

COMMISSIONERS' SPECIAL IN-PERSON BOARD MEETING

December 2, 2024

Resolution(s) Passed:

24-38 Resolution authorizing the chief executive officer, or his designee, of the Richmond Redevelopment and Housing Authority to negotiate and execute an agreement with TAG & Associates, Inc.

MOTION: (Parker/Pitchford) Move to Adopt Resolution #1

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

VOTE: Nay: Hardiman

ABSTAIN: None

ABSENT: Elliott

24-39 Resolution authorizing the Richmond Redevelopment and Housing Authority to donate the Calhoun Family Investment Center to the City of Richmond, to leaseback certain space in the Calhoun Family Investment Center from the City of Richmond, and authorizing the Chief Executive Officer, or his designee, to execute and deliver any and all documents required to consummate such transactions

MOTION: (Parker/Hardiman) Move to Adopt Resolution #2

VOTE: Aye: Blount, Broidy, Hardiman, Jackson, Johnson, Lewis, Parker, Pitchford

VOTE: Nay: None

ABSTAIN: None

ABSENT: Elliott

MINUTES OF THE SPECIAL MEETING
OF THE COMMISSIONERS OF
RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD AT 600 EAST BROAD STREET, 5TH FLOOR BOARDROOM
IN RICHMOND, VIRGINIA
ON MONDAY, DECEMBER 2, 2024 AT 5:30 P.M.

Board of Commissioners

In Attendance:

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

Absent:

Kyle Elliott

Attending Virtually

W. R. "Bill" Johnson, Chair
Veronica Blount
Eddie Jackson

RRHA Staff:

Steven Nesmith, Chief Executive Officer
Mike Kelly, Chief Operating Officer - virtual
Patrick Baisi, Associate Counsel
Kim Cole, Chief of Staff
Wanda Daniel, Program Manager - virtual
Precious Faust, Senior Vice President and Chief Financial Officer - virtual
Angela Fountain, Vice President of Communications and Public Relations
Sherrill Hampton, Senior Vice President of Real Estate and Community Development
Jessica Hardin, Vice President of Human Resources
Reed Johnson, Deputy Director of Human Resource
Pamela Kearney, Assistant Vice President of Public Housing Operations
Don Mullins, Vice President of Capital Projects
Colene Orsini, Assistant Vice President of Procurement and Contract Administration
Joseph Sarver, Vice President of Central Maintenance - virtual
Fatimah Smothers-Hargrove, Vice President of HCVP and Tenant Selection
Ralph Stuckey, Vice President of Resident Services – virtual
Calandra Trotter, Assistant Vice President for Housing Compliance - virtual
Charles Williams, Vice President of Public Housing

Counsel

George Martin, Lead Counsel
Gerald Carter, Counsel

Guest(s)

Rick Edwards, Chief of Police, Richmond Police Department

Call to Order

Counsel, Gerald Carter called the meeting to order at 5:59 p.m. A quorum was established.

Remote Participation:

Chair W. R. “Bill” Johnson participated in the December 2, 2024 special board meeting from his home in Richmond, VA remotely due to medical reasons.

Commissioner Eddie Jackson participated in the December 2, 2024 special board meeting from Richmond, VA remotely due to personal reasons.

Motion: (Hardiman/Ptichford) Move to allow Chair W.R. “Bill” Johnson and Commissioner Eddie Jackson to participate in the December 2, 2024 Special Board of Commissioners meeting remotely.

Motion Carried Unanimously

Absent: Elliott

Approval of Minutes

The Minutes from the *October 9, 2024 Special Board of Commissioners Meeting, October 28, 2024 Virtual Annual Meeting of the Board of Commissioners, October 28, 2024 Special Virtual Board of Commissioners Meeting* and the *November 7, 2024 Special Board of Commissioners Meeting* were approved.

Motion: (Parker/Hardiman) Move to adopt the Minutes from the October 9, 2024 Special Board of Commissioners Meeting, October 28, 2024 Virtual Annual Meeting of the Board of Commissioners, October 28, 2024 Special Virtual Board of Commissioners Meeting and the November 7, 2024 Special Board of Commissioners Meeting

Motion Carried Unanimously

Absent: Elliott

Citizens' Comment Period

Cal-Daisha Calvin signed up to address the Board of Commissioners but did not respond when called upon to speak.

Randy Mayo signed up to address the Board of Commissioners but did not respond when called upon to speak.

Vernita Coleman signed up to address the Board of Commissioners but did not respond when called upon to speak.

Stephanie Robertson addressed the Board of Commissioner and asked if the Richmond Police Department still conduct training classes on the use of cameras.

Action Item: CEO Nesmith informed Ms. Robertson that Marty Harrison, Vice President of RRHA's Public Safety department will contact her to discuss her concerns.

Iris Hargrove signed up to address the Board of Commissioners but did not respond when called upon to speak.

Chair Updates

Chair W. R. "Bill" Johnson spoke about positives things happening behind the scenes in the real estate department. He also mentioned the need to address board and committee meetings to address in-person meeting attendance, establishing quorums and reducing the overall number of meetings.

CEO and Agency Updates

Security/Crime Update in RRHA's Big 6 and Senior Sites. CEO Nesmith introduced Rick Edwards, Chief of Police for the Richmond Police Department (RPD). Chief Edwards provided an update on RPD's efforts to combat crime in the city of Richmond, including RRHA's Big 6 communities. He stated that RPD is collaborating with RRHA's Sentry Force security team to assist with combatting crime and drugs in RRHA's communities. Chief Edwards also mentioned the good relationship between RRHA and the RPD. He also provided an update on crime in RRHA's communities.

Closing out of the HUD Audit from One Year Ago – 44 Findings. CEO Nesmith reported that under the leadership of Mike Kelly, Chief Operating Officer, RRHA has responded to all 44 findings with corrective actions.

RRHA's New Partnership with the \$2 Billion Diamond District. CEO Nesmith reported that RRHA's involvement with the Diamond District development will consist of providing a specific number of vouchers for this initiative. In addition, RRHA will create a pipeline to refer public housing residents for job opportunities as part of the development for the Diamond District.

Agency-Wide Holiday Closure Plan and Coverage for Resident requests and Winter Weather Preparedness. CEO Nesmith reported that RRHA will have a comprehensive holiday closure plan this year. There will be a continuation of services for public housing residents during the holiday closure. General maintenance and HVAC crews will be available to address emergency workorders and certain other workorders based on the situation. Communication will be sent to residents explaining what services will be available to them and what they will need to do to seek assistance in case of an emergency.

RRHA's Lease Enforcement Timeline. CEO Nesmith reported that the lease enforcement campaign has ended. Lease enforcement will begin in January 2025.

REAC/NSPIRE Update. Charles Williams reported on the REAC/NSPIRE inspections. Eleven NSPIRE inspections were conducted on RRHA properties in this calendar year. Inspections on 9 of the 11 properties passed. RRHA received an exemption on 6 of the 9 inspections because the scores received were 80 or better. Inspections on two properties received scores below 60.

HCVP Meet and Lease Event. CEO Nesmith reported that the HCVP Meet and Lease event was held on November 22, 2024. The event brought together RRHA partner landlords that have been unable to lease units in the city

of Richmond with qualified voucher holders that were ready to lease. The event was a huge success. Another Meet and Lease event will be planned for 2025.

Resolutions:

Agenda Item No. 1 – Resolution authorizing the chief executive officer, or his designee, of the Richmond Redevelopment and Housing Authority to negotiate and execute an agreement with TAG & Associates, Inc.

(24-38) WHEREAS, as part of the Richmond Redevelopment and Housing Authority's (the "***Authority***") ongoing efforts to improve and expand the availability of affordable housing in the City of Richmond, the Authority has determined it to be advisable and in the best interests of the Authority to contract with a third party to provide real estate advisory services related to the financing, acquisition, disposition, management operations, development or redevelopment of affordable housing assets;

WHEREAS, TAG Associates, Inc ("***Contractor***") is in the business of providing real estate advisory services and has significant experience providing such services to public housing authorities;

WHEREAS, Contractor was selected by the Housing Authority of the City of Atlanta, Georgia (the "***Atlanta Housing***") to provide real estate advisory services for Atlanta Housing, pursuant to Request for Proposal #2018-0107 (the "***Atlanta Housing Procurement***"); and

WHEREAS, the board of commissioners (the "***Board***") has determined it to be advisable and in the best interests of the Authority to enter into that certain contract for services by and between the Authority and Contractor substantially in the form attached hereto (the "***Contract***") pursuant to which Contractor will provide real estate advisory services (the "***Transactions***").

WHEREAS, in connection with the Contract, the Authority may enter into certain ancillary agreements as contemplated therein, and the Board has determined that such actions are advisable and in the best interests of the Authority.

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

- I. The Transactions are hereby authorized, approved, adopted, ratified and confirmed in all respects. The contract period will be for a term covering November 2024 through December 2025 in an amount of \$489,390.
- II. The Chief Executive Officer (the "***CEO***"), Steven Nesmith, is hereby authorized to negotiate, finalize and approve the terms and conditions of

the Contract, in consultation with the Chairman of the Board (the “*Chairman*”), W.R. “Bill” Johnson, Jr., and legal counsel.

- III. The respective form, terms and provisions of the Contract, are hereby authorized, ratified and confirmed in all respects, and the CEO or his designee (each, an “*Authorized Representative*”), is hereby authorized, in the name and on behalf of the Authority to execute and deliver the Contract, with such changes, additions and modifications as the CEO, in consultation with the Chairman, W.R. “Bill” Johnson, Jr., and legal counsel, may approve.
- IV. Any Authorized Representative is hereby authorized and empowered to take any and all action, to execute any and all documents, agreements, powers of attorney, instruments and certificates (including, without limitation, all notices, agreements and certificates required to be given or made under the Contract), in the name and on behalf of the Authority, as such Authorized Representative may deem necessary, advisable or appropriate to effectuate or carry out the purpose and intent of the foregoing resolutions and to perform the obligations of the Authority under such agreements and instruments.
- V. The actions heretofore taken by the Authorized Representatives in connection with the Contract and the transactions contemplated therein, all other exhibits, agreements, certificates and documents to be executed in connection with the Contract and the resolutions contained herein are hereby ratified and confirmed.
- VI. The Authorized Representatives are 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 these resolutions.

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

Motion Carried Unanimously

Nay: Hardiman

Absent: Elliott

Agenda Item No. 2 – Resolution authorizing the Richmond Redevelopment and Housing Authority to donate the Calhoun Family Investment Center to the City of Richmond, to leaseback certain space in the Calhoun Family Investment Center from the City of Richmond, and authorizing the Chief Executive Officer, or his designee, to execute and deliver any and all documents required to consummate such transactions

(24-39) WHEREAS, Richmond Redevelopment and Housing Authority ("RRHA") owns that certain real property located at 436 Calhoun Street, in the

City of Richmond, Virginia and more commonly known as the Calhoun Family Investment Center (the “Calhoun Center”); and

WHEREAS, the City of Richmond (the “City”) has requested that RRHA donate the Calhoun Center to the City for the purposes of allowing the City to undertake renovations to the Calhoun Center and to operate the Calhoun Center as a recreation facility that will serve and support the service of families at or below eighty percent (80%) of the Area Median Income by enhancing and revitalizing recreational opportunities and providing neighborhood-strengthening amenities for the residents of Gilpin Court and surrounding communities for a minimum period of thirty (30) years; and

WHEREAS, simultaneously with the transfer of the Calhoun Center to the City, the City has agreed to leaseback certain space currently used and occupied by RRHA in the Calhoun Center to RRHA, on a rent free basis, for an initial term of five (5) years, which term may be extended by mutual agreement of the City and RRHA for up to seven (7) additional five (5) year renewal terms; and

WHEREAS, the City has agreed to allow RRHA’s community partners currently using and occupying space in the Calhoun Center under license agreements with RRHA to continue to use and occupy their space following the transfer of the Calhoun Center to the City pursuant to the terms of such license agreements; and

WHEREAS, RRHA has obtained all approvals required to be obtained from the United States Department of Housing and Urban Development in order for RRHA to convey the Calhoun Center to the City; and

WHEREAS, it is necessary for the Board of Commissioners of RRHA (the “Board”) to take appropriate official action to approve the donation of the Calhoun Center to the City, to approve the leaseback of the space currently used and occupied by RRHA in the Calhoun Center from the City, on a rent free basis, for an initial term of five (5) years, which term may be extended by mutual agreement of the City and RRHA for up to seven (7) additional five (5) year renewal terms, and to authorize the Chief Executive Officer, or his designee, to execute and deliver the any and all documents required in connection with consummating such transactions.

NOW, THEREFORE, BE IT RESOLVED, by the Board as follows:

1. That the donation of the Calhoun Center by RRHA to the City and the leaseback by RRHA from the City of the space currently used and occupied by RRHA in the Calhoun Center on a rent free basis for an initial term of five (5) years, which term may be extended by mutual agreement of the City and

RRHA for up to seven (7) additional five (5) year renewal terms, is hereby approved; and

2. That the Chief Executive Officer, or his designee, is authorized and directed to negotiate, execute, and deliver any and all documents required to consummate such transactions

Motion: (Parker/Hardiman) Move to adopt Resolution #2
Motion Carried Unanimously
Absent: Elliott

Closed Session

At 7:09 p.m., Gerald Carter, Counsel asked to go into Closed Session and read the following motion:

I move that we go into a closed meeting to consult with legal counsel regarding legal matters requiring the provision of legal advice; specifically, matters related to Richmond Development Corporation (RDC) – Its Structure and Activities and any Conflicts of Interest as permitted by Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act.

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

Motion Carried Unanimously

Absent: Elliott

At 8:04 p.m., the Board of Commissioners came out of Closed Session.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Commissioners of the 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.

Adjournment

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

Chair

Chief Executive Officer/Secretary