

**MINUTES  
EMPORIA REDEVELOPMENT & HOUSING AUTHORITY  
CITY OF EMPORIA MUNICIPAL BUILDING  
SPECIAL MEETING  
OCTOBER 27, 2011**

*Note to Reader:* Although the printed agenda document for this Redevelopment and Housing Authority meeting is not part of these minutes, the agenda document provides background information on most all of the items discussed by the Board at this meeting. The Clerk of the Redevelopment and Housing Authority maintains the agenda document. One may see a copy of the agenda for this meeting by contacting the Clerk.

The Emporia Redevelopment and Housing Authority held a Special Meeting on Wednesday, October 27, 2011 at 5:30 p.m. in the Council Chamber of the Municipal Building, 201 South Main Street, Emporia, Virginia. Veronica Leach, Chairperson presided over the meeting.

**ROLL CALL**

Upon roll call, the following Emporia Redevelopment and Housing Authority members indicated their presence:

Ms. Veronica Leach	Ms. Carolyn Carey
Ms. Marva Dunn	Mr. Edward V. Lankford, IV.

Absent: Mr. Dave Thomas  
Mr. Mark Owen  
Mr. Mark Mitchell

Others present: Steven B. Hall, Assistant City Manager  
Lori Jarratt, ERHA Clerk

**APPROVAL OF AGENDA**

Mr. Lankford made a motion to approve the agenda as presented, seconded by Mr. Jones which passed as follows:

Ms. Leach	aye	Ms. Carey	aye
Ms. Dunn	aye	Mr. Lankford	aye

**NEW BUSINESS**

***11-15. Lowground Road CDBG Project – Use of Program Income***

Mr. Hall reported that the City of Emporia is currently implementing the West Atlantic Street Neighborhood Revitalization project. He also reported that the first series of homes are currently being rehabilitated.

He stated that unfortunately, the most recent round of bids for improvement work have come back much higher than expected. He also stated that in short; the City does not have the grant funding available to complete the work as needed. He advised that an option is available though. He

further stated that the City may complete lead assessments for all homes moving forward and once completed (and any lead abated) each respective home will be eligible for \$35,000 in grant funding as opposed to \$25,000 as it currently stands.

He advised that Mr. Matt Fitzgerald, Virginia Department of Housing and Community Development Project Representative has authorized the use of the Program Income from the Lowground0 Road CDBG project for the lead assessments in the West Atlantic Street neighborhood. He also stated that as of October 25, there is \$33,461.50 available for use in the Program Income line item. He advised that the City anticipated conducting assessments on a maximum of 25 units for a total of \$12,500. He also advised that if all 25 homes are assessed for lead, this leaves a remaining Program Income balance of \$20,961.50.

He recommended the ERHA approve the use of the Lowground Road CDBG Program Income for the purpose of conducting lead inspections for homes in the West Atlantic Street project area.

Ms. Dunn inquired if these funds were the same that were being used for the rehab in the Lowground Road area. Ms. Hall stated that these were the same funds.

Mr. Hall advised that at the October 5<sup>th</sup> Regular Meeting, the Authority authorized city staff to prepare an RFP which has been done. He also advised that there were four homes in the Lowground Road area that were approved for funding and he did not envision using too much of the funds for the home repair. He further advised that there would be roughly \$15,000 for the Authority to use in the future.

Mr. Hall stated that the City did not budget nor were there grant funds to complete lead assessments. He also stated that upon completion of lead assessments, homes will be eligible for an extra \$10,000 of rehab thus reducing the impact to the homeowner.

Mr. Lankford stated that essentially the Authority is authorizing the use of \$12,500 in order to get \$10,000/household in the West Atlantic Street area. Mr. Hall advised that his was correct.

Mr. Lankford inquired as to the number of houses in the project area. Mr. Hall advised that he needed to get a maximum number of homes because some of the houses were new enough that they would not require the lead inspection and others because the amount of work would not exceed \$25,000.

Mr. Lankford stated that if it is more than two houses, the City is essentially getting their funding back. He also stated that your return on investment will be higher by disbursing funds across the community as opposed to leaving it in a pool for one corner of the community.

Ms. Dunn inquired that the grant that was received for the West Atlantic Street project did not include funding for lead assessment. Mr. Hall advised that this was correct. She also inquired if the lead assessment was something that was not foreseen thus not requested in the grant application. Mr. Hall advised that this was correct.

Ms. Dunn inquired how not completing the lead assessment would affect the West Atlantic Street project. Mr. Hall advised that it would affect the project in the sense that the homeowners would have to pay an increased amount to complete the rehab.

Mr. Hall advised that currently, homeowners have to pay any amount above the \$25,000.

Ms. Carey inquired if there were four homes that were approved in the Lowground Road area. Mr. Hall stated that this was correct.

Mr. Carey inquired as to the funding for the eight approved applications. Mr. Hall advised that there was a \$500 maximum on city wide applications and case-by-case basis on Lowground Road area applications.

Ms. Carey inquired if she could be given a list of the homes in Lowground Road area that were approved for funding. Mr. Hall advised that this document could be given to her.

Mr. Hall advised that approving the funding for the lead assessment in the West Atlantic Street project area would not affect the current funding for the Lowground Road area and could possibly do another round.

Mr. Lankford made a motion to authorize administration to prepare an Ordinance not to exceed \$12,500 for the use of Lowground Road CDBG funds for the purpose of lead inspections to homes in the West Atlantic Street project area and to adopt the same.

Mr. Hall stated that the Authority has had four rounds of the Home Repair Program and has not spent a large amount. He also stated that the funds are sitting there and this is an opportunity to gain more grant money and to lessen the burden on some of the homeowners in the West Atlantic Street project area.

Ms. Carey inquired if the City were to receive funds for the West Atlantic Street project, would some of the funds be returned to the ERHA. Mr. Hall advised that the City may not use all of the maximum \$12,500. He stated that he would ask the consultant to provide an exact number of homes that would need the lead inspection.

The vote was seconded by Ms. Carey which passed as follows:

Ms. Leach	aye	Ms. Carey	aye
Ms. Dunn	aye	Mr. Lankford	aye

## **PUBLIC COMMENT**

There was no public comment.

## **ADJOURNMENT**

With no further business to come before the Emporia Redevelopment and Housing Authority, Chairperson Leach adjourned the meeting.

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Veronica Leach, Chairperson                      Date

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Lori R. Jarratt, Clerk

Date