

**COMMISSIONERS' REGULAR BOARD MEETING**  
*April 19, 2023*

**Resolution(s) Passed:**

- 23-18            Resolution Approving the Submission of HUD's Section 18 Application for the Calhoun Family Investment Center
- MOTION:**    (Real Estate and Community Development Committee) Move to Adopt Resolution #1
- VOTE: Aye:** Blount, Elliott, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford, Shelton
- ABSTAIN:**   None
- ABSENT:**    None
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- 23-19            Resolution approving a contract modification Queue Kiosks between Richmond Redevelopment and Housing Authority and DynaTouch Corporation and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority
- MOTION:**    (Pitchford/Jackson) Move to Adopt Resolutions #2 as Amended to authorize the Chief Executive Officer to **negotiate and** execute the Contract Modification between RRHA and DynaTouch Corporation
- VOTE: Aye:** Blount, Elliott, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford, Shelton
- ABSTAIN:**   None
- ABSENT:**    None
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- 23-20            Resolution approving the renewal of the contract for Real Estate Program Management Services between the Richmond Redevelopment and Housing Authority and Baker Tilly US, LLP and authorizing the Chief Executive Officer, or his designee, to execute the Contract renewal on behalf of Richmond Redevelopment and Housing Authority
- MOTION:**    (Administration and Finance Committee) Move to Adopt Resolution #3
- VOTE: Aye:** Blount, Elliott, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford, Shelton
- ABSTAIN:**   None
- ABSENT:**    None

MINUTES OF REGULAR MEETING  
OF THE COMMISSIONERS OF  
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY  
HELD AT 600 EAST BROAD STREET  
IN RICHMOND, VIRGINIA  
ON WEDNESDAY, APRIL 19, 2023

**Board of Commissioners**

**In Attendance:**

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 meeting. In addition, she informed the Board that this will be the final time that these comments will be read at the board and committee meetings.

**Minutes**

The Minutes from the *March 15, 2023 Regular Board of Commissioner's Meeting* were approved.

***Motion: (Parker/Johnson) Move to adopt the Minutes from the  
March 15, 2023 Regular Board of Commissioner's Meeting***

**Motion Carried Unanimously**

**Absent: Shelton**

*Note: Commissioner Patrice Shelton arrived at the meeting at 5:41 p.m. after the minutes from the March 15, 2023 board meeting were voted on.*

**Citizen Comment Period**

Robert Lester addressed the Board of Commissioners to request parking accommodations for Club 533 and 3<sup>rd</sup> Street Bethel Church.

Joseph Jenkins addressed the Board of Commissioners to discuss parking for Club 533 and 3<sup>rd</sup> Street Bethel Church.

Jerry Gunter addressed the Board of Commissioners to discuss consideration of parking to help Club 533 and 3<sup>rd</sup> Street Bethel Church to stay in Jackson Ward.

**Chair Updates**

Chair Barrett Hardiman stated that it is great to have in-person board meetings again. He added that the in-person meetings are being implemented as a result of a change in law that happened last July. The General Assembly required that we put in place new policies for conducting in-person and hybrid board meetings.

For a Commissioner to participate in meetings remotely, he or she must notify the Chair of the Board, the Chair of the committee and the appropriate staff on or before the day of the meeting and specify why he or she is unable to attend the meeting in person. The request to participate remotely can be for a personal medical condition, a personal or permanent disability of a family member, a personal matter of if a member's principal resident is more than 60 miles away from the meeting location. A majority vote is required for approval of Commissioners or Committee members to participate remotely. Pursuant to the Board's Bylaws, Commissioners and Committee members may use the personal matter option for only two remote meetings held each calendar year.

In an effort to make the board meetings run more efficiently, Chairman Hardiman has been working with staff to streamline the board agenda. The CEO and Agency updates will consist of items that were not discussed during the committee meeting(s). The Senior Vice Presidents who staff each committee will provide a summary of the results of their committee meeting. The Chair of each committee will have the opportunity to add additional information to the staff's report.

He reminded the Board that RRHA is going through an audit by HUD. As the Chair of the Board, HUD requested to meet with him to discuss how the board is functioning.

**CEO and Agency Updates**

CEO Steven Nesmith provided the following updates:

Opioid/Fentanyl Crisis in Big 6 Communities. A meeting was held with various city agencies to discuss a plan to address this issue.

New Grant Writers. Two new grant writers, Tara Warman Wiley and Chandra Parker will be coming on board to assist with securing grants for various RRHA initiatives.

Jackson Place Lots Development. The contract with the developer for the Jackson Place lots will not be signed until a resolution to the parking situation has been resolved.

Emergency Housing Voucher Audit. HUD conducted an audit on RRHA's Emergency HCVP as part of the American Recovery Acts Funds. Four findings were noted. Staff have already started to take corrective action on these findings.

Action Item:

1. Staff should provide the board with a copy of the findings from the Emergency Housing Voucher Audit as well as a copy of the corrective action plan.

New General Counsel. George Martin will be the new General Counsel for RRHA and RDC. He will start officially next week and will step into that role at the May board meeting.

Mr. Martin provided the following comments. He said "*I have represented RRHA since 1984. I have always said that my absolute favorite client is RRHA. I believe in the mission, there are great people and am looking forward to functioning in a slightly different capacity*".

#### **Committee Updates**

The *Real Estate and Community Development Committee* met on April 11, 2023. Senior Vice President of Real Estate Darrell Davis provided an update on the items that were discussed during the meeting.

- o Sale of Jackson Place.
- o Disposition of Calhoun Center to the City of Richmond to operate as a recreation center.
- o Real Estate Departmental Report.

The *Administration and Finance Committee* met on April 17, 2023. Senior Vice President and Chief Financial Officer Fabio Spino provided an update on the items that were discussed during the meeting.

- o HUD Audit.
- o Nan McKay Services.
- o Financial Presentation.
- o Agency Vacancies.
- o Helpdesk.
- o DarkTrace Software.

The *Property Management Committee* met on April 12, 2023. Senior Vice President of Public Housing Charles Williams provided an update on the items that were discussed during the meeting.

- o Lease Enforcement.
  - Received Rent Relief Funding from DHCD.
- o Security Briefing. During 2022 , there were:
  - 14 homicides - 10 have been solved by use of the cameras.
  - 11 robberies – 2 have been solved by use of the cameras.
  - 94 aggravated assaults – 30 were solved by the use of the cameras, others were solved by witnesses.

#### Action Item:

1. Staff should have a discussion with the city to discuss ways to address traffic patterns in the Big 6 communities.

4560

The *Minority Contracting and Section 3 Committee* met on April 10, 2023. Contract Officer Derek Brooks provided an update on the items that were discussed during the meeting.

- o Section 3 Plan/Policies from other Housing Authorities.
- o Procurement Vendor Outreach.
- o STEM Program.
- o MBE Plan.

Action Item:

1. It was suggested that the Section 3 application be included in the welcome packet for public housing residents. Derek Brooks, Ralph Stuckey and Angela Fountain will meet to discuss this item and provide an update to CEO Nesmith.

The *Governance Committee* met on April 12, 2023. CEO Steven Nesmith provided an update on the items that were discussed during the meeting.

- o RTO Presentation.
- o RRHA's Role and Interaction with the RTO.

**Resolution(s)**

***Agenda Item No. 1*** – Resolution Approving the Submission of HUD's Section 18 Application for the Calhoun Family Investment Center

(23-18) WHEREAS, by Resolution 21-17 approved on October 19, 2021 the Board of Commissioners (the "Board") of Richmond Redevelopment and Housing Authority ("RRHA") previously approved RRHA to begin the process to submit an application to the U.S. Department of Housing and Urban Development ("HUD") required under Section 18 of the Housing Act of 1937 and its implementing regulations at 24 CFR Part 970 to transfer the Calhoun Family Investment Center (the "Property") to the City of Richmond (the "City").

WHEREAS, HUD regulation authorizing the disposition of RRHA-owned property requires, as part of the application process, that RRHA submit a Resolution to HUD by the Board of RRHA evidencing the Board's approval of the proposed disposition; and

WHEREAS, the Board received information regarding the disposition of the Property, including the location and condition of the property, the reasons for the disposition, and the partnership with the City reading the use of the Property; and

WHEREAS, RRHA intends to apply for HUD's approval to dispose of the Property; and

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves RRHA's disposition of the Calhoun Family Investment Center; and

BE IT FURTHER RESOLVED that the Board does specifically approve and authorize and authorize RRHA to submit a Section 18 Application to HUD for the disposition of the Calhoun Family Investment Center; and

BE IT FINALLY RESOLVED THAT, the Chief Executive Officer, or his designee, acting on behalf of RRHA, is authorized and directed to execute and deliver any and all documents necessary to carry out the intent of this Resolution,

including the Section 18 Application and its supporting materials, provided such documents are in a form acceptable to the Chief Executive Officer.

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

**Motion Carried Unanimously**

***Agenda Item No. 2*** – Resolution approving a contract modification Queue Kiosks between Richmond Redevelopment and Housing Authority and DynaTouch Corporation and authorizing the Chief Executive Officer, or his designee, to execute the Contract Modification on behalf of Richmond Redevelopment and Housing Authority

(23-19) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) entered into a Contract with DynaTouch Corporation on April 5, 2021 for Queue Kiosks (“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 **negotiate and** execute the Contract Modification between RRHA and DynaTouch Corporation. The total amount of the Contract Modification is not to exceed \$107,758.00.

***Motion: (Pitchford/Jackson) Move to adopt Resolution #2 as amended to authorize the Chief Executive Officer to negotiate and execute the Contract Modification between RRHA and DynaTouch Corporation.***

**Motion Carried Unanimously**

***Agenda Item No. 3*** – Resolution approving the renewal of the contract for Real Estate Program Management Services between the Richmond Redevelopment and Housing Authority and Baker Tilly US, LLP and authorizing the Chief Executive Officer, or his designee, to execute the Contract renewal on behalf of Richmond Redevelopment and Housing Authority

(23-20) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) entered into a Contracts with Baker Tilly US, LLP to provide Real Estate Program Management Services; and

WHEREAS, the Contract was entered into in an amount not to exceed \$1,200,000.00 for a period of two (2) years with the option to renew an additional term of one (1) year in the amount of \$600,000; and

WHEREAS, it is necessary for the Board of Commissioners of RRHA to take appropriate official action to approve the contract renewal and to authorize the Chief Executive Officer, or his designee, to execute the Contract renewal 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 exercise the one-year renewal option for Real Estate Program Management Services with Baker Tilly US, LLP. The renewal will be for a total of \$600,000.00 and the contract will have a new value not to exceed \$1,800,000.

4562

**Motion: (Administration and Finance Committee) Move to  
adopt Resolution #3**

**Motion Carried Unanimously**

**Other Item**

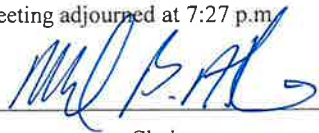
Chairman Hardiman reminded the Commissioners that the Open House in the Village Scholarship event will be held on July 27, 2023. He encouraged the Commissioners to support this event by means of donations to assist the students with their college tuition.

**Adjournment**

There being no further business, the meeting adjourned at 7:27 p.m.



Chief Executive Officer/Secretary



Chairman