

COMMISSIONERS' REGULAR ELECTRONIC BOARD MEETING
September 21, 2022

Resolution(s) Passed:

- 22-38 Resolution approving the acquisition of 208 - 210 East Baker Street
- 22-39 Resolution to donate 1013 North 3rd Street to The JXN Project
- 22-40 Resolution approving the Execution of a Letter of Intent for 600 East Broad Street

MOTION: (Real Estate Committee) Move to adopt Resolutions #1 - #3
VOTE: Aye: Blount, Hardiman, Jackson, Johnson, Parker, Pitchford, Shelton
ABSTAIN: None
ABSENT: None

- 22-41 Resolution approving contracts for Legal Services between Richmond Redevelopment and Housing Authority and award to all four responsible offerors: Crenshaw, Ware, & Martin, P.L.C; Estes Law & Consulting; Spotts Fain PC; and McGuireWoods LLP and Harrell & Chambliss and authorizing the Interim Chief Executive Officer, or her designee, to execute the Contracts on behalf of Richmond Redevelopment and Housing Authority

MOTION: (Parker/Pitchford) Move to adopt Resolution #4
VOTE: Aye: Blount, Hardiman, Jackson, Johnson, Parker, Pitchford, Shelton
ABSTAIN: None
ABSENT: None

MINUTES OF REGULAR ELECTRONIC MEETING
OF THE COMMISSIONERS OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD VIA GOTOMEETING
IN RICHMOND, VIRGINIA
ON WEDNESDAY, SEPTEMBER 21, 2022

Board of Commissioners

In Attendance Via GoToMeeting:

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

RRHA Staff

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

Chair Barrett Hardiman called the meeting to order at 5:30 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 *August 17, 2022 Regular Board of Commissioner's Meeting and the August 30, 2022 Special Board of Commissioner's Meeting* were approved.

Motion: (Johnson/Parker) Move to adopt the Minutes from the August 17, 2022 Regular Board of Commissioner's Meeting and the August 30, 2022 Special Board of Commissioner's Meeting

Absent: Pitchford

Motion Carried Unanimously

Note: Commissioner Pitchford arrived at the meeting after the Minutes from the August 17, 2022 Regular Board of Commissioners Meeting and the August 30, 2022 Special Board of Commissioners Meeting were voted on.

Citizen Information Period

No citizens were signed up to speak at the board meeting.

Chair Updates

Chair Hardiman provided the following updates.

- He acknowledged Priscilla Jackson, Executive Administrative Assistant and thanked her for assisting him and the Board during these last few weeks. He

expressed gratitude to the entire staff for the work that they have been doing for RRHA.

- He briefly mentioned that because of the diverse population of individuals that we serve, inclusive language and behavior are important to this agency. He encouraged everyone to be thoughtful when speaking about our properties, communities, and residents because these individuals who rely on us for their housing deserve our respect just as much as anyone else does. He wants to ensure that we are modeling behavior that the rest of the city will use when they are talking to, thinking about, and speaking of our residents.
- He concluded his comments by thanking Sheila Hill-Christian and Fahrenheit Advisors for the work that they provided to the agency. They worked with staff to determine what was needed and how the Board could serve them better. They also helped to find RRHA's next CEO. He said *"It was a big task, but Ms. Hill-Christian has done an amazing job. Fahrenheit Advisors and Sarah Gobble did an amazing job as well. I want to publicly say thank you to Sheila Hill-Christian, Sarah Gobble and Fahrenheit for their work on these efforts"*.

Agency Updates

Lease Enforcement Update:

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

- Lease enforcement efforts continues.
- Staff is still waiting to receive rent relief payments that will assist a number of families that have unpaid rent charges.
- Lease termination notices were sent in August to those families who are thirty days behind on their rent. Any family not responding to the thirty-day lease termination notice will be subject to an unlawful detainer.
- Staff members are working to clear unpaid excess utility charges from tenant ledgers.

CEO Transition:

CEO Steven Nesmith provided the following comments.

- He echoed Chair Hardiman's comments about the work that Sheila Hill-Christian has done. He has been shadowing Ms. Hill-Christian for the last three weeks on internal and external meetings.
- He will be adding additional staff and expertise to the talented staff that already exists to advance his vision for the agency. His vision is not just about development but being in the development business for affordable housing, economic development, and creating skill training jobs for our residents. He will work to put together public/private partnerships. In addition, he will create a

cabinet of advisors to assist with implementing this vision. Lastly, a full-time grant writer will be hired to go after grant dollars in the philanthropic community.

- Mr. Nesmith informed the Board of Commissioners that he is ready to officially start working as RRHA's CEO on September 22, 2022 instead of waiting until October 1, 2022. He asked if the Board would make a motion to accelerate his start date.

Motion: (Johnson/Pitchford) Move to accelerate the start date for Steven Nesmith from October 1, 2022 to September 22, 2022

Motion Carried Unanimously

Committee Updates

The *Real Estate and Community Development Committee* met on September 13, 2022. Vice President of Redevelopment Desi Wynter stated that the following item was discussed during the meeting.

- Resolutions.
 - 1013 North 3rd Street.
 - 208-210 East Baker Street.
 - 600 East Broad Street.
- Unsolicited proposal for Nine Mile Road.

A quorum was not established therefore the *Administration and Finance Committee* did not meet on September 19, 2022. Vice President of Finance Shannon Sterling provided an update on the items that would have been discussed during the meeting.

- Financials.
- Cash Reports.
- Audit.
- Fiscal Inventory.
- List of Vacancies.
- Section 3 Hires.
- IT Report.

Action Item: After a brief discussion on the agency vacancies, staff will look at the possibility of advertising RRHA employment opportunities in the Richmond Free Press.

The *Property Management Committee* met on September 14, 2022. Senior Vice President of Affordable Housing Kenyatta Green provided an update on the items that were discussed during the meeting.

- Lease Enforcement.
- Excess Utilities.
- KPIs.

Resolution(s)

Agenda Item No. 1 – Resolution approving the acquisition of 208 - 210 East Baker Street

(22-38) WHEREAS, RRHA desires to acquire that certain property, including existing improvements, located at 208 and 210 East Baker Street (the “Property”) in the City of Richmond; and

WHEREAS, the improvements on the Property consist of two (2) residential dwelling units commonly known as 208 and 210 East Baker Street; and

WHEREAS, RRHA owns four other parcels directly adjacent to the Property, and the proposed acquisition of the Property advances RRHA’s strategic goals and the City of Richmond’s “One Richmond: An Equitable Affordable Housing Plan” to create additional affordable homeownership opportunities in the city; and

WHEREAS, RRHA has negotiated, contingent on the approval of RRHA’s Board of Commissioners (the “Board”), a purchase price of \$395,000 for the Property, which purchase price is supported by an independent appraisal; and

WHEREAS, the Richmond Development Corporation (“RDC”), an instrumentality of RRHA, has agreed to provide the necessary funding for this acquisition; therefore

BE IT RESOLVED that the Board hereby approves RRHA’s purchase, using funds from RDC, of 208 and 210 East Baker Street for \$395,000.

Agenda Item No. 2 – Resolution to donate 1013 North 3rd Street to The JXN Project

(22-39) WHEREAS, RRHA currently owns certain real estate commonly known as 1013 N. 3rd Street, located in the City of Richmond, Virginia (the “Property”); and

WHEREAS, The JXN Project, a registered 501(c)(3) non-profit entity, is “a reparative historic preservation organization that is dedicated to driving restorative truth-telling and redemptive storytelling by capturing the pivotal role of Richmond, Virginia, in particular Jackson Ward”; and

WHEREAS, The JXN Project announced plans to reconstruct an environmentally sustainable recreation of Skipwith-Roper Cottage, the historical home of Abraham Peyton Skipwith who became the first known Black homeowner in Jackson Ward circa 1793, all as more detailed on the letter attached hereto as EXHIBIT A; and

WHEREAS, The JXN Project has already acquired many of the parcels needed for this effort, and the Property is the final portion of the block; therefore

BE IT RESOLVED that the Chief Executive Officer, or her designee, is authorized and directed to negotiate, execute and deliver a signed Special Warranty Deed to convey the Property to The JXN Project for no monetary consideration.

Agenda Item No. 3 – Resolution approving the Execution of a Letter of Intent for 600 East Broad Street

(22-40) WHEREAS, RRHA desires to lease that certain property, including existing improvements, located at 600 East Broad Street (the “Property”) in the City of Richmond; and

WHEREAS, RRHA has negotiated, contingent on the approval of RRHA's Board of Commissioners (the "Board"), a Letter of Intent to memorialize the lease terms, which said letter is attached hereto as Exhibit A; and

WHEREAS, RRHA will use the Letter of Intent to finalize the terms of a written lease agreement, which will be subject to the Board's approval; therefore

BE IT RESOLVED that the Board hereby approves RRHA's execution of the Letter of Intent, attached hereto as Exhibit A.

Motion: (Commissioner Johnson on behalf of the Real Estate Committee) Move to adopt Resolutions #1 - #3

Motion Carried Unanimously

Agenda Item No. 4 – Resolution approving contracts for Legal Services between Richmond Redevelopment and Housing Authority and award to all four responsible offerors: Crenshaw, Ware, & Martin, P.L.C; Estes Law & Consulting; Spotts Fain PC; and McGuireWoods LLP and Harrell & Chambliss and authorizing the Interim Chief Executive Officer, or her designee, to execute the Contracts on behalf of Richmond Redevelopment and Housing Authority

(22-41) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") issued an Request for Proposals on June 27, 2022 for Legal Services ("the Services"); and

WHEREAS, Crenshaw, Ware, & Martin, P.L.C; Estes Law & Consulting; Spotts Fain PC; and McGuireWoods LLP and Harrell & Chambliss were the qualified respondents for 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 Interim Chief Executive Officer, or her designee, to execute the Contracts on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Sheila Hill-Christian, in her capacity as Interim Chief Executive Officer, is authorized to execute Contracts between RRHA and Crenshaw, Ware, & Martin, P.L.C for a two (2) year term not to exceed \$64,000.00., with three (3) one year renewal options of \$32,000 each; the total value of the contract, inclusive of the renewal options, shall not exceed \$160,000 and; Estes Law & Consulting for a two (2) year term not to exceed \$92,000, with three (3) one year renewal options of \$46,000 each; the total value of the contract, inclusive of the renewal options, shall not exceed \$230,000, and; Spotts Fain PC for a two (2) year term not to exceed \$108,000, with three (3) one year renewal options of \$54,000 each; the total value of the contract, inclusive of the renewal options, shall not exceed \$270,000, and; and McGuireWoods LLP and Harrell & Chambliss for a two (2) year term not to exceed \$128,000, with three (3) one year renewal options of \$64,000 each; the total value of the contract, inclusive of the renewal options, shall not exceed \$320,000

Motion: (Parker/Pitchford) Move to adopt Resolution #4

Motion Carried Unanimously

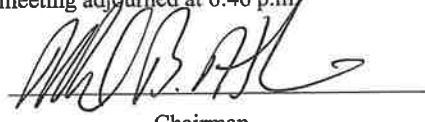
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Commissioners Comments

Commissioner Pitchford welcomed Steven Nesmith as the new CEO. In addition, she invited the staff and Commissioners to attend the Gilpin Tenant Council community day on September 24, 2022 from 11:00 a.m. – 4:00 p.m.

Adjournment

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



A handwritten signature in black ink, appearing to read 'M. B. P.', is written over a horizontal line.

Chairman



A handwritten signature in black ink, appearing to read 'Steven Nesmith', is written over a horizontal line.

Chief Executive Officer/Secretary