

COMMISSIONERS' REGULAR BOARD MEETING

*September 18, 2024***Resolution(s) Passed:**

- 24-28 Resolution of the Richmond Redevelopment and Housing Authority to Approve the Authority-wide operating budget of \$108,611,528 for the Fiscal Year Ending September 30, 2025. See Exhibit A
- MOTION:** (Pitchford/Broidy) Move to Adopt Resolution #1
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott
- 24-29 Resolution approving the Change Order for Contract #IFB-2024-02 between the Richmond Redevelopment and Housing Authority and Gibraltar Construction Co. Inc. to provide rehabilitation for 700 South Lombardy and authorizing the Chief Executive Officer to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- MOTION:** (Hardiman/Parker) Move to Adopt Resolution #2
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott
- 24-30 Resolution approving a contract for armed guard security services between Richmond Redevelopment and Housing Authority and Sentry Force Security, LLC, and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- MOTION:** (Broidy/Pitchford) Move to Adopt Resolution #3
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott
- 24-31 Resolution approving a contract for armed guard security services between Richmond Redevelopment and Housing Authority (RRHA) and American Security Group, LLC, and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- MOTION:** (Hardiman/Parker) Move to Adopt Resolution #4
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott
- 24-32 Resolution approving two separate contracts for on-call HVAC and Boiler Maintenance and Repair services between Richmond Redevelopment and Housing Authority (RRHA) and Retrofit Services, Inc. and Plumber Near Me, Inc., and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority
- MOTION:** (Hardiman/Lewis) Move to Adopt Resolution #5
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott

4700

24-33 Resolution approving revisions to RRHA's Procurement Policy and recommending adoption of the same

MOTION: (Hardiman/Broidy) Move to Adopt Resolution #6
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott

24-34 Resolution adopting Revisions to RRHA's Bylaws

MOTION: (Pitchford/Broidy) Move to Adopt Resolution #7
VOTE: Aye: Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford
ABSTAIN: None
ABSENT: Blount, Elliott

MINUTES OF THE MEETING
OF THE COMMISSIONERS OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT 600 EAST BROAD STREET, 5TH FLOOR BOARDROOM
IN RICHMOND, VIRGINIA
ON WEDNESDAY, SEPTEMBER 18, 2024 AT 5:30 P.M.

Board of Commissioners

In Attendance

Dyanne Broidy
Barrett Hardiman
Gregory Lewis
Harold Parker
Charlene Pitchford, Vice Chair

Absent:

Veronica Blount

Commissioners attending Virtually

W. R. "Bill" Johnson, Chair
Eddie Jackson, Jr.
Kyle Elliott

RRHA Staff:

Steven Nesmith, Chief Executive Officer
Mike Kelly, Chief Operating Officer - virtual
Kim Cole, Chief of Staff
Patrick Baisi, Associate Counsel
Precious Faust, Senior Vice President and Chief Financial Officer
Angela Fountain, Vice President of Communications and Public Relations
Sherrill Hampton, Senior Vice President of Real Estate and Community Development
Don Mullins, Vice President of Capital Projects
Colene Orsini, Assistant Vice President of Procurement and Contract Administration
Jessica Hardin, Vice President of Human Resources
Reed Johnson, Deputy Director of Human Resources
Tonise Webb, Associate Lead Counsel
Charles Williams, Vice President of Public Housing

Counsel

Gerald Carter, Counsel

Call to Order

Vice Chair Charlene Pitchford called the meeting to order at 5:32 p.m. A quorum was established.

Remote Participation:

Chair W. R. "Bill" Johnson requested to participate in the September 18, 2024 Board of Commissioners meeting remotely from his home in Richmond, VA due to medical reasons.

Commissioner Eddie Jackson, Jr. requested to participate in the September 18, 2024 Board of Commissioners meeting remotely from Richmond, VA due to personal reasons.

Motion: (Hardiman/Parker) Move to allow Chair W.R. "Bill" Johnson and Commissioner Eddie Jackson, Jr. to participate in the September 18, 2024 Board of Commissioners meeting remotely.

Motion Carried Unanimously

Absent: Blount, Elliott

Commissioner Kyle Elliott requested to participate in the September 18, 2024 Board of Commissioners meeting remotely from Richmond, VA due to personal reasons.

Motion: (Hardiman/Parker) Move to allow Commissioner Kyle Elliott to participate in the September 18, 2024 Board of Commissioners meeting remotely.

Motion Carried Unanimously

Absent: Blount

Abstain: Jackson

Note: Commissioner Eddie Jackson, Jr. did not respond when the vote was taken to allow Commissioner Kyle Elliott to participate in the meeting remotely.

Approval of Minutes

The Minutes from the June 3, 2024 Special Board of Commissioners Meeting, June 18, 2024 Regular Board of Commissioners Meeting, June 21, 2024 Special Board of Commissioners Meeting and the July 29, 2024 Special Board of Commissioners Meeting were approved.

Motion: (Johnson/Hardiman) Move to adopt the Minutes from the June 3, 2024 Special Board of Commissioners Meeting, June 18, 2024 Regular Board of Commissioners Meeting, June 21, 2024 Special Board of Commissioners Meeting and the July 29, 2024 Special Board of Commissioners Meeting

Motion Carried Unanimously

Absent: Blount, Elliott

Note: Commissioner Kyle Elliott joined the meeting after the minutes from the June 3, 2024 Special Board of Commissioners Meeting, June 18, 2024 Regular Board of Commissioners Meeting, June 21, 2024 Special Board of Commissioners Meeting and the July 29, 2024 Special Board of Commissioners Meeting were voted on.

Citizens' Comment Period

Valerie Coley addressed the Board of Commissioners to thank CEO Steven Nesmith for his leadership and accomplishments at RRHA. She added that CEO Nesmith has been engaged in the betterment of the residents of RRHA.

Thomas Greene addressed the Board of Commissioners and stated that CEO Nesmith is the only CEO that has visited the sites to check on the tenants and to make sure

that the maintenance work that is being performed is completed. He said "He is the best CEO since I've been here".

DA Carter addressed the Board of Commissioners and expressed concerns about how staff interacts with residents, calculate rent and address grievances. Staff will reach out to Ms. Carter to discuss her issues.

Chair Updates

Chair W. R. "Bill" Johnson thanked the Commissioners and staff for their support during his tenure as Chair of the Board. He turned the meeting over to Vice Chair, Charlene Pitchford to run the meeting.

Closed Session

At 5:47 p.m., Commissioner Hardiman asked to go into Closed Session and read the following motion:

I move that we go into closed meeting to consult with legal counsel regarding legal matters requiring the provision of legal advice; specifically, matters related to the Bylaw revisions permitted by Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act; and discuss the performance of an RRHA employee as permitted by Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act..

Motion: (Hardiman/Parker) Move to go into Closed Session.

Motion Carried Unanimously

Absent: Blount

At 7:09 p.m., the Board of Commissioners came out of Closed Session.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Commissioners of the Board of Commissioners of Richmond Redevelopment and Housing Authority (the "Board") convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act.

WHEREAS, Section 2.2-3712(D) of the Code of Virginia of 1950, as amended requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board

Motion: (Hardiman/Parker) Move to come out of Closed Session**Motion Carried Unanimously****Absent: Blount, Elliott****CEO and Agency Updates**

Reform and Advance RRHA's Tax Exempt Conduit Bond Financing Opportunities to Generate Revenue and issue RRHA Housing Revenue Bonds. CEO Nesmith stated that RRHA can no longer rely solely on state and federal funding to move forward with transformational housing and development projects. The agency would like to position itself to issue housing revenue bonds to generate additional revenue. RRHA will be seeking a soft rating from a Wall Street rating agency to assist with this. CFO Faust and her team are working on making RRHA's balance sheets strong to assist with obtaining this rating.

MBE/DBE Board Priority and Accomplishment. Grace Washington with J&G Workforce Development, LLC provided an update on the MBE/DBE participation. She advised that after much encouragement to do a better job with MBE/Section 3, a contract in the amount of \$880,000 was awarded to Royal Flush Plumbing for Creighton Court Phase B. Dyshahn Robinson with Royal Plumbing and Services thanked everyone for the opportunity to provide these services.

Restructuring the RDC. Jeff Lines with TAG Associates discussed the restructuring of the RDC board and revisions of the Bylaws to help secure additional funding for RRHA in the future. There was also a discussion regarding conflict of interest; this item will be discussed at a later meeting with counsel. Commissioner Hardiman asked staff to provide a copy of the actual Bylaws, revised Bylaws and a proforma as to what the RDC will do. He also expressed concerns about having a non-voting RRHA board member serve on RDC's board and excluding RRHA board members from serving on the board. He would like to see what other housing authorities are doing with their entity.

Due to the length of the board meeting, CEO Nesmith requested that the remaining items under the CEO and Agency updates and the committee updates be tabled until the October 2024 board meeting.

Motion: (Parker/Hardiman) Move to table the remaining agenda items under CEO and Agency Updates (Moving TSO/Call Center/HCVF back to 918 Chamberlayne Parkway, and Results of the Compassion Action – Last Chance Repayment Agreement and Next Steps) and the Committee Updates until the October 2024 Board of Commissioners Meeting

Motion Carried Unanimously**Absent: Blount, Elliott**

Resolutions:

Agenda Item No. 1 – Resolution of the Richmond Redevelopment and Housing Authority to Approve the Authority-wide operating budget of \$108,611,528 for the Fiscal Year Ending September 30, 2025. See Exhibit A

(24-28) BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (the “Commissioners”) that the proposed operating budget for the fiscal year ending September 30, 2025, is reasonable and representative of the estimated operating income and expenditures associated with the operation of the Authority; and

BE IT RESOLVED that HUD has defined certain budgetary mandates related to Asset Management implementation including:

- ❖ Operating budgets developed for each Asset Management Project (AMP),
- ❖ AMP operating budgets must be approved by the public housing authority’s Board before commencement of the fiscal year; however, the Board is not required to pass a resolution for each project budget, and
- ❖ The Board resolution must be filed at the local field office. (HUD-FORM 52574)

BE IT RESOLVED that funding sources for Richmond Redevelopment and Housing Authority includes the U. S. Department of Housing and Urban Development, the City of Richmond Virginia, and other independent and private sources.

BE IT FURTHER RESOLVED that the FY 2025 operating budget is hereby approved and adopted

Motion: (Pitchford/Broidy) Move to adopt Resolution #1

Motion Carried Unanimously

Absent: Blount, Elliott

Agenda Item No. 2 – Resolution approving the Change Order for Contract #IFB-2024-02 between the Richmond Redevelopment and Housing Authority and Gibraltar Construction Co. Inc. to provide rehabilitation for 700 South Lombardy and authorizing the Chief Executive Officer to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-29) WHEREAS the Richmond Redevelopment and Housing Authority (“RRHA”) entered into a contract with Gibraltar Construction Co., Inc. to provide rehabilitative services at our 700 South Lombardy Senior Site in the amount of \$3,241,984.00, and work commenced on August 5, 2024.

WHEREAS during the course of the initial construction phase, due to unforeseen circumstances, such as gate valve replacements and the need for reinforced underlayment; and

WHEREAS there were items left off the initial scope of work that we would like to do to enhance the renovation. They are replacing the outlets & switch covers, reglazing the showers, installing new glass doors on the showers, and replacing the bi-fold doors in all units, and

WHEREAS after reviewing the response received by Gibraltar Construction Co., Inc., it was deemed responsible and responsive; therefore, they are the anticipated awardee for this contract;

NOW THEREFORE, in consideration of the premises, the mutual undertakings, and benefits to accrue to the parties and the public, the parties hereto agree as follows:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven Nesmith, in his capacity as Chief Executive Officer, is authorized to approve the change order for Gibraltar Construction Co., Inc. for \$276,650.97. This will bring the current contract to a total not to exceed \$3,518,634.97.

Motion: (Hardiman/Parker) Move to adopt Resolution #2

Motion Carried Unanimously

Absent: Blount, Elliott

Agenda Item No. 3 – Resolution approving a contract for armed guard security services between Richmond Redevelopment and Housing Authority and Sentry Force Security, LLC, and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-30) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) needs armed guard security services at several RRHA communities (“the Services”); and

WHEREAS, Sentry Force Security, LLC has a contract with the Norfolk Redevelopment and Housing Authority; and

WHEREAS, RRHA has elected to contract for the Services based on the terms and conditions of the Norfolk Redevelopment and Housing Authority contract; and

WHEREAS, the Board of Commissioners of RRHA must take appropriate official action to approve the contract 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, as Chief Executive Officer, is authorized to execute a Contract between RRHA and Sentry Force Security, LLC for one year. The total contract amount is not to exceed \$1,000,000.00.

Motion: (Broidy/Pitchford) Move to adopt Resolution #3

Motion Carried Unanimously

Absent: Blount, Elliott

Agenda Item No. 4 – Resolution approving a contract for armed guard security services between Richmond Redevelopment and Housing Authority (RRHA) and American Security Group, LLC, and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-31) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) needs armed guard security services at several RRHA offices and communities (“the Services”); and

WHEREAS, American Security Group, LLC was the highest qualified respondent for these services; and

WHEREAS, RRHA staff has reviewed the bid and determined that the bidder is responsive and responsible; and

WHEREAS, the Board of Commissioners of RRHA must take appropriate official action to approve the Contract and to authorize the Chief Executive Officer,

or his designee, to execute the Contract on behalf of RRHA has elected to contract for the Services based on the terms and conditions of the Norfolk Redevelopment and Housing Authority contract; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, as Chief Executive Officer, is authorized to execute a Contract between RRHA and American Security Group, LLC for one year with the option to renew for four additional one year periods. The total contract amount for the five year period is not to exceed \$328,708.25.

Motion: (Hardiman/Parker) Move to adopt Resolution #4

Motion Carried Unanimously

Absent: Blount, Elliott

Agenda Item No. 5 – Resolution approving two separate contracts for on-call HVAC and Boiler Maintenance and Repair services between Richmond Redevelopment and Housing Authority (RRHA) and Retrofit Services, Inc. and Plumber Near Me, Inc., and authorizing the Chief Executive Officer, or his designee, to execute the Contract on behalf of Richmond Redevelopment and Housing Authority

(24-32) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) issued a Request for Proposals on June 25, 2024, for On Call HVAC and Boiler Maintenance and Repair services for all RRHA properties; and

WHEREAS, Retrofit Services, Inc. and Plumber Near Me, Inc. were the only bids received; however, both have been deemed responsive, responsible bidders for the Services; and

WHEREAS, the Board of Commissioners of RRHA must take appropriate official action to approve the Contracts and to authorize the Chief Executive Officer, or his designee, to execute the Contract on behalf of RRHA; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven B. Nesmith, as Chief Executive Officer, is authorized to execute a Contract between RRHA and Retrofit Services, Inc. and Plumber Near Me, LLC for one year with the option to renew for four additional one-year periods. The total contract amount for the five years is not to exceed \$1,000,000.00.

Motion: (Hardiman/Lewis) Move to adopt Resolution #5

Motion Carried Unanimously

Absent: Blount, Elliott

Agenda Item No. 6 – Resolution approving revisions to RRHA’s Procurement Policy and recommending adoption of the same

(24-33) WHEREAS, RRHA, in accordance with relevant law and regulation, adopted a Procurement Policy (the “Policy”) setting forth requirements for RRHA procurement actions; and

WHEREAS, with input from the Governance Committee of the Board of Commissioners, and in accordance with relevant law and regulation, drafted a revised Policy, as more particularly shown in Exhibit A, attached hereto; therefore

BE IT RESOLVED that RRHA’s Board of Commissioners, believing the proposed changes to the Policy are prudent, approves the same and recommends that RRHA, by and through its Chief Executive Officer, adopt the proposed changes to the Policy.

Motion: (Hardiman/Broidy) Move to adopt Resolution #6

Motion Carried Unanimously

Absent: Blount, Elliott

Agenda Item No. 7 – Resolution adopting Revisions to RRHA’s Bylaws

(24-34) WHEREAS, Richmond Redevelopment and Housing Authority (“RRHA”), with input from the Governance Committee of the Board of Commissioners of RRHA and in accordance with relevant law and regulations, proposed revisions to the Bylaws of RRHA (the “Bylaws”);

WHEREAS, the revisions include increasing the required number of Standing Committee members from three (3) to five (5) in Article II, Section 11, increasing the number of all-virtual meetings from two (2) to five (5) in Article IV, Section 12, and other revisions as more particularly shown in Exhibit A, attached hereto; and

WHEREAS, desires the Board of Commissioners to approve and adopt the revised Bylaws.

NOW, THEREFORE, BE IT RESOLVED that Richmond Redevelopment and Housing Authority’s Board of Commissioners hereby approves and adopts the proposed revisions to the Bylaws, as more particularly shown in Exhibit A, attached hereto.

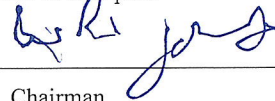
Motion: (Pitchford/Broidy) Move to adopt Resolution #7

Motion Carried Unanimously

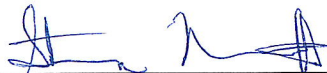
Absent: Blount, Elliott

Adjournment

There being no further business, the meeting adjourned at 8:06 p.m.



Chairman



Chief Executive Officer/Secretary