

COMMISSIONERS' SPECIAL VIRTUAL BOARD MEETING

July 29, 2024

Resolution(s) Passed:

- 24-22 Resolution authorizing the Richmond Redevelopment and Housing Authority's Chief Executive Officer, or His Designee, to Execute an Amendment to the Disposition and Development Agreement with the Better Housing Coalition and Richmond Affordable Housing

MOTION: (Parker/Broidy) Move to Adopt Resolution #1
VOTE: Aye: Broidy, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott*, Hardiman

**Note: Counsel Gerald Carter did not realize that Commissioner Kyle Elliott had joined the virtual meeting when the vote was taken for Resolution No. 1.*

- 24-23 Resolution approving the renewal of the contract for Electrical Infrastructure Emergency Repairs between the Richmond Redevelopment and Housing Authority and Matthews Power LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

MOTION: (Johnson, Jackson) Move to Adopt Resolution #2
VOTE: Aye: Broidy, Elliott, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Hardiman

- 24-24 Resolution authorizing the Chief Executive Officer, or His Designee, of the Richmond Redevelopment and Housing Authority to negotiate and Execute Job Order Contracts for all RRHA Public Housing Communities

MOTION: (Pitchford/Parker) Move to Adopt Resolution #3
VOTE: Aye: Broidy, Elliott, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Hardiman

- 24-25 Resolution approving and recommending adoption of the Richmond Redevelopment and Housing Authority's Travel Policy

MOTION: (Broidy/Lewis) Move to Adopt Resolution #4
VOTE: Aye: Broidy, Elliott, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Hardiman

- 24-26 Resolution approving the Business Terms for the Development of Multiple Lots located on Nine Mile Road in the City of Richmond, Virginia

MOTION: (Pitchford/Johnson) Move to Adopt Resolution #5
VOTE: Aye: Broidy, Elliott, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Hardiman

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24-27

Resolution approve and recommending adoption of the Richmond
Redevelopment and Housing Authority's Record's Management Policy

MOTION: (Pitchford/Broidy) Move to Adopt Resolution #6

VOTE: Aye: Broidy, Elliott, Jackson, Johnson, Lewis, Parker, Pitchford

ABSTAIN: None

ABSENT: Blount, Hardiman

MINUTES OF THE SPECIAL VIRTUAL MEETING
OF THE COMMISSIONERS OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD VIA GOTOMEETING
IN RICHMOND, VIRGINIA
ON MONDAY, JULY 29, 2024 AT 5:30 P.M.

Board of Commissioners

In Attendance Via GoToMeeting

W. R. "Bill" Johnson, Jr., Chair
Dyanne Broidy
Kyle R. Elliott
Edward L. Jackson, Jr.
Gregory Lewis
Harold Parker
Charlene Pitchford, Vice Chair

Absent:

Veronica Blount
Barrett Hardiman

RRHA Staff:

Steven Nesmith, Chief Executive Officer
Mike Kelly, Chief Operating Officer
Kim Cole, Chief of Staff
Precious Faust, Senior Vice President and Chief Financial Officer
Sherrill Hampton, Senior Vice President of Real Estate and Community Development
Marty Harrison, Vice President of Public Safety
Pamela Kearney, Assistant Vice President of Property Management
Alfonzo Mathis, Deputy Director of Communications and Public Relations
Colene Orsini, Assistant Vice President of Procurement and Contract Administration
Christie Smith, Vice President of Homeownership
Jessica Hardin, Vice President of Human Resources
Reed Johnson, Deputy Director of Human Resources
Theodore Reynolds, Assistant Vice President of Public Safety
DJ Mulkey, Deputy Director of Real Estate and Community Development
Joe Sarver, Assistant Director of Maintenance Operations
Calandra Trotter, Assistant Vice President of Housing Compliance
Tonise Webb, Associate Lead Counsel
Charles Williams, Vice President of Public Housing

Counsel

George Martin, Lead Counsel
Gerald Carter, Counsel

Call to Order

Chair W. R. "Bill" Johnson called the meeting to order at 5:30 p.m. A quorum was established.

Citizens' Comment Period

No citizens were signed up to speak.

Chair Updates

Chair W. R. "Bill" Johnson informed the Commissioners that the board and committee meetings for the month of August 2024 are being cancelled. This will provide staff with an opportunity to catch up on assignments that there are working on.

CEO and Agency Updates

Introduction of New Senior Vice President of Real Estate and Community Development. CEO Nesmith introduced Sherrill Hampton as the new Senior Vice President of Real Estate and Community Development. Ms. Hampton thanked the Commissioners for the opportunity to work on the RRHA team.

Homeownership Initiative Partnership Updates. Assistant Vice President of Homeownership Christie Smith stated the homeownership partnership initiative is underway. RRHA is partnering with the City of Richmond, Peoples Advantage Federal Credit Union and Southside Community Development and Housing Corporation on this initiative.

Compassion Action Initiative and Outreach Strategy to Connect with Residents to Sign Up for Repayment Agreements. CEO Nesmith reported that the initiative to get residents to sign up for repayment plans is underway. Various means of communication is being used to help inform residents of this initiative. The campaign will end on August 31, 2024. Councilwoman Cynthia Newbille thanked staff and the Commissioners for undertaking this strategy to allow RRHA residents to come current on their rent and for working collaboratively with council on this initiative.

Church Hill Holdings, LLC Business Terms for the Development of Nine Mile Lots and the "Sprout School"

Toby Desch, Director of Community Relations and Redevelopment for Church Hill North Holdings, LLC, provided a brief update on the development of the Nine Mile lots. This project will consist of a high-quality childcare center, 30 apartments and a Sprout School. The Sprout School will be a great addition to the East End Community providing childcare and early education for children in the community. In addition, ten single family homes are also being proposed as part of the development. The buyers will be sourced through the RRHA's Homeownership Program. Councilwoman Newbille offered her support for the Church Hill Holdings Project.

Resolutions:

Agenda Item No. 1 – Resolution authorizing the Richmond Redevelopment and Housing Authority's Chief Executive Officer, or His Designee, to Execute an Amendment to the Disposition and Development Agreement with the Better Housing Coalition and Richmond Affordable Housing

(24-22) WHEREAS, Richmond Redevelopment and Housing Authority ("RRHA"), Richmond Affordable Housing (the "Developer") and Better Housing Coalition (the "Sponsor") previously entered into a Disposition and Development Agreement (the "Development Agreement"), dated April 26, 2021; and

WHEREAS RRHA, Developer, and Sponsor now desire to amend the Development Agreement, as more particularly described in that certain "First Amendment to Disposition and Development Agreement" attached hereto as Exhibit A (the "First Amendment").

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

1. The terms provided in the First Amendment are hereby authorized, approved, adopted, ratified, and confirmed in all respects.
2. The Chief Executive Officer, Steven Nesmith, or his designee, is authorized to negotiate, finalize, and approve the terms and conditions of the First Amendment.
3. The Chief Executive Officer, Steven Nesmith, or his designee, is authorized to negotiate, finalize, execute, and deliver any other documents reasonably necessary to complete RRHA's obligation under the First Amendment.
4. The Chief Executive Officer, Steven Nesmith, or his designee is hereby authorized and empowered to take any action in connection with the First Amendment and the transactions contemplated therein, all other exhibits, agreements, certificates, and documents to be executed in connection with the First Amendment and this resolution.
5. The Chief Executive Officer, Steven Nesmith, or his designee is hereby authorized and directed to take any and all further actions, not inconsistent herewith, which may be necessary or desirable, to carry into effect the purpose and intent of this resolution.

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

Motion Carried Unanimously

Absent: Blount, Elliott*, Hardiman

**Note: Counsel Gerald Carter did not realize that Commissioner Kyle Elliott had joined the virtual meeting when the vote was taken for Resolution No. 1.*

Agenda Item No. 2 – Resolution approving the renewal of the contract for Electrical Infrastructure Emergency Repairs between the Richmond Redevelopment and Housing Authority and Matthews Power LLC and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-23) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") entered into a Contract with Matthews Power LLC and;

WHEREAS, the Contract was initially entered into on June 2, 2021, in an amount not to exceed \$202,125.00 for a two-year period with the option to renew for three (3) additional one-year periods;

WHEREAS, the contract was subsequently renewed in June 2023 for an amount not to exceed \$303,187.00 for the initial three-year period, and

WHEREAS, the Board of Commissioners of RRHA must take appropriate official action to approve the contract award and to authorize the Chief Executive Officer, or his designee, 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 second-year contract renewal for Electrical Infrastructure Emergency Repairs. The contract will be for a total of \$404, for one year.

Motion: (Lewis/Blount) Move to adopt Resolution #2**Motion Carried Unanimously****Absent: Blount, Hardiman**

Agenda Item No. 3 – Resolution authorizing the Chief Executive Officer, or His Designee, of the Richmond Redevelopment and Housing Authority to negotiate and Execute Job Order Contracts for all RRHA Public Housing Communities

(24-24) WHEREAS, as part of the Richmond Redevelopment and Housing Authority's ("RRHA") ongoing efforts to improve and maintain its public housing community for its residents, RRHA has determined it to be advisable and in the best interests of RRHA to contract with multiple third parties using job order contracting to provide capital improvements including, but not limited to, roofing, doors and windows, painting, flooring, site improvements, and general repairs; and

WHEREAS, job order contracting is a procurement method of obtaining a contractor to perform work as needed using the prices, quantities, and specifications in an established unit price book or price list and is a quick and efficient method of executing contracts for renovations, repairs, and maintenance, which RRHA has utilized in the past; and

WHEREAS, RRHA desires to execute job order contracts that shall not exceed \$1,000,000 for each contract and a total of \$10,000,000.00 for all job order contracts in accordance with the Virginia Public Procurement Act §2.2-4303.2 recently updated July 1, 2024; and

WHEREAS, the board of commissioners (the "**Board**") has determined it to be advisable and in the best interests of the RRHA to enter into job order contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF RRHA THAT:

- I. The Chief Executive Officer (the "**CEO**"), Steven Nesmith, or his designee, is hereby authorized to negotiate, finalize, and approve the terms and conditions of the job order contracts for all RRHA public housing communities, including the senior sites, on an as-needed basis.
- II. The CEO, or his designee, is hereby authorized, on behalf of RRHA, to execute and deliver job order contracts for all RRHA public housing communities, including the senior sites, on an as-needed basis.

Motion: (Parker/Blount) Move to adopt Resolution #3**Motion Carried Unanimously****Absent: Blount, Hardiman**

Agenda Item No. 4 – Resolution approving and recommending adoption of the Richmond Redevelopment and Housing Authority's Travel Policy

(24-25) WHEREAS, Richmond Redevelopment and Housing Authority ("RRHA"), with input from the Governance Committee of the Board of Commissioners, and in accordance with relevant law and regulation, revised RRHA's Travel Policy as more particularly shown in Exhibit A, attached hereto; and

NOW, THEREFORE, BE IT RESOLVED that RRHA's Board of Commissioners, believing the revised Travel Policy is prudent, approves and recommends that RRHA, by and through its Chief Executive Officer, adopt the revised Travel Policy.

Motion: (Lewis/Broidy) Move to adopt Resolution #4**Motion Carried Unanimously****Absent: Blount, Hardiman**

Agenda Item No. 5 – Resolution approving the Business Terms for the Development of Multiple Lots located on Nine Mile Road in the City of Richmond, Virginia

(24-26) WHEREAS, Church Hill North Holdings, LLC (“Developer”) submitted a proposal to the Richmond Redevelopment and Housing Authority (“RRHA”) for the development of RRHA-owned lots located on the 2700 and 2800 block of Nine Mile Road (the “Nine Mile Lots”) in Richmond, Virginia; and

WHEREAS, Developer proposed a multi-story building on the 2700 block of Nine Mile Road containing an early childhood education facility on the ground floor and residential units on the floors above; and

WHEREAS, Developer proposed a mix of market rate and low-to-moderate income townhouse-style apartments, with the option to pivot to single-family homeownership units on the 2800 block of Nine Mile Road; and

WHEREAS, RRHA accepted Developer’s proposal and negotiated business terms, as more particularly described in the “Term Sheet” dated July 19, 2024, and attached hereto in **Exhibit A**, to be incorporated into a Master Development Agreement and/or Development Services Agreements in the future.

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

1. The term sheet is hereby approved, adopted, ratified, and confirmed in all respects; and
2. The Chief Executive Officer, Steven Nesmith, or his designee, is hereby authorized to negotiate, finalize, and approve the term sheet, as particularly described and attached hereto in Exhibit A; and
3. The Chief Executive Officer, Steven Nesmith, or his designee, is hereby authorized to execute and deliver the term sheet to Developer with the finalized Master Development Agreement to come back before the Board of Commissioners to review and approve in the future.

Motion: (Pitchford/Jackson) Move to adopt Resolution #5**Motion Carried Unanimously****Absent: Blount, Hardiman**

Agenda Item No. 6 – Resolution approve and recommending adoption of the Richmond Redevelopment and Housing Authority’s Record’s Management Policy

(24-27) WHEREAS, Richmond Redevelopment and Housing Authority (“RRHA”) in accordance with relevant law and regulation, revised RRHA’s Record’s Management Policy as more particularly shown in Exhibit A, attached hereto; and

NOW, THEREFORE, BE IT RESOLVED that RRHA’s Board of Commissioners, believing the revised Record’s Management Policy is prudent, approves and recommends that RRHA, by and through its Chief Executive Officer, adopt the revised Record’s Management Policy.

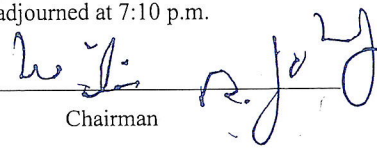
Motion: (Jackson/Blount) Move to adopt Resolution #6

Motion Carried Unanimously

Absent: Blount, Hardiman

Adjournment

There being no further business, the meeting adjourned at 7:10 p.m.


Chairman


Chief Executive Officer/Secretary