

Minutes of the Town of Bedford

The Redevelopment and Housing Authority

The Redevelopment and Housing Authority held a regular meeting on Thursday, February 9, 2023, at 5:00 p.m. in the Town Municipal Building Council Hall.

Redevelopment and Housing Authority members present: Mike Payne, Chairman; Frances Coles; Ann Duncan; Rusty Mansel; Gail Davis; and Georgiann Watts

Redevelopment and Housing Authority members absent: Jim Messier, Vice Chairman

Town Staff present: Mary Zirkle, Director of Planning and Community Development; Anne Cantrell, Finance Director; Gary McIver, Building Official; and Cathy Johnson, Clerk to the Housing Authority

Other present: Jefrado Granger, Community Planner, Central VA Planning District Commission; and Kathryn Bique, DHCD (via Zoom)

CALL TO ORDER:

The Chairman called the meeting to order at 5:00 p.m.

DETERMINATION OF QUORUM:

The Chairman opened the Redevelopment and Housing Authority meeting and asked the Clerk for a roll call. It was determined that there was a quorum to conduct business.

APPROVAL OF MINUTES:

Ms. Coles made a motion to approve the January 12, 2023, minutes and Ms. Duncan seconded. The vote carried 6-0 to approve the minutes as presented.

STAFF AND COMMITTEE REPORTS:

Mrs. Cantrell gave the financial report and explained the balance sheet and the Year-to-Date finance sheet. She explained that the bank charged a service fee, but reversed the fee in January.

Ms. Zirkle introduced Mrs. Watts to the Housing Authority and the members and staff welcomed her.

Mr. McIver stated that there is no unfinished business to discuss and he plans to have the 90-day follow-up reports at the next meeting.

NEW BUSINESS:

Property Repair Grant for 609 E. Federal Street:

Mr. McIver handed out photos for the Authority to review. He reminded the Authority at its January 12 meeting that they agreed to allow Ms. Thompson to submit a new application to be considered at this meeting. He stated that the reason was Ms. Thompson complained about her roof leaking and she wanted her ceiling painted. Mr. McIver stated that he told Ms. Thompson that the shingles will not match. There was discussion of how much to invest in the property if Ms. Thompson would qualify for and apply for the second phase of the Hilltop CDBG project, if awarded.

Mr. McIver stated that he had a verbal quote from Jud Davis Roofing to reroof a rear portion of the roof for \$2,300.00, and about \$75.00 for each sheet of OSB sheathing. Mr. McIver stated about three pieces of OSB are needed for no more than half of the roof, but could not guarantee the number until the roof is exposed. Mr. McIver suggested an additional \$1,000.00 to \$1,500.00 maximum cost for the boards and other materials.

Mr. McIver stated Mike Parker, a painter, quoted \$400 per room to paint the ceilings only because he would have to "paint twice" with Kilz. Mr. McIver handed out pictures showing the stained ceiling. The Housing Authority decided on painting only the kitchen ceiling where the worst stain was related to the roof leak.

Mr. Mansel made a motion to grant a maximum of \$3,700.00 to Helen Thompson for Jud Davis Roofing to repair the rear roof (\$2,300), extra OSB sheathing of \$1,000, and Mike Parker to paint only the kitchen ceiling (\$400). Ms. Duncan seconded.

By acclamation of those present, the motion carried by a vote of 6-0 to grant no more than \$3,700.00 to repair the rear roof and paint the kitchen ceiling at 609 E. Federal Street.

For, the next item of new business, Mr. Mike Lockaby, Town Attorney, was present to discuss a resolution of the Board of Commissioners of the Bedford Redevelopment and Housing Authority approving the issuance of bonds by the Harrisonburg Redevelopment and Housing Authority to finance the renovation and rehabilitation of the John Early Apartments project at 718 Blue Ridge Avenue.

Mr. Lockaby explained to the Bedford Redevelopment and Housing Authority the plans by John Early Seniors Housing LP, a Virginia limited partnership, or an affiliated entity to acquire, construct, renovate, rehabilitate, and equip an approximately 78-unit multifamily residential rental housing project for seniors known as John Early Apartments (the "Apartments"). The project consists of seven two-story residential buildings and one one-story community building, and other site work and community-related improvements, all located on approximately 12.13 acres of land in the Town of Bedford, Virginia. The Housing Authority discussed the need to have the buildings be more accessible for the elderly, improve the outside area for residents to get outside more, and to install an elevator. Mr. Lockaby stated that he will pass along that information.

Mr. Lockaby stated this will cost the Town nothing, but authorizes the Harrisonburg Authority to provide financing assistance for multi-family residential housing developments in the Town of Bedford, provided the Town Council and the Housing Authority adopt resolutions which declares the Harrisonburg Authority to exercise its powers within the Town. The Authority would have also been able to issue the bond if it chose to, which it does not choose to do.

Ms. Duncan made a motion to adopt the Resolution of the Board of Commissioners of the Bedford Redevelopment and Housing Authority approving the issuance of bonds by the Harrisonburg Redevelopment and Housing Authority for the John Early Apartments located at 718 Blue Ridge Avenue. Ms. Coles seconded. The Chair asked the Clerk for a roll call vote as followed:

Ms. Coles	Aye
Ms. Duncan	Aye
Mrs. Watts	Aye
Mr. Payne	Aye
Mr. Messier	Absent
Mr. Mansel	Aye
Mrs. Davis	Aye

By acclamation of those present, the motion carried by a vote of 6-0 to adopt the resolution as presented. The resolution will be forwarded by Mr. Lockaby.

The Housing Authority discussed its vacant property on Plunkett Street. Ms. Zirkle stated that the proposed developer never returned after its Letter of Intent. She stated that she is not marketing the property and it is zoned business so it would be hard for the Authority to build on it. There was discussion of whether the Housing Authority should approach the Economic Development Authority as an option to hold the land.

Ms. Zirkle stated that the Greater Lynchburg Habitat for Humanity branch has been approved by Habitat International to officially be in the Town of Bedford. They have had an office in the building leading up to that. Habitat will hold its first steering committee meeting in Bedford to explain the program. The Authority discussed donating land to build houses on.


ADJOURNMENT:

There being no further business, the Chair adjourned the meeting at 5:35 pm. The next meeting of the Redevelopment and Housing Authority will be on Thursday, March 9, 2023.

The Town of Bedford Redevelopment and Housing Authority adjourned into the Hilltop Community Revitalization Project Management Team meeting to discuss the DHCD project following the current regular meeting with Jefrado Granger of Central Virginia Planning District Commission (CVPDC).

Respectfully submitted,

Cathy Johnson, Clerk of the Authority
Approved on April 13, 2023



Chairman