly because of family exposure. The DRHA now has a Marketing Manager who will plan and coordinate activities at the Southside Community Learning Center and public housing sites. She will focus on social media, website content, etc. Mrs. Deedrich purchased a year of training for all full-time staff who work with the public, and maintenance staff. She has gotten positive feedback from the staff regarding the new Human Resources software.

The Board presented their committee reports. The Human Resources committee (Commissioners Brown and Toomer) met and discussed a new Project Manager position, staff salaries, and Mrs. Deedrich's annual evaluation. Evaluation forms should be completed by the Board and sent to Commissioner Brown by March 2<sup>nd</sup>. Mrs. Deedrich will update her goals for the year and send them to the Commissioners. Commissioner Jones asked her to include her suggestions for ways to improve the Board. The Commissioners agreed to hold a special meeting to discuss Mrs. Deedrich's evaluation and contract. The HUD Review/Finance committee (Commissioners Oakes

and Jones) met and discussed the upcoming REAC inspections. An outside entity was hired to look at the public housing sites and make recommendations for improvements. The committee discussed ways to fill vacancies and talked about the 2020 and 2021 audits. The Development committee (Commissioners Cain and Daniels) discussed the proposed Seeland Valley senior apartment complex and the development of the Franklin Turnpike property. Because of issues encountered with Virginia Carolina Homes, the modular home supplier for the Choice Home program, Nationwide Homes of Martinsville was chosen to supply the homes in the future. Mrs. Deedrich wants to have a representative of Silver Street Company speak to the committee about the RAD program.

The 501(c)3 corporation was discussed. Mrs. Deedrich expects to receive an IRS approval letter shortly.

The Point in Time count of homeless individuals was conducted on January 26<sup>th</sup>. Volunteers walked through various areas of the city looking for homeless individuals and families. The volunteers didn't find anyone outside, but saw people sleeping in cars in parking lots. Another Point in Time count is planned during the summer. At the City's request, the Authority applied for a Virginia Eviction Reduction Pilot (VERP) grant but did not receive it. Earl Reynolds, Assistant City Manager for the City of Danville, believes the grant was denied because the DRHA submitted the application, not the City. The Authority received an \$80,000 grant to rehabilitate 727 Temple Avenue and applied for an \$80,000 grant to renovate a house on Wood Avenue. The DRHA will apply for a West Piedmont Planning District grant to provide funding for the Seeland Valley senior apartment complex. The Authority's ROSS grant and Family Self-Sufficiency grant applications were approved. The Authority will apply for a Virginia Housing Capital Fund grant for \$1.2 million to be used for rehabilitation projects. Mrs. Deedrich is awaiting legal advice from Mr. Loftis concerning a low-income housing tax credit application that is due on March 10<sup>th</sup>.

The Commissioners decided to hold their next regular Board meeting on March 9<sup>th</sup> at 5 p.m. They will meet again on March 24<sup>th</sup> at 5 p.m. to discuss Mrs. Deedrich's evaluation.

Commissioner Daniel made a motion to adjourn the meeting. Commissioner Toomer seconded the motion and it was approved unanimously.

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Chairman

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Secretary