

# RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

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October 12, 2023, Minutes of the Electronic Property Management and Assisted Housing Board Committee Meeting

## Attendance

**Commissioners:** Chair Of The Board Commissioner Barret Hardiman; Vice Chair of the Board Bill Johnson Jr.; Chairperson of the Property Management and Assisted Housing Committee Commissioner Charlene Pitchford;

**Committee Members:** Joy Robinson

**Staff:** Steven Nesmith, Chief Executive Officer (CEO); Kenyatta Green, Senior Vice President of Affordable Housing (SVP); Charles Williams, Vice President (VP) of Public Housing; Calandra Trotter, Assistant Vice President of Housing Compliance; Angela Fountain , Vice President of Communications; Joe Sarver , Vice President of Central Maintenance; Pamela Kearney Operations Zone Manager; Shakeenah Davis Executive Administrative Assistant Tiana Parker Executive Administrative Assistant.

The “in person” meeting of Property Management and Assisted Housing Board Committee began at 5:30p.m. at 600 E Broad Street with use of a video conferencing platform in Richmond, Virginia.

## **A. Opening Comments**

Commissioner Pitchford opened the meeting with formal greetings to all Board members and staff.

## **B. General Council Comments**

Quorum was not established due to not having enough members to vote.

## **C. Approval of Minutes**

September 14, 2023, minutes were not approved by board members.

## **D. Action Items Follow up.**

### **1. Lease Enforcement**

SVP Kenyatta Green stated as of month of October 9<sup>th</sup>, there was a total of 1,603 families, with people, about \$51 or more. It is a decrease of about 44 families already from the month of September. Our age receivable balance was approximately 2.6 million, which was an increase of about 148,000. We do not have an update on our cases, but we are resuming sending out late notices and case updates for this month, so we'll have a more comprehensive update on court cases with the next review in November.

## **B. New Business**

### **1.) Maintenance ION Radio Demonstration**

VP Charles Williams gave a demonstration of how the radio operates and stated t's a state-of-the-art communication device allowing staff to communicate with each AMP throughout the city. Staff will be able to close out work orders as well as taking before and after photos of the work order request. All work orders will be assigned to Yardi. Staff will be able to clock in when the work order repair has started and when they are finished with the task. Notes and materials that are used will be noted by the mobile device. Staff will be trained on how to use the device.

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## **2.) 2024 HCVP Payment**

SVP Kenyatta Green stated the payment standards is typically what drives the tenant payment for the Housing Choice Voucher Program. Our payment standards will again be based on 110% of the fair market rents.

This is an average increase of \$237 which is great for our families because it gives them an opportunity to get into better housing .

## **3.) Closing Remarks**

### **A. Next Meeting**

**January 11, 2023**