

COMMISSIONERS' REGULAR ELECTRONIC BOARD MEETING
February 15, 2023

Resolution(s) Passed:

- 23-05 Resolution approving a modification to the contract for repair of fire damaged units located at 2505-2511 Phaup St. at Fairfield Court between Richmond Redevelopment and Housing Authority and RMT Construction and Development Group. LLC. and authorizing the Chief Executive Officer, or his designee, to execute Contract Modification No. 1 on behalf of Richmond Redevelopment and Housing Authority
- 23-06 Resolution approving a contract for replacement of the HVAC system at The Gilpin Management Office and Friends Family Center between Richmond Redevelopment and Housing Authority and Plumber Near Me, LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- 23-07 Resolution approving a contract modification for a Document Management System between Richmond Redevelopment and Housing Authority and Accelerated Information Systems and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority
- 23-08 Resolution approving a contract for Audit Services between Richmond Redevelopment and Housing Authority and Rubino & Company and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- 23-09 Resolution approving a contract for playground improvements at Hillside Court between Richmond Redevelopment and Housing Authority and Bliss Products and Services, Inc. and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- 23-10 Resolution approving a contract modification for a Security Camera System between the Richmond Redevelopment and Housing Authority and Ocean's 10 Security, LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority

MOTION: (Administration and Finance Committee) Move to adopt Resolutions #1 - #6

VOTE: Aye: Blount, Elliott, Hardiman, Johnson, Lewis, Parker, Pitchford, Shelton

ABSTAIN: None

ABSENT: Jackson

- 23-11 Resolution of the Richmond Redevelopment and Housing Authority accepting CliftonLarsonAllen LLP Independent Auditor's Report for the fiscal year ended September 30, 2021

MOTION: (Parker/Blount) Move to adopt Resolution #7

VOTE: Aye: Blount, Elliott, Hardiman, Johnson, Lewis, Parker, Pitchford, Shelton

ABSTAIN: None

ABSENT: Jackson

4530

23-12

Resolution approving a contract for the purchase of Water Source Heat Pumps for 1920 Stonewall and 1611 4th Avenue between Richmond Redevelopment and Housing Authority and Shultz & James, Inc. and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

MOTION: (Shelton/Pitchford) Move to adopt Resolution #8

VOTE: Aye: Blount, Elliott, Hardiman, Johnson, Lewis, 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, FEBRUARY 15, 2023

Board of Commissioners

In Attendance Via GoToMeeting:

Barrett Hardiman, Chair
W. R. "Bill" Johnson, Jr., Vice Chair
Veronica Blount
Kyle Elliott
Gregory Lewis
Harold Parker, Jr
Charlene Pitchford
Patrice Shelton

Absent:

Eddie Jackson, Jr.

RRHA Staff

Steven Nesmith, Chief Executive Officer
Tonise Webb, Associate General Counsel

Chair Barrett Hardiman called the meeting to order at 5:33 p.m. with Tonise Webb 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.

Minutes

The Minutes from the *January 18, 2023 Regular Board of Commissioner's Meeting* were approved.

***Motion: (Parker/Johnson) Move to adopt the Minutes from the
January 18, 2023 Regular Board of Commissioner's Meeting***

Motion Carried

Absent: Blount, Jackson

Note: Commissioner Veronica Blount joined the meeting at 5:41 p.m., after the minutes from the January 18, 2023, Regular Board of Commissioner's meeting were voted on.

Citizen Comment Period

One citizen had signed up to speak at the board meeting, but did not attend the meeting.

Presentation on 2021 Single Audit by CliftonLarsonAllen LLP

Greg Bussnik with CliftonLarsonAllen provided an update on the 2021 Single Audit. The following items were discussed:

- o Financial Statements.

- Government Auditing Standards and Single Audit Report.
- Compliance Finding Summary.
- Other Communications.
- Open Items.

Chair Updates

Chair Hardiman provided comments regarding the board meetings. He stated that as the Chair, his job is to make sure that the board meetings are being conducted as efficiently as possible, ensure that the Commissioners are working together to conduct RRHA business and to provide oversight to help facilitate the work that staff is doing.

He shared the following recommendations on how he would like for the board meetings to be conducted:

- The committee meetings should become the real workspaces for the organization so that when the information is presented at the full board meeting for approval, the Commissioners can vote and move these items forward with minimal discussion.
- Commissioners should attend the monthly committee meetings that they have been assigned to so that a quorum of the committee can be established. This will allow official action to be taken during the meeting, if needed.
- Commissioners who have not been assigned to serve on a particular committee should try to attend all of the monthly committee meetings.
- He discussed using a consent agenda during the board meeting so that those items that have been voted on and approved by the Committee can be listed first on the board agenda and voted on in a block at the beginning of the board meeting.
- During the committee updates at the board meeting, staff should provide abbreviated updates that captures action items from their committee meeting. If a committee does not have any new item(s) to report on from their meeting, their report can be removed during the meeting.

Discussion: After a brief discussion of the board meetings, Chair Hardiman suggested that this item be discussed at a future meeting.

CEO and Agency Updates

Lease Enforcement Update:

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

- As of February 9th, there were a total of approximately 1,846 families with an aged receivable balance of \$50 or more.
- Staff continues to encourage residents to sign up for repayment agreements.

400 East Grace Street:

Senior Vice President of Real Estate and Community Development Darrell Davis provided the following update on 400 East Grace Street.

- The building has been inspected; it has been determined that the building needs to be totally rehabbed.
- Another team of architects will look at what it will take to rehab the property.
- RRHA is looking at the possibility of self-developing this property.
- There are three remaining households that need to be relocated.

Gilpin RFQ and Community Engagement:

CEO Steven Nesmith provided the following update on the Gilpin RFQ and Community Engagement.

- The Request for Qualifications (RFQ) will be re-issued by the end of February. It will include a bond financing component and language for the developer to invest in the community.

HUD's Organizational-Wide Compliance Audit of RRHA in April 2023:

COO Michael Kelly provided the following update on HUD's Organizational-Wide Compliance Audit.

- On February 7, 2023, the Richmond HUD office notified RRHA that they will be conducting a comprehensive review of RRHA's operations.
- This review is scheduled to take place in April. Thirty days prior to the review, HUD will provide RRHA with the actual start date of the review and identify the areas that will be under review.

Discussion: After a brief discussion on the upcoming HUD visit, *COO* Kelly recommended that the Commissioners take the HUD Lead the Way video training.

Second Chance Opportunities – Hiring Public Housing Residents:

CEO Nesmith provided an update on the Second Chance Opportunities – Hiring Public Housing Residents. He announced the hiring of two public housing residents. Both residents were in attendance and consented to having their names announced during the meeting. Shaday Brown will be working in the executive office and Shaquanna Becoat will be assisting the communications team.

Committee Updates

The *Real Estate and Community Development Committee* met on February 14, 2023. Commissioner Bill Johnson, Chairman of the Real Estate Committee provided an update on the items that were discussed during the meeting.

- 400 East Grace Street.
- Amendment to the Richmond 300 Plan.

The *Administration and Finance Committee* met on February 10, 2023. Commissioner Veronica Blount, Chair of the Administration and Finance Committee provided an update on the items that were discussed during the meeting.

- Resolutions.
- Income Statement/Balance Sheets for RRHA and RDC.
- Agency Vacancies.

4534

- o Section 3 Hires.
- o IT Update.

The *Property Management Committee* met on February 8, 2023. Senior Vice President of Affordable Housing Kenyatta Green provided an update on the items that were discussed during the meeting.

- o Lease Enforcement.
- o Action Items from the January Committee Meeting.
- o Update on the Installation of the Back Doors in Gilpin.
- o Calhoun Center.
- o HCV Homeownership Program.
- o Accepting Debit Cards for Rent Payment.
- o Opening of Several Waitlists.

The *Minority Contracting and Section 3 Committee* met on February 13, 2023. Vice President of Procurement and Contract Administration Art Walker provided an update on the items that were discussed during the meeting.

- o Revised Section 3 Plan.
- o Starlight Solutions – hiring 10 trainees.

Resolution(s)

Agenda Item No. 1 – Resolution approving a contract for an emergency purchase of cyber security software between Richmond Redevelopment and Housing Authority and DarkTrace Holding Limited and ratifying the action of the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(23-05) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) declared an emergency situation existed that required an emergency purchase of cyber security software on January 25, 2023; and

WHEREAS, DarkTrace Holdings Limited’s software was selected as the most qualified product available; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute a Contract between RRHA and Darktrace Holding Limited. The total contract amount is \$249,813.40

Agenda Item No. 2 – Resolution approving a contract for replacement of the HVAC system at The Gilpin Management Office and Friends Family Center between Richmond Redevelopment and Housing Authority and Plumber Near Me, LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(23-06) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued an Invitation For Bids on November 28, 2022 for replacement of the HVAC system at the Gilpin Management Office and Friends Family Center (“the Project); and

WHEREAS, Plumber Near Me was the lowest bidder for the Project; and

WHEREAS, RRHA staff has reviewed the bid determined that the bidder is responsive and responsible; 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 Chief Executive Officer, or his designee, to execute the Contract on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute a Contract between RRHA and Plumber Near Me, LLC. The total contract amount is \$827,468.23.

Agenda Item No. 3 – Resolution approving a contract modification for a Document Management System between Richmond Redevelopment and Housing Authority and Accelerated Information Systems and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority

(23-07) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) entered into a Contract with Accelerated Information Systems on February 12, 2021 for a Document Management System (“the Services); and

WHEREAS, RRHA and Accelerated Information Systems previously executed Contract Modification No. 1 to allow for continuation of the Services; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute the Contract Modification between RRHA and Accelerated Information Systems. The total amount of the Contract Modification is not to exceed \$77,900.00.

Agenda Item No. 4 – Resolution approving a contract for Audit Services between Richmond Redevelopment and Housing Authority and Rubino & Company and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(23-08) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued a Request for Proposals on November 11, 2022 for Audit Services (“the Services); and

WHEREAS, Rubino & Company 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 Chief Executive Officer to execute the Contract on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute a Contract between RRHA and Rubino & Company for a two year term not to exceed \$230,970.00, with three options to renew for \$122,460.00, \$127,360.00 and \$132,450.00 respectively. The total contract amount for the five-year period is not to exceed \$613,240.00.

Agenda Item No. 5 – Resolution approving a contract for playground improvements at Hillside Court between Richmond Redevelopment and Housing Authority and Bliss Products and Services, Inc. and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(23-09) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued an Invitation For Bids on December 7, 2022 for playground improvements at Hillside Court (“the Project”); and

WHEREAS, Bliss Products and Services, Inc. was the lowest bidder for the Project; and

WHEREAS, RRHA staff has reviewed the bid determined that the bidder is responsive and responsible; 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 Chief Executive Officer, or his designee, to execute the Contract on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute a Contract between RRHA and Bliss Products and Services, Inc. The total contract amount is \$325,000.00.

Agenda Item No. 6 – Resolution approving a contract modification for a Security Camera System between the Richmond Redevelopment and Housing Authority and Ocean’s 10 Security, LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority

(23-10) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) entered into a Contract with Ocean’s 10 Security, LLC on March 1, 2020 for a Security Camera System (“the Services”); and

WHEREAS, RRHA and CHA Consulting, Inc. previously executed Contract Modification No. 1 on April 28, 2021 to add additional cameras to the Services; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute the Contract Modification between RRHA and Ocean’s 10 Security, LLC. The total amount of the Contract Modification is not to exceed \$551,000.00.

Public Comment: Omari Al-Qaddafi spoke against Resolution #6 because of the price to install the cameras. In addition, he stated that he does not support the creation of a consent agenda for the monthly board meetings.

Motion: (Administration and Finance Committee) Move to adopt Resolutions #1 - #6

Motion Carried Unanimously

Absent: Jackson

Agenda Item No. 7 – Resolution of the Richmond Redevelopment and Housing Authority accepting CliftonLarsonAllen LLP Independent Auditor’s Report for the fiscal year ended September 30, 2021

(23-11) WHEREAS, chapter 24 of the Code of Federal Regulations, part 5 subpart H requires public housing authorities to have an independent audit annually; and

WHEREAS, the Richmond Redevelopment and Housing Authority has complied with this federal regulation by procuring CliftonLarsonAllen LLP to conduct the independent audit for the fiscal year-ended September 30, 2021; and

WHEREAS, the independent audit was conducted in compliance with federal regulations issued by the Office of Management and Budget referred to as A-133, and generally accepted government auditing standards established by the U.S. Government Accountability Office; and

WHEREAS, the independent audit for the year-ended September 30, 2021, resulted in a modified audit opinion. This is the result of not fully implementing GASB 68 due to the Virginia Retirement System not providing the required actuarial data through September 30, 2021.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of RRHA accept the Independent Auditor’s Report for the Richmond Redevelopment and Housing Authority for fiscal year ended September 30, 2021. Any significant modification made to this audit report subsequent to this resolution will require board approval.

Motion: (Parker/Blount) Move to adopt Resolution #7

Motion Carried Unanimously

Absent: Jackson

Agenda Item No. 8 – Resolution approving a contract for the purchase of Water Source Heat Pumps for 1920 Stonewall and 1611 4th Avenue between Richmond Redevelopment and Housing Authority and Shultz & James, Inc. and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(23-12) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued an Invitation For Bids on January 30, 2023 for purchase of Water Source Heat Pumps at 1920 Stonewall and 1611 4th Avenue (“the Project”); and

WHEREAS, Shultz & James, Inc. was the lowest bidder for the Project; and

WHEREAS, RRHA staff has reviewed the bid and determined that the bidder is responsive and responsible; 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 Chief Executive Officer, or his designee, to execute the Contract on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, in his capacity as Chief Executive Officer, is authorized to execute a Contract between RRHA and Shultz & James, Inc. The total contract amount is \$568,209.00.

Motion: (Shelton/Pitchford) Move to adopt Resolution #8

Motion Carried Unanimously

Absent: Jackson

Commissioners' Comments

Commissioner Kyle Elliott stated that he had a discussion with CEO Nesmith on expanding primary care opportunities for RRHA's residents. He is committed to working with all of the Commissioners to determine how to provide better resources for children in public housing. Regarding the cameras, he encouraged staff to work with the RPD to ensure that we receive the most value on our investment for the cameras.

Adjournment

There being no further business, the meeting adjourned at 7:38 p.m.



Chairman



Chief Executive Officer/Secretary