

COMMISSIONERS' REGULAR ELECTRONIC BOARD MEETING  
*October 19, 2022*

Resolution(s) Passed:

22-42 Resolution of the Richmond Redevelopment and Housing Authority to Approve the Authority-wide operating budget of \$104,784.448 for the Fiscal Year Ending September 30, 2023

**MOTION:** (Johnson/Jackson) Move to adopt Resolution #1

**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, OCTOBER 19, 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  
Ben Titter, Executive Vice President and General Counsel

Chair Barrett Hardiman called the meeting to order at 5:38 p.m. with Ben Titter serving as General Counsel. A quorum was established.

**Minutes**

The Minutes from the *September 21, 2022 Regular Board of Commissioner's Meeting* were approved.

***Motion: (Johnson/Blount) Move to adopt the Minutes from the September 21, 2022 Regular Board of Commissioner's Meeting***

**Motion Carried Unanimously**

**Citizen Information Period**

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

**2022-2023 Budget Presentation**

Tianna Wooldridge provided the presentation for the 2022-2023 budget.

**Chair Updates**

Chair Hardiman provided the following comments and/or updates.

- Regarding the budget, he said "*we are investing in this organization, in the staff, in the buildings, and in the people. I think we are on a path to really change the face of this organization*".
- He commended the Board of Commissioners, CEO Nesmith and staff for all of the work that they are doing.

CEO and 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.
- Gov2Go has exhausted all of their rent relief funds which impacts a significant number of our families. Staff will continue to work with our families to encourage them to sign up for repayment agreements.

## Operational Efforts:

CEO Steven Nesmith provided the following comments and updates.

- HUD 2021 and 2022 Audits:
  - The anticipated completion date for the 2021 HUD audit is November 2022.
  - Due to the shortage of staff in the finance department, John Kenny from Robert Half has been brought in to assist with the audits.
- Board Committee Staffing:
  - The addition of the two new board committees, Minority Contracting and Section 3 and Community Outreach and Engagement committees are a great way for board members to stay active and engaged in all aspects of RRHA. Due to the shortage of staff to support the two new committees, CEO Nesmith asked Chair Hardiman if at all possible, not to add any other board committees.
- Request for Qualifications Choice Neighborhoods Transformation Plan , Co-Developer for Gilpin Court.
  - The RFQ was issued on October 6<sup>th</sup>; staff neglected to inform the real estate committee of the RFP on October 11<sup>th</sup>.
  - The starting date for the RFQ will be extended to October 21<sup>st</sup>.
- CEO Community Involvement and RRHA Communication to the Board:
  - Senior Vice President of Communications, Angela Fountain provided the following update:
    - Internally, we want to lift employee morale by bringing staff together to cultivate a family atmosphere.
    - A committee has been formed to assist with employee events. Members of the committee have been communicating with staff to determine the types of employee events that they are interested in.
    - Externally, we are communicating with our families by means of social media, text messages, flyers, and e-mail blasts to let them know what is going on in their communities and to ensure that we are engaging our residents in the way that they want to be engaged.

Action Item: Staff will look at the possibility of providing refrigerator stickers that contains key numbers that the residents can use to contact RRHA for services.

- CEO Employment and Youth Leadership Academy
  - Staff is looking at the possibility of acquiring funding to turn the CEO Employment and Youth Leadership Academy program into a year-round jobs program for youth in RRHA's public housing communities.
- Introduction of Mike Kelly (Former CEO, Washington D.C. and Philadelphia Housing Authorities; former COO, New York City Housing Authority). Mr. Kelly will serve as RRHA's new Chief Operating Officer, Outside Consultant. He has served for approximately 40 years in public service.
  - Mr. Kelly has worked for approximately 40 years in public service.
  - He grew up in the mixed-finance world of creating affordable housing – mixed finance and mixed use and believes in supporting resident services, empowerment and employment. In addition, he will assist with the implementation of the TAG assessment.
- Five to Ten Year RRHA Strategic Plan
  - Staff will put together a five to ten year strategic plan for RRHA to include the Richmond Development Corporation (RDC).
- New Offices 600 East Broad Street
  - The contract has been signed by RRHA.
  - Staff will begin testing the various systems in the building.
- New Hybrid In-Office Work Policy– 600 East Broad Street.
  - A new mandatory hybrid work policy will be implemented when staff move into the 600 East Broad Street building. Staff will be required to work in the office three days with a two-day hybrid option.

Other Items:

- CEO Nesmith informed the Board that effective November 10, 2022, Ben Titter will be leaving RRHA as General Counsel. Senior Vice President and General Counsel Ben Titter thanked RRHA for the last 3 plus years. He said *"this is vital work and our mission is essential. Without stable housing, so many other things are affected. The experiences, the relationships and friendships that I've built is something that I will take with me for the rest of my life"*. Chair Hardiman thanked him for the great work that he has done for RRHA.
- Due to the upcoming Election Day holiday, the November 8<sup>th</sup> real estate committee meeting will need to be rescheduled.
- RRHA will be included in the W.O.R.T.H. grant.

**Committee Updates**

The *Real Estate and Community Development Committee* met on October 11, 2022. Vice President of Redevelopment Desi Wynter stated that the following item was discussed during the meeting.

- New process for receiving unsolicited proposals.
- Two Unsolicited proposals were received.
  - Jackson Ward.

- Nine Mile Road properties.
- o Master Development Agreement with The Richmond Group for Mosby.

The *Administration and Finance Committee* met on October 17, 2022. Vice President of Finance Shannon Sterling provided an update on the items that would have been discussed during the meeting.

- o FY 2023 Budget Presentation.
- o July 2022 Financials.
- o Closing Out FY 2021 Audit and Preparation of FY 2022 Unaudited Submission.
- o Agency Vacancies/Section 3 Hires.
- o IT Report.

The *Property Management Committee* met on October 12, 2022. Senior Vice President of Affordable Housing Kenya Green provided an update on the items that were discussed during the meeting.

- o Lease Enforcement.
- o Vacancies in Public Housing Communities.
- o Lease Ups.
- o HVAC Team for the Upcoming Heating Season.
- o Public Safety Update.
- o Capital Projects Update.
- o HCVP Homeownership Program.
- o Resident Services Programs.

The *Minority Contracting and Section 3 Committee* met on October 12, 2022. Vice President of Procurement and Contract Administration Art Walker provided an update on the items that were discussed during the meeting.

- o Overview of Section 3 Policies and Practices.
- o New Policy/Regulations/Challenges.
- o Demographics of Residents.
- o Success of STEM Program.
- o Next meeting date: November 9, 2022 – 5:30 p.m.

#### **Resolution(s)**

***Agenda Item No. 1*** – Resolution of the Richmond Redevelopment and Housing Authority to Approve the Authority-wide operating budget of \$104,784,448 for the Fiscal Year Ending September 30, 2023

**(22-42)** BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (the “Commissioners”) that the proposed operating budget for the fiscal year ending September 30, 2023 is reasonable and representative of the estimated operating income and expenditures associated with the operation of the Authority; and

BE IT RESOLVED that HUD has defined certain budgetary mandates related to Asset Management implementation including:

- ❖ Operating budgets developed for each Asset Management Project (AMP),
- ❖ AMP operating budgets must be approved by the public housing authority's Board before commencement of the fiscal year; however, the Board is not required to pass a resolution for each project budget, and
- ❖ The Board resolution must be filed at the local field office. (HUD-FORM 52574)

BE IT RESOLVED that funding sources for Richmond Redevelopment and Housing Authority includes the U. S. Department of Housing and Urban Development, the City of Richmond Virginia and other independent and private sources.

BE IT FURTHER RESOLVED that the FY 2023 operating budget is hereby approved and adopted.

***Motion: (Johnson/Jackson) Move to adopt Resolution #1***

**Motion Carried Unanimously**

**Adjournment**

There being no further business, the meeting adjourned at 7:43 p.m.

  
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Chairman

  
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Chief Executive Officer/Secretary