

MINUTES OF A REGULAR MEETING OF THE
 COMMISSIONERS OF THE
 CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

The Commissioners of the City of Roanoke Redevelopment and Housing Authority met for a regular session on Monday, May 18, 2020, via electronic communication through live video and telephone conference due to the COVID-19 pandemic.

I. CALL TO ORDER – ROLL CALL

Vice Chair Smith called the meeting to order at 3:14 p.m. and declared that a quorum was present.

PRESENT:	Commissioners Burruss, Garner, Kepley, Smith
ABSENT:	Commissioners Anguiano, Walker, Witten
OFFICER PRESENT:	Mr. David Bustamante, Secretary-Treasurer
ALSO PRESENT:	Betsy Crow, VP of Human Resources and Administration; Mark Loftis, Legal Counsel; Michelle Jackson, Executive Assistant; Evangeline Richie, VP of Housing; Joel Shank, VP of Operations; Jackie Austin, VP of Finance, Frederick Gusler, Director of Redevelopment and Revitalization, Crystal Hall, Community Support Services Director

Vice Chair Smith welcomed everyone to today's meeting.

PUBLIC HEARING

To receive comments on the proposed 2020 Annual Plan update to the 2020-2024 Agency Plan.

Vice Chair Smith if there were any questions or comments.

Commissioner Garner asked for clarification on the section that deals with the housing survey and the number of people on the wait list for Section 8. He noted that there are a large number of people on the wait list and said that it was notated that the Roanoke Redevelopment and Housing Authority (RRHA) would be opening up the wait list again. He would like to know how long it will take to work down the complete list. Mr. Bustamante responded that in 2015 RRHA opened up the Housing Choice Voucher (HVC) wait list and had close to 3,000 applicants and in 2019 the list was opened again and there were close to 2,300 applicants. Mr. Bustamante replied that it can take four to five years to get through the 2019 wait list. Mr. Bustamante went on to say that RRHA recently pulled close to 323 names that will be called in for interviews.

PUBLIC HEARING

To receive comments on the proposed 2020 Capital Fund Program Five-Year Action Plan.

Vice Chair Smith asked if there were any comments. There were none.

II. REPORTS

1. Financial Report

Vice Chair Smith asked if there were any questions. Commissioner Garner asked for clarification about Page 23, where it indicates that public housing sites are reporting a net income of \$14,000 through April 30, 2020. Ms. Austin responded that what she is trying to explain is the difference in operating revenue and expenses. She stated that RRHA had \$111,000.00, basically the difference in revenue versus expenses. Commissioner Garner asked if there was a period of time where late fees

were forgiven as it shows in the report. Ms. Austin answered that there are a couple of issues currently affecting late fees. She explained that when we converted over to the new system, some of the late fees didn't get entered into the system because the modules were not set up due to the rush to get the public housing modules set up. The second wave is due to the Pandemic and right now there is a moratorium on charging late fees so the fees are currently not being charged.

Commissioner Garner inquired about the section that talks about the operating subsidy being under budget do to dwelling rent that is received from the Department of Housing and Urban Development (HUD) on a quarterly basis and that the operating subsidy calculations for 2020 have been completed and submitted to HUD. Ms. Austin responded that it is related to the Job's Plus Program. She stated that it is running behind because of the way the reports get submitted to HUD. She explained that RRHA is getting subsidy, but it is coming in a different time frames to avoid double subsidy. She went on to say that when we submit our operating subsidy approval the Jobs Plus Program sends in a report to HUD at the end of the year which tells them how much rent should have been collected verses how much rent was collected and the difference between those two numbers is how HUD adjusts the operating subsidy.

Commissioner Garner asked about section that talks about general expenses due to not charging for bad debts. Ms. Austin responded that this is an issue that was caused because of the transition to Yardi. She explained that it also was not entered into the system at the time of transition. Ms. Austin finished by saying that we have been working with Yardi and site management to get those charges into the system.

This process should be completed by Thursday May 22nd.

2. Executive Director's Report

Vice Chair Smith asked for the Executive Director's Report.

Mr. Bustamante responded that in addition to his written report, he previously informed the board that he would bring a Resolution to the Board as to which HUD waivers RRHA had chosen. He explained that after taking a look at the waivers, there are so many that it is taking longer than anticipated. Mr. Bustamante informed the Board that RRHA is trying to evaluate which waivers best fit our business practice. RRHA is considering waivers regarding Housing Quality Standards (HQS) inspections, Project Based Voucher (PBV) HQS and other waivers that will reduce our current administrative burden while at the same time not cause an undue burden when RRHA is required to do the work that was originally waived. Mr. Bustamante stated that he will have a resolution for the Board in June. Mr. Bustamante pointed out that if RRHA decides to keep any of the waivers or if HUD allows an extension of the waivers then they would become a part of the RRHA Administrative Plan and Admissions and Continued Occupancy Plan (ACOP) which he will bring Resolutions to the Board when these plans are revised.

Mr. Bustamante then talked about the offset litigation lawsuit alerting the Board that the government filed its appeal the week of May 4, 2020, and according to Lyons and Cone PLC, the attorney firm that is representing the housing authorities, it will take about four months for the oral arguments. This means it will be sometime in September 2020 before there is a ruling on the 2 million dollars that RRHA lost back in 2012 when HUD offset the reserves in public housing.

Mr. Bustamante informed the Board that RRHA met with ARCH, our PBV independent entity and RRHA should be implementing a housing assistance payments (HAP) contract for Stepping Stone and for Park Street by July 1, 2020. He went on to say that they will be in the process of doing their HQS inspections, setting the rents and doing their rent reasonableness between now and the last week of June. Once the HAP contract is signed, the contract will go to HUD. He is hopeful to start receiving HAP payments sometime in July which will help greatly at Park Street as it is barely breaking even as it stands right now. He pointed out that he is hopeful that we will see some good returns within the next six months as to how it is doing financially.

Mr. Bustamante mentioned that he has a videoconference scheduled with Joe DeFelice our HUD regional administrator, where Ms. Hall, Greg Goodman and a tenant will join to talk about the Envision Center and the work Ms. Hall has done with Mr. Goodman as far as the Pharmacy Tech program and how the program has graduated several of the students. He stated that there will be a virtual job fair held and it will be posted on the RRHA Facebook page for viewing.

Mr. Bustamante stated that we received our first round of the Corona Aid Relief and Economic Security (CARES) Act funding for both public housing and the housing choice voucher program. He explained that for public housing they divided the money per AMP and the amount is close to \$800,000.00. Mr. Bustamante pointed out that the issue is the money can only be spent for specific pandemic issues. He then stated that for the housing choice voucher program we received \$208,890.00 and that money has the same type of stipulations as the public housing money but it can only be used to remedy the HCV program. Mr. Bustamante highlighted that money has been spent on

items such as masks, hand sanitizer, cleaning services etc. He added that the costs of those items will be broken down per AMP and whatever was spent for Section 8 will go under the HCV program.

Mr. Bustamante mentioned that RRHA has had four strategic planning meetings, with four strategic planning consultants. Mr. Bustamante, Ms. Crow and Mr. Gusler participated in the meetings. RRHA has asked them to submit their fees for services. So far two of the four have been received. Once the consulting firm is chosen, he will advise the Board and will start to schedule meetings with them.

Mr. Bustamante informed the Board that RRHA has applied for a lot of grants in the last couple of months for the Coronavirus Disease (COVID-19) for emergency preparedness. He asked Ms. Richie to explain the grants that she has worked on and in particular one that was just funded. Ms. Richie spoke and informed the Board that the first grant that was applied for and has been awarded is the COVID-19 Emergency Funding Support Grant for Virginia Public Housing Authorities. She explained that for the number of properties and units that are within our agency, RRHA was eligible to apply for a grant for up to \$75,000.00. RRHA was awarded the full amount of \$75,000. Ms. Richie stated that the funding can be used for salaries and supplies. She explained that it was allocated for \$60,000.00 to cover salaries and \$15,000.00 to cover supplies. She highlighted that the period of performance for this funding opportunity is June 1, 2020 through August 30, 2020. She went on to say that the Virginia Housing Development Authority will be conducting a review of how the funds were spent. Commissioner Burruss asked if the grant is for salaries of additional staff of existing positions. Ms. Richie responded that it is for salaries for existing positions. Ms. Richie

continued in saying that some of the other grants that RRHA was given money for under the CARES Act, didn't specifically assign it to salaries. She noted that this is the only grant that she has seen where money was allocated specific to salaries. Commissioner Kepley asked if this was offsetting any lost rents. Ms. Richie explained that Virginia Housing Development Authority (VHDA) reached out to RRHA because its money that was available and the housing authority was an agency guaranteed to receive funding. Commissioner Kepley asked if the funding can be used for bonuses at a later time.

Mr. Bustamante explained that the housing authority was very generous in caring for our employees, as we should have been. When the pandemic started, employees who had compromised immune systems, or had childcare issues were allowed to stay home and were still paid. This will be a way to collect the money that was spent out for those employees.

Mr. Bustamante stated that as far as the rents and receiving money back for the rents, RRHA received word today from Woods Rogers PLC that a local judge has extended the no eviction moratorium until sometime in September. He went on to explain that while there are a lot of tenants that are paying the rent, it is possible that in November and January RRHA will be looking at a lot of evictions. Mr. Bustamante stated that RRHA has informed the residents that it's not as though their rent is being forgiven and have also informed them that if they don't pay the rent or enter into a repayment agreement it can lead to an eviction. Commissioner Garner asked if there were any grants or funding that can cover this shortfall. Mr. Bustamante responded that at this point nothing has come out. Commissioner Kepley mentioned that a lot of people are thinking they are not responsible for the rent. Vice Chair Smith asked if it is possible

that a monthly reminder be put out there for the residents. Mr. Bustamante answered yes, he could put it out on a monthly basis. Mr. Bustamante also stated that he is happy to go to the Joint Resident Council meeting (JRC) or Melrose Council meetings and explain this to the residents. Commissioner Kepley mentioned the possibility of having the Board look at forgiving a portion of the rents. Commissioner Burruss asked if we know how many residents have lost employment as a result of the virus. Mr. Bustamante responded that he can have that information available for the next Board meeting. Ms. Richie added that RRHA did seek assistance from Woods Rogers PLC this past month in generating a letter to the residents to let them know they still have a balance on their account and that notification has been getting out to the residents.

Commissioner Garner asked to revisit the HAP contract for Stepping Stone and Park Street. He asked for further explanation. Mr. Bustamante answered that Stepping Stone reached its compliance period as far the tax credits so RRHA internally decided that the best choice would be to convert the property to project based to get some subsidy attached to the units. He explained that Park Street has not reached the end of its compliance period so it will still be a home and tax credit property with the added layer now of project based vouchering to increase revenue for that development.

Commissioner Garner then asked about the status of the Envision Center, if there was any progress. Mr. Bustamante responded that we are operating from the neighborhood network center at Lincoln Terrace. RRHA has submitted the acquisition proposal to HUD with the goal to have the library fall under Amp 201 which is Lansdowne. This will allow RRHA to use some of the money that is received from capital funds in Amp 201 for necessary improvements. Mr. Bustamante stated that he

has been in communication with HUD and he is hopeful to receive the paperwork needed to be able get the library added to Amp 201 soon.

Commissioner Garner asked about the two students that were going to be recruited from the housing authority to attend the academy and if the pandemic has put this on hold. Ms. Hall responded that we have put out notices to all of the public housing sites and HCV letting them know that the application is out there. To her knowledge there has only been one family that has applied, she noted that the applications are getting out. Commissioner Garner asked if there will be a school session next school term. Ms. Hall responded to her knowledge there will be.

Mr. Bustamante asked Ms. Richie to please continue with the other grants that have been applied for. Ms. Richie responded that the second grant that was applied for is the Fema COVID -19 Public Assistance Response Application Grant which is basically a grant to receive reimbursement for expenses pertaining to COVID-19. If the grant is awarded, it will fund up to 75% of reimbursement. RRHA submitted an application for the amount of \$15,093.00 in expenses, if approved it will reimburse around \$11,320.00. The final grant that was applied for is the HUD Emergency and Disaster Funding Grant which covers public housing authorities that have experienced an emergency. RRHA has submitted an application on behalf of the elevators that require replacement at Morningside Manor.

Mr. Bustamante commented that there are two other two grants that Ms. Hall and Mr. Gusler applied for are which are mostly through the Community Development Block Grant (CDBG). Ms. Hall responded that there is a fund for COVID-19 and for workforce funds. Ms. Hall mentioned that RRHA has partnered with the workforce board and is

looking for salary dollars to support a position that would help individuals look for work. RRHA is partnering with the workforce board program through their Workforce Innovation and Opportunity Act (WIOVA) programs. The WIOVA has a youth program, an adult program and a dislocated worker program. The funds will fund individuals who are looking for job skill training.

Mr. Gusler responded that in January RRHA applied through the standard city CDBG funds for \$200,000.00 for renovations to the library, and we were notified last week that we were not selected for that grant. Mr. Gusler stated that the library roof was recently patched and there are environmental studies that are almost completed for the library.

In closing, Mr. Bustamante informed the Board that RRHA has recently completed four new buildings with 8 units. He stated that there are already two families living in the units. He commended Mr. Shank on doing a very nice job on the units. Mr. Bustamante will be releasing a press release about the new buildings.

Commissioner Kepley asked if there were any COVID-19 updates in terms of residents, Mr. Bustamante responded at this time he is not aware of any cases. Vice Chair Smith asked if all of the staff was healthy or if we had any cases of staff being sick. Mr. Bustamante responded that we had some staff that reported symptoms and have been tested. One staff member tested positive and as a result of that RRHA took all of the precautions as per OSHA and the Health Department to ensure that their work environment was properly sanitized and cleaned before anyone returned to that area.

3. Staff Reports

Vice Chair Smith asked if there were any staff reports. There were none.

4. Committee Reports

Vice Chair Smith asked if there were any Committee reports. There were none.

5. Commissioner Comments

Vice Chair Smith complimented the job that the staff has been doing during the trying times. He is aware that this has been rough on everyone. Mr. Bustamante seconded that and noted that everyone from leadership staff to those who work the front lines have done an extraordinary job during these last couple of months, beyond his expectations.

6. City Council Liaison Comments or Discussion

Commissioner Garner made mention that City Council Liaison, Djuna Osbourne sent an update on some of the things that City Council is doing related to CDBG funding as well as other items that are going on with the City Council.

III. CONSENT AGENDA

C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, May, 2020.

C-2 Monthly Operations Report for the month of May 2020.

RECOMMENDED ACTION: File as submitted

Commissioner Garner introduced a motion to approve the Consent Agenda.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Burruss, Garner, Kepley, Smith

NAYS: None

Vice Chair Smith thereupon declared said motion carried as introduced.

IV. REGULAR AGENDA2. Resolution No. 4043

Ms. Austin presented Resolution No. 4043, asking the Board to accept the audited statements for the fiscal year ending September 30, 2019. Mr. Don Jump presented a draft version of the report to the Board at the April 27, 2020 Board meeting. It is a clean audit with no findings. Commissioner Garner congratulated the staff for doing an excellent job under trying conditions and noted that this is the seventh or eighth year that there have been no findings. He highlighted that it is outstanding what has come through the financial department and how the data has been prepared and have unmodified opinions these number of years. Commissioner Burruss agreed. Vice Chair Smith asked if there were any other questions for Ms. Austin, there were none.

Commissioner Garner introduced Resolution No. 4043 and moved its adoption as introduced:

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY ACCEPTING THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30, 2019 AND ASSOCIATED REPORTS PROVIDED BY JUMP, PERRY AND COMPANY, LLP.

WHEREAS, The City of Roanoke Redevelopment and Housing Authority has received documents from JUMP, PERRY AND COMPANY, LLP entitled "ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY FINANCIAL STATEMENTS, FOR THE YEAR ENDED SEPTEMBER 30, 2019 (with Independent Auditor's Report thereon)

WHEREAS, JUMP, PERRY AND COMPANY, LLP auditors provided a presentation of the reports to the Roanoke Redevelopment and Housing Authority Board of Commissioners at the April 27, 2020 meeting; and

WHEREAS, the Roanoke Redevelopment and Housing Authority Board of Commissioners having reviewed these reports has determined that they include the necessary components of an independent audit of the Agency's financial statements for the year ended September 30, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the JUMP, PERRY AND COMPANY, LLP report identified above is hereby accepted.

EXPLANATION:

This resolution is needed to document the RRHA Board of Commissioner's acceptance of the annual independent audit.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded.

AYES: Commissioners Burruss, Kepley, Garner, Smith

NAYS: None

Vice Chair Smith thereupon declared said motion carried and Resolution No. 4043 was adopted as introduced.

3. Resolution No. 4044

Mr. Bustamante introduced Resolution No. 4044, asking the Boards authorization to approve the 2020 Annual Plan and the 2020-2024 Agency Plan. RRHA has conducted the 45 day Public Hearing and there no were comments made. RRHA also went to all of the developments and took resident input during the month of February and included that input in the development of the Annual and Agency Plan as well as the Resident Council who were present in those meetings. RRHA is asking for the Boards approval for submission of the plans to HUD by July 18, 2020. There were no questions.

Commissioner Garner introduced Resolution 4044 and moved its adoption as introduced:

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY APPROVING THE 2020 ANNUAL PLAN UPDATE TO THE 2020-2024 AGENCY PLAN FOR SUBMISSION TO

HUD

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) receives operating funds from the Department of Housing and Urban Development (HUD); and

WHEREAS, pursuant to Section 511 of the Quality Housing and Work Responsibility Act of 1998, RRHA is required to adopt an Annual and 5-Year Plan (the Plan); and

WHEREAS, the Plan is designed to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program, and other members of the public may locate basic public housing and tenant-based assistance program policies, rules and requirements concerning operations, programs, and services; and

WHEREAS, RRHA staff have consulted with the Joint Resident Council, Inc. and all active resident councils and have conducted community meetings at all public housing sites and with participants and landlords in Section 8 programs to gather input, which has been considered in development of the Plan; and

WHEREAS, RRHA Commissioners were provided with copies of the draft 2020 Annual Plan update to the 2020-2024 Agency Plan (2019 Annual Plan) in April 2020; and

WHEREAS, the Plan and Attachments have been revised to include updated information regarding the Rental Assistance Demonstration Program and to reflect items approved by the Board of Commissioners subsequent to publication of the draft; and

WHEREAS, RRHA gave 45 days public notice for the draft 2020 Annual Plan and made the Plan available for public review at RRHA administrative offices, public housing site management offices, the Roanoke City Municipal Building, and on the RRHA website; and

WHEREAS, the RRHA Board of Commissioners gave notice and held public hearings to receive public comments on the draft 2020 Annual Plan on May 18, 2020; and

WHEREAS, the 2020 Annual Plan meets the current regulatory and statutory requirements; and

WHEREAS, the final Plan must contain a certification by City officials that the Plan is consistent with the Consolidated Plan of the City of Roanoke; and

WHEREAS, RRHA is required to submit the 2020 Annual Plan to HUD by July 18, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the 2020 Annual Plan update to the 2020-2023 Agency Plan, in substantially the form circulated to the RRHA Board of Commissioners, is hereby approved for submission to the U.S. Department of Housing and Urban Development upon receipt of certification from City officials that the Plan is consistent with the Consolidated Plan of the City of Roanoke.

The motion was seconded by Commissioner Kepley and upon roll call the following vote was recorded.

AYES: Commissioners Burruss, Garner, Kepley, Smith

NAYS: None

Vice Chair Smith thereupon declared said motion carried and Resolution No. 4044 adopted as introduced.

4. Resolution No. 4045

Mr. Shank introduced Resolution No. 4045, requesting Board approval for the 2020 Capital Fund and Five Year Action Plan and Annual Budget. RRHA brought the Capital needs before the residents in our meetings and have had the 45 public comment period as well as a public hearing and have received no comments. Mr. Shank made mention of the Annual Plan and noted that RRHA is going to receive around 3.7 million dollars, and that RRHA has provided a very detailed budget for the 2020 year. He then talked about the following four years of the Capital Fund Action Plan with the first year being the first of the five years. Mr. Shank stated that RRHA has a rolling plan and this is where the plan is updated every year, based on the needs and the input received from the residents and staff.

Commissioner Garner introduced Resolution 4045 and moved its adoption as introduced:

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND

HOUSING AUTHORITY APPROVING THE 2020 CAPITAL FUND FIVE-YEAR ACTION PLAN AND BUDGET

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) receives Capital Funds from the Department of Housing and Urban Development (HUD); and

WHEREAS, pursuant to 24 CFR 905.300, RRHA is required to develop and submit to HUD a Five-Year Action Plan and budget reflecting capital improvements planned for RRHA's Public Housing developments; and

WHEREAS, HUD allows public housing authorities to adopt either a fixed or rolling Five-Year Action Plan, and RRHA has adopted a rolling plan; and

WHEREAS, the Plan is designed to provide a framework for local accountability and easily identifiable source by which public housing residents and other members of the public may review RRHA's Plan for capital improvements to Public Housing; and,

WHEREAS, RRHA staff have consulted with the Joint Resident Council, Inc. and all active resident councils and have conducted community meetings at all public housing sites and with participants and landlords in Section 8 programs to gather input, which has been considered in development of the 2020 Capital Fund Program Five-Year Action Plan; and

WHEREAS, RRHA Commissioners were provided with copies of the draft 2020 Capital Fund Program Five-Year Action Plan; and

WHEREAS, RRHA gave 45 days public notice and made the 2020 Capital Fund Program Five-Year Action Plan available for public review at RRHA administrative offices, public housing site management offices, and on the RRHA website; and

WHEREAS, the RRHA Board of Commissioners held a public hearing to receive public comments on the proposed Plan on May 18, 2020; and

WHEREAS, the RRHA 2020 Capital Fund Program Five-Year Action Plan meets the current regulatory and statutory requirements; and

WHEREAS, RRHA is required to submit the 2020 Capital Fund Program Five-Year Action Plan to HUD following approval by the RRHA Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the attached RRHA 2020 Capital Fund Program Five-Year Action Plan is hereby approved.

The motion was seconded by Commissioner Kepley and upon roll the following vote was recorded:

AYES: Commissioners Burruss, Garner, Kepley, Smith

NAYS: None

Vice Chair Smith thereupon declared said motion carried and Resolution No. 4045 adopted as introduced.

5. Resolution No. 4046

Mr. Shank introduced Resolution No. 4046, requesting the Boards approval to renew the commercial insurance policies currently being held with the Virginia Risk Sharing Association. RRHA was pleasantly surprised by the small amount of increase this year regarding the premiums and with the addition of the 8 new units at Hurt Park, the increase is only under \$4,400 for the year. There was a substantial decrease in the workers compensation, around \$16,000 that was reduced. The other side of this is probably an increase of around \$21,000 overall, as far as other commercial insurance which is just under a 2% increase overall. Commissioner Garner congratulated Mr. Shank on all of his work and training on worker safety.

Commissioner Garner introduced Resolution No. 4046 and moved its adoption as introduced:

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE RENEWAL OF COMMERCIAL INSURANCE POLICIES CURRENTLY HELD BY THE VIRGINIA RISK SHARING ASSOCIATION

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) is required by Section 13 of the Annual Contributions Contract (ACC) with the U. S. Department of Housing and Urban Development (HUD) to procure adequate insurance for its public housing properties to protect RRHA from financial loss resulting from various hazards; and

WHEREAS, on September 27, 2007, HUD authorized non-competitive procurement with the Virginia Municipal League (VML) Insurance Programs as provided for under 24 CFR Part 85 – Administrative Requirements for Grants and Cooperative Agreements to State, Local, and Federally Recognized Indian Tribal Governments; and

WHEREAS, RRHA has held commercial insurance policies through the VML since 2008; and

WHEREAS, Virginian Municipal League Insurance Programs changed their name to Virginia Risk Sharing Association (VRSA) effective July 1, 2019; and

WHEREAS, VRSA provided a \$4,386.00 increase in the 2020-21 renewal rate for RRHA's Automobile, Property, Excess Auto Liability, Boiler & Machinery, Crime, Worker's Compensation, General Liability, and Miscellaneous Coverage policies; and

WHEREAS, the cost of this insurance is deemed fair and reasonable, based on cost analysis completed by RRHA staff.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Executive Director is authorized to provide a Notice of Renewal for and execute necessary documents to review Automobile, Automobile Excess, Property, Crime, Boiler & Machinery, Worker's Compensation, General Liability, and Miscellaneous Coverage policies from Virginia Risk Sharing Association for the term of July 1, 2020 through June 30, 2021, for a not to exceed contract amount of \$289,178.00.

The motion was seconded by Commissioner Garner and upon roll call the following vote was recorded:

AYES: Commissioners Burruss, Garner, Kepley, Smith

NAYS: None

V. ADJOURNMENT

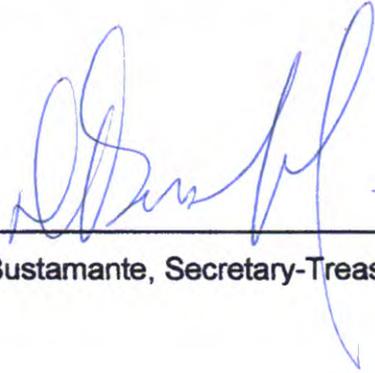
There being no further business to come before the Board, Commissioner Garner moved that the meeting be adjourned.

The motion was seconded by Commissioner Burruss and upon roll call the following vote was recorded:

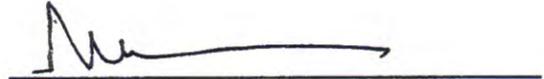
AYES: Commissioners Burruss, Garner, Kepley, Smith

NAYS: None

Vice Chair Smith declared the meeting adjourned at 4:36 p.m.



David Bustamante, Secretary-Treasurer



Andrew Anguiano, Chair