

**MINUTES OF A MEETING OF THE BOARD OF COMMISSIONERS OF THE  
DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY HELD ON  
FEBRUARY 25, 2021**

The regular meeting of the Board of Commissioners of the Danville Redevelopment and Housing Authority was held on Thursday, February 25, 2021 at 5 p.m. at the James Slade building, 135 Jones Crossing.

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

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

Chairman Covington called the meeting to order and the roll was noted.

Commissioner Jones made a motion to approve Agenda Items A-F, but following Counsel's recommendation, he amended the motion to approve Agenda Items A, B, D, E, and F as follows:

Approval of the meeting agenda (Agenda Item A)

Approval of the January 28, 2021 Board meeting minutes (Agenda Item B)

Approval of the new name and logo for the Southside Community Learning Center  
(Agenda Item D, Resolution 2679)

Approval of changes to the Authority's Administrative Plan (Agenda Item E,  
Resolution 2680)

Approval of a contract amendment in the amount of \$17,945.90 to a construction contract with Quality Construction Co. of Danville to correct an underpayment in wages for the Electrician classification (Agenda Item F, Resolution 2681)

Commissioner Jones's motion was seconded by Commissioner Cain and approved unanimously. It was decided that Agenda Item C regarding the approval of a 501c3 nonprofit organization required further discussion before a vote was taken.

The creation of a 501c3 non-profit organization for youth activities, homeownership, education, and community activities was discussed. The 501c3 would be created using \$25,000 in seed money from HOPE VI funding and would help the Authority qualify for more grants in the future. At least three Commissioners would be required to serve on its Board of Directors. Commissioner Jones made a motion to adopt Resolution 2678 approving the creation of the 501c3 using \$25,000 from HOPE VI funding; the motion was seconded by Commissioner Brown and approved unanimously.

Staff reports were discussed. The 2020 financial report showed that the Authority finished the year with \$44,182 in surplus funding; COVID stimulus funding received by the Authority was a contributing factor. In the Housing Choice Voucher program, 27 annual inspections were

completed in January, of which one failed. Of the 27 initial inspections done in January, nine failed and six re-inspections passed. One hundred forty regular vouchers and 98 Mainstream vouchers are available at this time. HUD staff has asked the DRHA to issue more vouchers in order to spend down HCV funding. The PIC score is 98%. The Danville and Martinsville waiting lists have 318 applicants and 435 applicants, respectively. The public housing staff is still struggling to collect rents. With the reopening of the courts, evictions are being pursued for those residents who don't qualify for protection under the COVID eviction moratorium. At Cedar Terrace, the staff collected \$4,000 in back rent owed when the eviction cases were filed. Mrs. Deedrich said the security services partnership with the Danville Police Department is going well.

Mrs. Deedrich presented her report. No DRHA employees have the COVID virus at this time. The maintenance staff is working on preventive maintenance and work orders. While working in a resident's unit, the tenant must stay in another room while work is in progress. Two maintenance men and two apartment preparation workers will be hired as full-time, temporary employees through Debbie's Staffing. In an effort to make the DRHA's sites more competitive and marketable, an exterior façade study was done at Cardinal Village and Cedar Terrace. The study will be sent to the Board for their review. REAC inspections will be scheduled at all sites shortly. The Authority was awarded \$1.2 million in Capital funds for 2021; this was \$139,000 more than was awarded in last year's grant. Ron Collier, the Authority's grant writer, will submit a grant application for housing assistance for youth ages 18-24 who have aged out of the foster care system. If funded, the grant will provide housing vouchers for a 36-month period. The youth will receive assistance through Social Services to help them become more financially stable.

Vice-Chairman Oakes reported on the HR committee's activities. The Commissioners were given information and evaluation forms for Mrs. Deedrich's annual evaluation. Mrs. Deedrich is to turn in her annual accomplishments and goals by March 5<sup>th</sup>. The Board will add any additional accomplishments and goals expected by March 10<sup>th</sup>. The Commissioners will score the evaluation by March 17<sup>th</sup>. The HR committee will meet between March 17<sup>th</sup> and March 25<sup>th</sup> to make recommendations on a salary and contract, and all will be presented to the Board at their March 25<sup>th</sup> regular meeting. Mrs. Deedrich plans to conduct interviews for the CFO/Deputy Executive Director's position through March. When the list of applicants is narrowed down to two, the HR committee will meet with them in a "meet and greet" session. Nan McKay and Associates will serve as a consultant to provide training for the successful candidate. The HUD Review committee did not meet and had nothing new to report. The Development committee met and discussed the creation and naming of the 501c3 organization. The DRHA purchased 16 acres of land on Franklin Turnpike for \$55,000; at least eight new homes will be constructed on the property. Grant applications will be submitted to fund infrastructure.

The Commissioners discussed names for the new 501c3 entity. The three names they chose were: 1) Dan River District Development Council, (2) Dan River District Development Association, and 3) Dan River District Improvement Council.

Regarding old business, Mrs. Deedrich said work is progressing well on the new Southside Community Learning Center.

All the Commissioners indicated they could attend the March 25<sup>th</sup> Board meeting to be held at 5 p.m. at the James Slade building.

Questions and comments from the Commissioners were considered. Chairman Covington said the police department is scheduling meetings with the residents to help improve the relationship between the police officers and tenants.

Commissioner Jones made a motion to adjourn the meeting, which was seconded by Vice-Chairman Oakes. The motion was approved unanimously.

---

Chairman

---

Secretary