

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 21, 2009

In Attendance:**Board of Commissioners**

Elliott M. Harrigan, Chairman
Marilyn B. Olds, Vice Chairman
J. Russell Parker, III
Cindy A. Mims
James A. Sties

Absent:

Guenet M. N, Beshah, Esq.

RRHA Staff

Anthony Scott, Executive Director

Chairman Elliott M. Harrigan called the meeting to order at 5:30 p.m. with *General Counsel M. Maxine Cholmondeley, Esq.* serving as Legal Counsel.

Minutes

The Minutes from the *December 17, 2008 Regular Board Meeting* were presented for approval.

1 Motion: (Parker/Mims) Move to adopt the Minutes from the December 17, 2008 Regular Board Meeting.

Motion Carried - Harrigan Abstained

Citizens Information Period

There was no Citizen Information period scheduled.

Committee Reports

Commissioner Harrigan requested that Board Committee Reports be presented.

Acting Deputy Executive Director of Finance Stacey Fayson delivered the *Administration and Finance* report. She reported that the Administration and Finance Committee met on January 14. The primary topic of discussion was the review of the preliminary financial statements for the month of December and the projected deficit for fiscal year 2009. Also discussed were the actions taken by the Executive Team to address those issues. A letter was sent to all housing authority staff members regarding the plan of action.

Deputy Executive Director of Affordable Housing John Hill provided the *Affordable Housing Report*.

- The delinquency rate has increased from November to December 31st from

95.49% to 97.15%

- Staff has been working with the community health department. The Community Health Initiative will “kick-off” on January 23 at Mosby. The purpose is to set up a small satellite-clinic environment for our communities. It is starting at Mosby but will also be offered at Gilpin and Whitcomb. A one-bedroom unit has been taken off line to be used as the clinic. Since the unit is taken off line, it does not affect our vacancy status with HUD. It will, however, result in loss revenue for the unit.

Two questions were posed.

- *What is the unit turnaround time?* The goal is 10 days.
- *The percent of Voucher utilization shown in the Key Performance Indicator chart: is that the number of individuals issued vouchers who haven't found housing or is it the number of vouchers not issued?* It is the number of people who have received housing with vouchers.

Rodney Forte, Deputy Executive Director of Community Revitalization, provided the *Real Estate Committee Report*. The committee met earlier in the day. The committee reviewed the four resolutions being presented. Two updates were provided regarding

Nine Mile Road and Community Revitalization. There was also a recommendation made that on a quarterly basis a financial report be done to make sure “everyone is on the same page.”

Chairman's Remarks

Chairman Harrigan reported that the new Board committee assignments had been completed and would be distributed at the end of the meeting. He also reminded the Board about the Final Public Meeting for North Jackson Ward on February 3 and the Final Public Meeting for Dove Court on February 4. Both meetings start at 6:00 p.m. Chairman Harrigan stressed the importance of Board members attending one or both of these meetings.

Executive Director's Comments

Mr. Anthony Scott stated that an Executive Summary had been included in the Board packet highlighting the activities for the past month. He also reported on the following items:

- RRHA and HOMEWARD will be doing a Memorandum of Understanding (MOU) signing ceremony on Wednesday, January 28, 2009 at 11:00 a.m. in the Large Conference Room. This is a partnership to eliminate homelessness. All Board members were invited to attend.
- RRHA has received a grant from HUD in the amount of \$130,384 for the

Housing Choice Voucher Family Self-Sufficiency (FSS) program. It is the hope that more Housing Choice Voucher Program (HCVP) recipients will be moving on the path to homeownership.

- This money is for actual staffing to work with RRHA's HCVP recipients to help on their path to homeownership. There is a whole FSS program that RRHA is required to have. There are goals that need to be reached. This allows for a paid position that can concentrate 100% on achieving that objective. It provides counseling, support, and assistance for a HCVP recipient. RRHA has met the HUD goal of having enough participants in the program. Currently, RRHA and the Home Center are working to set good homeownership goals that haven't been done in the past.
 - It is a one-year-at-a-time grant that RRHA has received several times. As the HUD-related goals of the program are met, the grant can be applied for.
 - RRHA has had 15 voucher recipients go on to purchase a home over the last three – four years.
 - A consultant has been working with RRHA and is now in the final stages of having a revamped HCVP program. The impetus of the program is to purchase homes using the vouchers. A report will be given as soon as everything is in place.
- Staff is working diligently on closing the projected gaps in the budget. More information will be presented next month or sooner, if necessary.

RESOLUTIONS

Note: Resolutions 1 through 4 were handled as a block. The Real Estate Committee recommended approval of all four.

Agenda Item No. 1 –Resolution of the Richmond Redevelopment and Housing Authority Authorizing Acquisition Prices for Four (4) Parcels in the North Jackson Ward Area – 112 East Baker Street, 114 East Baker Street, 116 East Baker Street, and 907 North 2nd Street

(09-01) BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on full and careful appraisals of the properties that the prices recommended by the Executive Director for the acquisition of four (4) parcels in the North Jackson Ward Area be and hereby is accepted as the fully established and approved prices for the acquisition of such parcels; and

BE IT FURTHER RESOLVED that the Executive Director, acting on behalf of RRHA, be and hereby is authorized to accept the signed options to purchase 112 East Baker Street, Block N-68, Parcel 26, 114 East Baker Street, Block N-68, Parcel 25, 116 East Baker Street, Block N-68, Parcel 24 and 907 North 2nd Street, Block N-69, Parcel 24, at the said prices.

NOTE: 112 East Baker Street was listed as a vacant lot. It is, in fact, a structure of

1,654 sq.ft. Also 907 North 2nd Street was listed as a structure. In actuality, it is a vacant lot.

Agenda Item No. 2 – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Acquisition Price for One (1) Parcel in the North Jackson Ward Area – 1013 North 3rd Street

(09-02) BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on full and careful appraisals of the property that the price recommended by the Executive Director for the acquisition of one (1) vacant parcel in the North Jackson Ward 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 1013 North 3rd Street, Block N-88, Parcel 28, at the said price.

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 – 1401 North 26th Street.

(09-03) BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that based on full and careful appraisals of the properties 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 1401 North 26th Street, Block E-714, Parcel 17 at the said price.

Agenda Item No. 4 – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Approval to File for Condemnation for Three (3) Vacant Parcels in the Blackwell Conservation Area and Blackwell Redevelopment Area – 1719 Everett Street, 1720 Everett Street and 25 Jefferson Davis Highway.

(09-04) BE IT RESOLVED by the Commissioners of the Richmond Redevelopment and Housing Authority (RRHA) that the Executive Director and counsel are hereby authorized and directed to institute condemnation proceedings for the acquisition of the properties listed herein. These proceedings are essential to the conveyance of property and the construction of new single-family housing as part of the Blackwell revitalization effort.

Block/Parcel

Name of Owner/
Address of Property

S-235/23	Thelma S. Brown EST C/O 1719 Everett Street
S-234/10	Clayton Investment Group LLC 1720 Everett Street
S-240/15	John W. Pleasants C/O Christine P. Jones 25 Jefferson Davis Highway

BE IT FURTHER RESOLVED that prior to instituting eminent domain proceedings, staff is directed to avoid such proceedings if possible.

2 Motion: (Mims/Parker) Move to adopt Resolutions 1, 2, 3, and 4.

Motion Carried – Harrigan Abstained

3 Motion: (Olds/Sties) Move to adjourn.

Motion Carried Unanimously

There being no further business and upon unanimous vote, the meeting adjourned at 5:55 p.m.

Chairman

Executive Director/Secretary-Treasurer