

**MINUTES
EMPORIA REDEVELOPMENT & HOUSING AUTHORITY
CITY OF EMPORIA MUNICIPAL BUILDING
REGULAR MEETING
JANUARY 4, 2012**

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 Regular Meeting on Wednesday, January 4, 2012 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	Mr. Mark Mitchell
Ms. Carolyn Carey	Mr. Edward V. Lankford, IV
Mr. Dave Thomas	

Absent: Mr. Mark Owen
Ms. Marva Dunn

Others present: Steven B. Hall, Assistant City Manager
Lori Jarratt, ERHA Clerk
Sheila Cutrell, Finance Director

Mr. Hall welcomed Mr. Mark Mitchell to the Emporia Redevelopment and Housing Authority Board.

APPROVAL OF AGENDA

Ms. Carey made a motion to approve the agenda as presented, seconded by Mr. Thomas which passed as follows:

Ms. Leach	aye	Mr. Thomas	aye
Ms. Carey	aye	Mr. Mitchell	aye
Mr. Lankford	aye		

MINUTES APPROVAL

Ms. Carey made a motion to approve the minutes of the October 5, 2011 Regular meeting and October 27, 2011 Special Meeting as presented, seconded by Mr. Thomas which passed as follows:

Ms. Leach	aye	Mr. Thomas	aye
Ms. Carey	aye	Mr. Mitchell	aye
Mr. Lankford	aye		

FINANCIAL REPORT

There was no discussion regarding the financial report

NEW BUSINESS

12-01. Home Repair Program Update

Mr. Hall stated that at your October 5, 2011 Regular Meeting, staff issued a RFP for completion of all approved Home Repair Program Applications. He also stated that one contractor bid on all eight units approved and 240 Zion Boulevard was revisited due to necessity of improvements. He further stated that Hill Construction was awarded all the work. He advised that at the present time, four contracts have been executed. He advised that Mr. Randy Pearce, City Building Official has been coordinating inspections with Mr. Hill and is keeping notes on the progress improvements.

Lowground Road (Funds can be used on the following: Zion Boulevard, Harrje Street, Wadlow Street, Astrio Street, Clay Street, Faison Street and Turner Street)

Approved Applications with Proposals Approved:

- | | | |
|----|---------------------------|----------------|
| 1. | Miles – 222 Zion Blvd. | \$2,700 |
| 2. | Nicholls – 272 Wadlow St. | <u>\$1,900</u> |
| | | \$4,600 |

Remaining Balance \$21,975.08 (Two listed below will come out of this remaining balance)

Approved Applications (No Contract Yet):

1. Moore – 263 Harrje Street (\$2,500)
2. Eason – 610 Clay Street (\$2,500)

Additional Review- Awaiting Proposal

1. Williams – 240 Zion Boulevard – Mr. Williams requested a new home, which, of course, there is not enough funding to complete this request. His son indicated the physical condition of his father. It was decided by City staff to agree to install a ramp and rails. Staff is waiting on bid estimate from contractor.

City Wide

Approved Applications with Proposals Approved:

- | | | |
|----|---------------------------|--------------|
| 1. | Harrison – 206 Lee Street | \$500 |
| 3. | Lundy – 822 Williams St. | <u>\$600</u> |
| | | \$1,100 |

Remaining Balance \$6,976.12 (Two listed below will come out of this remaining balance)

Approved Applications:

1. Mayweather – 302 Purdy Road (\$800)
2. Harding – 3674 Davis Street (awaiting revised proposal)

This item was for information.

Ms. Carey stated that Ms. Eason had inquired about her application. Mr. Hall advised that her contract was received just prior to the meeting and work would commence soon.

Ms. Carey advised that Mr. Moore of 263 Harje Street passed away. Mr. Hall stated work on this property would be held off and the ERHA could revisit at a later date.

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.

Veronica Leach, Chairperson Date

Lori R. Jarratt, Clerk Date