

MINUTES OF THE PROPERTY MANAGEMENT AND ASSISTED HOUSING BOARD
COMMITTEE MEETING
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT 600 EAST BROAD STREET
IN RICHMOND, VIRGINIA
ON THURSDAY, May 9, 2024, 5:30 P.M.

Attendees

Commissioners

Charlene Pitchford, Vice Chair of the Board/Chair of Property Management & Assisted Housing Committee
Edward Jackson Jr., Commissioner

RRHA Staff

Steven Nesmith, CEO
Kenyatta Green, SVP of Affordable Housing
Tonise Webb, Associate Lead Counsel & Chief Compliance Officer
Ralph Stuckey, VP of Resident Services.
Marty Harrison, VP of Public Housing
Calandra Trotter-Assistant VP of Compliance
Alicia Garcia, VP of Real Estate
Colene Orsini, VP of Procurement.
Precious Washington, Senior VP of Finance
Angela Fountain, VP of Public Relations
Christie Smith, Assistant VP Coordinator of Homeownership
Tiana Parker, Executive Administrative Assistant of Affordable Housing

Call To Order

Vice Chair Pitchford called the meeting to order at 5:30 p.m. A quorum was not established.

Approval of Minutes, April 11, 2024

Minutes from the April 11, 2024, meeting could not be approved as there was not a quorum established.

Citizens' Comment Period

Ms. Patrice Shelton signed up to speak and wanted to express her appreciation as a citizen for the work that is being done for the residents and youth and to also say how great the VAHCDO conference was.

Old Business

Lease Enforcement, Kenyatta Green

Aged Receivables:

- Month of May: 1,610 families with a balance of \$51.00 or more with a total of \$3.2 million dollars.
 - 94% rent and repayment agreements.
 - 2% excess utilities.
 - 1% maintenance charges.
- CEO Nesmith has put together a team to address the aged receivables amount and a proposal called Compassion Action Initiative is being put in place to help with prevention and mitigation of lease enforcement for all public housing residents.

Towing of Vehicles/New Policy, Kenyatta Green

- A draft policy has been drawn up (provided in your packet). The purpose for this is to establish rules and regulations for towing of vehicles. It is being brought back to the committee for any further feedback before a final policy is completed.
- Work is being done with Seibert's Towing to place signage on the properties with pertinent information to residents regarding proper parking areas and phone numbers needed if your car is towed.
- Sentry Force security team will be working on weekends to continue the enforcement of proper parking areas.
- Hoping to roll this new policy out in early summer.
- Going forward having new resident orientations will be revisited but for now at all lease signings residents are advised of the parking procedures and towing policy/enforcement.

New Business

Flat Rent Schedule, Kenyatta Green

- HUD requires that families be given a choice of a flat rent rate (80 to 100% of Fair Market Rent for the jurisdiction) or income based. A new Flat Rent Schedule needs

to be provided as the last one was created prior to January 2024 (copy provided in packet) and will need to be ratified by the Board of Commissioners.

Tenant Council Elections for 2024, Calandra Trotter

- Resident Council Elections were held March 27, 2024, with four elections held and results certified.
- There are still officer positions to be filled.
- CEO Nesmith discussed that there is a need to reform the way elections are being held.

Public Safety, Marty Harrison

- Due to the recent increase in homicides, some of which was in our communities, the Richmond City Police Department is initiating a summer initiative called, Safe Summer Initiative, and have invited us along with other law enforcement agencies to be involved. Our Sentry Security Force team will work in conjunction with the Richmond City Police Department with patrolling our Big 6 properties in an effort to cut down on gun violence and homicides. It will be a collaborative patrol effort.
- Ms. Angela Fountain stated that RRHA will be taking part in the Wear Orange Gun Violence Prevention Campaign, a nationwide campaign, which will highlight the partnership with RPD.

Maintenance Updates, Kenyatta Green

- For April 2024 1,300 calls for service were received with 9 emergency workorders with an average turnaround time of 16 days.
- 38 Emergency workorders were received with 24 being completed after the 24-hour completion requirement which is not an acceptable goal with 14 or 37% being completed within the 24-hour completion requirement.
- 102 vacant units turned in preparation for new families from the wait list or for transfer accommodations due to safety issues.
- Work with staff is being done to identify barriers and/or concerns that is preventing them from meeting the established expectations. An initial meeting has been

scheduled as well as a follow-up meeting. Specific goals and visions for each of the communities is planned, not just plans for overall public housing.

Creighton Court & Lombardy Relocation Updates, Alicia Garcia

- **Creighton Court:**

- Relocation is being done in three phases. We are now into Phase 2 of the relocation and Phase 3 has not started as of yet. All residents who live in Phase 2 or still live in the community from Phase 1 have been reassessed as of this date. The relocation team is working with these residents in helping them find housing.
- 51 families from Creighton would like to receive Tenant Protection Vouchers as their relocation option (these vouchers work just like the HCVP Program) which allows them to find housing on their own throughout the City of Richmond.
- 4 families want to move to a project-based voucher unit.
- 18 families have chosen to wait for new units to be developed.
- 213 residents to date have been relocated from Creighton.
 - 65 moved with Tenant Protection Voucher.
 - 107 families have moved to PBV units to include Armstrong Renaissance.
 - 41 families have moved in a different way (this could include home ownership, abandoned their units, moved on their own).

- **Lombardy Project**

- A great kickoff meeting with the awarded contractor was held.
- 90-day notices have been sent giving them a heads up concerning the move.
- 60 and 30-day notices will be sent out as well.
- Assessments of residents needs with the relocation team has been performed with all Lombardy residents to ensure what kinds of units are needed due to any hearing, visual or special medical needs may be needed.
- Lombardy will be modernized on a floor-by-floor basis so some residents may be able to stay temporarily.

Closing Remarks

CEO Nesmith expressed how excited everyone is to get the Lombardy project started and then moving to the other senior sites. The relocation team are in working hard to make sure all the needs of all the residents. The senior residents are very excited that this project is underway.

Vice Chair Pitchford expressed her desire to make sure that all HUD compliances are maintained and would like to have an update concerning this.

Next Committee Meeting

Thursday, June 13, 2024.

Adjournment

Vice Chair Pitchford adjourned the meeting at approximately 6:15.