

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, JANUARY 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 January 16, 2008, at 5:30 p.m.

Chairman Brian K. Jackson, Esq. called the meeting to order at 5:30 p.m. with *General Counsel Gerald E. Carter, Esq., Harrell & Chambliss LLP*, present and upon roll call, the following were present:

Brian K. Jackson, Esq., Chairman

Marilyn B. Olds, Vice Chairman

J. Russell Parker, III

Elliott M. Harrigan

James A. Sties

And the following were absent:

Guenet M. M. Beshah, Esq.

Cindy A. Mims

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

Chief Hal Hazelton, Chief of Police for RRHA

Garland Curtis, Deputy Director of Community Revitalization

LaTanja Davenport, Internal Auditor

Denise Vice, RRHA

Desi Wynter, RRHA

George K. Martin, Esq., McGuireWoods LLP

Gerald Carter, Harrell & Chambliss, LLP

Adam Harrell, Harrell & Chambliss, LLP

Will Hamilton, Troutman Sanders

Charles Howell, Richmond Branch of the NAACP

Ron Hunt, Hunt Investments, LLC

Andrew Schoeneman, Legal Aid Justice Center

Tawana Tyler, Office Support Specialist – Executive Office

Theresa Henley – Executive Administrative Assistant

April King - Executive Administrative Assistant

Sgt. J. Banberger – RRHA Police

New Board Member

Chairman Jackson introduced RRHA’s newest Commissioner, James A. “Turk” Sties, and welcomed him to the Board. Commissioner Sties was appointed by the City Council this week. Commissioner Sties is a community activist, 2nd District representative on the Mayor’s round table, and Chairman of the Near West Focus Group. He is “now retired, has a lot of time on his hands, and is looking for a mission.”

Minutes

Before the Minutes from the December 19, 2007 meeting were presented for approval, Chairman Jackson noted an item for correction. At the last meeting, he had stated he would be abstaining from voting on Agenda Item #6 (*Resolution approving an amendment to the Disposition and Development Agreement and Ground Lease previously entered into by and between the Richmond Redevelopment and Housing Authority and Premiere Homes, LLC and authorizing the Executive Director to execute any and all documents required to consummate the transactions evidenced thereby*) because of a possible conflict of interest. In fact, it should have been Agenda Item #5 (*Resolution authorizing the Richmond Redevelopment and Housing Authority to borrow up to Two Million Four Hundred Thousand Dollars [\$2,400,000] for the acquisition and redevelopment of a parcel of land located in the City of Richmond and more commonly known as Carrington/Northridge Apartments and authorizing the Executive Director to execute and deliver any and all documents required in connection with closing such loan*).

A quorum for the meeting was established and the Minutes from the *December*

19, 2007 Board Meeting were presented for approval as corrected. Commissioner Marilyn Olds moved for adoption of the Minutes, which were 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 Jackson and Olds

And the following voted “Nay”:

None

And the following abstained:

Commissioners Harrigan, Parker and Sties

Citizens Information Period

There were no items for the Citizens Information Period.

Committee Reports

Commissioner Jackson requested that Board Committee Reports be presented and reiterated that the report would be given by staff members unless the Chair of the Committee expressed a wish to give the report. He added that if the staff gave the report, the Chair of the Committee could also add to the report at the end.

Ms. Cassandra Scarborough, Deputy Executive Director of Administration, reported that the Committee did not meet this month. There were no questions for Ms. Scarborough.

Mr. John Hill, Deputy Executive Director of Affordable Housing, provided the *Affordable Housing Report*. The update for the waiting list has been closed and has been received with 2,475 updates from the waiting list purge. In terms of the letters received, over 600 have been entered into the system. The projection is to have these updates finished in two months.

Voucher issuance has begun. The first vouchers were issued on January 16th and, of the 50 invitees, they had 48 attendees. Thirty-seven were actually issued vouchers. Every Wednesday for the next 6 – 8 weeks, we will invite people in to begin issuing the vouchers. The potential between now and the middle of next month is that 250 – 275 vouchers will have been issued. Then, we will begin pulling from the waiting list, issuing additional vouchers, which will bring the numbers up to utilization. That whole

process will continue through the summer. HUD attended the session on January 16th and their words were “Excellent session.”

Wilma Henry from HUD said that the Corrective Action Plan (CAP) has been approved and RRHA should obtain the CAP, as submitted, within the next week to ten (10) days.

Commissioner Brian Jackson provided the *Real Estate Committee Report*. Commissioner Jackson stated that the minutes for the December 19, 2007 meeting were previously distributed to the Board for review. He had no additional comments on that meeting. Commissioner Jackson then reported that the Committee met on January 16, 2008 and brought to the Board ten (10) resolutions they recommended for approval. 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*. No meeting was held in January but they did exchange status updates on all their most important projects - the most critical of which is the HCVP business system implementation. This is still on target for an end of March implementation. The new Enterprise Business Systems selection project is in process at this time. We are still targeting for an RFP to be issued by January 28, 2008 and on target for a June 10, 2008 contract signing. There were no questions for Ms. Cohoon.

Chairman's Comments

Commissioner Brian Jackson spoke about a letter that was sent to City Council giving the RRHA Board's ideas about what to consider when appointing a commissioner to their Board. It was sent to all the Council people. Chairman Jackson gave the Board a list of proposed workshops for 2008, to be done in conjunction with the Board meetings. He solicited feedback from the Board in reference to the workshops. Also, he distributed to the Board a list of committees and current assignments. Chairman Jackson decided to appoint the newest commissioner, Commissioner Sties, to the Housing and Technology, Planning & Research Committees. Committee assignments will be revisited at the annual meeting in the Fall, unless there is a need to do so earlier. A new committee roster will be sent out. Staff will be contacting Commissioner Sties regarding orientation to help

him get acclimated.

Commissioners' contact information was distributed as well. The Board was asked to please contact staff if any changes need to be made now or in the future.

Executive Director's Comments

Mr. Anthony Scott provided the Board with an *update of activities* that occurred after the December Board meeting. He said that the Board had been provided with a sheet showing the meeting dates for the North Jackson Ward Redevelopment Plan meetings. These are part of the city's process for the establishment of a redevelopment area in the North Jackson Ward site. For reference, that is the area from RRHA's side of the freeway basically up to the boundaries of Gilpin going over towards the cemetery.

◆ ***Strategic Plan and Feasibility Study Updates:***

Stakeholder's Communication: Corporate and Industry Partners

- On January 15th: Sent letters out to the Transition Plan Coordinating Committee members thanking them for serving on the committee and their support. These are people from various city departments and some community organizations that came together last year to help in the planning of how we address the redevelopment of Gilpin Court. The real objective was how do we develop a new way for the City to address the public housing transition? So it's not just about moving our residents from public housing to somewhere else. But it's really about how we transition the lives of our public housing residents – providing them with the opportunities for growth, via economic development or job or school, etc. The group came together under the guise of the city's consultant. This ties back to the North Jackson Ward meetings.

◆ ***Safety & Security Initiatives:***

NOTEWORTHY/Community Events –

- On December 6th, RRHA Police Department assisted with a homicide in Whitcomb Court and on December 25th a homicide in Gilpin Court. Both were non-RRHA residents.

2570

- There were a total of 12 homicides in 2007, of which 2 of the victims were RRHA residents.

CRIME STATS –

YTD 2007– Violent Crime – ↓ 6%
Property Crime - ↓ 1%
Total Crime - ↓ 3%

OFFICER STATS

December Monthly Stats Total Arrests 147 vs. 110 in November Stats

Misdemeanor Arrest	49
Felony Arrest	8
Parking Violation	15
Barment Notice Issued	20
Warrants Served	25
Summons Issued	30
Total Arrests	147

- ◆ *Communication Events:*
 - Communication News are listed in your Communications Report, which you received in your board packages. Please note there has been a significant increase in media interest in RRHA.
- ◆ *City/Council/Legislator Activities:*
 - ◆ *City/Council*
 - On January 10th – Met with Councilpersons Pantele and Trammell and provided updated information on their respective districts.
 - On February 4th – There is a meeting scheduled with Councilperson Conner.

Also, either staff or I attend most Standing Committee meetings; specifically, if there are resolutions which pertain to RRHA. This is an on-going practice with us.

- ◆ *Staff/Resident Activities & Future Planning:*

Please note the Calendar of Events which provides a snapshot of the major RRHA activities in your red folders. The Board is encouraged to attend some of the activities and events.

- On January 11th - Invited community leaders from the RTO and Carver and Newtowne-West Civic Associations to join Mr. Scott at RRHA's table at the 30th Annual Community Leaders Breakfast.
 - On January 24th - Scheduled to meet with the Tenant Council Presidents for our monthly community meeting. Chairman Jackson has already committed to attending that meeting. Other Commissioners were asked to please join the group.
- ♦ *Special Interests:*
- On January 18th, Mr. Scott will be on vacation.
 - On January 21st, RRHA's offices will be closed in observation of Martin Luther King Day.

Also, Mr. Scott commented on the environment that exists for RRHA and its current staff. The Strategic Plan was rolled out in June of 2005. In November, 2005, the Executive Team was assembled for the first time. That team was charged with leading RRHA in the implementation of the five-year Strategic Plan. Although two of the four team members were part of the creation of the plan, the other team members were completely new to the agency. In May 2006, just six months after the team came together, the Executive Director announced her departure. In July, an Interim Director was named and, in October of 2006, the Deputy Executive Director of Affordable Housing departed. On February 7th, four months after that and after eight months with an Interim Executive Director, a permanent Executive Director was announced. Four months later, a Deputy Executive Director for Affordable Housing was hired. Two months later, the Deputy Executive Director for Technology Planning and Research departed. In October, 2007, two months later, a new Deputy Executive Director was hired to replace Mr. Scott.

Over the last couple of years, there has been a lot of change in the top levels. Through it all, the group has remained steadfastly focused on the five-year Strategic Plan and its goals. May of 2007, roughly two years since the Plan was rolled out as a document and a concept, staff went back to the Board with ideas about how it should be implemented over the next two years. The Board resoundingly supported the direction RRHA was heading.

We are now at a point of looking at how realistic our Strategic Plan goals are to

accomplish, and the time frame to do so. We are going to be looking at our Strategic Plan, our goals, our objectives and determining how we can best retool and restructure ourselves to accomplish those goals - without overburdening ourselves or having unrealistic expectations about what we can achieve as an agency.

RESOLUTIONS

Note: Resolutions numbered 1 - 10 were recognized and previously recommended to be approved by the Committee Chair. The resolutions were grouped into one vote and explanations were provided where applicable.

Agenda Item No. 1 – Inducement Resolution Regarding the Issuance of Multifamily Housing Revenue Bonds for the Acquisition, Construction and Equipping of the Approximately 440 Unit Model Tobacco Multifamily Housing Facility Located in the City of Richmond, Virginia, which was read and considered:

(08-01) WHEREAS, there have been described to the Richmond Redevelopment and Housing Authority (the “Authority”) the plans to acquire, construct and equip an approximately 440 unit multifamily residential housing project known as Model Tobacco (the “Project”), located at 1000-1100 Jefferson Davis Highway, in the City of Richmond, Virginia (the “City”) by Model Tobacco I, 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 \$17,000,000 (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 Project will constitute a “residential building” 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 \$17,000,000 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 monies 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.

Agenda Item No. 2 – Resolution authorizing the Richmond Redevelopment and Housing Authority Authorizing Access to Funds from the Unsecured Line of Credit for Six Hundred and Seventy-Five Thousand Dollars (\$675,000) for the acquisition and redevelopment of a vacant dormitory building located in the City of Richmond and more commonly known as 314 West Grace Street authorizing the Executive Director to execute and deliver any and all documents required in connection with closing such loan, which was read and considered:

(08-02) WHEREAS, the Richmond Redevelopment and Housing Authority ("RRHA") requested a line of credit for the purposes of (i) purchasing, renovating and constructing property for the implementation of RRHA's strategic plan and/or (ii) for RRHA's working capital needs from the Wachovia Bank (the "Bank") through the execution and delivery of an unsecured promissory note in the aggregate principal amount of five million dollars (the "Note"); and

WHEREAS, the Richmond Redevelopment and Housing Authority

(“RRHA”) desires to acquire a parcel of land located in the City of Richmond and more commonly known as 314 West Grace Street (the “Property”) and to redevelop the Property; and

WHEREAS, RRHA will draw down from the Line of Credit to fund the acquisition and redevelopment of the Property, in the amount of Six Hundred and Seventy-Five Thousand Dollars (\$675,000) (the “Loan”); and

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to authorize RRHA to obtain the Loan from the Lenders and to authorize the Executive Director to execute and deliver any and all documents required in connection with closing the Loan; and

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

1. RRHA is authorized to obtain the Loan from the Lenders, provided the Loan is made on terms acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners
2. Upon approval of the terms of the Loan by the Executive Director or the Chairman of the RRHA Board of Commissioners, the Executive Director is hereby authorized, on behalf of RRHA, to execute and deliver any and all documents required in connection with closing the Loan, provided such documents are in a form acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners

Agenda Item No. 3 – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Access to Funds from the Unsecured Line of Credit or a Line of Credit from a suitable Financial Institution for the Renovation of Single-Family Homes for the Neighborhood Homeownership Initiative (NHI) Project, which was read and considered:

(08-03) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) requested a line of credit for the purposes of (i) purchasing, renovating and constructing property for the implementation of RRHA’s strategic plan and/or (ii) for RRHA’s working capital needs from the Wachovia Bank (the “Bank”) through the execution and delivery of an unsecured promissory note in the aggregate principal amount of five million dollars (the “Note”); and

WHEREAS, the Board of Commissioners for RRHA approved this proposed resolution on July 13, 2006 authorizing RRHA to execute and deliver the Note and related documents pertaining to the unsecured line of credit; and

WHEREAS, RRHA will draw down from the Line of Credit or a Line of Credit from a suitable Financial Institution to fund the renovation of single-family homes for the Neighborhood Homeownership Initiative Project in the amount of Seven Hundred and Fifty Thousand Dollars (\$750,000) (the “Loan”); and

WHEREAS, the Board of Commissioners approved the Neighborhood Homeownership Initiative (formally Workforce Housing) project as a Phase I Strategic Plan Project. The Implementation Agreement has been executed by the Chairman of the RRHA Board of Commissioners; and the Department of

Housing and Urban Development Special Application Center has approved RRHA’s Neighborhood Homeownership Initiative; and

WHEREAS, it is necessary for the Commissioners of RRHA to take

appropriate official action to authorize RRHA to obtain the Loan from the Lenders and to authorize the Executive Director to execute and deliver any and all documents required in connection with closing the Loan;

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

1. RRHA is authorized to obtain the Loan from the Lenders, provided the Loan is made on terms acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners
2. Upon approval of the terms of the Loan by the Executive Director or the Chairman of the RRHA Board of Commissioners, the Executive Director is hereby authorized, on behalf of RRHA, to execute and deliver any and all documents required in connection with closing the Loan, provided such documents are in a form acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners

Agenda Item No. 4 –Resolution of the Richmond Redevelopment and Housing Authority Authorizing Access to Funds from the Unsecured Line of Credit or a Line of Credit from a suitable Financial Institution for the Renovation and Modernization of the Stovall Public Housing Development, which was read and considered:

(08-04) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) requested a line of credit for the purposes of (i) purchasing, renovating, and/or constructing property for the implementation of RRHA’s strategic plan and/or (ii) for RRHA’s working capital needs from the Wachovia Bank (the “Bank”) through the execution and delivery of an unsecured promissory note in the aggregate principal amount of five million dollars (the “Note”); and

WHEREAS, RRHA will draw down from the Line of Credit or a Line of Credit from a suitable Financial Institution to fund the renovation and modernization of Stovall, a multifamily development in RRHA’s public housing inventory in the amount of Two Million and Eight Hundred Thousand Dollars (\$2,800,000) (the “Loan”); and

WHEREAS, the Board of Commissioners approved the renovation/modernization of Stovall as a Phase I Strategic Plan Project; and

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to authorize RRHA to obtain the Loan from the Lenders and to authorize the Executive Director to execute and deliver any and all documents required in connection with closing the Loan;

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

1. RRHA is authorized to obtain the Loan from the Lenders, provided the Loan is made on terms acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners
2. Upon approval of the terms of the Loan by the Executive Director or the Chairman of the RRHA Board of Commissioners, the Executive Director is hereby authorized, on behalf of RRHA, to execute and deliver any and all documents required in connection with closing the Loan, provided such documents are in a form acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners

Agenda Item No. 5 – Resolution approving the selection of the partnership between The NRP Group LLC as the developer of 2200-2210 1st Avenue and 1100-1116 Dove Street and authorizing the Executive Director to execute an exclusivity agreement with The NRP Group LLC to negotiate any and all documents required in connection therewith. The NRP Group LLC will be responsible for planning, financing, designing, and constructing a new, vibrant and attractive community, which was read and considered:

(08-05) WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) is the owner of 2200-2210 1st Avenue and 1100-1116 Dove Street (the “DOVE COURT”); and

WHEREAS, RRHA issued a Request for Qualification on October 12, 2007 (the “RFQ”) seeking interested parties to plan, finance, design and construct a new, vibrant and attractive community (the “Requested Services”); and

WHEREAS, a selection panel has reviewed the responses received to the RFQ and has selected The NRP Group LLC to provide the Requested Services; and

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to authorize the Executive Director to execute an exclusivity agreement and begin negotiation with The NRP Group LLC;

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

1. The Executive Director is hereby authorized to execute an exclusivity agreement and begin negotiations with The NRP Group LLC.

Agenda Item No. 6 – Resolution of Richmond Redevelopment and Housing Authority Authorizing the Execution of a Quitclaim Deed to Release Richmond Redevelopment and Housing Authority’s Reverter Interest in Certain Real Property Owned by the Virginia Performing Arts Foundation, which was read and considered:

(08-06) WHEREAS, Carpenter Center for the Performing Arts, a Virginia nonstock 501(c)(3) corporation (“Carpenter”) owns the Carpenter Center, a performing arts facility located at the northeast corner of Grace and 6th Streets in Richmond, Virginia (the “Carpenter Center”).

WHEREAS, Carpenter purchased on April 28, 2000 certain real property occupied by the former Thalhimer building, which property adjoins the Carpenter Center on the city block between Broad and Grace Streets and 6th and 7th Streets in Richmond, Virginia (the “Thalhimer Property”).

WHEREAS, Carpenter further conveyed the Thalhimer Property to Richmond Redevelopment and Housing Authority (“RRHA”) in 2001 pursuant to an agreement between Carpenter and RRHA dated February 13, 2001, as amended from time to time (the “Carpenter Agreement”).

WHEREAS, the City of Richmond, Virginia (the “City”) conveyed the alley running behind the Carpenter Center (the “Alley”) to RRHA by Quitclaim Deed dated December 6, 2002.

WHEREAS, the Carpenter Agreement contemplated that RRHA would transfer the Thalhimer Property and the Alley to either Carpenter or a non-profit entity with which Carpenter intended to affiliate, such non-profit having been

formed as Virginia Performing Arts Foundation (“VAPAF”).

WHEREAS, RRHA conveyed the Thalhimer Property to VAPAF by Deed of Gift dated August 3, 2004.

WHEREAS, RRHA and VAPAF entered into a Transfer Agreement dated August 3, 2004 (the “Transfer Agreement”) that provided for RRHA to transfer the Thalhimer Property to VAPAF subject to RRHA maintaining a reverter interest in a portion of the Thalhimer Property (the “Reverter Property”).

WHEREAS, VAPAF is in the process of renovating the northernmost portion of the Carpenter Center, extending the stagehead area northwardly into the Alley and the Thalhimer Property and extending the Carpenter Center eastwardly toward 7th Street to provide for additional lobby, office and restroom facilities.

WHEREAS, the City, VAPAF and Richmond Performing Arts Center, LLLP have entered into a Comprehensive Agreement regarding the construction and management of the Richmond CenterStage project located on the city block between Broad and Grace Streets and 6th and 7th Streets. As a part of the Comprehensive Agreement, the City has agreed to assist with the release of RRHA’s reversion right against the Reverter Property.

WHEREAS, the City is satisfied with VAPAF’s intended use and development of the Reverter Property that is subject to RRHA’s reversion interest. As a result, the City and RRHA’s staff have determined that there is no longer a need for RRHA to hold a reversion interest against the Reverter Property.

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

- 1) RRHA hereby approves the release of RRHA’s reversion interest in the Reverter Property as provided for under the Transfer Agreement.
- 2) The Executive Director is hereby authorized and directed to execute the Quitclaim Deed attached to this resolution releasing VAPAF from RRHA’s reversion interest in the Reverter Property.
- 3) The Executive Director is hereby authorized to execute and deliver any other collateral agreements and/or documents required in conjunction with the release of RRHA’s reverter interest in the Reverter Property as provided for under the Transfer Agreement.
- 4) All other acts of the officers and Commissioners of the Authority that are in conformity with the purposes and intent of this Resolution, whether such acts that occurred before or occur after the adoption of this Resolution are hereby ratified, approved and confirmed.
- 5) This Resolution shall become effective immediately upon adoption.

Agenda Item No. 7 – Resolution authorizing the Richmond Redevelopment and Housing Authority to Amend Resolution Number 2007-82 dated December 19, 2007, which approved RRHA to borrow up to Two Million and Four Hundred Thousand Dollars (\$2,400,000) for the acquisition and redevelopment of a parcel of land located in the City of Richmond and more commonly known as Carrington/Northridge Apartments, to allow RRHA to borrow up to Two Million and Six Hundred Thousand Dollars (\$2,600,000) for the acquisition of the Carrington/Northridge Apartments, which was read and considered:

(08-07) WHEREAS, the Richmond Redevelopment and Housing

Authority (“RRHA”) desires to acquire a parcel of land located in the City of Richmond and more commonly known as Carrington/Northridge Apartments (the “Property”) and to redevelop the Property; and

WHEREAS, in order to fund the acquisition and redevelopment of the Property, RRHA must obtain a loan in the aggregate amount of Two Million and Six Hundred Thousand Dollars (\$2,600,000) (the “Loan”); and

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to authorize RRHA to obtain the Loan from the Lenders and to authorize the Executive Director to execute and deliver any and all documents required in connection with closing the Loan;

NOW, THEREFORE, BE IT RESOLVED that Resolution Number 2007-82 adopted by the Commissioners of the Richmond Redevelopment and Housing Authority is hereby amended and that:

1. RRHA is authorized to obtain the Loan from the Lenders, provided the Loan is made on terms acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners
2. Upon approval of the terms of the Loan by the Executive Director or the Chairman of the RRHA Board of Commissioners, the Executive Director is hereby authorized, on behalf of RRHA, to execute and deliver any and all documents required in connection with closing the Loan, provided such documents are in a form acceptable to the Executive Director or the Chairman of the RRHA Board of Commissioners

Agenda Item No. 8 – Resolution of the Richmond Redevelopment and Housing Authority to Establish Disposition Prices and Purchaser for Eight (8) Parcels in the Blackwell Replacement Housing Area – 1112 Decatur Street, 1804 Stockton Street,

1806 Stockton Street, 1717 Maury Street, 2010 Maury Street, 2011 Albany Avenue, 2012 Albany Avenue and 2020 Albany Avenue, which was read and considered:

(08-08) WHEREAS, the Richmond Redevelopment and Housing Authority (RRHA) is the owner of certain property in the Blackwell Neighborhoods In Bloom Area for the Replacement Housing project; and

WHEREAS, Richmond Redevelopment and Housing Authority will dispose of the properties to the public with the requirement that the deteriorated structures will be rehabilitated and sold or rented to the public; and

WHEREAS, any purchaser must demonstrate that they possess the financial qualifications and abilities to acquire and develop the property in accordance with requirements established by Richmond Redevelopment and Housing Authority;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of RRHA that the disposition of 1112 Decatur Street, Block S-115, Parcel 02, 1804 Stockton Street, Block S-237, Parcel 06, 1806 Stockton Street, Block S-237, Parcel 05, 1717 Maury Avenue, Block S-234, Parcel 27, 2010 Maury Street, Block S-349, Parcel 02, 2011 Albany Avenue, Block S-349, Parcel 12, 2012 Albany Avenue, Block S-248, Parcel 05 and 2020 Albany Avenue, Block S-348, Parcel 01 will be marketed at an auction in accordance with the proposed use;

BE IT FURTHER RESOLVED THAT:

- 1) The Executive Director be and hereby is authorized and directed to execute a contract covering the sale, design, construction and owner occupancy requirements of said parcels;
- 2) The Executive Director is hereby authorized, on behalf of RRHA, to execute a contract authorizing the conveyance of said parcels to the public through an auction.

Agenda Item No. 9 – Resolution Approving the use of the Public Private Education Facilities and Infrastructure Act of 2002 Guidelines by the Richmond Redevelopment and Housing Authority, which was read and considered:

(08-09) WHEREAS, the Public Private Education Facilities and Infrastructure Act of 2002 (the “PPEA”) allows public entities to solicit proposals and to receive unsolicited proposals to undertake public private partnerships for design, construction, operation, implementation, or installation of education facilities, technology infrastructure and other public infrastructure and government facilities within the Commonwealth that serve a public need and purpose, if the public entity has adopted PPEA Guidelines; and

WHEREAS, the General Assembly found that there is a need for timely delivery of such projects and therefore the PPEA allows public entities greater flexibility in procuring services necessary to implement a successful public private partnership; and

WHEREAS, the Richmond Redevelopment and Housing Authority (RRHA) desires to take full advantage of public-private partnership opportunities that may arise which are consistent with RRHA’s goals, objectives and especially its strategic plan; and

WHEREAS, RRHA desires to adopt PPEA Guidelines to be more flexible in procuring the services necessary to implement a successful public private partnership; and

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

1. The PPEA Guidelines are hereby adopted in substantially the form of the attached.
2. The Executive Director, in consultation with legal counsel may modify or revise the PPEA Guidelines so long as the substance of the Guidelines is consistent with this resolution and the PPEA.

Agenda Item No. 10 – Resolution Approving the use of the Public Private Education Facilities and Infrastructure Act of 2002 Guidelines by the Richmond Redevelopment and Housing Authority, which was read and considered:

(08-10) WHEREAS, pursuant to a certain Amended and Restated Land Lease (the “Initial Lease”), dated as of July 12, 2002, among Richmond Redevelopment and Housing Authority (“RRHA”), Mutual Benefit/Marriott Hotel Associates – I, L.P. (predecessor-in-interest to Cavalier Hotel Limited Partnership) and PRVA II, L.P. (“Current Tenant”), with respect to which a Memorandum of Lease, dated July 12, 2002 was recorded in the City Clerk’s Office, City of Richmond, Virginia (the “Clerk’s Office”) as Instrument #02-022336, Landlord leased to Current Tenant certain land, easements, rights of way and real property in the City of Richmond, Virginia (as more particularly described in the Initial Lease, the “Land”).

WHEREAS, Current Tenant is the owner of a 400 room hotel and certain other improvements (collectively, the “Improvements”) located on the Land.

WHEREAS, the Initial Lease was amended based on a side agreement dated May 5, 2003 among RRHA, Current Tenant, Broad Street Community Development Authority, a political subdivision of the Commonwealth of Virginia (“CDA”) and Anglo Irish Bank Corporation, PLC (“Anglo Irish Bank”) revising the CDA Improvements definition evidenced in the Initial Lease.

WHEREAS, Current Tenant intends to assign the Lease (defined below) to New Tenant (defined below) pursuant to a certain Assignment of Amended and Restated Land Lease by and between Current Tenant and Apple Seven SPE Richmond, Inc. (“New Tenant”).

WHEREAS, New Tenant further intends to sublease the Initial Lease to Apple Seven Services Richmond, Inc. (“Sublessee”) pursuant to a certain Hotel Lease Agreement by and between New Tenant and Sublessee (the “Sublease”). The Initial Lease, as amended, assigned and subleased, is hereafter referred to as the “Lease”.

WHEREAS, Metropolitan Life Insurance Company, a New York corporation (“Lender”) made a loan (the “Loan”) to Current Tenant evidenced by a Promissory Note dated September 3, 2004 (the “Note”) in the principal sum of Twenty-Six Million Seven Hundred Fifty Thousand and No/100 Dollars (\$26,750,000.00). The Loan is secured by, inter alia, (i) a Leasehold Deed of Trust, Security Agreement and Fixture Filing dated September 3, 2004 (the “Deed of Trust”), granted by Current Tenant to certain trustees named therein for the benefit of Lender and recorded in the Clerk’s Office and (ii) Assignment of Leases and Rents (the “Assignment of Leases”) granted by Current Tenant to Lender and recorded in the Clerk’s Office, which the Deed of Trust and the Assignment of Leases encumber and assign to Lender, inter alia, all of Current Tenant’s leasehold estate and the right, title and interest of Current Tenant in and to the Land and the Improvements under the Lease (all of which leasehold estate and right, title and interest of Current Tenant under the Lease are hereinafter referred to collectively as the “Leasehold Estate”). The Note, the Deed of Trust, the Assignment of Leases and all other documents evidencing and/or securing the Loan are collectively, the “Loan Documents”.

WHEREAS, Current Tenant and Apple Seven Hospitality Ownership, Inc., a Virginia corporation (“Apple Seven”) are parties to a certain Agreement of Purchase and Sale of Real Property Commonly Known as the Richmond Marriott Hotel dated September 24, 2007, as amended by the First Amendment to Agreement of Purchase and Sale dated October 23, 2007 and as further amended by the Second Amendment to Agreement of Purchase and Sale dated October 24, 2007 (together, the “Purchase Agreement”), in which the parties agree to the sale of the Leasehold Estate. As a part of the transaction, Apple Seven will transfer its rights and interest under the Purchase Agreement to New Tenant. The Leasehold Estate will then be conveyed by Current Tenant to New Tenant and as part of the consideration for such conveyance, New Tenant agrees to assume all the obligations under the Loan Documents and comply with all covenants and obligations contained in the Loan Documents.

WHEREAS, as a part of New Tenant acquiring the Richmond Marriott Hotel (the “Hotel”) as contemplated in the Purchase Agreement, RRHA must agree to the terms of an Estoppel Certificate regarding the terms and conditions under the Lease and the proposed sale and business structure of the Richmond Marriott Hotel and such other related documents to the transaction (the “RRHA Documents”).

WHEREAS, RRHA’s administrative staff believe that the RRHA Documents reflect reasonable terms and conditions for the RRHA Commissioners to approve.

WHEREAS, RRHA’s administrative staff requests that the RRHA Commissioners approve the RRHA Documents in substantially the form attached hereto provided that the payments received by RRHA on two (2) promissory notes outstanding with Cavalier Hotel Limited Partnership, formerly known as Mutual Benefit/Marriott Hotel Associates – I, L.P. and the initial owner of the Richmond Marriott Hotel, which total \$19,800,000 (the “Cavalier Promissory Notes”), based on

certain financial information received by RRHA from Current Tenant, meet with RRHA’s approval.

WHEREAS, RRHA must adopt a resolution approving and/or authorizing the execution (where applicable) of the RRHA Documents, all of which shall be

approved by the Executive Director prior to executions.

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

- 1) RRHA hereby approves the RRHA Documents in substantially the form attached hereto subject to the Executive Director approving the financial payments made by Current Tenant to RRHA under the Cavalier Promissory Notes and subject to the Executive Director's receipt of confirmation from the City of Richmond approving the terms of the RRHA Documents. The final form of the RRHA Documents shall be subject to final approval by the Executive Director.
- 2) The Executive Director is hereby authorized and directed to execute the RRHA Documents on behalf of RRHA, where applicable.
- 3) All other acts of the officers and the Commissioners of RRHA that are in conformity with the purposes and intent of this Resolution, whether such acts occurred before or occur after the adoption of this Resolution are hereby ratified, approved and confirmed.
- 4) Any authorization herein to execute any document shall include authorization to record any document where appropriate and to deliver it to the other parties thereto.
- 5) This Resolution shall become effective immediately upon adoption.

Discussion

Commissioner Parker reported that during the Real Estate Committee meeting, staff had done a good job explaining from where the financing would be coming. Mr. Forte, Deputy Executive Director for Community Revitalization, was asked to inform the rest of the Board.

In respect to Agenda Item No. 2, it was an emergency situation. The intent is to pay it back with capital funds that we will leverage going forward. In most of the instances where the line of credit is going to be used, that's ultimately from where it's going to be paid back. HUD allows RRHA to use capital funds to leverage additional debt - to use a portion of the funds to pay debt service. Some of the deals will be public housing and a portion mixed income financing. Commissioner Parker asked if HUD caps it at any percentage. Mr. Forte responded that HUD uses a factor where you are able to use 20 – 25% of your capital fund dollars. That 20 – 25% number projects out and tells you the total amount of debt you could get from that debt service. In general terms, that's about \$30 - \$37 million dollars, give or take a few depending on the interest rate. RRHA is now in the process of hiring a financial consulting firm that will help to lay out, from a capital standpoint, the structure for all of the projects the Agency is trying to do.

Commissioner Harrigan asked if the figures in the resolution included interest carry. The figures are just the acquisition cost. Since these are interest-only loans,

Commissioner Harrigan wanted to know the source which would service the interest. The financial statement has some funds to cover that cost. In addition, RRHA would leverage the capital funds and ultimately repay itself from the complete issuance of that “big picture” debt with capital funds.

On Agenda Item #1, Commissioner Harrigan asked about the number of Housing Choice Voucher Program units available. Ron Hunt, from Hunt Investments, LLC answered the question. In the first phase, there are 221 affordable units and 151 market units. There is no Section 8 housing at this time. They agreed to accept Section 8 vouchers as long as the applicants qualify under the guidelines. It’s open to anyone. Commissioner Harrigan further asked that, because of the low income tax credit financing, is it a permanent requirement that the 221 units be available to anyone making 60% of the median income? Mr. Hunt responded in the affirmative. Commissioner Harrigan also wanted to know if the City Planning Commission had expressed an opinion on Agenda Item #1. It was confirmed that they are excited about the project.

Commissioner Parker asked Mr. Hunt about the target market and price for the project. The target market is young professionals and students. The target price is \$1 - \$1.10/sq.ft., which meant a one bedroom of 650 sq.ft. would run about \$700/month whereas the three-bedroom units of 1,600 sq.ft. would run about \$1,760/month. It is a very strong market there.

Commissioner Harrigan asked about Agenda Item #2 and how it fits into the Strategic Plan. Executive Director Scott responded that the acquisition is ideally suited for Senior Housing. The approval to pursue the acquisition of the property had been given in 2007. The current resolution was for the actual acquisition and the financing.

Commissioner Harrigan had a question about Agenda Item #5. After the exclusivity agreement is negotiated, will staff be coming back to the Board for approval on the project? Mr. Scott responded, “yes.” It is a Memorandum of Understanding to go into further discussions. This became critical because RRHA is trying to meet a tax credit application deadline which is February. Agenda Item #5 will allow RRHA to continue to work the agreement and to hopefully meet the tax credit deadline as well.

Is there a minimum reserve for the properties that are being auctioned off? Mr. Hunt replied, “No.”

Legal Counsel Gerald Carter informed the Board that they needed to do a public hearing in regards to Agenda Item #1. Charles Howell, representing the Housing Committee for the NAACP, wanted to know more about what's going on so the NAACP can be more cooperative in working with RRHA. That way, in the long run, people from all income levels can benefit from RRHA's actions. They believe that a collaborative effort should be beneficial to everyone. There were some resolutions Mr. Howell had questions on but, at this time, he didn't know enough about them to offer support or opposition. Chairman Jackson thanked Mr. Howell for his comments and invited him to come back any time to attend both Board and Real Estate Committee meetings. Chairman Jackson suggested Mr. Howell get in touch with Mr. Forte to discuss any of the current or past resolutions. Staff will provide Mr. Howell with the schedule of meetings.

Chairman Jackson entertained a motion to close the public hearing. Commissioner Parker moved for adoption, which was seconded by Commissioner Harrigan, and upon roll call the following voted "Aye":

Commissioners Jackson, Olds, Parker, Harrigan, and Sties

And the following voted "Nay":

None

And the following abstained:

None

The public hearing on Agenda Item #1 is closed.

Chairman Jackson indicated his conflict of interest regarding Resolution #7, which is the same conflict he identified last month in regard to Resolution #5. The dollar amount has changed but the conflict still stands.

Chairman Jackson entertained a motion to adopt Resolutions 1 – 10. Commissioner Marilyn Olds moved for adoption, which was seconded by Commissioner Russell Parker and upon roll call the following voted "Aye":

Commissioners Jackson, Olds, Parker, Harrigan, and Sties (Jackson "Aye" on Agenda Items # 1, 2, 3, 4, 5, 6, 8, 9, and 10 only)

And the following voted "Nay":

None

And the following abstained:

Commissioner Jackson abstained from voting on Agenda Item # 7

WORK SESSION

Chairman Jackson introduced Chief Hal Hazelton who gave a presentation on RRHA Police Department Strategies. In comparing December 2006 to December 2007, the number of property crimes has dropped 1%; violent crimes have dropped 5%; and the total of major crimes has dropped 3%. Over 90% of the crimes committed are not committed by RRHA residents. The RRHA Police Department (PD) was certified as a Police Department in Virginia in October 2006. It currently has 10 members: nine sworn police officers and one administrative staff. The RRHA PD provides police coverage from 7:30 a.m. – 12 midnight Monday through Friday and one 8-hour shift on both Saturday and Sunday, with no coverage available after midnight.

In 2006, the RRHA Police Department was awarded a grant from the US Department of Justice for \$200,000 to assist with acquiring equipment and funding officer coverage. The RRHA PD enjoys a unique partnership with the Richmond Police Department. Even though the RRHA PD is completely separate, they cooperate fully with the Richmond PD and share ideas. The RRHA PD collaborated with the Richmond PD to outfit all of RRHA PD's vehicles with mobile data consoles (outboard computers.) The most important thing it does is give RRHA's officers information on "persons of interest" – it is a huge safety feature. It also lets them know where any officer is, at any time, in the city of Richmond. The City of Richmond also donated GPS's for all PD vehicles for free.

Also, Chief Hazelton presented a graph which reflected the activity for the year. Commissioner Sties asked if the figures are kept track of on a monthly basis. Chief Hazelton responded that yes, they are, especially since the PD's manpower issues have leveled off.

Some of the challenges the RRHA PD faces are: reduction in funding from HUD and Asset Management. The PD is researching finding alternate funding resources to maintain and enhance the level of service and to increase initiatives to further reduce crime in public housing.

Chairman Jackson asked if there was any relationship with VCU. Chief Hazelton

replied that there is. VCU offers incredible training and is becoming more interested in RRHA posting for trespass because the RRHA PD can legally do so on properties RRHA owns around VCU.

Commissioner Harrigan asked if most of the violent crimes occur after midnight. Chief Hazelton responded that most of the crimes occur earlier in the evening or earlier in the morning.

Commissioner Harrigan also spoke about a program Dallas has where they organized the business community to provide additional funding to supplement the city budget for particular police initiatives. He felt it might be worthwhile to find out how that program is structured.

Chief Hazelton, along with Officer Graham of the Richmond Police Department, Chairman Jackson, and Executive Director Anthony Scott presented citations to the following RRHA Police Officers and commended them for their response in apprehending a murder suspect: Corporal Emmanuel Spann, Officer Todd Pitts, Officer Eric Edwards, and Sergeant Jon Banberger. In the instance of an assault on an insurance salesman, Officer Todd Pitts was also commended for his quick and determined assistance in the ensuing investigation. In addition, a newly-formed gang had started on a spree of armed robberies, armed assaults and violent narcotics crimes. Through exhaustive investigative efforts, Officer Tori Wilson was able to identify the members of this gang, which resulted in numerous arrests for several felony charges. The gang has now been put out of business. Officer Tori Wilson was awarded a citation for his work above and beyond the call of duty.

The Board was asked to hold the dates May 29th and 30th for the Board retreat. Chairman Jackson would like 100% participation at the retreat.

Chairman Jackson postponed the closed session discussion until the February Board meeting. The topic needs to be discussed by the entire Board. There will either be a closed session at the next meeting or a special meeting before time. Information on the topic to be discussed was sent to all the Board members. Chairman Jackson asked that the information be reviewed before the next meeting.

Chairman Jackson entertained a motion to adjourn. Commissioner Russell Parker

moved for adoption. There being no further business and upon unanimous vote, the meeting adjourned at 7:15 p.m.

Chairman

Executive Director/Secretary-Treasurer