

COMMISSIONERS' SPECIAL VIRTUAL BOARD MEETING

*October 28, 2024***Resolution(s) Passed:**

24-35 Resolution approving Contract #C25-006 between the Richmond Redevelopment and Housing Authority and Waco Inc. to provide asbestos abatement and renovations for the Friends Daycare Center and authorizing the Chief Executive Officer to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

MOTION: (Hardiman/Parker) Move to Adopt Resolution #1
VOTE: Aye: Broidy, Elliott, Hardiman, Jackson, Johnson, Parker
ABSTAIN: None
ABSENT: Blount, Pitchford

Note: due to technological issues, Commissioner Lewis was not able to respond when called upon to vote on Resolution #1.

24-36 Resolution approving two separate contracts for on-call Plumbing Maintenance and Repair services between Richmond Redevelopment and Housing Authority (RRHA) and United Unlimited Construction and Plumber Near Me, Inc., and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

MOTION: (Hardiman/Elliott) Move to Adopt Resolution #2
VOTE: Aye: Broidy, Elliott, Hardiman, Jackson, Johnson, Parker
ABSTAIN: None
ABSENT: Blount, Pitchford

Note: due to technological issues, Commissioner Lewis was not able to respond when called upon to vote on Resolution #2.

24-37 Resolution approving the Low-Income Public Housing Flat Rent for the Year 2025

MOTION: (Parker/Hardiman) Move to Adopt Resolution #3
VOTE: Aye: Broidy, Elliott, Hardiman, Jackson, Johnson, Parker,
ABSTAIN: None
ABSENT: Blount, Pitchford

Note: due to technological issues, Commissioner Lewis was not able to respond when called upon to vote on Resolution #3.

MINUTES OF THE SPECIAL VIRTUAL MEETING
OF THE COMMISSIONERS OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT VIA GOTOMEETING
IN RICHMOND, VIRGINIA
ON MONDAY, OCTOBER 28, 2024 AT 5:30 P.M.

Board of Commissioners

In Attendance:

W. R. "Bill" Johnson, Chair
Charlene Pitchford, Vice Chair
Dyanne Broidy
Kyle R. Elliott
Barrett Hardiman, Chair
Edward L. Jackson, Jr.
Gregory Lewis
Harold Parker, Jr

Absent:

Veronica Blount

RRHA Staff:

Steven Nesmith, Chief Executive Officer
Mike Kelly, Chief Operating Officer
Kim Cole, Chief of Staff
Patrick Baisi, Associate Counsel
Precious Faust, Senior Vice President and Chief Financial Officer
Corey Franklin, Senior Vice President of Affordable Housing
Sherrill Hampton, Senior Vice President of Real Estate and Community Development
Jacquelyn Salaam-Hicks, Vice President of Information Technology
Pamela Kearney, Assistant Vice President of Public Housing Operations
Alfonzo Mathis, Deputy Director of Communications and Public Relations
Don Mullins, Vice President of Capital Projects
Colene Orsini, Assistant Vice President of Procurement and Contract Administration
Calandra Trotter, Assistant Vice President for Housing Compliance
Charles Williams, Vice President of Public Housing

Counsel

Tonise Webb, Associate Lead Counsel

Call to Order

Chair W R. "Bill" Johnson called the meeting to order at 5:46 p.m. A quorum was established.

Approval of Minutes

The Minutes from the September 18, 2024 Regular Board of Commissioners Meeting were approved.

**Motion: (Hardiman/Broidy) Move to adopt the Minutes from the
September 18, 2024 Regular Board of Commissioners Meeting**

Motion Carried Unanimously

Absent: Blount, Pitchford

Note: Commissioner Charlene Pitchford joined the meeting at 6:09 p.m., after the minutes from the September 18, 2024 Board of Commissioners Meeting, were voted on and after the Citizens Comment Period was held.

Citizens' Comment Period

Tykees Green signed up to address the Board of Commissioners, but did not respond when called upon to speak.

Mervyn Mitchell addressed the Board of Commissioners and spoke about the productivity of RRHA under the leadership of CEO Steven Nesmith. He said “*he has set a tone for the entire organization. His vision and strategic direction have fostered a culture of accountability and innovation to motivate employees to contribute their best to the agency and the residents we serve*”.

Vernita Coleman signed up to address the Board of Commissioners, but did not respond when called upon to speak.

Teenora Thurston signed up to address the Board of Commissioners, but did not respond when called upon to speak.

Karen Jones signed up to address the Board of Commissioners, but did not respond when called upon to speak.

Cora Hayes addressed the Board of Commissioners and expressed concerns about how some residents are not able to access the portal using their cell phones. She suggested that RRHA staff provide those residents with a hard copy of their rent statement.

Mosia Easley addressed the Board of Commissioners and expressed concerns about several RRHA employees and how they handled the recertification of her voucher.

Mikayla Ross addressed the Board of Commissioners and requested information on RRHA’s plans for filing unlawful detainers.

Yvonne Brown addressed the Board of Commissioners and expressed concerns regarding maintenance issues, her treatment by RRHA staff and issues with her repayment agreement.

CEO Agency Updates

Introduction of New Senior Vice President of Affordable Housing. CEO Nesmith introduced Corey Franklin as the new Senior Vice President of Affordable Housing. SVP Franklin said “*I look forward to working with the RRHA team and the Board of Commissioners*”.

RRHA's Potential New Role in the \$2 Billion Diamond District Redevelopment Project for Creating Affordable Housing. CEO Nesmith spoke about the opportunities that will be forthcoming for RRHA with the Diamond District Redevelopment Project. More details will be presented at a later date.

Amendments to the Admissions for Continued Occupancy Policy (ACOP), Annual Plan and Administrative Plan for the Housing Choice Voucher Program

Tonise Webb, Associate Lead Counsel provided an update on the ACOP, Annual Plan and Administrative Plan for the Housing Choice Voucher Program. The following changes were discussed:

ACOP

Rent. Residents in units where RRHA pays the utilities will not be charged for excess utilities and a consumption allowance will not be established.

Reexaminations. All RRHA reexaminations will be initiated through RRHA's online portal, Rent Café. All adult family members will be required to complete their reexaminations and provide verifying information about their income, assets, deductions and family size and composition through RRHA's online portal. Unless a family member receives a reasonable accommodation approved from RRHA.

Lead Based Policy and Procedures. RRHA shall also report each known case of a child with environmental intervention blood lead level to the HUD field office and the HUD Office of Lead Hazard Control and Healthy Homes within five (5) business days of being notified. RRHA shall provide the HUD field office documentation that it has completed the activities within ten (10) business days of the deadline for each activity.

Administrative Plan

Special Programs. RRHA may operate special HCV Programs. If the vouchers for the special program have been provided by HUD, admission will be guided by the requirement of the special program. Examples of such programs include, but are not limited to Fostering Youth to Independence Initiative and Choice.

Eligibility Requirements – Special Purchase Vouchers. RRHA administers the following types of targeted funding: Family Unification Program, Fostering Youth to Independence.

Adding Chapter 19 Special Purpose Vouchers. Adding an entire new chapter to cover all special purpose voucher programs.

Resolutions:

Agenda Item No. 1 – Resolution approving Contract #C25-006 between the Richmond Redevelopment and Housing Authority and Waco Inc. to provide asbestos abatement and renovations for the Friends Daycare Center and authorizing the Chief Executive Officer to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-35) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") will enter into a contract with Waco, Inc. to provide asbestos remediation and renovation utilizing a cooperative purchasing agreement between James Madison University and Waco, Inc.;

WHEREAS, the Contract will be entered into for an amount not to exceed \$214,570.00, with work commencing on October 21, 2024; and

WHEREAS the Board of Commissioners of RRHA must take appropriate official action to approve the contract award and to authorize the Chief Executive Officer, or his designee, to execute the Contract on behalf of RRHA, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven Nesmith, in his capacity as Chief Executive Officer, is authorized to approve the contract with Waco, Inc. for \$214,570.00.

Motion: (Hardiman/Parker) Move to adopt Resolution #1

Motion Carried Unanimously

Absent: Blount, Lewis, Pitchford

Note: due to technological issues, Commissioner Lewis was not able to respond when called upon to vote on Resolution #1.

Agenda Item No. 2 – Resolution approving two separate contracts for on-call Plumbing Maintenance and Repair services between Richmond Redevelopment and Housing Authority (RRHA) and United Unlimited Construction and Plumber Near Me, Inc., and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-36) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") issued a Request for Proposals on August 7, 2024, for On Call Plumbing Maintenance and Repair services for all RRHA properties; and

WHEREAS, United Unlimited Construction and Plumber Near Me, Inc. were the only bids received; however, both have been deemed responsive, responsible bidders for the Services; and

WHEREAS, the Board of Commissioners of RRHA must take appropriate official action to approve the Contracts and to authorize the Chief Executive Officer, or his designee, to execute the Contract on behalf of RRHA; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, as Chief Executive Officer, is authorized to execute a Contract between RRHA and United Unlimited Construction and Plumber Near Me, LLC for one year with the option to renew for four additional one-year periods. The total contract amount for the five years is not to exceed \$1,000,000.00.

Motion: (Hardiman/Elliott) Move to adopt Resolution #2

Motion Carried Unanimously

Absent: Blount, Lewis, Pitchford

Note: due to technological issues, Commissioner Lewis was not able to respond when called upon to vote on Resolution #2.

Action Item:

1. Staff should provide the Commissioners with the plan that the vendors submit and sign as part of the contract for Section 3.

Agenda Item No. 3 – Resolution approving the Low-Income Public Housing Flat Rent for the Year 2025

(24-37) WHEREAS, by Resolution 14-33 approved on September 17, 2014, the Board of Commissioners (the “Board”) of the Richmond Redevelopment and Housing Authority (“RRHA”) approved and accepted the implementation of the complete Flat Rent Schedule for staff to provide to tenants a choice of rent in accordance with 24 CFR 960.253 and RRHA’s Admissions and Continued Occupancy Policy (“ACOP”); and

WHEREAS, the Flat Rent became effective on October 1, 2024 and RRHA has set its flat rental amount at no less than 80% of the applicable Fair Market Rent (FMR) adjusted, if necessary to account for reasonable utility cost;

WHEREAS, RRHA has continued to implement flat rent at no less than 80% of the applicable FMR on an annual basis and must implement the flat rental amounts to 80% of the published FMR for the year 2025 following the Flat Rent Schedule attached hereto as Exhibit A; and

WHEREAS, RRHA desires to set the flat rent for an efficiency bedroom to \$1,190; and

WHEREAS, RRHA desires to set the flat rent for a one-bedroom size unit to \$1,236; and

WHEREAS, RRHA desires to set the flat rent for a two-bedroom size unit to \$1,369; and

WHEREAS, RRHA desires to set the flat rent for a three-bedroom size unit to \$1,732; and

WHEREAS, RRHA desires to set the flat rent for a four-bedroom size unit to \$2,142; and

WHEREAS, RRHA desires to set the flat rent for a five-bedroom size unit to \$2,463; and

WHEREAS, RRHA desires to set the flat rent for a six-bedroom size unit to \$2,833; and

WHEREAS, RRHA applied the above flat rental amounts effective January 1, 2025; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes, approves, adopts, ratifies, and confirms in all respects the implementation of the 2025 flat rental amounts as described above in accordance with 24 CFR 960.253 and the Admissions and Continued Occupancy Policy.

Motion: (Parker/Hardiman) Move to adopt Resolution #3

Motion Carried Unanimously

Absent: Blount, Pitchford

Note: due to technological issues, Commissioner Lewis was not able to respond when called upon to vote on Resolution #3.

4720

Adjournment

There being no further business, the meeting adjourned at 6:55 p.m.



Chief Executive Officer/Secretary


Chairman