

PUBLIC HEARING

1. Proposed FY15 Operating Budget

The Emporia Redevelopment and Housing Authority held a Public Hearing on Wednesday, April 2, 2014, at 5:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Chairperson Veronica Leach presided over the hearing.

The following Commissioners were present:

Commissioner Veronica Leach	Commissioner Marva Dunn
Commissioner David Thomas	Commissioner Carolyn Carey

Absent: Commissioner Edward V. Lankford, IV
Commissioner Mark Mitchell
Commissioner John Belmonte

1. Proposed FY15 Operating Budget

Chairperson Leach opened the public hearing. She stated that the purpose of the public hearing was to receive comments regarding the proposed FY15 Emporia Redevelopment and Housing Authority operating budget.

Mr. Thrower stated that the recommended FY15 operating budget totals \$79,692.

Chairperson Leach asked if there was anyone present who wished to speak regarding the proposed FY15 Operating Budget.

With there being no comments to come before the Commissioners, Chairperson Leach declared the public hearing closed.

Veronica Leach, Chairperson Date

Lori R. Jarratt, Clerk Date

MINUTES
EMPORIA REDEVELOPMENT & HOUSING AUTHORITY
CITY OF EMPORIA MUNICIPAL BUILDING
REGULAR MEETING
APRIL 2, 2014

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, April 2, 2014 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:

Commissioner Veronica Leach	Commissioner Carolyn Carey
Commissioner David Thomas	
Commissioner Marva Dunn	

Absent: Commissioner Edward V. Lankford, IV
 Commissioner Mark Mitchell
 Commissioner John Belmonte

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

APPROVAL OF MINUTES

Commissioner Carey made a motion to approve the minutes of the October 2, 2013 Regular Meeting, as presented, seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach	aye
Commissioner David Thomas	aye
Commissioner Marva Dunn	aye
Commissioner Carolyn Carey	aye

APPROVAL OF FINANCIAL REPORT

Ms. Cutrell stated that the financial report detailing revenues and expenditures that occurred during the period of September 26, 2013 – March 27, 2014 had been distributed to the Commissioners.

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

Commissioner Veronica Leach	aye
Commissioner David Thomas	aye
Commissioner Marva Dunn	aye
Commissioner Carolyn Carey	aye

APPROVAL OF AGENDA

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

Commissioner Veronica Leach	aye
Commissioner David Thomas	aye
Commissioner Marva Dunn	aye
Commissioner Carolyn Carey	aye

NEW BUSINESS

14-01 – Proposed Fiscal Year 2015 (FY15) Operating Budget

Mr. Thrower stated that this item was the subject of the public hearing previously held.

Commissioner Dunn inquired about the façade improvement grant line item in the budget. Mr. Thrower advised that the ERHA was the pass through entity for the façade improvement grant funds. He also advised that in January 2013, the City received an Enterprise Zone designation, consisting mostly of the City’s commercial and industrial zones.

Commissioner Thomas made a motion to adopt Ordinance **14-01** approving the FY15 operating budget as presented, seconded by Commissioner Dunn which passed as follows:

Commissioner Veronica Leach	aye
Commissioner David Thomas	aye
Commissioner Marva Dunn	aye
Commissioner Carolyn Carey	aye

14-02 – Certificate of Deposit

Ms. Cutrell stated on November 19, 2013, Certificate of Deposit #116-190-6603-45 was renewed with Carter Bank & Trust. She also stated that after obtaining and reviewing quotes on interest rates from all of the local banks, the decision was made to keep this Certificate of Deposit with Carter Bank & Trust at an Annual Percentage Yield of .65% for a 12 month term.

14-03 – Façade Improvement Grant – Update

Mr. Thrower provided the following façade improvement grant updates:

1. Rustin Jessee~ Top Hand Sports / 119 North Main Street

Top Hand Sports is a training facility for the youth in our community. They have refurbished the existing Powell Tire with the assistance of the Façade Improvement Grant in the areas of new gutters, outside lighting, and outside doors. The total of the work was \$3,639.26 and the grant amount is 50% which is \$1,819.63. The work has been completed and waiting for reimbursement upon documentation of paid invoices.

2. Dale Patton~ Emporia Associates, LLC./141, 143, 149, and 150 Baker Street
407 Halifax Street

Emporia Associates, LLC is in the process of renovating the three existing commercial buildings for mixed-use development. The facilities will have apartment units on the top floor and retail/office space on the bottom floors. The façade improvements for 141,143 and 149 include glasswork, windows, paint and doors. 150 Baker Street has façade estimates for paint, brick repair, windows, siding removal, and replacement of store fronts. Finally, 407 Halifax will be utilizing grant funds for windows, paint, brick repair, and canopy removal. Emporia Associates, LLC has the following cost breakdown:

- ❖ 141,143, &149 Baker~ Total \$8,900.00 Grant Amount \$4,450
- ❖ 150 Baker~ Total \$22,300.00 Grant Amount \$5,000.00
- ❖ 407 Halifax~ Total \$9,210.00 Grant Amount \$4,605.00

These grant reimbursements are 50% of the total cost and will be reimbursed when work is completed and cancelled checks submitted. The work should be completed as of June 1, 2014.

3. Robin Whitman~ Whitman Properties/ Turkey Creek LLC / 430 South Main Street

Whitman Properties is using the Façade Improvement Grant to rehabilitate its downtown office building with the following work: new signage, asphalt repair, and siding/windows for the dormers. Construction is under way and the project will be completed by June 1, 2014. Total project cost is \$5,495.00 and the grant amount will be \$2,747.50.

4. Emporia Manor / 200 Weaver Avenue

Emporia Manor is the first applicant of the Façade Improvement Grant to have finalized all work. They utilized monies for signage, paint, and parking lot improvements. The work was reviewed by the Code Official and funds were reimbursed. The total project cost was \$10,059.37 and the grant amount was \$5,029.68.

The Façade Improvement Grant had a beginning balance of \$25,000. After the four applicants have finalized their work the balance will be \$1,377.87. This remaining balance can be used in this current budget year for any new façade applications.

Emporia Associates, LLC	\$14,055.00
Emporia Manor	\$ 5,000.00
Whitman Properties	\$ 2,747.50
Top Hand Sports	<u>\$ 1,819.63</u>
Total	\$23,622.13

Commissioner Dunn inquired if the properties being renovated by Mr. Patton would include apartments on the top floor. Mr. Thrower stated that he was of the impression that the properties on Halifax and Baker would include apartments on the top floor.

Commissioner Dunn inquired if Mr. Patton would have any type of rent control with the renovation being grant funded. Mr. Thrower advised that Mr. Patton would not have any type of rent stipulations with the façade grant funds he has currently obtained. He also stated that if Mr. Patton obtained a grant through the State of Virginia such as a mixed use/mixed income program, there may have been rent stipulations.

Commissioner Dunn stated that there were no requirements, of the enterprise zone designation, other than matching half of the grant. Mr. Thrower stated that the Façade Improvement Grant was a local program as part of the Enterprise Zone package. He also stated that the façade improvement program was standard for most localities. He further stated that the façade improvement program only improves the façade of a structure and he was not aware of any façade program that dictates rent control.

Commissioner Carey inquired as to how individuals know how to apply for the grant. Mr. Thrower advised that the City’s Economic Development Manager who serves as the Enterprise Zone Administrator notifies individuals of the program during business visits or upon inquiries.

There was no further discussion.

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