

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 on Monday, January 23, 2023.

I. **CALL TO ORDER – ROLL CALL**

Chair Walker called the meeting to order at 3:00 p.m. and declared that a quorum
was present.

PRESENT: Commissioners Anguiano, Kepley, Smith, Spickler,
Vice Chair Karney, Chair Walker
Commissioner Garner joined via phone after Chair
Walker conducted a vote

ABSENT: None

OFFICER PRESENT: Mr. David Bustamante, Secretary-Treasurer

ALSO PRESENT: Mark Loftis, Legal Counsel; Evangeline Richie, VP of
Housing; Jackie Austin, VP of Finance/CFO; Greg
Goodman, Director of Community Support Services;
Leanna Pagans, Interim Administrative Executive
Assistant; Jasey Roberts, PR/Social
Media/Marketing Manager; Suzzette McCoy,
Compliance and Quality Assurance Specialist; Jason
Michaels; Manager of Human Resources; Frederick
Gusler, Director of Redevelopment and Revitalization;
Stephanie Moon Reynolds, City Council Liaison

Chair Walker welcomed everyone to today's meeting and stated that
Commissioner Garner would be joining the meeting via phone. She noted that
Commissioner Garner would provide a brief explanation about why he was calling in
and where he was calling from. Commissioner Garner said that he has recently

experienced a knee injury and is currently unable to walk. He stated that he is calling from his home in SW, Roanoke. Commissioner Anguiano introduced a motion to allow Commissioner Garner to participate remotely.

The motion was seconded by Vice Chair Karney and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Kepley, Smith, Spickler, Vice Chair Karney, Chair Walker

NAYS: None

Chair Walker thereupon declared said motion carried and Commissioner Garner was allowed to join the meeting.

II. **REPORTS**

1. Executive Report.

Mr. Bustamante addressed the Board stating that in addition to his report he would like to announce that RRHA applied for extra mainstream vouchers and was approved for them. Mainstream vouchers are vouchers for the non-elderly with disabilities and, in this particular NOFA (Notice of Funding Availability), includes individuals that are facing homelessness. RRHA was awarded 30 vouchers or \$174,000, the lesser of. Mr. Bustamante stated that RRHA also received the FSS Grant for three FSS Coordinators and that will be good for two years instead of one. That being said, we are still waiting on the stability vouchers which are similar to emergency housing vouchers. HUD has not released any information on those vouchers yet, but RRHA did apply and we received a response that they have our application. On February 10th RRHA will have our first emergency housing voucher

audit with HUD, remotely. During this process they will ask for certain documentation which must be provided to them within five days. Mr. Bustamante noted that RRHA has 26 vouchers and is very close to being at 100% and he is confident that the audit will go smoothly. He went on to add that before the next board meeting on February 27th, the personnel committee will meet at 2:15 P.M. to discuss the annual evaluations and how RRHA plans to distribute the money that was allocated in the budget. Mr. Bustamante reminded the Board that between February 6th and February 10th RRHA will have their community meetings for the annual plan at all of the sites. This has not been done since before COVID, so everyone is looking forward to going to the sites and listening to the tenant's questions and concerns. Mr. Bustamante went on to say that it appears the difficulties that were being experienced with Cox, in regards to Wi-Fi and computer access at the EnVision Center, have resolved themselves. In some situations the HUD procurement requirements create difficult times for a lot of contractors. In lieu of that, there have been ongoing activities and events at this location over the last month and the staff continues to do good work. Mr. Bustamante offered to answer any questions.

Commissioner Garner asked, in regards to the budget information that was provided in the operations packet, what is the correct appropriation given in regards to the PIH Alert. Mr. Bustamante replied that it should have been \$58.2 billion which is an increase of \$4.5 billion from 2022. Commissioner Garner then asked what the difference is between the various project based vouchers and if RRHA is taking advantage of the \$14.9 billion set aside for the project based rental assistance. Mr. Bustamante stated that the Section 8 tenant based vouchers are the vouchers where

the tenant actually goes out and finds a place to live on their own, whereas with the project based vouchers it is the unit that has the subsidy and not necessarily the tenant. Commissioner Garner asked if any of that is different from what we have been receiving. Mr. Bustamante replied that, RRHA has project based vouchers now in a couple of its tax credit properties, but they have increased the amount for project based vouchers. The amount for the tenant based vouchers, although it appears to have increased, has not gone up. In reality, when you take into account inflation and the higher rental costs, RRHA breaks out even. Commissioner Garner noted that the budget lists \$350 million for choice neighborhoods and asked if we would be pursuing that this year. Mr. Bustamante said that it is definitely a tool that RRHA plans on utilizing if the projects align correctly.

Chair Walker asked for further questions. There were none.

2. Staff Reports

Mr. Gusler addressed the Board stating that he would like to talk about the Community Development Block Grant (CDBG) Program that RRHA applied for last week with the City of Roanoke. The language in the application states that the city's customary policy for nonprofits is that their board of directors has a motion and votes on allowing the organization to apply for a CDBG or ongoing grant. RRHA is not a nonprofit, rather a political subdivision of the Commonwealth, and part of the local government. In the interest of submitting a thorough application we went ahead and submitted a form or the certificate of application. The form basically says that RRHA would have a proper motion and vote approved for this application submission. If there

is a motion to vote today and there is an objection, the application can be withdrawn. Mr. Gusler further explained that through the application, RRHA is asking the city for \$150,000 of Community Block Grant funds that RRHA would then match with \$150,000 of its own capital funds. RRHA is also counting, as amassed, resolution 4138 that the Board approved in late November 2022 for security improvements at Melrose Towers in the amount of \$119,000. Those funds have been budgeted and the contract has been executed on that project. This grant would allow RRHA to install security and surveillance cameras at Morningside Manor and Melrose Towers. Language was included in the application to allow the purchase and integration of software from a vendor if there is one that is compatible with the current five piece system. An estimate was given by a vendor for both sites in the amount of \$300,000. The resolution that the Board approved in November would provide a camera in the lobby of Melrose Towers as well as cosmetic repairs. It would upgrade the security of both developments as the managers and residents have had an increase in issues with people coming into the building that do not live there and, in some cases, with residents who do live there. This project would also provide cameras in all of the common areas in both buildings including the elevators. If you are all in agreement, there would need be a motion and then a vote to support the application. Mr. Gusler offered to answer any questions.

Commissioner Kepley asked for the total amount the application is asking for. Mr. Gusler stated that RRHA is asking for \$150,000 and will be providing a match of \$150,000 out of the capital fund that has already been put into the plan.

Commissioner Kepley introduced a motion to approve the application for Community Development Block Grant. The motion was seconded by

Commissioner Spickler and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Kepley, Garner, Smith, Spickler, Vice
Chair Karney, Chair Walker

NAYS: None

Commissioner Garner stated that the financial report noted a favorable balance under protective service and asked if there has been an issue getting these cameras installed at the sites. Mr. Bustamante said that these cameras were supposed to have been phased in. The first phase which included Lansdowne Park, Hunt Manor, Bluestone Park and Villages at Lincoln, has been completed. Jamestown Place and Indian Rock Village are part of the second phase which has not been done yet. Mr. Gusler added that the current cameras at both of these developments do not cover all of the common areas at both buildings. These cameras were purchased with the federal stimulus funds in 2009-2010 and have basically hit their lifespan. They are not serviced anymore and are a problem in terms of effectiveness.

Commissioner Kepley asked if these are cloud-based cameras. Mr. Bustamante stated that the current cameras record on a DVR and the material is recorded over every 30 days. Commissioner Spickler asked if the footage is saved anywhere after the 30 days. Mr. Bustamante said that he is unable to obtain the footage after it has been recorded over so that would most likely require a cloud-based software. Mr. Gusler added that some vendors offer that capability if you want to have the long term storage.

3. Committee Reports

Chair Walker asked for comments or questions. There were none.

4. Commissioner Comments

Chair Walker asked for comments or questions. There were none.

5. City Council Liaison Comments or Discussion

Councilwoman Moon Reynolds addressed the Board stating that on January 17th, members of Roanoke City Council and members of Roanoke's Gun Violence Prevention Commission, met and expressed frustration over the lack of results seen by the commission to date. The commission was created to help lessen the amount of violence in the Star City caused by the use of guns and is composed of both elected officials and citizens. At the beginning of the Commission about \$1 million in public money was granted to help them accomplish their mission, but no specific guidelines were issued as to how the money was spent and on what. Commission expenditures include providing gun safety locks for city homes and staging memorial art projects and candlelight vigils, but the gun violence statistics remain largely the same after two years. At particular issue for the council was the commission's plan to spend \$23,000 on a talent show for middle and high school students. Council members all expressed their continued support for the commission, but said from time to time the results needed to be measured and talked about.

Total Action for Progress announced that they will be hosting an event on the third Saturday of each month dedicated to helping curb gun violence in the Star City. The event is being called "Envision Your Vision" and is being aimed at middle and high school students. At January's event, students were encouraged to create a

vision board that showed both their short term and long-term goals. The next event will be on February 18th and will be a walk around the Gainsboro neighborhood to discuss the history of black people in Roanoke.

Councilwoman Moon Reynolds went on to say that the last thing that was discussed at the council meeting last month is affordable housing. She thanked Ms. Richie for coming out last month and speaking about this issue. There were two different issues that came up. One was an application for rezoning which will supply over 700 units. With the talk of affordable housing, council has now come to the realization that affordable housing is not capturing the lower income families up to the middle. The income base for these apartments will be based on regional income and a one bedroom unit would cost \$1,200 per month. This is not affordable for someone who is making \$30,000 per year. The mayor and council have now stressed the importance of trying to find ways to make housing affordable for the low income families, up to median income. Councilwoman Moon Reynolds noted that she is also a part of the Central Valley Alleghany Regional Commission and they announced an update to their Housing Development Program where they hope to increase the stock of affordable housing units in underserved areas. They will also integrate incomes and housing by providing mixed-use and/or mixed-income rental developments and have sale price and income limits consistent with Virginia Housing limits. They plan to create a strategic process for identifying and investing in housing needs with a regional approach and support creative, collaborative projects that meet additional social needs. The Regional Commission received three grant awards and among the three competitive grant award partners was RRHA for two new home

ownership units for a total of \$111,629 on Centre and Rorer Avenues. Construction began last November and both units are expected to be completed by the end of this year.

Lastly, at the last Council Meeting, City Council adopted a performance agreement that will initiate the largest redevelopment effort ever undertaken in this city and probably in the entire region. This will also help provide housing for an additional 760 households, with 370 units off of Ordway Drive.

Commissioner Kepley asked if there is anything the regional housing authority can help with in regards to gun violence. Ms. Moon Reynolds replied that she believes they need to find the right balance of people to the table. We are missing a level of expertise, such as law enforcement, to talk with them. In other localities they have close relationships with former gang members that work with the commission. There seems to be a level of fear that we need to get beyond so that some kind of closure can be reached. Commissioner Garner asked if anything measurable has come out of the Gun Violence Commission. Councilwoman Moon Reynolds stated that the commission has been allocated \$1,000,000 from a grant, but there has not been anything at this point that has come out that is measurable. Commissioner Garner asked if the criminal justice system has been involved in this process. Ms. Moon Reynolds said that council has looked at the legislative program and possibly reversing the criminal justice reforms. This might involve stop and frisk and providing harsher penalties for criminals. The mayor would like for the commonwealth attorney to have more ammunition, on up to the federal court.

Commissioner Kepley asked how things are going with the school buses. Councilwoman Moon Reynolds noted that they are looking at different options because of the lateness and the shortage of bus drivers. Some of the children are getting home as much as two hours late so they are trying to find a happy medium.

Chair Walker asked for further questions. There were none.

6. Residents or other community members to address the Board

Chair Walker asked if there were any residents or community members that would like to address the Board. There were none.

CONSENT AGENDA

C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, December 19, 2022.

RECOMMENDED ACTION: Dispense with the reading thereof and approve as recorded.

C-2 Monthly Operations Report for the month of December 2022.

RECOMMENDED ACTION: File as submitted.

Commissioner Spickler introduced a motion to approve the Consent Agenda.

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

AYES: Commissioners Anguiano, Kepley, Garner, Smith, Spickler, Vice Chair Karney, Chair Walker

NAYS: None

REGULAR AGENDA

1. Resolution No. 4145

Mr. Gusler presented Resolution No. 4145 seeking the Board's approval to award a contract for the second phase of the window replacements at Melrose Towers. The first phase is currently underway and the contractors have been working there for several weeks. G & H Contracting got the first bid and they were the lowest bidder, at \$1.2 million, for this contract as well. The work includes 250 windows with asbestos abatement and siding repair, repair of a parapet wall and repair of two concrete structures that are on the outside of the building. Mr. Gusler asked for any questions.

Commissioner Smith asked if there is a time estimate on completion of this project. Mr. Gusler stated that he will have to get that answer from Mr. Shank who is not present at today's meeting. He is not sure if they are going to leave the site and come back or if they are going to be able to continuously work through.

Commissioner Smith noted that there has been added inconvenience to the residents due to all of the work not being completed at the time that the window is put back in. Tenants now have nowhere to hang their curtains back up which causes stress related to privacy and who might be able to now see into the units. The other issue is that they come in to do the work and they continue to leave and come back multiple times, leaving things unfinished and the residents with no idea when they will be back again. The contractors are being pulled away to work on other jobs before finishing the work they started on at Melrose. Commissioner Smith went on to say that he suffers from sleep apnea and has to get sleep whenever he can as opposed

to going to sleep at the same time every night. When they are working sporadically off and on over a multiple week time span it becomes a great inconvenience to myself as well as the other residents.

Commissioner Kepley asked if they are not getting the window back together enough where residents can hang their curtains back up. Commissioner Smith replied that that is correct. He stated that he personally went out and bought a shower curtain rod so that he could temporarily hang his curtains, however that is at the resident's expense. The other issue is the mess that is created when the foam is cut away, which is usually in the bedroom, and is left for the tenant to clean up.

Mr. Bustamante stated that from the notice to proceed to the time that they finish there is supposed to be a time frame and he will look at the contract to get that information. Commissioner Kepley commented that they need to be made aware that they need to schedule and execute things in a timely way and be respectful of people's time. Mr. Bustamante added that communication needs to be better, because there may be a reason that RRHA is not aware of that they are leaving and not coming back. Ms. Richie commented that some of that was based on the scope of work for the windows. There were certain things that contractors were required to do and certain things regarding the scope of their work that were not in there for the contractors to do. In this particular situation RRHA maintenance staff came up with a temporary solution where cardboard would be cut and placed in the windows so the tenants would be able to have some privacy until they were able to come back around. Commissioner Smith asked who would be the one to put the cardboard up. Ms. Richie stated that RRHA had advised the maintenance staff to assist with that.

Mr. Bustamante said that there has to be a better way for them to communicate when they are going to be there and what they are going to be doing. He said that he will follow up with the contractor tomorrow. Chair Walker asked if the company was short staffed when they were hired to do the job. Mr. Bustamante replied that RRHA does not ask that in the RFP. It is assumed that if they are going to bid for a job of this magnitude, that they would have adequate staffing. Unfortunately there were not multiple bidders for this work, nonetheless, it does not excuse the fact that they need to communicate better.

Chair Walker asked for further questions. There were none.

Commissioner Smith introduced Resolution No. 4145 and moved its adoption as introduced.

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

AYES: Commissioners Anguiano, Kepley, Garner, Smith, Spickler, Vice Chair Karney, Chair Walker

NAYS: None

Chair Walker thereupon declared said motion carried and Resolution No. 4145 was adopted as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AWARDED A CONTRACT FOR WINDOW REPLACEMENT FOR MELROSE TOWERS, AMP 206, PHASE 2, UNDER CAPITAL FUND PROGRAM (CFP) GRANT NUMBER VA36P01150122 AND VIRGINIA HOUSING PUBLIC HOUSING REVITALIZATION GRANT

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a grant from the Department of Housing and Urban Development ("HUD") Capital Fund Program (CFP), grant number VA36P01150122 in the amount of \$4,741,515.00; and

WHEREAS, Window Replacement for Melrose Towers was included on the Annual Statement detailing the planned use of CFP grant number VA36P01150122, which was approved by the RRHA Board of Commissioners by Resolution 4119 on May 23, 2022; and

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a Public Housing Revitalization Grant from Virginia Housing in the amount of \$3,836,496.00; and

WHEREAS, Window Replacement for Melrose Towers was included on the budget detailing the planned use of the Virginia Housing Public Housing Revitalization Grant; and

WHEREAS, RRHA needs a qualified contractor to complete Window Replacement for Melrose Towers, Phase 2; and

WHEREAS, RRHA issued a Invitation for Bid on November 20, 2022, with bids being due on December 20, 2022; and

WHEREAS, RRHA received one (1) responsive bid to the invitation, which was opened for consideration, such bid being as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
G & H Contracting, Inc.	\$1,226,900.00

WHEREAS, the amount of the bid submitted by G & H Contracting, Inc. was determined to be fair and reasonable for the work specified when compared to the amount of the revised independent cost estimate based on R S Means Cost Data, for the project; and

WHEREAS, review, evaluation, and confirmation of bid documentation has been completed, and G & H Contracting, Inc. has been found to be capable and in all other respects acceptable to RRHA; and

WHEREAS, the Vice President of Operations recommends an award to G & H Contracting, Inc.; and

WHEREAS, the Executive Director has determined that this procurement complies with RRHA's Procurement Policy and that it is in the best interests of RRHA to accept such bid and execute an appropriate contract.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of

Roanoke Redevelopment and Housing Authority that:

- (1) The bid submitted by G & H Contracting, Inc. be and hereby is accepted;
- (2) The Executive Director be and hereby is authorized and directed to execute a standard contract for construction, which by reference is inclusive of all plans, specifications, addenda and related project documents, between G & H Contracting, Inc. and RRHA for the fixed price of \$1,226,900.00.
- (3) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

2. Resolution No. 4146

Mr. Michaels presented Resolution No. 4146 seeking the Board's approval for updates to its employee handbook. In February 2021 the Board approved the most recent employee changes, but due to that document not being communicated to all the employees for them to sign and acknowledge at the time, RRHA wanted to reassess the document. After talking with legal counsel they recommended some changes which have been approved by them. There is a reminder for February 2021 changes in an attachment following the resolution in the packet that details those updates and changes. Likewise, there is a document that highlights the revisions for today's proposed employee handbook. Some of the changes include a minus standard payroll deduction to the employee referral program section to indicate that the referral bonus will be subject to those deductions. The solicitation policy was updated to include non-employees and "whistleblowing" was reworded to "reporting employee concerns". The language was changed from "under the influence" to "while taking it properly prescribed" when describing an employee being allowed to work while taking medications. The language was changed from "RRHA will treat female

employees” to “RRHA will treat employees”. Under accommodations, the language was changed from “their manager” to “the Human Resources department or their manager” when describing when employees are taking prescription or nonprescription medications which may inhibit their ability to work out their duties in a safe manner. The language was changed from “will” to “may” when referring to when unused PTO over 75 hours will be rolled into extended illness bank and added any remaining hours above the 195 bank or that is not moved to the extended illness bank may be paid out at the employee’s current rate of pay. A couple of other notable changes include adding language to the FMLA section to indicate “backward/looking backward” to describe the rolling period for examining FMLA eligibility. When describing the Group Term Life Insurance benefit referring to annual salary to correctly reflect the actual amount that would be paid, the language was changed from “two times” to “one and a half times”. The statement was removed about when coverages and premiums are reviewed, as this is not accurate, and changed the cost being paid by RRHA and the Group Term Life Insurance. Language was added to outside employment to indicate that if there is a conflict regarding outside employment, the employee will leave outside employment. Finally, essential personnel language was added to Inclement Weather section.

Commissioner Spickler asked if there is a section regarding COVID and RRHA’s policies regarding it. Mr. Michaels replied that there is a small section in the handbook that says RRHA takes direction from government entities such as the CDC that would have purview to those situations.

Chair Walker asked for further questions. There were none.

Commissioner Smith then introduced Resolution No. 4146 and moved its adoption as introduced.

The motion was seconded by Vice Chair Karney and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Kepley, Garner, Smith, Spickler, Vice Chair Karney, Chair Walker

NAYS: None

Chair Walker thereupon declared said motion carried and Resolution No. 4146 was adopted as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY (RRHA) APPROVING UPDATES TO ITS EMPLOYEE HANDBOOK.

WHEREAS, The City of Roanoke Redevelopment and Housing Authority (RRHA) has undertaken a review of its Personnel Policies and Procedures Manual (Policies) and its employee handbook (handbook) to ensure they are relevant, meet the needs of RRHA and are legally compliant; and

WHEREAS, RRHA has revised the Handbook and Policies with legal counsel to update and streamline the document for better understanding; per resolution number 4071 from the February 22, 2021 board meeting; and

WHEREAS, legal counsel has recommended based on current legal and industry best practice trends to combine RRHA's current Policies into the Handbook; and

WHEREAS, RRHA is proposing approval of these revisions to the Handbook; and

WHEREAS, legal counsel has recommended based on current legal and industry best practice trends to include revisions between 2021 and 2023 to RRHA's current Policies into the Handbook; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of The City of Roanoke Redevelopment and Housing Authority (RRHA) that the attached revised RRHA Employee Handbook is approved effective February 1, 2023.

3. Resolution No. 4147

Mr. Bustamante presented Resolution No. 4147 requesting the Board's approval and ratification for the MOU between RRHA and the Blue Ridge Continuum of Care. This MOU has been in place since July of 2021. The housing authority usually does not bring new voucher programs to the Board but, after reading through what is needed for this program for the audit on February 10th, RRHA found that HUD does require that the MOU be Board approved. Mr. Bustamante continued by saying he would like for the Board to consider it as a ratification since it has been in place since July 2021.

Chair Walker asked for further questions. There were none.

Commissioner Smith introduced Resolution No. 4147 and moved its adoption as introduced.

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

AYES: Commissioners Anguiano, Kepley, Garner, Smith, Spickler, Vice Chair Karney, Chair Walker

NAYS: None

Chair Walker thereupon declared said motion carried and Resolution No. 4147 was adopted as introduced.

THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY,
SEEKS AUTHORIZATION TO ENTER INTO A MEMORANDUM OF
UNDERSTANDING WITH THE BLUE RIDGE CONTINUUM OF CARE TO
ADMINISTER 26 EMERGENCY HOUSING VOUCHERS ALLOCATED BY THE
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

WHEREAS, Congress passed, and President Biden signed, into law the American Rescue Plan Act of 2021 (ARP), which authorizes the United States Department of Housing and Urban Development (HUD) to allocate funds above and

beyond the annual; amount allocated to public housing authorities in order to provide Emergency Housing Vouchers (EHVs);

WHEREAS, HUD has declared that the EHV's are provided to assist individuals and families who are (1) homeless, (2) at risk of homelessness, (3) fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking, or (4) recently homeless;

WHEREAS, HUD, via letter dated June 10, 2021, has specified that The City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded funding for 26 EHVs as follows: Total Amount Allocated From HUD \$198,624;

WHEREAS, HUD stated in Notice PIH 2021-15, issued May 5, 2021, that EHVs are tenant-based rental assistance under Section 8(o) of the United States Housing Act of 1937 (42 U.S.C. §1437f(o));

WHEREAS, tenant –based vouchers are administered locally by AH's Housing Choice Voucher Program (HCVP);

WHEREAS, in PIH 2021-15, HUD has mandated that public housing authorities such as RRHA are required to work with community partners to determine the best use and targeting for the vouchers;

WHEREAS, in 1994, the Blue Ridge Continuum of Care (Blue Ridge CoC) was created and approved by the Roanoke City Council as a local collaborative that coordinates housing, services and funding for homeless families and individuals;

WHEREAS, City of Roanoke Redevelopment and Housing Authority goals and standards of success in administering the EHV program include:

- Achieve lease up success rates of 98% or greater within 12 months of initial referrals.
- Collaborate with Blue Ridge CoC and local organizations to receive sufficient referrals to effectively house 26 EHV recipients to achieve RRHA's lease-up success rate.
- Ensure a minimum of 12 months of case management services are available to families that might not otherwise be capable of living independently or without supportive services.
- Provide additional services needed to ensure families successfully lease-up by eliminating barriers that would otherwise affect leasing up.
- Implement technical solutions that will provide online access to applicants, participants, and property owners to expedite the lease-up of EHV recipients.

WHEREAS, RRHA desires to enter into a Memorandum of Understanding with the Blue Ridge CoC;

WHEREAS, RRHA will continue consulting with the Blue Ridge CoC to develop the services and assistance to be offered to eligible EHV families, and will accept referrals of eligible individuals and families through the Blue Ridge CoC; and

WHEREAS, RRHA now seeks authorization to utilize HUD-allocated funds in accordance with HUD's EHV program and the ARP Act and enter a Memorandum of Understanding with the Blue Ridge CoC in order to assist 26 EHV eligible families as recognized by HUD;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Executive Director is authorized and directed to execute the Memorandum of Understanding with Blue Ridge Continuum of Care.

III. ADJOURNMENT

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

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

AYES: Commissioners Anguiano, Kepley, Garner, Smith, Spickler, Vice Chair Karney, Chair Walker

NAYS: None 900/100

Chair Walker declared the meeting adjourned at 4:12 p.m.



David Bustamante, Secretary-Treasurer



Karen Walker, Chair

Exhibits from January 23, 2023 Minutes previously circulated

