

MINUTES OF THE REGULAR BOARD MEETING
OF THE COMMISSIONERS OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD IN THE OFFICES OF RRHA
901 CHAMBERLAYNE PARKWAY, RICHMOND, VIRGINIA
ON WEDNESDAY, JULY 21, 2021

Board of Commissioners

Neil Kessler, Acting Chairman
Veronica Blount
Basil Gooden
Robley Jones
Barrett Hardiman
W. R. "Bill" Johnson, Jr.
Patrice Shelton

In Attendance via GoToMeeting:

Jonathan Coleman
Charlene Pitchford

RRHA Staff

Stacey Daniels-Fayson, Interim Chief Executive Officer

Acting Chairman Neil Kessler called the meeting to order at 5:38 p.m. with Ben Titter serving as Legal Counsel. A quorum was established.

General Counsel Comments

This meeting is conducted in accordance with the Virginia Freedom of Information Act. The Board is physically assembled at the central offices of the Richmond Redevelopment and Housing Authority. Due to the COVID-19 pandemic, which has made it unsafe for persons to gather in a single indoor location, this meeting is also available via GoTo Meeting in accordance with Va. Code § 2.2-3708.2(E).

Notice of this meeting was published on RRHA's website on **Thursday, July 8, 2021**. That updated Notice identified that this meeting is available through GoToMeeting, and that members of the public could observe and participate. Specific instructions to access the meeting by Internet and by phone were disclosed in the Notice, which also directed members of the public to a link where they could register to deliver public comments. All requests to speak are delivered to Priscilla Jackson, Executive Administrative Assistant.

Members of the public must register in advance in accordance with the Board's Bylaws in order to make public comments during the meeting. To register, members of the public must access an online link by which they can provide the registration information required by the Board's Bylaws. Public comments must be made at electronic meetings of this Board in real time through the GoToMeeting application, either by Internet or by phone. Written comments will not be accepted and will not be included in the minutes of this meeting.

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.

The members who are participating in this meeting include: (1) Commissioner Veronica Blount, (2) Commissioner Jonathan Coleman**, (3) Commissioner Basil Gooden, (4) Commissioner Barrett Hardiman, (5) Commissioner Bill Johnson, (6) Commissioner Robley Jones, (7) Commissioner Neil Kessler, (8) Commissioner Charlene Pitchford**, and (9) Commissioner Patrice Shelton.

[** denotes Commissioners who participated in the meeting electronically via GoTo Meeting]

For clarity, all voting during this meeting will 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.

Minutes

The Minutes from the *June 10, 2021 Special In-Person Board of Commissioners Meeting* and the *June 16, 2021 Regular In-Person Board of Commissioners Meeting* were approved.

1 Motion: (Johnson/Gooden) Move to adopt the Minutes from the June 10, 2021 Special In-Person Board of Commissioners Meeting and the June 16, 2021 Regular In-Person Board of Commissioners Meeting

Motion Carried Unanimously

Citizen Information Period

Miquitta Hargrove addressed the Board of Commissioners to discuss issues that she has been having with some girls around Hillside Court for the past seven months. She stated there was an occasion when she had to call the police four times in one day after which she was served a 30- day notice from RRHA stating that she was disturbing the neighborhood. She said *"I'm not sure what to really do on my part because I have done everything that RRHA has asked me for. I feel as though this is retaliation from Miss Chisholm due to me keep coming up there every five minutes to tell her about the situations that have been going on."*

Chairman Kessler thanked Ms. Hargrove for her comments and informed her that he will discuss this issue with staff first and then get back in touch with her about what should be done and how to proceed.

Deborah Brown signed up to speak at the board meeting but did not attend.

Tomorrow's Promise Scholarship Program

Chairman Kessler recognized the following participants as recipients of the 2021 Tomorrow's Promise Scholarship Fund. He said *"We are especially proud of our scholars. It has been an especially tough year for everyone because of the pandemic. Everybody has had to overcome obstacles, but certainly the students who live in our communities have had more difficult obstacles to overcome and we can't be prouder of them."*

- *Ailyah Blackshear* is a graduate of Armstrong High School. She will be

attending J. Sargeant Reynolds Community College.

- *Nyla Cooper* is a graduate of John Marshall High School. She will be attending Virginia Commonwealth University.
- *Mikel Hudson* is a graduate of Highland Springs High School. She will be attending Virginia Commonwealth University.
- *Shytina Huey* is a graduate of Armstrong High School. She will be attending J. Sargeant Reynolds Community College.
- *Devonte Jackson* is a graduate of Armstrong High School. He will be attending J. Sargeant Reynolds Community College.
- *Mekhi Lucas* is a graduate of Thomas Jefferson High School. He will be attending Virginia Union University.
- Varchon Laws is a graduate of The Steward School. He will be attending Old Dominion University.
- Shanaya Peck is a graduate of Highland Springs High School.
- Dai'Quana Washington is a graduate of Trinity Episcopal School. He will be attending Radford University.

Parliamentary Procedures

Commissioner Jones provided information on parliamentary procedures for the Board of Commissioners meeting for the month of July. The topic for this month is Call for the Orders of the Day. He said *"We have all been in meetings where the discussion veered far from the agenda. Not adhering to the agenda waste time and frustrates both participants and observers. When this happens, there is a little used tool that any commissioner can use to steer the meeting back in the right direction"*.

The "Privileged Motion" entitled "Call for Orders of the Day" does not require a second, is not debatable, is not amendable, and requires no vote. If a meeting is steering off course in this manner, a commissioner, without waiting for recognition from the Chair, can state, "Mr. Chairman, I "Call for the Orders of the Day". The Chair is then compelled to return to the agenda unless a two-thirds vote of those present and voting supports a departure from the agenda.

Listed below is how this motion is explained in Robert's Rules of Order, Newly Revised, 12th Edition, p. 60:

- If the adopted program or order of business is not being followed, or if consideration of a question has been set for the present time and is now in order but the matter is not being taken up, a single member, by making a "*Call for the Orders of the Day*" (18), can require such a schedule to be enforced – unless the assembly decides by a two-thirds vote to set the orders of the day aside.

CliftonLarsonAllen, LLP

Trish Harthausen, Director with CliftonLarsonAllen provided an update on RRHA's FY 2020 Financial Audit. The following key points were discussed:

- Financial Statements.
 - Auditors' report.
 - Management discussion and analysis.
- Statement of Net Position.
- Statement of Revenue, Expenses and Changes in Net Position.
- Significant Changes.
- GAS and Single Audit Report.
- Finding Summary.
 - None for 2020.
- Report on Closed Grants.
 - Grant: VA36P007501-16.
 - No exceptions noted.
- Open Items.
 - CLA 2nd review process and formatting.
 - REAC Submission due December 31st.
 - Federal Audit Clearing House Submission – December 31st.

Summer Youth Jobs Program

Director of Resident Services, Ralph Stuckey, provided an update on RRHA's Summer Youth Jobs Program. The following key points were discussed:

- The program started on July 12th and is off to a great start. The goal was to work with 100 kids and provide training and opportunities to help improve their quality of life; 117 kids applied to participate in the Summer Jobs Program.
- There are three 18-year-old college students serving as interns. One is working in the executive office and the other two are working with other youth in the community and helping to organize and coordinate this program.
- Forty-eight kids between the ages of 14 – 18 are working in the management offices and doing some projects on the site.
- Seventeen kids between the ages of 8 – 13 will be working 30 hours this summer doing community service. They will be working with us for six weeks.

Partnership with Virginia Union University

Mr. Stuckey provided the following update on the partnership with Virginia Union University (VUU).

- VUU is planning to kick off their school year in August with the Virginia Union University and RRHA partnership.
- Phase One will consist of a mentorship program in Gilpin with 50 youth in grades 6 – 12. The educational and cultural enrichment activities will help to expand the kids' horizon so that they will be able to see beyond their community.

- Phase Two will consist of working more intensely with the families to help them with employment and other opportunities. While VUU is working with the youth, we will be working with the families.
- One of our big initiatives is to provide a network or a gateway, not necessarily to Virginia Union University, but to postsecondary education for our children which is very important for young people.
- The partnership with VUU as well as RRHA's Leadership Program will provide families and their kids with various opportunities.

Eviction Moratorium

General Counsel Ben Titter provided the following update on the Eviction Moratorium.

- We continue to have discussions with the local HUD field office about the forgiveness of tenant balances.
- Staff is reviewing the ledgers to determine what the balance would be as of March 2020 in hopes of presenting that information to HUD and make a request that they authorize some level of forgiveness of those balances for our families. We are hopeful that we will have some movement on that soon.

Discussion:

Chairman Kessler said *"I think it's going to be our policy not to evict anybody unless absolutely necessary. Based on conversations that I've had with staff as well as with Commissioners, it will be our goal to prevent as many evictions as possible. We do not want anybody to lose their housing; we will work with our residents in any way that we can to preserve their housing and to avoid any evictions. That's a pledge that we make to our residents as well as to the community. The staff of the Housing Authority has also validated that same goal and mission"*.

Interim CEO Daniels-Fayson added that property management staff are continuing with that effort. They are working on a blitz campaign this week as well as next week. They are going out to the communities and placing orange cards on the doors of residents who owe \$500.00 or more. In addition to that, property management staff will be coming into the offices on July 31st and August 14th from 9:00 a.m. – 1:00 p.m. to focus on telephone applications and submittals. We have been requesting residents to come into their management office so that we can assist them. If residents cannot come to their management offices, they can call during this timeframe, and we will take their information over the phone. In addition to that, residents that are not able to come to their management office will be referred to Southside Community Development and Housing Corporation because they are also assisting our residents and taking their applications over the phone. We are trying to encourage our residents to come in and to talk to us because that is the only way that we will be able assist them.

Commissioner Coleman stated that the processes that we are putting in place are wonderful but added that there will be individuals who are trying to manipulate the system. If that happens and the media comes, he asked that we provide evidence of all

the processes that we have tried for those individuals. He also stated that if management can present that information and put the Commissioners on notice that these are some of the issues that may be presented in the news prior to it reaching the news, it would be greatly appreciated. He said *"So that when I'm out in the community, I'm able to say we tried A, B, and C, and even D, E, and F"*. He asked staff to please have those efforts mapped out and placed in a folder for each of those persons that may be habitual offenders.

1 Action Item: Staff should provide evidence of all the processes that have been mapped out for any individual who may try to manipulate the system and alert the Commissioners about potential media coverage of that individual.

Commissioner Johnson wanted to know if RRHA have funds that can be used to give rental relief and clear the books for some of those residents who are truly struggling. After discussing this item, staff will check to see what funds are available, identify the source of those funds and determine if they can be used for this purpose. In addition, staff should establish a program and criteria that can be used to examine the applications to determine who would qualify to receive those funds to have their arrearages wiped out.

2 Action Item: Staff will (1) check to see what funds are available, (2) identify the source of those funds, (3) determine if the funds can be used for rent relief to clear the books for some residents, and (4) establish a program and criteria that can be used to examine the applications to determine who would qualify to receive those funds to have their arrearages wiped out.

Creighton Court Redevelopment

Deputy Chief Real Estate Officer, Desi Wynter provided the following update on the Creighton Court Redevelopment project.

- The Community Unit Plan (CUP) was introduced at the City of Richmond Planning Department on July 6th. The CUP was recommended to be forwarded to City Council for approval with one amendment. The amendment was for the removal of the use of vinyl siding as a building material for the development. We anticipate that the CUP will be introduced at City Council on July 6th, with final consideration for approval on September 13th.
- The Richmond City Council introduced the resolution for funding to allow the infrastructure for Creighton Court to be funded through the American Rescue Plan. These funds are scheduled to be received in September.
- RRHA is also working to apply for funding through Senators Warner and Kaine's offices. We have worked with the City to submit an application; we are also monitoring that application process for funding for Creighton Court.
- We are looking at exploring tax increment financing for Creighton Court as well as the Big Six communities.

- The Creighton Court development was approved for a 9 percent tax credit by Virginia Housing; this will allow us to move forward with construction of Phase A which consists of sixty-eight units on the Phase One site.

Acting Chairman/Interim CEO Reports

Acting Chairman's Comments – Acting Chairman Kessler thanked Interim CEO Daniels-Fayson and her staff for doing everything that they are doing – they are incredibly busy. He said *“They've got a lot on the table to deal with, and a lot of questions are up in the air so they can't really act yet until further actions are taken that are beyond our control that deals with the federal, city, and state governments. And one of the things that I've noted along the way is that the staff is severely overworked and that we're in the budgeting season now. I've asked Stacey to identify areas in which she believes that we need to bring in new staff to keep everything going so that we can maintain and become an even more efficient machine and be able to act to achieve our goals and mission. So, Stacey thank you and please convey to your staff that we appreciate all that they're doing in these especially trying times. And we know that they're working very hard, working on nights and weekends, and we appreciate all their efforts”*.

Interim Chief Executive Officer's comments – Interim CEO Stacey Daniels-Fayson provided the following updates and comments.

- We continue to work with the Health Department to provide vaccines for employees and residents. We are looking to have a health event on RRHA properties during the Fall.
- In terms of our “Come Current” campaign, we have contacted 988 residents by means of phone calls, text messages, e-mails, etc.
- The Choice Neighborhood Planning Grant was submitted to HUD before the July 13th due date.
- RAD Family 2 closed on June 23rd.
- Meetings were held with various partners and organizations throughout the month.

Committee Updates

Deputy Chief Real Estate Officer, *Desi Wynter* stated that the *Real Estate and Community Development Committee* met on July 19, 2021. The following items were reviewed and discussed:

- Creighton Court Relocation.
- Greenwalk Update.
- Baker School.
- RAD Development.

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The *Administration and Finance Committee* met on July 19, 2021. Commissioner Jones provided an update on the following items:

- o Audit Update.
- o Procurement Update.
- o Budget Update.
- o Daycare Analysis.

Interim Chief Operating Officer, *Kenyatta Green* stated that the *Property Management and Assisted Housing Committee* met on July 14, 2021. The following items were reviewed and discussed:

- o Post COVID Lease Enforcement Process.
- o “Come Current” Campaign.
- o HUD Compliance Review.
- o Revised Barment Policy.
- o CEO Summer Youth Jobs Program.
- o Implementation of Text Messages and Kiosks.
- o Calhoun Center Pool.
- o Public Safety – License Plate Readers.
- o Parking Passes.
- o Work Orders.
- o HCVP Jurisdiction.

Closed Session

At 7:35 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 regarding specific legal matters requiring the provision of such counsel, particularly matters related to RRHA procurement solicitation RFP-2018-38 (Jackson Place Mixed-Use Developer), as permitted by Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act.

2 Motion: (Jones/Hardiman) Move to go into Closed Session.

Motion Carried Unanimously

At 8:46 p.m., Commissioner Jones asked to come out of Closed Session.

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

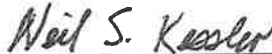
WHEREAS, Section 2.2-3711(B) of the Code of Virginia of 1950, as amended, requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

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 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.

**3 Motion: (Jones/Hardiman) Move to come out of Closed Session
Motion Carried Unanimously**

Adjournment

There being no further business, the meeting adjourned at approximately 8:48 p.m.



Acting Chairman



Interim Chief Executive Officer/Secretary