

COMMISSIONERS' REGULAR BOARD MEETING
May 16, 2018

Resolution(s) Passed:

18-07 Resolution of the Richmond Redevelopment and Housing Authority Approving an Amendment to the Bylaws of the Richmond Redevelopment and Housing Authority

MOTIONS: Young/Jones

VOTE: Aye: Adams, Blount, Young, Coleman, Jones, Abbott, Kessler

ABSTAIN: None

ABSENT: Harrigan, Olds

MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS
OF RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD IN THE OFFICES OF RRHA
901 CHAMBERLAYNE PARKWAY, RICHMOND, VIRGINIA
ON WEDNESDAY, MAY 16, 2018

In Attendance:

Board of Commissioners

Robert J. Adams, Chairman
Veronica G. Blount, Vice Chairman
Samuel S. Young, Jr.
Jonathan Coleman
Robley Jones
Heidi Abbott
Neil Kessler

Absent

Elliott M. Harrigan
Marilyn Olds

RRHA Staff

Orlando Artze, Interim Chief Executive Officer

The Chairman called the meeting to order at 5:36 p.m. with Cory Wolfe serving as Legal Counsel. A quorum was established.

Minutes

The Minutes from the *April 25, 2018 Regular Board of Commissioners Meeting* were approved.

***1 Motion: (Kessler/Blount) Move to adopt the Minutes from the
April 25, 2018 Regular Board of Commissioners Meeting.***

Motion Carried

Absent: Harrigan, Olds

Citizen Information Period

Deaunta Carter addressed the Board of Commissioners regarding ACOP issues. Commissioner Adams stated that he will follow up with Ms. Carter and staff regarding her issues.

LeRoy Paige addressed the Board of Commissioners regarding housing for veterans and senior citizens. Commissioner Adams stated that he will follow up with Mr. Paige and staff to see if there is any assistance RRHA can provide regarding his housing situation.

Henry Mack addressed the Board of Commissioners regarding housing for veterans.

Earl Bradley addressed the Board of Commissioners regarding Section 3 adopted current practices and moving forward with enhanced CFR Part 135 and adopted procurement practices that target the Section 3 qualified community.

Alecia Venable addressed the Board of Commissioners to ask how she can utilize the Section 3 program to bring resources to the residents in her public housing community. She also wanted to know what assistance RRHA provides to residents for homeownership opportunities. Staff will follow up with Ms. Venable on her inquiries.

New Business

Chairman's Comments - Chairman Adams provided the following comments and/or updates:

- The Board of Commissioners attended a retreat earlier in the day; the retreat session was very useful. Over the next few weeks, the Board and staff will determine the next steps to begin the process to move RRHA forward.
- The presentation on the Section 3 program has been deferred until June.

1 Action Item: Staff should provide an update on mobility counseling at the June or July board meetings.

Interim CEO Comments - Interim CEO Artze provided the following comments and/or updates:

- The Deputy Secretary of HUD visited RRHA and toured some of the projects in the city of Richmond that were funded using CDBG and HOME funds. The group spent the majority of the tour looking at existing RRHA properties as well as some of the properties that are in the process of being redeveloped.
- There was a commitment from the Deputy Secretary and her staff to assist RRHA in moving various projects and initiatives forward.
- Staff had a conversation with HUD senior policy staff to discuss the proposed changes in the rent policies.
- Staff has begun utilizing support from KCI Technologies around developing an asset management plan and strategy to focus on the health and safety of RRHA residents.
- As part of the Armstrong redevelopment project, residents from Creighton Court will receive first priority to move to the Armstrong site. In addition, project based vouchers will be used as an option to provide offsite housing to families living in Creighton Court.
- Two meetings were held on May 15th between the residents and the developers that will be providing the project based vouchers.

Committee Reports

Controller Stacey Daniels-Fayson reported that the *Administration and Finance Committee* met on May 15, 2018. The following items were reviewed and discussed:

- Resolution for the 2017 Audit Report will be presented at the June board meeting.
- Agency Vacancies.
- 2019 Budget Process.
- March Financial Statements.

Chief Operating Officer Carol Jones-Gilbert stated that the *Property Management and the Assisted Housing Committee* met on May 15, 2018. The following items were reviewed and discussed:

- Update on Smoke Free Implementation.
- Legal Process for Nonpayment of Rent.
- Update on Heat Repairs.
- Update on Creighton Survey to Assess Resident Satisfaction.

2 Action Item: Staff should share the presentation that was done at the May property management meeting on the eviction process at the June Board of Commissioners meeting.

CEO Search Committee

Commissioner Samuel Young is the Chairman of the *Governance Committee*.

The following items were reviewed and discussed:

- The Governance Committee met on May 15th to move forward with the CEO search process.
- Surveys have been conducted with various stakeholder groups to discuss desirable attributes of the next CEO. Additional stakeholder groups will be identified to receive the survey.
- Work continues on the job description and communications efforts that will be used during the recruitment process.

Resolution(s)

Agenda Item No. 1 – Resolution of the Richmond Redevelopment and Housing Authority Approving an Amendment to the Bylaws of the Richmond Redevelopment and Housing Authority

(18-07) WHEREAS, by Resolution Number 94-73, the Richmond Redevelopment and Housing Authority (“RRHA”) adopted certain Bylaws on October 19, 1994; and

WHEREAS, by Resolution Number 11-32, the Richmond Redevelopment and Housing Authority (“RRHA”) adopted amended Bylaws on December 14, 2011; and

WHEREAS, by Resolution Number 14-16, the Richmond Redevelopment and Housing Authority ("RRHA") adopted amended Bylaws on May 21, 2014; and

WHEREAS, by Resolution Number 16-18, the Richmond Redevelopment and Housing Authority ("RRHA") adopted amended Bylaws on May 18, 2016; and

WHEREAS, RRHA has determined that Article IV, Sections 4, 7, 11, and 12, of the Bylaws of the Authority should include the proposed amendments, as shown below:

Section 4. Open Meetings: All meetings of the Board, and of its Committees, shall be open, provided that the Board of Commissioners, and its Committees, may, for the purposes provided for in the Virginia Freedom of Information Act, upon motion made, seconded and duly adopted, meet in a closed meeting. ~~The Neither the~~ Board, ~~nor its~~ Committees, may ~~not~~ take any official action in a closed meeting, and if official action is required on any matter discussed in a closed meeting, that official action may be taken only by recorded vote of the Board, or by its Committees, in an open meeting.

[...]

Section 7. Public Comment. Members of the public may address the Board of Commissioners, and any Committee of the Board of Commissioners, to present comments and information to the Board, or to such Committee. Any member of the public desiring to present any matter concerning the Authority's services, policies, and affairs shall be allotted time to address the Board or such Committee, not to exceed three (3) minutes at any one meeting. Each member of the public desiring to present a matter to the Board or such Committee as herein specified shall, no later than 12:00 noon on the date of the meeting at which such member of the public desires to speak (or, if such meeting shall begin at or before 12:00 noon, no later than 5:00 p.m. the preceding business day), supply the Board or Committee with a description of the topic to be addressed, their full legal name and address (including street name and zip code), and home and business telephone numbers, if applicable. No person who refuses to provide any of the information required by this section shall be permitted to speak during the Public Comment period. An individual may appear before the Board or any of its Committees during ~~the such~~ Public Comment period no more than four times per year and no more than once within a three-month period.

[...]

Section 11. Telephonic or Electronic Meetings. No meeting of the Board, or of one of its Committees, shall be held or conducted, nor shall any action be taken, through the use of telephone or other electronic communication, except as provided herein, or otherwise permitted by applicable statute.

Section 12. Remote Participation in Meetings. A member of the Board, or of one of its Committees, may participate in a meeting of the Board or of such Committee from a remote location by electronic or telephonic means, if, on or before the day of such meeting, the member so requests by notifying the Chairman of the Board or of such Committee that the member is unable to attend the meeting due to a personal matter, and identifies with specificity the nature of the personal matter, and the remote location from which the member will participate, which shall be recorded in the minutes of the meeting. Upon specifying the personal matter causing the absence and the remote location from which participation is proposed, the member's request shall be approved by a majority vote of the members of the Board or of the Committee who are physically in attendance at the meeting, provided the request comports with the policies contained herein.

Any member who so remotely participates in a meeting may exercise all powers of their office as if they were physically present at the meeting, except that they will not be considered in attendance for the purpose of establishing a quorum of the Board or of the Committee, which must be physically assembled at the primary or central meeting location.

Notwithstanding the foregoing, no member of the Board, or of any of its Committees, shall be permitted to so remotely participate in more than two such meetings in any calendar year.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of RRHA that the Bylaws are approved and adopted as amended.

2 Motion: (Young/Jones) Move to approve Resolution 1

Motion Carried

Absent: Harrigan, Olds

Closed Session

At 6:19 p.m., Commissioner Jones asked to go into closed session and read the following motion:

I move that we go into closed meeting to consult with legal counsel and staff regarding actual or probable litigation specifically including the pending agreement to settle claims related to excess utilities payments as permitted by Section 2.2-3711(A)(7) of the Virginia Freedom of Information Act

3 Motion: (Abbott/Jones) Move to go into Closed Session.

Motion Carried

Absent: Harrigan, Olds

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Commissioners of the Richmond Redevelopment and Housing Authority (the "Board") convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(B) of the Code of Virginia of 1950, as amended, requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to

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which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Adjournment

There being no further business, the meeting adjourned at 6:46 p.m.

A highly stylized, cursive handwritten signature in black ink, consisting of several overlapping loops and flourishes.

Chairman

A handwritten signature in black ink, appearing to be a cursive name, possibly starting with 'O' or 'D', followed by a long horizontal stroke.

Interim Chief Executive Officer/Secretary