

COMMISSIONERS' REGULAR ELECTRONIC BOARD MEETING  
*July 20, 2022*

**Resolution(s) Passed:**

22-24 Resolution Adopting Revisions to RRHA's Bylaws

**MOTION:** Parker/Shelton

**VOTE: Aye:** Hardiman, Johnson, Parker, Pitchford, Shelton

**ABSTAIN:** None

**ABSENT:** Blount, Jackson

22-25 Resolution approving a contract for architectural and engineering services for the redevelopment of Fay Towers between Richmond Redevelopment and Housing Authority and KEi Architects and authorizing the Interim Chief Executive Officer, or her designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

**MOTION:** Johnson/Pitchford

**VOTE: Aye:** Blount, Hardiman, Johnson, Parker, Pitchford, Shelton

**ABSTAIN:** None

**ABSENT:** Jackson

MINUTES OF REGULAR ELECTRONIC MEETING  
OF THE COMMISSIONERS OF  
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY  
HELD VIA GOTOMEETING  
IN RICHMOND, VIRGINIA  
ON WEDNESDAY, JULY 20, 2022

**Board of Commissioners**

**In Attendance Via GoToMeeting:**

Barrett Hardiman, Acting Chair  
W. R. "Bill" Johnson, Jr.  
Veronica Blount  
Harold Parker, Jr  
Charlene Pitchford  
Patrice Shelton

**Absent:**

Eddie Jackson, Jr.

**RRHA Staff**

Sheila Hill-Christian, Interim Chief Executive Officer  
Ben Titter, General Counsel

Acting Chair Barrett Hardiman called the meeting to order at 5:30 p.m. with Ben Titter serving as General Counsel. A quorum was established.

**General Counsel Comments**

RRHA's General Counsel offered an opening statement about the legal basis for the electronic meeting.

**Election of Officers**

The positions of Chair and Vice Chair are open. Acting Chair Barrett Hardiman opened the floor for nominations for the position of Chair.

***Motion: (Pitchford) Move that Barrett Hardiman be elected to serve as the Chair of the RRHA Board of Commissioners.***

**Aye: Hardiman, Johnson, Parker, Pitchford, Shelton**

**Absent: Blount, Jackson**

**Motion Carried Unanimously**

Chair Hardiman opened the floor for nominations for the position of Vice Chair.

***Motion: (Pitchford) Move that Patrice Shelton be elected to serve as the Vice Chair of the RRHA Board of Commissioners.***

**Aye: Pitchford**

**Nay: Hardiman, Johnson, Parker, Shelton**

**Absent: Blount, Jackson**

**Motion Not Carried**

**Motion: (Hardiman) Move that W. R. “Bill” Johnson, Jr. be elected to serve as the Vice Chair of the RRHA Board of Commissioners.**

**Aye: Hardiman, Johnson, Parker, Shelton**

**Nay: Pitchford**

**Absent: Blount, Jackson**

**Motion Carried Unanimously**

**Minutes**

The Minutes from the *June 15, 2022 Regular Board of Commissioner's Meeting and the July 5, 2022 Special Board of Commissioners Meeting* were approved.

**Motion: (Johnson/Shelton) Move to adopt the Minutes from the June 15, 2022 Regular Board of Commissioner's Meeting and the July 5, 2022 Special Board of Commissioners Meeting**

**Absent: Blount, Jackson**

**Motion Carried Unanimously**

*Note: Commissioner Blount arrived after the election of officers and after the minutes were voted on.*

**Citizen Information Period**

No citizens were signed up to speak at the board meeting

**Open House in the Village Scholarship Recipients**

Wanda Daniel, Resident Services Manager recognized the 2022 VAHCDO Scholarship winners and the RPS graduates for RRHA's Open House in the Village Scholarship event.

Chair Hardiman congratulated the students on their accomplishments.

**Chairman's Updates**

Chair Hardiman thanked the Commissioners for placing their confidence in him to bring RRHA into a place to truly serve the residents and to start the redevelopment process in a way that will create new opportunities for everyone involved. He stated that Commissioner Bill Johnson will serve as the Chair of the Real Estate Committee and that an ad hoc committee will be created to evaluate metrics for MBE and Section 3. Vice Chair Bill Johnson and Commissioner Parker volunteered to serve on the ad hoc committee.

**CEO Update**

Sarah Gobble with Fahrenheit Advisors provided an update on the CEO search. The Board of Commissioners will conduct interviews with the top two candidates in early August.

**Interim Chief Executive Officer's and Agency Updates**

Interim CEO Sheila Hill-Christian provided the following comments and updates:

- Ongoing meetings continue with city partners.

- Meetings were held with various external partners throughout the month - Better Housing Coalition, the Community Foundation, and Bank of America to discuss partnership opportunities.
- Work will resume on RRHA's strategic plan process shortly.

Lease Enforcement Update:

Senior Vice President of Affordable Housing Kenyatta Green provided an update on RRHA's Lease Enforcement efforts.

Summer Crime Prevention Initiative:

Majors Sybil El-Amin Jones, Richard Edwards, and Ronnie Armstead with the Richmond Police Department provided an update on their Summer Crime Prevention initiative.

Relocating RRHA Administrative Offices:

Interim CEO Sheila Hill-Christian provided the following comments and updates on relocating RRHA's administrative offices:

- The Board of Commissioners have not approved any documents related to the relocation of the RRHA's administrative offices.
- Staff is conducting the necessary due diligence to determine space needs. Staff is currently looking at office space at 600 East Broad Street.
- The plan for the office relocation will be presented to the Real Estate Committee on August 9, 2022 for review and recommendation to the full Board of Commissioners for approval at their August 17, 2022 meeting.

**Committee Updates**

The *Real Estate and Community Development Committee* met on July 12, 2022. Chair Hardiman stated that the following item(s) were discussed during the meeting.

- Project Updates.

The *Administration and Finance Committee* met on July 18, 2022. Chair Hardiman provided an update on the items that were discussed during the meeting.

- Agency Vacancies.
- IT Update.
- Procurement Update.
- MBE, WBE and Section 3 Reporting.
- April 2022 Financials.

The *Property Management Committee* met on July 13, 2022. Senior Vice President of Affordable Housing Kenyatta Green provided an update on the items that were discussed during the meeting.

- Lease Enforcement.
- REAC Inspections.
- Youth Leadership Academy.
- Wait List.

- o Capital Projects.
- o Beautiful Communities Campaign.

The *Governance Committee* did not meet during the month of July. The Committee's primary task has been to consider proposed revisions to the Bylaws. General Counsel Ben Titter highlighted the proposed changes to the Bylaws.

**Resolution(s)**

***Agenda Item No. 1*** – Resolution Adopting Revisions to RRHA's Bylaws

(22-24) WHEREAS, RRHA, in accordance with relevant law and regulation, adopted Bylaws of the Richmond Redevelopment and Housing Authority (the "Bylaws"); and

WHEREAS, RRHA, with input from the Governance Committee of the Board of Commissioners, and in accordance with relevant law and regulation, has proposed revised Bylaws, as more particularly shown in Exhibit A, attached hereto; therefore

BE IT RESOLVED that RRHA's Board of Commissioners hereby adopts the proposed Bylaws, as more particularly shown in Exhibit A, attached hereto.

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

**Absent: Blount, Jackson**

**Motion Carried Unanimously**

*Note: Commissioner Blount was absent when Resolution #1 was voted on.*

***Agenda Item No. 2*** – Resolution approving a contract for architectural and engineering services for the redevelopment of Fay Towers between Richmond Redevelopment and Housing Authority and KEi Architects and authorizing the Interim Chief Executive Officer, or her designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(22-25) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") issued a Request for Qualifications on February 2, 2022 for architectural and engineering services for the redevelopment of Fay Towers ("the Services"); and

WHEREAS, KEi Architects was deemed the most qualified Firm for the Services; and

WHEREAS, it is necessary for the Board of Commissioners of RRHA to take appropriate official action to approve the contract and to authorize the Interim Chief Executive Officer, or her designee, to execute the Contract on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Sheila Hill-Christion, in her capacity as Interim Chief Executive Officer, is authorized to execute a Contract between RRHA and KEi Architects. The total contract amount is not to exceed \$1,545,000.00

***Motion: (Johnson/Pitchford) Move to adopt Resolution #2***

**Absent: Jackson**

**Motion Carried Unanimously**

Commissioners Comments

- Commissioner Pitchford congratulated the staff who recently received promotions within the agency, the scholarship recipients and the Chair and Vice Chair on their appointments.
- Commissioner Parker suggested that staff put together a strategic plan for the Section 3 program to provide job opportunities for individuals. He recommended that staff incorporate a workforce development plan, a utilization plan for Section 3 and a minority business utilization plan into the RFPs and RFQs. He mentioned that we may need to partner with RPS to use their technical school to conduct specialized training for residents.

After a brief discussion, the following recommendations were suggested regarding the Section 3 program:

- Raise awareness and inform individuals of the initiatives and opportunities that are available to them through Section 3.
- Add language that would require developers to provide certain items related to Section 3 in order to take advantage of the tax credits.
- The ad hoc committee should be able to add new ideas and additional resources and incorporate this into what staff is already doing for the Section 3 program.
- Since a significant number of RRHA residents are unemployed, data should be included about those individuals during the Section 3 discussions. Staff has also gathered information from residents about what they want in terms of job opportunities. We should look at this information and focus on those individuals who are unemployed and underemployed as part of the whole program.

Adjournment

There being no further business, the meeting adjourned at 7:28 p.m.



Chairman

  
Interim Chief Executive Officer/Secretary