MINUTES OF THE MEETING OF THE
ADMINISTRATION AND FINANCE COMMITTEE OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
ON MONDAY JUNE 29, 2026, 5:30 p.m.

Committee Members in Attendance:
Harold Parker, Jr.
Marika McCray
Charlene Pitchford

Commissioners Attending Virtually:
Eddie Jackson, Jr.

RRHA Staff:
Steven Nesmith, Chief Executive Officer
David Rekas, Senior Vice President, Chief Financial Officer
Mike Kelly, Chief Operating Officer ~ virtual
Kimberly Cole, Chief of Staff
Sherrill Hampton, Senior Vice President of Real Estate
Tonise Webb, Associate Lead Counsel & Chief Compliance Officer
Patrick Baisi, Associate Counsel
Jessica Clarke, Vice President of Human Resource ~ Virtual
Mervyn Mitchell, Vice President of IT and Cyber Security Engineer
Kevin Hunter, Assistant VP of IT and Microsoft Solutions
Colene Orsini, Vice President, Procurement & Contract Administration
Sherri Thompson, Senior Treasurer Manager ~ virtual
Sherif Tawadrous, Senior Finance & Accounting Reporting Manager
Pamela Thompson, Executive Assistant to the Sr. Vice President, CFO

Call To Order

Vice Board Chair Harold Parker called the June 29, 2026, Administration and Finance Committee Meeting to order at 5:32 p.m. and a quorum was established.

Approval of Minutes

- May 27, 2026, Regular Meeting

Motion (*Pitchford/McCray)* to approve the May 27, 2026, minutes of the Administration & Finance Committee Meeting. Motion carries unanimously.

Citizens Comment Period

No citizens signed up to speak at the June 29, 2026, meeting.

New Business

Steven Nesmith stated that the committee would address only two new business items: the FY2025 audited financial presentation by Allan Kitchen of Rubino & Company and two related resolutions. All other new business items—the 2026 financials, agency-wide vacancy position and Section 3 hires report, IT report, and procurement planning reports—would be deferred to the next Administration & Finance Committee meeting. He then asked CFO David Rekas to introduce Allan Kitchen and noted that the audit presentation was expected to include positive news.

FY2026 Audited Financials -- Allan .Kitchen of Rubino summarized the FY2025 audit results, explaining that the audit had a qualified opinion only because the Virginia Retirement System pension and OPEB data were unavailable before RRHA's HUD filing deadline. He emphasized that this issue was outside RRHA's control and that the rest of the audit was clean, with no compliance issues, internal control findings, material weaknesses, or significant deficiencies. He noted RRHA's "true" unrestricted cash was about $5 million, not the $13 million shown in the statements, because much of the cash is restricted to specific programs. He also reported that pension/OPEB liabilities improved substantially, HUD operating revenue increased largely due to voucher funding, net position improved by about $2.3 million, and the major federal programs reviewed had no findings. Commissioners asked clarifying questions about unrestricted cash, depreciation, operating loss, and the qualified opinion, and staff praised the finance team and auditors for improved processes and strong audit results.

Reports

CEO Nesmith advised all reports will be given at the July meeting.

Resolutions

2026-22 **Acknowledging the Submission of the Independent Auditor's Report for the Fiscal Year Ended September 30, 2025, by Rubino & Company.**

Discussion

David Rekas advised that the resolution was put together before the submission due date which is tomorrow. The submission was actually done last Friday, so it has been completed.

Motion *(Pitchford/McCray)* to send Resolution 2026-22 to the full board for approval.
Motion carries Unanimously.

2026-23 **Approving Armed Security Services and Authorizing participation in a Cooperative Procurement Agreement with Portsmouth Redeveloping and Housing Authority (PRHA).**

Discussion

Marika McCray asked whether the security contract related to senior sites or another purpose. Colene Orsini explained that the contract with Sentry Force covers patrol services for all RRHA properties and is only for a six-month period. She said RRHA plans to issue a new solicitation after the new senior vice president of LIPH and vice president of public safety are onboard and after the agency's property safety plan is completed. Steven Nesmith added that security is fully staffed for current needs, with at least two armed officers assigned to each of the "Big Six" sites and additional officers deployed based on crime hot spots in coordination with Richmond Police. He also previewed upcoming safety initiatives, including a new head of security, active-shooter training for employees, revised deployment strategies, and potential policies on towing and unauthorized dogs. Colene clarified that security coverage is currently staffed 16 hours per day on a rotating schedule.

Motion *(McCray/Parker)* to send Resolution 2026-23 to the full board for approval.
Motion carries Unanimously.

Adjournment

As there was no further business to discuss Vice Board Chair Parker adjourned the meeting at 6:26 p.m.