

MINUTES OF THE MEETING OF THE
PROPERTY MANAGEMENT AND ASSISTED HOUSING
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT 600 EAST BROAD STREET, 5TH FLOOR
IN RICHMOND, VIRGINIA
ON THURSDAY, JULY 10, 2025, 5:30 p.m.

Attendees

Commissioners

Charlene Pitchford, Vice Chair
Dyanne Broidy
Barrett Hardiman

Commissioners attending virtually:

Eddie L. Jackson, Jr.

RRHA Staff

Steven Nesmith- Chief Executive Officer
Corey Franklin, Senior Vice President of Affordable Housing
Fatimah Smothers- Hargrove- Vice President of TSO and HCVP
Don Mullins, Vice President of Capital Projects.
Charles Williams- Vice President of Public Housing
Tiana Frink-Parker, Assistant Vice President of Public housing Operations ~ virtual
Theodore Reynolds, Assistant Vice President of Public Safety ~ virtual.
Ralph Stuckey, Vice President of Resident Services ~ virtual.
Tonise Webb, Associate Lead Counsel and Chief Compliance Officer
Patrick Baisi, Associate Lead Counsel
Leondra Brown-Turner, Public Safety Office
Monte Gale, Public Safety Program Analyst
Dasmyne Harrison, Executive Administrative Assistant.
Felica Walker, Executive Administrative Assistant

Call To Order

Vice Chair Pitchford called the meeting to order at 5:40 p.m. A quorum was not established.

Remote Participation

Commissioner Eddie Jackson, Jr., participated in the July 10, 2025, Property Management Committee Meeting outside of Richmond, Virginia due to personal reasons.

Motion (*Hardiman/Broidy*) to allow Commissioner Eddie Jackson, Jr., to participate remotely. He is on personal business, out of the state.

Vote: Pitchford, Hardiman, Broidy.

Motion Carries unanimously.

Approval of the Minutes

Approval of the March 13, 2025, Property Management Meeting Minutes.

Motion (*Hardiman/Broidy*) to approve the March 13, 2025, Property Management Meeting Minutes.

Vote: Pitchford, Jackson, Broidy, Hardiman.

Motion carries unanimously.

Citizens' Comment Period

No citizens were signed up to speak.

New Business

Compliance Update – Ms. Trotter is doing monthly audits based off the 14 indicators to keep the SEMAP high-performer rating. For the month of May the score was 90% which still maintains the high-performer rating.

IMS-PIC Fatal Errors Cleanup Update – Mr. Corey Franklin spoke about how the IMS-PIC is being done and they are in the process of cleaning up any fatal errors that were not accepted by HUD. At the start of this there were 1,084 fatal errors and those have been reduced by 50% at the last update.

Public Housing File Audit – File reviews have begun and at the next committee meeting a report will be provided. Training of the staff has already been implemented and will be ongoing every month going forward to ensure that the staff is well trained to ensure we are in compliance and efficient.

Low-Income Public Housing update – Mr. Charles Williams expressed the great job that the staff has done with filling vacancies and improving occupancy.

Occupancy & Vacancy Reduction Update -- He talked about the barriers they have to face, one being that Gilpin Court is the oldest infrastructure on the east coast. They are using JOC contractors, mom and pop contractors, etc., everything possible is being done to occupy units. Another barrier is that there have been 233 move ins, 92 transfers and 219 move outs which is essentially a one for one wash. The goal is 98% occupancy.

Gilpin Court: 781 units, 708 occupied -- 91% occupancy rate.

Hillside Court: 402 units, 382 occupied -- 96% occupancy rate.

Whitcomb Court: 441 units, 414 occupied – 94% occupancy rate.

Fairfield Court: 447 units, 429 occupied – 96% occupancy rate.

Mosby Court: 458 units, 432 occupied – 96% occupancy rate.

Dove 1&2: 38 units with 93% and 88% occupancy rates.

Senior Cottages: 71% occupancy rate.

Fay amp and senior amps/Stonewall amp: 98% and 89% occupancy rate.

Overall occupancy rate of 94.3%.

Public Housing Monthly KPI Update – A monthly report will be generated based off of key performance indicators such as workorders, occupancy, financials, lease enforcement, etc. Mr. Williams gave data concerning these key areas.

HUD modernization – 94.3% if they are approved it will be at 96% agency wide.

Rent Collection – Improvements are needed in this area. It is currently at 49% overall with this value being due to a lot of residents not having paid rent in years and lease enforcement is being aggressively enforced.

Workorders – The month of April there were 2,107 open workorders with an addition 3,470 workorders received for a total of 5,577 workorders agency wide that need to be deal with. A report is generated every 2 weeks with a breakdown that goes to the COO of the progress of vacancy reduction and is broken down by contractors.

Housing Choice Voucher Update – Current utilization is 96%. We are expending out of the budget authority 110%. There are 168 new vouchers out still searching, with some set to

expire at the end of the month. Recertification is very important for this process. Current recertification rate is 97% with the internal goal being 98%. Reimbursement fees are being issued and last month \$17,000 in incentives to landlords were paid out. A renter education program is being launched and also programs to acquire new landlords and also to help keep the present landlords. Funding given by HUD is based on utilization.

Capital Funding Update – Mr. Mullins gave the updates and says things are moving along.

700 S. Lombardy – 70% complete with 13 units completed and within the next 2 weeks the other wing will be completed by August 1st. Residents will begin to move back to the first floor.

Stonewall – 20% complete. People will be moving out of the 5th floor by July 14th, and the 6th floor has been walked through and a punch list created.

1611 & 3900 – 1611 will be used as the hotel building with the goal to have 3900 completely empty which will increase the timeline to complete.

1200 Decatur & Fox Manor – The scope will be ready by August 1st. Some modifications were needed and solicitations are on the way.

Mr. Mullins expressed that things have been learned from the first four buildings which will help in the remaining two buildings.

Resident Services Update

Mr. Ralph Stuckey spoke about the CEO's Youth Employment Academy and how that is going for the summer. There will be a village celebration recognizing students that will be going off to college as well as the stem program. There have been over 100 kids employed from our communities over the summer and they are hosting from the YES program as well. This is a really good experience for the kids and they are very excited about this. There will also be a National Night Out on Tuesday, August 5th and everyone is encouraged to participate.

Public Safety Update – The enforcement strategy spring-summer 2025 is ongoing and there are several events that will be happening to inform residents that efforts are being made to keep residents safe. Sentry Force is continuing barrment notices and they continue to work with RPD in regards to identifying hot spots in the communities. Monthly updates will continue.

There was one homicide in the month of June that was not an RRHA resident. Three search warrants were executed in the month of June (2 in Fairfield and 1 in Gilpin). Due diligence will continue to make sure residents are safe and also the “see something, say something” initiative will continue. Discussion was also had concerning the youth programs and if the kids have a safe space to go since the Calhoun Center has closed. Follow-up with Parks and Rec will be done.

Closing Remarks

CEO Nesmith expressed that in the fall all the new things that have been implemented will be reviewed to see what needs to be done, or not done, or improved.

Next Committee Meeting

The next Property Management Committee Meeting will be held in September and from that point on the meetings will be held every other month.

Adjournment

With no further business to be discussed Chair Pitchford adjourned the meeting at 7:10 p.m.