

COMMISSIONERS' REGULAR ELECTRONIC MEETING  
*June 17, 2020*

**Resolution(s) Passed:**

20-08 Resolution Approving the Issuance of a Seller's Note for Richmond Family Housing 1, LLC, a RAD transaction containing Fulton, Afton, and Bainbridge Properties

**MOTIONS:** Jones/Kessler

**VOTE: Aye:** Blount, Kessler, Olds, Harrigan, Young, Coleman, Jones

**ABSTAIN:** None

**ABSENT:** None

20-09 Resolution Approving the Loan from Capital Funds for Richmond Family Housing 1, LLC, a RAD transaction containing Fulton, Afton, and Bainbridge Properties

**MOTIONS:** Jones/Kessler

**VOTE: Aye:** Blount, Kessler, Olds, Harrigan, Young, Coleman, Jones

**ABSTAIN:** None

**ABSENT:** None

20-10 Resolution Approving the Issuance of a Seller's Note for Richmond Family Housing 2, LLC, a RAD transaction containing Oscar E. Stovall and Randolph Properties

**MOTIONS:** Jones/Kessler

**VOTE: Aye:** Blount, Kessler, Olds, Harrigan, Young, Coleman, Jones

**ABSTAIN:** None

**ABSENT:** None

MINUTES OF THE REGULAR ELECTRONIC MEETING  
OF THE COMMISSIONERS OF  
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY  
HELD VIA GOTOMEETING  
IN RICHMOND, VIRGINIA  
ON WEDNESDAY, JUNE 17, 2020

**In Attendance via GoToMeeting:**

**Board of Commissioners**

Veronica G. Blount, Chairman  
Neil Kessler, Vice Chairman  
Marilyn Olds  
Elliott Harrigan  
Samuel S. Young, Jr.  
Jonathan Coleman  
Robley Jones

**Absent**

None

**RRHA Staff**

Terese Walton, Interim Chief Executive Officer

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

**General Counsel Comments**

This meeting is an electronic meeting called and conducted in accordance with City of Richmond Ordinance No. 2020-093 (the "Ordinance"), which was ordained under the authority conferred unto the City by Va. Code § 15.2-1413. The Board is meeting by entirely remote means and a quorum of the Board is not physically assembled. The Board is conducting an electronic meeting due to the novel coronavirus (Covid-19) pandemic, which has made it unsafe for a quorum of Board members to physically assemble in a single location. RRHA's Board of Commissioners is a "public body" within the meaning of the Virginia Freedom of Information Act (Va. Code § 2.2-3700 *et seq.*), as well as Section 1(B)(5) of the Ordinance, in that the members of this Board are appointed to office by the City Council.

Notice of this electronic meeting was published on RRHA's website on **Wednesday, June 10, 2020**. That Notice identified that this meeting will be an "electronic meeting" within the meaning of the Ordinance, that the meeting will be conducted through GoToMeeting, and that members of the public could observe and, if applicable, participate in the meeting. Specific instructions to access the meeting by Internet and by phone were disclosed in the Notice. The Notice also directed members of the public to a link at which they could register to deliver public comments in real time in accordance with the Citizens' Comment provisions of this Board's Bylaws. All such requests to speak are delivered to Priscilla Jackson, Executive Administrative Assistant.

Members of the public must register in advance to make public comments in accordance with the Board's Bylaws. To do so, members of the public must access an online link by which they can provide the information required by the Board's Bylaws. These comments must be made at electronic meetings of this Board in real time through the GoToMeeting application, either by Internet or by phone.

In accordance with the Bylaws, no member of the public may address the Board unless they have registered to speak, or have otherwise been called upon by the Chair to speak. Accordingly, all members of the public are instructed to disable any audio or video broadcasts until and unless the Board has called upon such individual to deliver comments. If a member of the public refuses to disable an audio or video broadcast after

having been warned to do so by the Chair, then the individual may be permanently banned from the remainder of the meeting.

Please disable your audio and video broadcasts now.

All members of this body in attendance at this meeting are participating electronically. The members who are participating in this meeting include: (1) Ms. Veronica G. Blount, the Chair; (2) Mr. Jonathan Coleman, (3) Mr. Robley S. Jones, (4) Mr. Neil S. Kessler, the Vice Chair; (5) and (6) Mr. Samuel S. Young, Jr.

Members are reminded that all voting during this electronic meeting must be conducted by roll call vote. When a motion is on the floor, I will call each member by name, in alphabetical order, to state their vote individually, until all members are polled.

I have no further comments.

In response to the minutes from the May 29, 2020 Emergency Electronic Board of Commissioners meeting, Commissioner Robley Jones asked that the following comments be included in the June board minutes: *"Madam Chair, I rise on a point of personal privilege. I held my tongue at the last meeting but am compelled today to address an accusation that was made at the last meeting. Let me first say that I know that I am in a minority on this board in my opinion regarding the actions of a recent RRHA employee. But our disagreement is a matter of opinion. I find it unethical for an individual to hold two full time jobs in two work locations 691 miles apart, you do not. That is an honest difference of opinion. The two of us agree on most issues that come before this board. I hope we can get beyond this disagreement. The assertion that I violated a closed session of this body is not accurate, I did not. I told this board ahead of time, via email exactly what I was going to do and how I was going to vote. Everything I said publicly was a matter of public record. I did not disclose anything that was said only in closed session. I did not surrender my First Amendment rights when I joined this board, and I will speak out when I believe it is necessary. We are, by law a political subdivision in this Commonwealth. This commission is the deliberative governing body of that subdivision. As a deliberative body in a democracy we are supposed to debate, to challenge, to hash it out, to agree and disagree, and to speak out. We are not supposed to march lockstep."*

#### Minutes

The Minutes from the May 20, 2020 Regular Board of Commissioners Meeting, were approved.

**1 Motion: (Kessler/Young) Move to adopt the Minutes from the May 20, 2020 Regular Electronic Board of Commissioners Meeting**

**Motion Carried  
Absent: Harrigan**

The Minutes from the May 29, 2020 *Emergency Board of Commissioners Meeting*, were approved.

**2 Motion: (Kessler/Coleman) Move to adopt the Minutes from the May 29, 2020 Emergency Electronic Board of Commissioners Meeting**

**Motion Carried**  
**Absent: Harrigan**  
**Abstain: Olds**

*Note: Commissioner Harrigan joined the meeting after the minutes were voted on.*

**Citizen Information Period**

No citizens were scheduled to speak.

**Chairman/CEO Reports**

**Interim Chief Executive Officer's comments** – Interim CEO Terese Walton provided the following comments and/or updates. She said *“It has been a pleasure to continue to serve with my team who I believe to be one of the most elite team of professionals that I’ve had an opportunity to work with in the many years that I have been in this industry and in the many places that I have been fortunate enough to travel to. While working with this window of time and especially as we round the corner for COVID-19, we are focused on and working to emerge better than when we entered COVID-19. We’ve appointed an internal team to reimagine our service delivery model and I’m excited about the outcomes that this talented team of professionals have been able to design thus far. We will continue to report out through our Board committee meetings on our progress to achieve more virtual operations where expedient given the nature of our business.*

*We purposed that we would meaningfully engage the families that we serve, the community of neighbors that host our developments, and our citywide constituency. Reminding ourselves always that we are professionals in a noble profession of public service. We are working diligently and deliberately and to this end, I’m able to report on behalf of our team that”:*

- As of today, we have a total of 767 Repayment Agreements; that represents an increase of more than 600 agreements than we had when we first entered COVID-19.
- We will be receiving additional assistance from HOME to assist residents who are having trouble paying their rent.
- Our public outreach efforts to our residents encouraging them to sign up for repayment agreements include:

- Digital Campaign from February – March 2020 (25,200 impressions; 91 clicks, 288 view throughs).
  - A letter and COVID-19 Resource and Information brochure was mailed to all RRHA residents in mid-March.
  - Social media posts on Facebook and Twitter.
  - Second round of campaigns will begin on July 1, 2020 to urge residents who have not yet signed up for a repayment agreement to do so.
  - Press Release extending the end of the Lease Enforcement Moratorium until July 25, 2020 to encourage Repayment Agreement sign-ups.
- We hosted our first virtual meeting with our RTO and look forward to this process becoming seamless as we purpose to keep continuous lines of communication open.
  - Our team of experienced professionals are actively engaged in a number of external initiatives, committees and teams including:
    - City of Richmond School Reopening Committee.
    - Richmond City Eviction Diversion Task Force.
    - Regional Support for Eviction Prevention Task Force.
    - Richmond Community Development Alliance.
    - Greater Richmond Continuum of Care.
    - Plan RVA and Root Policy Research Team.
    - Prevention and Intervention Task Force.
    - Hillside Playground Redevelopment Initiative with Councilwoman Robertson's office.
    - Agency-wide Wi-Fi services for all of our residents with Councilwomen Newbille and Robertson.
  - We are working closely with the office of Community Wealth Building to foster access to opportunities for MWDBE and Section 3.
  - We have a cohort of 14 young people graduating and confirmed to be college bound in the fall. We are planning our first annual RRHA Open House In The Village: Honoring & Strengthening the Collegebound Graduates in the Class of 2020! This Open House for gift giving for these students will help see them off with the necessities (and a few comforts) they will need to thrive as they take on the next exciting chapters in what we hope will be immensely prosperous lives. We want our young people to know that they are part of a village that cares and we are providing opportunity to our staff and Board members interested in

supporting this event that will be held Tuesday July 28<sup>th</sup> at the John Marshall Ballroom.

**Chairman's Comments** – Chairman Blount provided the following comments and/or updates. She stated that this was some exciting news. She said *"I am so happy to be part of an agency that not only does what it does on a day to day basis every day that they are working, but also to be able to get together as a team and do something positive for our communities that reflects what this agency is really about. I am glad that the community is in a position to be able to see these things happening outside of the office as well. It makes me very proud of all of you even more so. Thank you for that great report on the great work that you are always doing, but especially about these extra things that you do that a lot of people don't always get to see in the media. I'm glad to be a part of such a great agency."*

#### **Committee Updates**

Financial Reporting Manager, *Tianna Wooldridge* reported that the *Administration and Finance Committee* met on June 15, 2020. The following items were reviewed and discussed:

- Update on the 2019 audit.
- Wi-Fi and daycare access for residents using the COVID-19 funding. Agency vacancies.
- IT updates.
- Procurement update.
- Financial statements through April 2020.

Deputy Chief Real Estate Officer, *Desi Wynter* reported that the *Real Estate and Community Development Committee* met on June 15, 2020. The following items were reviewed and discussed:

- A general overview was provided on how the committee should move forward with reporting on current real estate RFPs and RFQs. Given the sensitive and confidential nature of the procurement process associated with the RFPs and RFQs, it was decided that it would be best to have Art Walker, the Procurement Director to report on these items at the administration and finance committee meeting.
- Rental Assistance Demonstration (RAD) program for RRHA's small and senior developments.
- RAD Fay Towers development.
  - o Baker School is under construction.
  - o The Rosa is fully occupied with 72 residents that moved from Fay Towers.
- Phasing strategy for the Big 6 developments for submittal to HUD.

- Creighton Court Bill of Rights.
- Armstrong Project.
  - o Phases 1 and 2 are fully leased.
  - o Working on construction for Phase 2A.

**Resolution(s)**

***Agenda Item No. 1*** - Resolution Approving the Issuance of a Seller's Note for Richmond Family Housing 1, LLC, a RAD transaction containing Fulton, Afton, and Bainbridge Properties

**(20-08)** WHEREAS, in 2018, RRHA was awarded a Commitment to Enter into a Housing Assistance Payments Contract for the Fulton (1201 Admiral Gravely Boulevard), Afton (2225 Afton Avenue), and Bainbridge properties (2808 Bainbridge/103 W. 34<sup>th</sup>) totaling 122 units;

WHEREAS, RRHA selected the Michaels Organization through a competitive procurement process to partner with RRHA in redeveloping these properties through the Rental Assistance Demonstration Program, and executed a Master Development Agreement with the Michaels Organization (the "MDA") to memorialize the same;

WHEREAS, in sections 9.2 and 9.3 of such MDA, the Michaels Organization agreed to develop strategies for outreach to disadvantaged business entities and for implementation of RRHA's Section 3 obligations as a condition for RRHA's consent to the Michaels Organization's redevelopment plans;

WHEREAS, the Michaels Organization is seeking Low-Income Housing Tax Credits and a loan through the Virginia Housing Development Authority to finance the rehabilitation;

WHEREAS, to contribute to the project financing, RRHA will provide to Richmond Family Housing 1, LLC a Seller's Note of up-to \$11,010,500 or up to 95% of the final approved purchase price at a term no-less-than VHDA permanent financing and a term no longer than 40 years, at a compounded interest rate equal to the Applicable Federal Rate (AFR).

NOW, THEREFORE, BE IT RESOLVED by the RRHA Board of Commissioners:

- 1) That the Michaels Organization's obligations as described in section 9.2 and 9.3 of the MDA are affirmed and ratified by this Board;
- 2) That the Board approves the commitment of the Seller's Note for Richmond Family Housing 1, LLC in the amount listed above;
- 3) That the CEO of RRHA, or their designee, is authorized and directed to negotiate, and execute any such further or additional instruments as may be necessary to finalize the terms of this transaction.

**Agenda Item No. 2 - Resolution Approving the Loan from Capital Funds for Richmond Family Housing 1, LLC, a RAD transaction containing Fulton, Afton, and Bainbridge Properties**

(20-09) WHEREAS, in 2018, RRHA was awarded a Commitment to Enter into a Housing Assistance Payments Contract for the Fulton (1201 Admiral Gravely Boulevard), Afton (2225 Afton Avenue), and Bainbridge properties (2808 Bainbridge/103 W. 34<sup>th</sup>) totaling 122 units;

WHEREAS, RRHA selected the Michaels Organization through a competitive procurement process to partner with RRHA in redeveloping these properties through the Rental Assistance Demonstration Program, and executed a Master Development Agreement with the Michaels Organization (the "MDA") to memorialize the same;

WHEREAS, in sections 9.2 and 9.3 of such MDA, the Michaels Organization agreed to develop strategies for outreach to disadvantaged business entities and for implementation of RRHA's Section 3 obligations as a condition for RRHA's consent to the Michaels Organization's redevelopment plans;

WHEREAS, the Michaels Organization is seeking Low-Income Housing Tax Credits and a loan through the Virginia Housing Development Authority to finance the rehabilitation;

WHEREAS, to contribute to the project financing, RRHA will provide to Richmond Family Housing 1, LLC a loan of up to \$1,500,000 repaid through available cash flow at a loan term equal to VHDA permanent financing of 35 years, compounded at an interest rate equal to the Applicable Federal Rate (AFR).

NOW, THEREFORE, BE IT RESOLVED by the RRHA Board of Commissioners:

- 1) That the Michaels Organization's obligations as described in section 9.2 and 9.3 of the MDA are affirmed and ratified by this Board;
- 2) That the Board approves the commitment of the loan for Richmond Family Housing 1, LLC in the amount listed above; and
- 3) That the CEO of RRHA, or their designee, is authorized and directed to negotiate, and execute any such further or additional instruments as may be necessary to finalize the terms of this transaction.

**Agenda Item No. 3 - Resolution Approving the Issuance of a Seller's Note for Richmond Family Housing 2, LLC, a RAD transaction containing Oscar E. Stovall and Randolph Properties**

(20-10) WHEREAS, in 2018, RRHA was awarded a Commitment to Enter Into a Housing Assistance Payments Contract for the Oscar E. Stovall (117 W. 24<sup>th</sup> Street) and Randolph properties (1921 Idlewood Avenue) totaling 82 units.

WHEREAS, RRHA selected the Michaels Organization through a competitive procurement process to partner with RRHA in redeveloping these properties through the Rental Assistance Demonstration Program, and executed a Master Development Agreement with the Michaels Organization (the "MDA") to memorialize the same;



WHEREAS, in sections 9.2 and 9.3 of such MDA, the Michaels Organization agreed to develop strategies for outreach to disadvantaged business entities and for implementation of RRHA's Section 3 obligations as a condition for RRHA's consent to the Michaels Organization's redevelopment plans;

WHEREAS, the Michaels Organization is seeking Low-Income Housing Tax Credits and a loan through the Virginia Housing Development Authority to finance the rehabilitation;

WHEREAS, to contribute to the project financing, RRHA will provide to Richmond Family Housing 2, LLC a Seller's Note of up-to \$8,900,000 or up to 95% of the final approved purchase price at a term no less-than VHDA permanent financing and a term no longer than 40 years, at a compounded interest rate equal to the Applicable Federal Rate (AFR).

NOW, THEREFORE, BE IT RESOLVED by the RRHA Board of Commissioners:

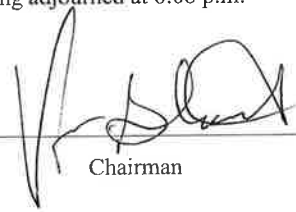
- 1) That the Michaels Organization's obligations as described in section 9.2 and 9.3 of the MDA are affirmed and ratified by this Board;
- 2) That the Board approves the commitment of the Seller's Note for Richmond Family Housing 2, LLC in the amount listed above;
- 3) That the CEO of RRHA, or their designee, is authorized and directed to negotiate, and execute any such further or additional instruments as may be necessary to finalize the terms of this transaction.

**3 Motion: (Jones/Kessler) Move to adopt Resolutions 1, 2, 3**

**Motion Carried Unanimously**

**Adjournment**

There being no further business, the meeting adjourned at 6:08 p.m.



Chairman



Interim Chief Executive Officer/Secretary