

**MINUTES**  
**EMPORIA REDEVELOPMENT & HOUSING AUTHORITY**  
**CITY OF EMPORIA MUNICIPAL BUILDING**  
**REGULAR MEETING**  
**July 22, 2015**

*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 1, 2015 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 David Thomas  
Commissioner Carolyn Carey

Commissioner Mark Mitchell

Absent: Commissioner Marva Dunn  
Commissioner Edward V. Lankford, IV  
Commissioner Boyce Adams

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

**APPROVAL OF MINUTES**

Commissioner Thomas made a motion to approve the minutes of the April 1, 2015 Public Hearing and Regular Meeting, as presented, seconded by Commissioner Carey which passed as follows:

Commissioner Leach	aye
Commissioner Thomas	aye
Commissioner Carey	aye
Commissioner Mitchell	aye

**APPROVAL OF FINANCIAL REPORT**

Ms. Cutrell stated that the financial report detailing revenues and expenditures that occurred during the period of March 27, 2015 – June 30, 2015 had been distributed to the Commissioners.

There was no discussion regarding the financial report.

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

Commissioner Leach	aye
Commissioner Thomas	aye
Commissioner Carey	aye
Commissioner Mitchell	aye

## **APPROVAL OF AGENDA**

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

Commissioner Leach	aye
Commissioner Thomas	aye
Commissioner Carey	aye
Commissioner Mitchell	aye

## **NEW BUSINESS**

### ***15-05 – Home Repair – Review of Grant Applications***

Mr. Thrower stated that the ERHA previously authorized staff to issue an Invitation to Bid to receive proposals from contractors to complete improvements to the homes approved at the April 1, 2015 meeting. He also stated that the sole bid received was from Sandy L. Hill Construction in the amount of \$13,935 for all four homes and all improvements requested by the homeowners.

Mr. Thrower advised that per the funding guidelines the ERHA previously adopted, he recommended the ERHA authorize staff to execute construction contracts with Sandy L. Hill Construction for the following improvements. He also advised that the total for all recommended improvements is \$7,635 which is as follows:

#### 211 Turner Street

Re-securing all panels on side porch	\$375
Front new roof panel and roof repair	\$500
Sheetrock repair in living room ceiling	<u>\$1,500</u>
Total	\$2,375

#### 712 Halifax Street

Screen door	<u>\$260</u>
Total	\$260

737 Clay Street

Roof on back porch and painted                    \$2,800

Total                    \$2,800

221 Zion Boulevard

Rails around porch                    \$850

Vinyl in kitchen (floor)                    \$800

Bathroom floor                    \$250

Bathroom toilet                    \$300

Total                    \$2,220

Commissioner Carey made a motion to authorize staff to execute the construction contracts with Sandy L. Hill Construction for the recommended improvements in the amount of \$7,635, seconded by Commissioner Mitchell which passed as follows:

Commissioner Leach                    aye  
Commissioner Thomas                    aye  
Commissioner Carey                    aye  
Commissioner Mitchell                    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.

\_\_\_\_\_  
Veronica Leach, Chairperson                    Date

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Lori R. Jarratt, Clerk                    Date