

MINUTES OF THE ELECTRONIC BOARD WORK SESSION  
OF THE COMMISSIONERS OF  
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY  
HELD VIA GOTOMEETING  
IN RICHMOND, VIRGINIA  
ON MONDAY, MARCH 20, 2023

**Board of Commissioners**

**In Attendance Via GoToMeeting:**

Barrett Hardiman, Chair  
W. R. "Bill" Johnson, Jr., Vice Chair  
Veronica Blount  
Kyle Elliott  
Eddie Jackson, Jr.  
Gregory Lewis  
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.

**Citizen Comment Period**

No citizens were scheduled to speak.

**Opening Comments**

CEO Steven Nesmith provided brief remarks regarding the Annual Plan Process. The purpose of this work session is to provide the Commissioners with an update on the FY 2023-2024 Annual Agency Plan. He thanked the staff who worked hard on putting together the draft plan.

**Presentation on the Annual Agency Plan**

Staff provided the following updates on the FY 2023-2024 Annual Agency Plan.

- The Annual Agency Plan outlines the agency's policies, programs, services and strategies it intends to operate during FY 2024 (October 1, 2023 – September 30, 2024).
- RRHA has been designated as a standard performing housing agency.

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### The Resident Advisory Board and Role.

RRHA has a Resident Advisory Board (RAB). This Board is comprised of public housing residents and housing choice voucher participants who represent the residents that RRHA serves.

### Revision of Plan Elements.

- Proposed Revision of PHA Plan elements include:
  - Statement of Housing Needs and Strategy for Addressing Housing Needs.
  - De-concentration and other Policies that Govern Eligibility, Selection and Admissions.
  - Financial Resources.
  - Operation and Management.
  - Homeownership Programs.
  - Safety and Crime Prevention.

### Summary of Changes to RRHA's Admission and Continued Occupancy Policy (ACOP).

- Updated protected classes.
- Replaced 504 Coordinator with Housing Compliance Officer.
- Updated annual reexamination section with current Rent Café and portal processes to complete the required annual reexamination.
- Victim updated to Survivor. Addition of VAWA complaint processing for the Office of Fair Housing and Equal Opportunity.
- PHAs are required to terminate or charge an alternative rent to families whose income exceeds the program maximum income limit for two consecutive years.

### Summary of Changes to RRHA's Administrative Plan for the Housing Choice Voucher Program.

- Added language regarding cyberbullying and intimidation via social media.
- Screening and Eligibility.
  - Added language regarding fugitive files, capias and pending court dates.
- Selection Method.
  - RRHA will accept a housing referral as a priority and preference for families/individuals who meet the homeless qualifications and are selected based on the Greater Richmond Continuum of Care Coordinated Entry process. If a family has not been identified within 5 business days of vacancy notification, RRHA will select the next family from the site-based waitlist.
- Live in Aide.
  - Occasional, intermittent, multiple, or rotating care givers typically do not reside in the unit and would not qualify as live-in aides. Therefore, an additional bedroom should not be approved for a live-in aide under these circumstances.

- Owner Initiated Rent Determination.
  - RRHA may approve larger rent increases if the owner provides sufficient documentation of significant property improvements or upgrades or increases in the amenities provided to tenants ADD: or if the tenant provides a self-certification of approval for the increase and agreement to increased rent payments, if necessary.
  - Properties under the Low-income Housing Tax Credit (LIHTC) program are exempt from the rent increase cap policy so long as the rent are in accordance with the LIHCT restrictions and regulations.
  
- Lease and Tenancy Addendum.
  - The property owner may collect a security deposit not to exceed an amount equal to two month's rent.
  - When the tenant moves out of the dwelling unit, the owner, subject to State or local law, may use the security deposit, including any interest on the deposit, in accordance with the lease, as reimbursement for any unpaid rent payable by the tenant, damages to the unit or for other amounts the tenant owes under the lease.

#### Homeownership.

- RRHA plans to construct houses on scattered lots owned by RRHA.

#### Safety and Crime Prevention

- RRHA's Public Safety department will obtain funding to initiate a Hope, Jobs and Security program to help reduce incidents of violent crime in RRHA's public housing communities.

#### New activities that RRHA plan to undertake.

- HOPE VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-based Assistance.
- Conversion of Public Housing to Project-based Project Rental Assistance or Project-based Vouchers under RAD.
- Occupancy by Over-income Families.
- Project-based Vouchers.
- Other Capital Grant Programs.

#### Progress Report:

- Reposition RRHA's Large Public Housing Communities.
  - Support our families' success.

- Expansion of STEM/Computer labs to all PH communities by December 2024.
- Develop existing strategic partnerships and cultivate new ones to advance RRHA's mission.

Affirmatively Furthering Fair Housing (AFFH):

- Furthering Fair and Equitable Housing – development of a Compliance Department to better assess and address Agency and client needs.
- Increasing Rental Housing Choices - Increase PBV units; recruiting new landlords.
- Attaining Homeownership - implementation of HCV Homeownership Program.
- Accessing High Opportunity Areas – re-establishing landlord briefings; continued collaboration with H.O.M.E.; entering MOU with Homeward.
- Enhancing Fair Housing Knowledge and Awareness.

Key milestone dates:

- March 30<sup>th</sup> – May 19<sup>th</sup> Public Review/Comment Period.
- April 3<sup>rd</sup> – Review of City's Consolidated Action Plan.
- May 18<sup>th</sup> – Public Meetings (12 noon – in-person and 5:30 p.m. virtual).
- June 21<sup>st</sup> – Board Approval.
- July 14<sup>th</sup> – Submission to HUD.

**Adjournment**

There being no further business, the meeting adjourned at approximately 6:57 p.m.

  
Chairman

  
Chief Executive Officer/Secretary