

**MINUTES
EMPORIA REDEVELOPMENT & HOUSING AUTHORITY
CITY OF EMPORIA MUNICIPAL BUILDING
REGULAR MEETING
OCTOBER 3, 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, October 3, 2012 at 6:30 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
Commissioner Marva Dunn	Commissioner William Stainback

Absent: Commissioner Dave Thomas
Commissioner Mark Mitchell
Commissioner Edward V. Lankford, IV

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

APPROVAL OF AGENDA

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

Commissioner Veronica Leach	Commissioner Mark Mitchell
Commissioner Dave Thomas	Commissioner William Stainback
Commissioner Carolyn Carey	

MINUTES APPROVAL

Commissioner Dunn made a motion to approve the minutes of the July 18, 2012 Regular meeting as presented, seconded by Commissioner Carey which passed as follows:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner Marva Dunn	Commissioner William Stainback

FINANCIAL REPORT

Ms. Cutrell stated that the financial reports were before the Commissioners. She also stated that the checking account ending balance, for July 1, 2012 through September 26, 2012, was \$1,785.05.

Ms. Carey inquired as to why the Grant Checking account balance was at \$0.00. Ms. Cutrell advised that this account had been at a zero balance for a period of time. She also advised that these were grant funds that were received from DHCD for the Lowground Road Project. She further advised that these funds were run through the housing authority at the time and there were no funds remaining.

There was no further discussion regarding the financial report.

NEW BUSINESS

12-07 – VAHCDO Membership Renewal

Mr. Hall stated that the membership for the Virginia Association of Housing and Community Development Officials (VAHCDO) is due for renewal. He also stated that the active membership for a period of one year, beginning October 1, 2012 and ending September 30, 2013, is \$266.

Commissioner Dunn made a motion to renew the membership for the VAHCDO seconded by Commissioner Carey which passed as follows:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner Marva Dunn	Commissioner William Stainback

12-08 – Maturity of Certificate of Deposit

Ms. Cutrell stated that on October 31, 2012, the Authority's Certificate of Deposit #116190660343 with Carter Bank & Trust in the amount of \$38,503.24 will mature. She also stated that the current CD was for six months at an interest rate of 1.1%.

Commissioner Dunn made a motion for Ms. Cutrell to obtain the rates for a six month certificate of deposit and renew at maturity seconded by Commissioner Carey which passed as follows:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner Marva Dunn	Commissioner William Stainback

12-09 – Home Repair Program – Request by Commissioner Carey

Mr. Hall stated that this item was on the agenda at the request of Commissioner Carey. He stated that Commissioner Carey had expressed interest in opening the Home Repair Program. He also stated that the process could be opened indefinitely should that be the consensus of the Authority. He further stated that the program works more effectively if the program is open and once several applications are received, close the process and bid the work out to contractors.

Commissioner Carey inquired if someone has received funding in the past, could they apply again. Mr. Hall advised that in the past, someone that has applied before could not apply again so that the program could reach as many people as possible. He also advised that he would recommend keeping the income limits the same.

Commissioner Carey stated that work had been done for Ms. Nancy Easter in the amount of \$500. She also stated that Ms. Easter expressed concern that the floor is wearing. Mr. Hall advised that the City Building Official could do an inspection on the home to see if the contractor needed to fix the problem.

Commissioner Carey made a motion to re-open the home repair program seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach
Commissioner Marva Dunn

Commissioner Carolyn Carey
Commissioner William Stainback

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