

**COMMISSIONERS' REGULAR ELECTRONIC BOARD MEETING**  
*November 16, 2022*

**Resolution(s) Passed:**

- 22-43 Resolution Approving Certain Master Development Agreements for Mosby Court and Authorizing the CEO to Execute and Deliver the Same
- MOTION:** (Johnson/Jackson) Move to adopt Resolution #1  
**VOTE: Aye:** Hardiman, Jackson, Johnson, Parker, Pitchford, Shelton  
**ABSTAIN:** None  
**ABSENT:** Blount
- 22-44 **Unsolicited Proposal from the "M" Companies – Jackson Place Lots**
- MOTION:** (Real Estate Committee) Move to authorize the CEO to enter into negotiations with the "M" Companies for the Jackson Place Lots  
**VOTE: Aye:** Hardiman, Jackson, Johnson, Parker, Pitchford, Shelton  
**ABSTAIN:** None  
**ABSENT:** Blount
- 22-45 Resolution approving a contract modification for Project Management Services between Richmond Redevelopment and Housing Authority and CHA Consulting, Inc. and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority
- 22-46 Resolution approving contracts for Roofing Repair and Replacement Services between Richmond Redevelopment and Housing Authority and Vertex Roofing Contractors, LLC and Integral Contracting, LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contracts on behalf of Richmond Redevelopment and Housing Authority
- 22-47 Resolution approving a contract for architectural and engineering services for the construction of Blackwell Senior Cottages between Richmond Redevelopment and Housing Authority and Baskerville and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- MOTION:** (Administration and Finance Committee) Move to adopt Resolutions #2 - #4  
**VOTE: Aye:** Hardiman, Jackson, Johnson, Parker, Pitchford, Shelton  
**ABSTAIN:** None  
**ABSENT:** Blount

MINUTES OF REGULAR ELECTRONIC MEETING  
OF THE COMMISSIONERS OF  
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY  
HELD VIA GOTOMEETING  
IN RICHMOND, VIRGINIA  
ON WEDNESDAY, NOVEMBER 16, 2022

**Board of Commissioners**

**In Attendance Via GoToMeeting:**

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

**Absent:**

Veronica Blount

**RRHA Staff**

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

Chair Barrett Hardiman called the meeting to order at 5:31 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 *October 19, 2022, Annual Meeting and October 19, 2022 Regular Board of Commissioner's Meeting* were approved.

***Motion: (Parker/Johnson) Move to adopt the Minutes from the  
October 19, 2022 Annual Meeting and October 19, 2022 Regular  
Board of Commissioner's Meeting***

**Motion Carried**

**Absent: Blount, Pitchford**

*Note: Commissioner Charlene Pitchford joined the meeting after the Minutes from the October 19, 2022 Annual Meeting and October 19, 2022 Regular Board of Commissioner's Meeting were voted on.*

**Citizen Information Period**

One citizen submitted a request to speak at the Board meeting; however, he did not join the meeting.

**Mosby**

J.J. Minor provided comments regarding the Mosby development project. He stated that the RTO, Mosby Tenant Council and community supports moving forward with this project as long as RRHA ensures that the following requirements are met: residents are

engaged in the overall planning process, one for one replacement of housing, available low-income and affordable housing, and minority participation.

### **Chair Updates**

Chair Hardiman did not have any updates to report on during this meeting.

### **CEO and Agency Updates**

Lease Enforcement Update:

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

- o Staff provided a briefing to City Council on November 7, 2022 regarding RRHA's lease enforcement efforts and resources that are needed to assist families with staying current on the rent.
- o Staff continues to encourage residents to sign up for repayment agreements.

Operational Efforts:

CEO Steven Nesmith provided the following comments and updates.

- o Board Committees Staffing:
  - The Community Outreach and Engagement Committee as well as the Minority Contracting and Section 3 Committee will be staffed. He informed the Board that due to a shortage of staff, there are not enough staff members to handle and support the addition of any new standing committees. He asked Chair Hardiman if he could refrain from adding any new board standing committees at this time.
- o Virginia Housing Commission:
  - CEO Nesmith attended the Virginia Housing Subcommittee meeting on Affordable Housing and discussed the new vision for RRHA and RDC.
- o Wells Fargo Wealth Opportunities through Homeownership W.O.R.T.H. Program Update:
  - RRHA submitted a proposal on Increasing the Capacity in Local Affordable Housing and Production Ecosystems for the Wells Fargo W.O.R.T.H. initiative. The proposal was accepted and RRHA now has the largest position in this initiative. This proposal will position the RDC to do a regional affordable housing initiative.
- o Calhoun Center Update:
  - RRHA is in the process of transferring the Calhoun Center to the City of Richmond. Staff continues to work with the City to ensure that the Authority can maintain and occupy some space at the Calhoun Center for ongoing initiatives.
- o 400 East Grace Street:
  - The ownership of the property at 400 East Grace Street will be transferred to RRHA effective December 31, 2022.

- A transition period has been established to allow RRHA to prepare a relocation plan for the 22 families, set up security for the building and put together a property management team to assist the residents in the building.
- HUD CARES Act Dollars – Passed Audit:
  - The CARES Act audit covered the periods of March 2020 – December 2021.
  - The review has been completed. HUD has removed any potential findings from the audit.
  - Staff is working on closing out the 2021 Audit.
- Henrico County Manager:
  - A meeting was held with the Henrico County Manager on November 3, 2022 to discuss regionalism.
  - Henrico County will invite RRHA to participate in their bi-weekly meetings to continue discussions on regionalism.
- Rebranding RRHA’s Brand and Image:
  - A brief update was provided on efforts to rebrand RRHA. Two videos were prepared to assist with RRHA’s rebranding efforts:
    - The Wells Fargo’s W.O.R.T.H. Initiative video focused on the new RRHA.
    - The Veterans Day announcement video focused on RRHA receiving additional VASH Veteran’s Vouchers to assist veterans.
- Presentation on TAG Organizational Assessment:
  - The implementation phase of the organizational assessment is underway.
  - The focus will be on asset management, development, benchmark reporting and performance reporting.
  - Protocols will be established to measure progress.

### **Committee Updates**

The *Real Estate and Community Development Committee* met on November 14, 2022. Vice President of Redevelopment Desi Wynter stated that the following items were discussed during the meeting.

- Resolution regarding The Richmond Group for the development of Mosby Court.
- Architect and Engineering services for the Blackwell Senior Cottages.
- “M” Companies Unsolicited Proposal for Jackson Place lots.

Discussion: Desi Wynter stated that approval of the unsolicited proposal from the “M” Companies authorizes the CEO to enter into negotiations with the “M” Companies for the Jackson Place Lots. If negotiations are successful, an MDA will be developed and brought back to the Board for approval. If negotiations are not successful, staff will inform the Board that negotiations were unsuccessful.

The *Administration and Finance Committee* met on November 15, 2022. A quorum was not established. Vice President of Finance Shannon Sterling provided an update on the items that would have been discussed during the meeting.

- o 2021 Close out of Audit.
- o Unaudited FDS Submission.
- o CARES Act.
- o HR Vacancy Report/Section 3 Hires.
- o IT Update.
- o Procurement Resolutions.

The *Property Management Committee* met on November 9, 2022. Senior Vice President of Affordable Housing Kenyatta Green provided an update on the items that were discussed during the meeting.

- o Lease Enforcement.
- o REAC Inspections.
- o Winter Fire Safety Tips.
- o Curb Appeal Initiative.
- o HCVP Self Certification as a High Performer for 2021-2022.
- o Violent Crime Stats.

The *Minority Contracting and Section 3 Committee* met on November 9, 2022. Vice President of Procurement and Contract Administration Art Walker provided an update on the items that were discussed during the meeting.

- o Discussions continues on completing a new Section 3 Policy.
- o Staff attended a subcontractor engagement event on November 1, 2022 hosted by J & G Workforce Development. The purpose of attending this event was to reach out and meet potential minority and Section 3 contractors.

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

***Agenda Item No. 1*** – Resolution Approving Certain Master Development Agreements for Mosby Court and Authorizing the CEO to Execute and Deliver the Same

(22-43) WHEREAS, on January 27, 2020, the Richmond Redevelopment and Housing Authority (“RRHA issued Request for Proposal 2019-15-A, a Co-Developer for Mosby Court South; and

WHEREAS, of all respondents evaluated, RRHA determined that The Richmond Group (“TRG”) was the most qualified respondent whose proposal offered the most favorable terms to RRHA, its participant families, and the Richmond community at large; and

WHEREAS, RRHA has negotiated an interim Term Sheets with Michaels, attached hereto as Exhibits A, which memorialize the parties’ agreement to the fundamental business terms concerned for the Mosby redevelopment; and

WHEREAS, in order to effect the redevelopment, the Chief Executive Officer and his designees have negotiated a Master Developer Agreements (“MDA”) with TRG which implement each and every term enumerated in each of the Term Sheets; and

WHEREAS, it is the desire of the Board that RRHA, through its CEO, to effect the redevelopment conversion and execute and administer the MDA.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA:

1. That TRG shall be selected as RRHA's developer-partner for the work described in the RFP, which selection shall be memorialized by the MDA; and
2. That the Board ratifies and approves of each of the terms provided for in the Term Sheets, attached hereto as Exhibits A; and
3. That the Board ratifies and approves the negotiation of MDA consistent with the terms of the Term Sheet, along with such other conditions and agreements as may be necessary or incidental to implementing such Term Sheets or to otherwise effect the redevelopment, all in the reasonable discretion of the Chief Executive Officer and her designees; and
4. That the Chief Executive Officer of RRHA is hereby authorized to execute the MDA without further action by this Board, and to deliver the same to TRG; and
5. That the Chief Executive Officer of RRHA is authorized to negotiate, execute, and deliver any such further or additional instruments as may be necessary or required to effect the redevelopment and to consummate the transactions contemplated in the Term Sheets and the MDA.

***Motion: (Real Estate Committee) Move to adopt Resolution #1***

**Motion Carried Unanimously**

**Absent: Blount**

**Unsolicited Proposal from the "M" Companies – Jackson Place Lots**

(22-44) Authorization for the CEO to enter into negotiations with the "M" Companies for the Jackson Place lots. If negotiations are successful, an MDA will be developed and brought back to the Board for approval. If negotiations are not successful, staff will inform the Board that negotiations were unsuccessful.

***Motion: (Real Estate Committee) Move to authorize the CEO to enter into negotiations with the "M" Companies for the Jackson Place Lots.***

**Motion Carried Unanimously**

**Absent: Blount**

***Agenda Item No. 2*** – Resolution approving a contract modification for Project Management Services between Richmond Redevelopment and Housing Authority and CHA Consulting, Inc. and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority

(22-45) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") entered into a Contract with CHA Consulting, Inc. on May 1, 2020 for Project Management Services ("the Services"); and

WHEREAS, RRHA and CHA Consulting, Inc. previously executed Contract Modification No. 1 on January 20, 2022 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 CHA Consulting. The total amount of the Contract Modification is not to exceed \$200,000.00

**Agenda Item No. 3** – Resolution approving contracts for Roofing Repair and Replacement Services between Richmond Redevelopment and Housing Authority and Vertex Roofing Contractors, LLC and Integral Contracting, LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contracts on behalf of Richmond Redevelopment and Housing Authority

**(22-46)** WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued an Invitation to Bid on July 21, 2022 for Roofing Repair and Replacement Services (“the Services”); and

WHEREAS, Vertex Roofing Contractors, LLC and Integral Contracting, LLC were the lowest responsive responsible bidders 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 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 Contracts between RRHA and Vertex Roofing Contractors, LLC and Integral Contracting, LLC. The total amount of each contract is not to exceed \$500,000.00.

**Agenda Item No. 4** – Resolution approving a contract for architectural and engineering services for the construction of Blackwell Senior Cottages between Richmond Redevelopment and Housing Authority and Baskerville and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

**(22-47)** WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued a Request for Qualifications on June 27, 2022 for architectural and engineering services for the construction of Blackwell Senior Cottages (“the Services”); and

WHEREAS, Baskerville was deemed the most qualified Firm for the S 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 Baskerville. The total contract amount is not to exceed \$189,070.00

**Motion: (Administration and Finance Committee) Move to adopt Resolutions #2 - #4**

**Motion Carried Unanimously**

**Absent: Blount**

**Commissioners Comments**

Vice Chair Bill Johnson thanked CEO Nesmith and staff for the initiatives and efforts that they are taking on. He said *"It's exciting. It's motivating. Things are moving, and I am really, really appreciative of his energy, his initiative and efforts. I just appreciate what I'm seeing, what I'm hearing, and I look forward to continued success for RRHA"*.

Commissioner Shelton thanked CEO Nesmith for his leadership and the staff for doing the work. She added that she is hearing from the residents that they are having better communication with the staff.

CEO Nesmith thanked the Commissioners for their comments. He acknowledged that he could have the vision, but without the team, there is no way that all of this could take place. He said *"I am proud of the team that we have"*. He also acknowledged Vice President of Real Estate Alicia Garcia and thanked her for the work that she put in to draft and re-draft RRHA's proposal for the W.O.R.T.H. initiative. He also recognized J.J. Minor and thanked him for participating and listening in on this meeting.

**Closed Session**

At 6:59 p.m., Chairman Hardiman 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 legal matters requiring the provision of legal advice, specifically matters related to Rental Demonstration projects that require, as permitted by Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act.*

**Motion: (Parker/Johnson) Move to go into Closed Session.**

**Motion Carried Unanimously**

**Absent: Blount**

At 7:41p.m., Commissioner Hardiman asked to come out of Closed Session and read the Certification of Closed Meeting.

***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.

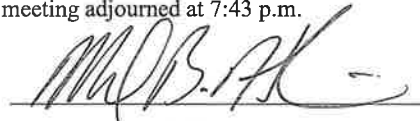
**Motion: (Pitchford/Jackson) Move to come out of Closed Session**

**Motion Carried Unanimously**

**Absent: Blount**

Adjournment

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



Chairman



Chief Executive Officer/Secretary