

MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS
OF RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
HELD IN THE OFFICES OF RRHA
901 CHAMBERLAYNE PARKWAY, RICHMOND, VIRGINIA
ON WEDNESDAY, APRIL 16, 2008

The Commissioners of Richmond Redevelopment and Housing Authority (“RRHA”) met in regular session in the offices of RRHA, 901 Chamberlayne Parkway, Richmond, Virginia, on April 16, 2008, at 5:30 p.m.

Chairman Brian K. Jackson, Esq. called the meeting to order at 5:45 p.m. with *General Counsel Gerald W.S. Carter, Esq., Harrell & Chambliss LLP*, present and upon roll call, the following were present:

Brian K. Jackson, Esq., Chairman

J. Russell Parker, III

Elliott M. Harrigan

Cindy A. Mims

James A. Sties

And the following were absent:

Marilyn B. Olds, Vice Chairman

Guenet M. M. Beshah, Esq.

Also present:

Anthony Scott, Executive Director

Doris Jackson-Crocker, Assistant to Executive Director

Paula T. Saje, Executive Administrative Assistant

Cassandra Scarborough, Deputy Executive Director of Administration

Leslie Cohoon, Acting Deputy Executive Director of Technology, Planning & Research

John Hill, Deputy Executive Director of Affordable Housing

Rodney Forte, Deputy Executive Director of Community Revitalization

Valena Dixon, Director of Communications

Garland Curtis, Deputy Director of Community Revitalization

LaTanja Davenport, Internal Auditor

M. Maxine Cholmondeley, General Counsel

George K. Martin, Esq., McGuireWoods LLP

Adam Harrell, Harrell & Chambliss

Mike Graff, McGuireWoods LLP

Denise Vice, RRHA

Desi Wynter, RRHA

Grace Lewis, RRHA

Ceonna Johnson, Hillside Court Tenant

Lily Estes, Tenant

Henry McLaughlin, Central Virginia Legal Aid

Andrew Schoeneman, LATC

Rick Gregory, Fountainhead Development Co.

Tom Wilkinson, Fountainhead Development Co.

Minutes

A quorum for the meeting was established and the Minutes from the *March 19, 2008 Board Meeting* were presented for approval. Commissioner Cindy Mims moved for adoption of the Minutes, which was seconded by Commissioner Russell Parker.

Commissioner Jackson stated that the motion to adopt the minutes had been properly moved and seconded and upon roll call the following voted “Aye”:

Commissioners J. Russell Parker, III, Elliott M. Harrigan, Cindy A. Mims and James A. Sties

And the following voted “Nay”:

None

And the following abstained:

Commissioner Brian K. Jackson, Esq.

Citizens Information Period

There was no Citizens Information Period scheduled and no one came forth to speak.

Committee Reports

Commissioner Jackson requested that Board Committee Reports be presented.

Ms. Cassandra Scarborough, Deputy Executive Director of Administration, reported that the Committee met on March 19. The minutes were included in the Board packet and covered the following: 1) the status of the independent audit for fiscal year 2007; and 2) a potential new line of credit through Fanny Mae with one of their new products. Their next meeting will take place on April 18th. Commissioner Parker wanted to know when they would receive the report from the independent auditors. Ms. Scarborough replied that it would take approximately another four weeks due to the layers of review on the auditors' end. The target is to review the report at the May Administration and Finance Committee meeting. The HUD deadline of June 30th is RRHA's most critical.

Mr. John Hill, Deputy Executive Director of Affordable Housing, provided the *Affordable Housing Report*. The Visual Homes system went live on April 1, 2008 and is going well. The Key Performance Indicators (KPI) are stabilizing, and some have increased over last report. For example, rent collection is up 8% from last month, at 82%. Resident Services is expanding its duties throughout all the developments, working with managers at all sites, putting together programs to service everyone. *"We're trying to bring those services onsite and into all the developments. Some of those services should be starting now and will be given in the next report."*

Public housing and central maintenance have been going through a re-organization with the goal of bringing efficiency to public housing and central maintenance. Also, the goal is to provide the AMP managers and the customers at the AMP level with the kind of skills and services they need so that RRHA can be on target with the KPI's. It will also assist with balancing the cost center budget.

RRHA is working with the Community College Workforce Alliance (CCWA.) The CCWA will provide the training for all staff members. Also, RRHA is working on downsizing the warehouse to more manageable levels and looking at plans as to where it will be in three years when the current lease is up at Admiral Street. RRHA hopes to have a plan to roll out in 60 – 90 days. There were no questions for Mr. Hill.

Commissioner Brian Jackson provided the *Real Estate Committee Report*. The report from the March meeting was included in the Board packet. Any questions can be

directed to either Commissioner Jackson or Commissioner Parker. The Committee met just prior to the Board meeting and discussed the six resolutions being presented to the Board. The Committee is promoting the approval of Resolutions 1 – 6. Resolution 7, which is from Affordable Housing, will be handled separately. There were no questions for Commissioner Jackson.

Ms. Leslie Cohoon, Acting Deputy Executive Director of Technology, Planning & Research, provided the *Technology, Planning & Research (TPR) Committee Report*. The minutes from the March TPR Committee meeting were included in the Board packet. It is a point of celebration that, with the HCVP conversion, a task on the list of 2008 priorities can now be taken off. It was no small matter for the HCVP team. They managed to do the conversion and to keep the shop running. Congratulations are in order for all those involved. Chairman Jackson concurred and a round of applause was given.

Chairman's Comments

Chairman Jackson attended the agency-wide meeting in March. He commented that they are getting better and better. He could not describe in words the sense of enthusiasm and teamwork that he felt from all of staff. *"The people that work at this agency are engaged. I felt a sense of that. The staff is concerned and committed to what is going on in the agency."*

Chairman Jackson thanked Commissioner Sties for attending the meeting and invited the other Board members to participate in the next one. Staff will inform the Board when the next meeting will take place.

RRHA has received the Office of Inspector General (OIG) audit report. The agency has already responded to a draft of the report and sent out a press release. A copy of the report and the press release was given to the Board members. There were no surprises and some of the findings have already been addressed. There were some issues with the waiting list, procedural issues and staffing challenges. The report also indicated potential financial exposure.

Chairman Jackson sent to the Board a draft of the message or comments to be included in the agency annual report. He requested a more significant statement from the

Board – one that would come from all of them collectively. He invited the Board to include their thoughts.

Executive Director's Comments

Mr. Anthony Scott spoke about the conversion to the new HCVP system. “*We are extremely enthusiastic about the potential to get our program back on line.*” Further, he said that all the departments need to be thanked for their participation because it was truly a cross-organizational effort. RRHA is currently in the midst of an even bigger conversion for the entire agency. Proposals for the system that were submitted are in the process of being reviewed and evaluated. RRHA is on track with the agency-wide conversion.

Mr. Scott provided the Board with an *update of activities* that occurred after the March Board meeting. In particular, on April 10th, notices were sent out on behalf of the Chairman announcing RRHA and Capital One’s New City of Richmond Home Ownership Opportunity. A City Light Event took place on April 12th at an open house at 308 W. Leigh St. Other activities were covered under the following headings:

- ◆ Strategic Plan and Feasibility Study
 - Communications with Corporate and Industry Partners
- ◆ Safety & Security Initiatives, which included crime stats
- ◆ Major Meetings/Conferences/Initiatives (HUD, City/Council/Legislator activities, HUD, Staff/Resident Activities & Future Planning)

Chairman Jackson spoke about the Board retreat, which is slated to be held at the Virginia Crossings on Thursday, May 29, 2008. The Board prefers to revisit topics from last year but Chairman Jackson is open to other topics that should be discussed.

Commissioner Mims thanked the staff who helped out with the Women Build Habitat for Humanity. “It was a great time and we really did a great thing.” Chairman Jackson thanked Commissioner Mims for providing RRHA with the opportunity to participate.

RESOLUTIONS

Note: Resolutions 1 and 7 were handled separately. There was a public hearing

on Resolution 1. Resolutions 1 – 6 were recognized and previously recommended to be approved by the Real Estate Committee Chair.

Agenda Item No. 1 – Inducement Resolution regarding the Issuance of Multifamily Housing Revenue Bonds for the Acquisition, Construction and Equipping of the Approximately 167 Unit New Manchester Flats IV Multifamily Housing Facility located in the City of Richmond, Virginia, which was read and considered:

(08-22) WHEREAS, WHEREAS, there have been described to the Richmond Redevelopment and Housing Authority (the “Authority”) the plans to acquire, construct and equip a multifamily residential rental housing project comprised of 167 units representing approximately 140,000 square feet of residential use, to be known as New Manchester Flats IV (the “Project”) and located at 516-520 Dinwiddie Avenue, in the City of Richmond, Virginia (the “City”) by New Manchester Flats IV, LLC, a Virginia limited liability company (the “Purchaser”); and

WHEREAS, the Project shall be established and maintained as a “qualified residential rental project” within the meaning of Section 142(d) of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Authority is empowered, pursuant to the Virginia Housing Authorities Law, Chapter 1, Title 36 of the Code of Virginia of 1950, as amended (the “Act”), to issue its bonds for the purpose, among others, of financing the acquisition, construction and equipping of multifamily residential rental apartment projects such as the Project, located within the territorial boundaries of the City; and

WHEREAS, the Purchaser has requested the Authority to agree to issue its multifamily residential rental housing revenue bonds under the Act in an amount not to exceed \$5,300,000 (the “Bonds”), the proceeds of which will be used to finance costs to be incurred in acquiring, constructing and equipping the Project as permitted under the Act; and

WHEREAS, a public hearing has been held with respect to the Project and the Bonds in accordance with Section 147(f) of the Code.

NOW, THEREFORE, BE IT RESOLVED BY THE RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY THAT:

1. The foregoing recitals are approved by the Authority and are incorporated in, and deemed a part of, this resolution.
2. It is hereby found and determined that the acquisition, construction and equipping of the Project for the Purchaser will further the public purposes of the Act by assisting in providing housing to low and moderate income persons in the City.
3. It is hereby found and determined that the facilities comprising the Project will constitute “residential building(s)” as that term is defined in the Act.
4. To induce the Purchaser to acquire, construct and equip the Project and maintain the Project as a “qualified residential rental project” within the meaning of Section 142(d) of the Code, the Authority hereby agrees, subject to approvals required by applicable law, to assist the Purchaser in financing the acquisition, construction and equipping of the Project, including the financing of reserve funds as permitted by applicable law, by

undertaking the issuance of (and hereby declares its official intent to issue) its tax-exempt multifamily housing revenue bonds therefor in the maximum principal amount not to exceed \$5,300,000 upon the terms and conditions to be mutually agreed upon between the Authority and the Purchaser. The Bonds shall be issued in form and pursuant to terms to be set by the Authority. The Bonds may be issued in one or more series at one time or from time to time.

5. It having been represented to the Authority that it is necessary to proceed with the acquisition, construction and equipping of the Project, the Authority hereby agrees that the Purchaser may proceed with the plans for the Project, enter into contracts related to the acquisition, construction and equipping and take such other steps as it may deem appropriate in connection therewith, provided that nothing herein shall be deemed to authorize the Purchaser to obligate the Authority without its consent in each instance to the payment of any moneys of the performance of any acts in connection with the Project.
6. The Authority hereby designates McGuireWoods LLP, Richmond, Virginia, to serve as bond counsel and hereby appoints such firm to supervise the proceedings and approve the issuance of the Bonds.
7. The Authority hereby agrees, if requested, to accept the recommendation of the Purchaser with respect to the appointment of a placement agent or underwriter for the sale of Bonds pursuant to the terms to be mutually agreed upon.
8. All costs and expenses in connection with the financing and the acquisition, construction and equipping of the Project, including the fees and expenses of the Authority (including, without limitation, any application fee and/or origination fee), bond counsel, counsel for the Authority and the agent or underwriter for the sale of the Bonds shall be paid from the proceeds of the Bonds (but only to the extent permitted by applicable law) or by the Purchaser. If for any reason such Bonds are not issued, it is understood that all such expenses shall be paid by the Purchaser and that the Authority shall have no responsibility therefor.
9. In adopting this resolution the Authority intends to evidence its "official intent" to reimburse the Project expenditures with proceeds from the issuance of the Bonds within the meaning of Treasury Regulations Section 1.150-2.
10. The Bonds shall be limited obligations of the Authority and shall be payable solely out of revenues, receipts and payments specifically pledged therefor. Neither the commissioners, officers, agents or employees of the Authority, past, present and future, nor any person executing the Bonds, shall be liable personally on the Bonds by reason of the issuance thereof. The Bonds shall not be deemed to constitute a general obligation debt or a pledge of the faith and credit of the Commonwealth of Virginia or any political subdivision thereof, including the Authority or the City (and the Bonds shall so state on their face), and neither the Commonwealth of Virginia nor any such political subdivision thereof shall be personally liable thereon, nor in any event shall the Bonds be payable out of any funds or properties other than the special funds and sources provided

therefor. Neither the faith and credit nor the taxing power of the Commonwealth of Virginia, or any political subdivision thereof, shall be pledged to the payment of the principal of the Bonds or the interest thereon or other costs incident thereto. The Bonds shall not constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction.

11. The Authority (including its officers, commissioners, employees and agents) shall not be liable and hereby disclaims all liability to the Purchaser and all other persons or entities for any damages, direct or consequential, resulting from the issuance of the Bonds or failure of the Authority to issue the Bonds for any reason. Any obligation of the Authority to exercise its powers in the City to issue the Bonds as requested by the Purchaser is contingent upon the satisfaction of all legal requirements and the Authority shall not be liable and hereby disclaims all liability to the Purchaser for any damages, direct or consequential, resulting from the Authority's failure to issue Bonds for the Project for any reason, including but not limited to, the failure of the City Council of the City (the "City Council") to approve the issuance of the Bonds.
12. The Authority hereby recommends that the City Council approve the issuance of the Bonds and hereby directs the Chairman or the Secretary of the Authority to submit to the City Council a copy of this resolution.
13. The Chairman or the Secretary of the Authority is hereby authorized to request an allocation or allocations of the State Ceiling (as defined in Section 15.2-5000 of the Code of Virginia of 1950, as amended (the "Virginia Code")) in accordance with the applicable provisions of the Virginia Code and any regulations or executive orders issued thereunder. All costs incurred by the Authority, if any, in connection with such proceeding shall be paid for by the Purchaser.
14. No Bonds may be issued pursuant to this resolution until such time as (a) the issuance of the Bonds has been approved by the City Council, (b) the Bonds have received an allocation or allocations of the State Ceiling in accordance with the applicable provisions of the Virginia Code and any regulations or executive orders issued thereunder, and (c) the final terms and details of the Bonds have been approved by subsequent resolution of the Authority.
15. This resolution shall take effect immediately upon its adoption.

Chairman Jackson pointed out for clarification that the Bonds are only for a portion of the units – 55 units.

Public Hearing

At 6:10 p.m., Chairman Jackson opened the floor for a Public Hearing on Resolution #1. The developer, Rick Gregory, was invited to speak. He gave a brief summary of the project. There being no one else who would like to speak to the issue, the Public Hearing was closed at 6:12 p.m.

Discussion

It was noted that the Chief Administrative Officer for the City of Richmond has provided written support of the project. Questions were asked by Commissioner Harrigan and adequate responses were provided.

Chairman Jackson entertained a motion to adopt Resolution #1. Commissioner Cindy Mims moved for adoption, which was seconded by Commissioner Russell Parker and upon roll call the following voted “Aye”:

Commissioners Parker, Harrigan, Mims, Sties

And the following voted “Nay”:

None

And the following abstained:

Commissioner Jackson

Agenda Item No. 2 – Resolution approving the Homeownership Services Agreement by and between the Richmond Redevelopment and Housing Authority and Richmond Development Corporation and authorizing the Executive Director to execute such Agreement, which was read and considered:

(08-23) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) has previously submitted to the United States Department of Housing and Urban Development (“HUD”) and HUD has approved a Section 32 Homeownership Term Sheet (the “Homeownership Plan”) establishing a plan for the rehabilitation and sale of one hundred nineteen (119) single-family detached homes more particularly identified in the Homeownership Plan to purchasers who satisfy the eligibility requirements set forth in the Homeownership Plan; and

WHEREAS, RRHA desires to engage Richmond Development Corporation (“RDC”) to assist RRHA with the implementation of the Homeownership Plan, and RDC is willing to accept such engagement; and

WHEREAS, RRHA and RDC have negotiated the Homeownership Services Agreement attached hereto (the “Homeownership Services Agreement”) pursuant to which RRHA will engage RDC to assist RRHA with the implementation of the Homeownership Plan; and

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to approve the Homeownership Services Agreement and to authorize the Executive Director to execute and deliver the Homeownership Services Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority that:

The Homeownership Services Agreement, with any changes thereto acceptable to the Executive Director and RRHA’s general counsel, is hereby approved, and the Executive Director is hereby authorized, on behalf of RRHA, to execute and deliver the Homeownership Services Agreement.

Agenda Item No. 3 – Resolution of the Richmond Redevelopment and Housing Authority Approving Acquisition Price for One (1) Vacant Parcel in the 25th Street/Nine Mile Road Redevelopment Area – 1405 North 25th Street, which was read and considered:

(08-24) BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on full and careful appraisal of the property that the price recommended by the Executive Director for the acquisition of one (1) parcel in the 25th Street/ Nine Mile Redevelopment Area be and hereby is accepted as the fully established and approved price for the acquisition of such parcel; and

BE IT FURTHER RESOLVED that the Executive Director, acting on behalf of RRHA, be and hereby is authorized to accept the signed option to purchase 1405 North 25th Street, Block E-712, Parcel 29 at the said price.

Agenda Item No. 4 – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Acquisition Price for Two (2) Parcels in the 25th Street/Nine Mile Road Redevelopment Area – 1326 North 26th Street and 1404 North 26th Street, which was read and considered:

(08-25) WHEREAS, BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on full and careful appraisals of the properties the Executive Director recommends the acquisition of two (2) parcels in the 25th Street/Nine Mile Road Area through the City of Richmond’s tax sale program; and

BE IT FURTHER RESOLVED that the Executive Director, acting on behalf of RRHA, be and hereby is authorized to appoint the Real Estate Officer the authority to purchase 1326 North 26th Street, Block E-620, Parcel 01, and 1404 North 26th Street, Block E-712, Parcel 04 at the City of Richmond’s tax sale auction.

Agenda Item No. 5 – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Acquisition Price for One (1) Parcel in the Jackson Place Redevelopment Area – 722 St. James Street, which was read and considered:

(08-26) WHEREAS, BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on a full and careful appraisal of the property the Executive Director recommends the acquisition of one (1) parcel in the Jackson Place Redevelopment Area through the City of Richmond’s tax sale program; and

BE IT FURTHER RESOLVED that the Executive Director, acting on behalf of RRHA, be and hereby is authorized to appoint the Real Estate Officer the authority to purchase 722 St. James Street, Block N-105, Parcel 07 at the City of Richmond’s tax sale auction.

Agenda Item No. 6 – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Acquisition Price for One (1) Parcel in the North Jackson Ward Area – 1019 ½ St. James Street, which was read and considered:

(08-27) WHEREAS, BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on a full

and careful appraisal of the property the Executive Director recommends the acquisition of one (1) parcel in the North Jackson Ward Area through the City of Richmond's tax sale program; and

BE IT FURTHER RESOLVED that the Executive Director, acting on behalf of RRHA, be and hereby is authorized to appoint the Real Estate Officer the authority to purchase 1019 ½ St. James Street, Block N-84, Parcel 32 at the City of Richmond's tax sale auction.

Discussion

Questions were asked by Commissioners Parker and Harrigan and adequate responses were provided by Chairman Jackson and staff. Questions arose regarding Resolution #2 and the RDC (Richmond Development Corporation.) The RDC is a 501(c)3 non-profit entity and an affiliate of, and wholly owned by, RRHA. Executive Director Anthony Scott presented a brief overview of RDC – what is it and what is its function.

Chairman Jackson entertained a motion to adopt Resolutions 2 – 6. Commissioner Russell Parker moved for adoption, which was seconded by Commissioner Elliott Harrigan and upon roll call the following voted “Aye”:

Commissioners Parker, Harrigan, Mims, Sties

And the following voted “Nay”:

None

And the following abstained:

Commissioner Jackson

Agenda Item No. 7 – Resolution of the Richmond Redevelopment and Housing Authority Approving Authorization for the Executive Director to Amend and Adopt the Revisions to the Housing Choice Voucher Program (Section 8) Administrative Plan., which was read and considered:

(08-28) BE IT RESOLVED BY THE Board of Commissioners of the Richmond Redevelopment and Housing Authority that the Executive Director is hereby authorized to approve the amendments to Chapter 2 Eligibility for Admission, Chapter 3 Applying for Admission 3, and Chapter 4 Establishing Preferences and Maintaining the Waiting List of the Administrative Plan for the Housing Choice Voucher /SC8 program.

WHEREAS, the Richmond Redevelopment and Housing Authority (RRHA) currently administer the Housing Choice Voucher Program, the RRHA is currently providing rental assistance to families. The current Housing Choice Voucher/Section 8 Program Administrative Plan provides the method by which the RRHA will administer rental and homeownership vouchers.

BE IT RESOLVED, that the Board of Commissioners of the Richmond Redevelopment and Housing Authority request and authorize the Executive Director to amend the Housing Choice Voucher Program/Section Administrative

Plan to update the Administrative Plan to reflect the requirements in the Corrective Action Plan as is required by HUD.

Both Mr. Scott and Deputy Executive Director John Hill gave further clarifications of Resolution #7.

Chairman Jackson entertained a motion to adopt Resolution 7. Commissioner Russell Parker moved for adoption, which was seconded by Commissioner Elliott Harrigan and upon roll call the following voted “Aye”:

Commissioners Parker, Harrigan, Mims, Sties

And the following voted “Nay”:

None

And the following abstained:

Commissioner Jackson

WORK SESSION

Deputy Executive Director of Administration Cassandra Scarborough, with the assistance of the Manager of Workforce Development & Capacity Building Grace Lewis, gave the Board an overview of RRHA’s new Capacity Building Office (CBO.) RRHA developed the CBO because its philosophy is: “It is not acceptable for us to remove one brick from our public housing developments until we first address the human element of each project.” Ms. Scarborough and Ms. Lewis continued describing the different services and programs that are open not only to RRHA residents but RRHA employees as well.

Commissioner Parker would like to see some breakout tracking (monthly or quarterly) of things like people moving into housing and self-sufficiency situations by each of the projects and set some goals for RRHA. Grace Lewis responded that they do have breakout categories they are tracking, and they do set yearly goals. They have exceeded every goal set by 110 – 115%, with the exception of Section 3. A file is kept on every single resident and a master chart is kept for each project.

Commissioner Sties asked if a higher level of education is available to residents. Ms. Lewis responded that career assessment and career development is performed and a tuition-assistance program is offered to residents. Mr. Scott added that the CBO is

working closely with the City of Richmond to deliver programs needed by the residents in order to transition them out of public housing.

Commissioner Jackson suggested that the reports on the Capacity Building Office and Asset Management be shared with the members of the City Council so that they can be made more aware of the challenges with which RRHA is presented and how the Authority approaches them.

Commissioner Harrigan noted that it seems to be a well thought out program and wondered if the Resident Tenant Organization (RTO) had been approached about it. Mr. Scott responded that yes, the RTO has been informed about the program.

Closed Session

Commissioner Jackson stated that it would be necessary to go into closed session at 7:02 p.m. to discuss several issues. Commissioner Parker read the following:

“I move that we go into closed meeting to consult with legal counsel and staff regarding specific personnel matters regarding the Executive Director and the Internal Auditor as permitted by Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act.”

Commissioner Parker moved for adoption, which was seconded by Commissioner Mims and upon roll call the following voted “Aye”:

Commissioners Jackson, Parker, Harrigan, Mims and Sties

And the following voted “Nay”:

None

And the following abstained:

None

Commissioner Harrigan read the following Certification of Closed Meeting:

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; and

WHEREAS, Section 2.2-3711(B) 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.

Commissioner Harrigan moved for adoption, which was seconded by Commissioner Parker and upon roll call the following voted “Aye”:

Commissioners Jackson, Parker, Harrigan, Mims and Sties

And the following voted “Nay”:

None

And the following abstained:

None

The meeting officially reconvened at 7:58 p.m.

Chairman Jackson entertained a motion to adjourn. Commissioner Cindy Mims moved for adoption, which was seconded by Commissioner Sties. There being no further business and upon unanimous vote, the meeting adjourned at 8:02 p.m.

Chairman

Executive Director/Secretary-Treasurer