

MINUTES
EMPORIA REDEVELOPMENT & HOUSING AUTHORITY
CITY OF EMPORIA MUNICIPAL BUILDING
REGULAR MEETING
OCTOBER 2, 2013

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, October 2, 2013 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:

Commissioner Veronica Leach	Commissioner Carolyn Carey ~ arrived at 5:38PM
Commissioner David Thomas	Commissioner Edward V. Lankford, IV
Commissioner Marva Dunn	Commissioner Mark Mitchell

Absent: Commissioner John Belmonte

Others present: Brian S. Thrower, City Manager
Lori Jarratt, ERHA Clerk
Sheila Cutrell, Finance Director

APPROVAL OF MINUTES

Commissioner Lankford made a motion to approve the minutes of the October 3, 2012 – Regular Meeting, November 20, 2012 – Joint Meeting with City Council, April 3, 2013 – Public Hearing, June 26, 2013 – Special Meeting and August 19, 2013 – Special Meeting seconded by Commissioner Thomas which passed as follows:

Commissioner Veronica Leach	Commissioner Edward V. Lankford, IV
Commissioner David Thomas	Commissioner Mark Mitchell
Commissioner Marva Dunn	

APPROVAL OF FINANCIAL REPORT

Commissioner Dunn inquired about the grant checking line item that had a zero balance. Ms. Cutrell advised that these funds were expended through the Lowground Road Project Grant.

Commissioner Carey stated that she thought there were funds remaining in the Lowground Road Project Grant line item. Ms. Cutrell advised that there are funds in the CIG Program Income

that can be used for housing in the Lowground Road area. She also advised that the grant checking account was established to funnel through funds from DHCD through the ERHA. She further advised that once the grant funds were utilized from DHCD, for Lowground Road, it left that that account with a zero balance.

Commissioner Lankford made a motion to approve the financial report, seconded by Commissioner Thomas which passed as follows:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner David Thomas	Commissioner Edward V. Lankford, IV
Commissioner Marva Dunn	Commissioner Mark Mitchell

APPROVAL OF AGENDA

Mr. Thrower stated that there was one additional item, No. 13-07 – VAHCDO Membership. Commissioner Carey made a motion to approve the agenda as amended, seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner David Thomas	Commissioner Edward V. Lankford, IV
Commissioner Marva Dunn	Commissioner Mark Mitchell

NEW BUSINESS

13-05 – Maturity of Certificate of Deposit

Ms. Cutrell advised that the ERHA currently has a certificate of deposit with Carter Bank and Trust, in the amount of \$38,504.40 that will mature on November 9, 2013. She also stated that the CD currently is invested for six month and has an interest rate of .60%.

She asked for direction from the Commissioners on renewal of the certificate of deposit.

Commissioner Thomas made a motion for Sheila Cutrell to research interest rates for the certificate of deposit that is maturing on November 9, 2013 and to renew at the best interest rate and term not to exceed twelve months, seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner David Thomas	Commissioner Edward V. Lankford, IV
Commissioner Marva Dunn	Commissioner Mark Mitchell

13-06 – Appointment of Executive Director – Resolution

Mr. Thrower stated that Jason Stewart was the new Assistant City Manager with the City of Emporia. He also stated that the Assistant City Manager also serves as the ERHA Executive Director.

Commissioner Thomas made a motion to adopt resolution **No. 13-01** to appoint Jason Stewart as Executive Director of the Emporia Redevelopment and Housing Authority, seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach
Commissioner David Thomas
Commissioner Marva Dunn

Commissioner Carolyn Carey
Commissioner Edward V. Lankford, IV
Commissioner Mark Mitchell

13-07 - VAHCDO Membership

Mr. Thrower stated that the membership for the Virginia Association of Housing and Community Development Officials (VAHCDO) was due for renewal. He also stated that the active membership for a period of one year, beginning October 1, 2013 and ending September 30, 2014, is \$266.

Commissioner Thomas made a motion to renew the VAHCDO membership for a period of one year in the amount of \$266, seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach
Commissioner David Thomas
Commissioner Marva Dunn

Commissioner Carolyn Carey
Commissioner Edward V. Lankford, IV
Commissioner Mark Mitchell

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