

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, SEPTEMBER 16, 2009

**In Attendance:**

**Board of Commissioners**

Elliott M. Harrigan, Chairman  
Marilyn B. Olds, Vice Chair  
J. Russell Parker, III  
Guenet M. N, Beshah, Esq.  
Cindy A. Mims  
James A. Sties

**RRHA Staff**

Anthony Scott, Chief Executive Officer

Chairman Elliott M. Harrigan called the meeting to order at 5:35 p.m. with *General Counsel M. Maxine Cholmondeley, Esq.* serving as Legal Counsel.

***Closed Session***

At 5:37 p.m., Commissioner Harrigan stated that it would be necessary to go into closed session to discuss an issue. General Counsel Cholmondeley read the following motion:

*“I move that we go into closed meeting to consult with legal counsel and staff regarding the disposition of a piece of property, namely 4303 E. Main St., and the terms of the disposition as permitted by Section 2.2-3711(A)(3) of the Virginia Freedom of Information Act.”*

***1 Motion: (Mims/Olds) Move to go into a closed session.***

**Motion Carried Unanimously**

General Counsel Cholmondeley 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.

The Certification was signed by all Board members.

**2 Motion: (Parker/Olds) Move to come out of closed session.**

**Motion Carried Unanimously**

*The meeting officially reconvened at 6:04 p.m.*

**Minutes**

The Minutes from the *July 28, 2009 Regular Board Meeting* were presented for approval. Commissioner Sties noted that a correction needs to be made to the spelling of City employee Alicia Zatcoff's name.

**3 Motion: (Parker/Mims) Move to adopt the amended Minutes from the July 28, 2009 Regular Board Meeting.**

**Motion Carried Unanimously**

**Committee Reports**

Commissioner Harrigan requested that Board Committee Reports be presented.

Chief Financial Officer Rick Sample delivered the *Administration and Finance* report. He reported that the Administration and Finance Committee met on September 10, 2009 when several items were discussed or reviewed.

- the July financial statements
- the proposed 2010 budget
- monthly reports for Key Performance Indicators (KPIs) for various areas of the operation
- cash flow statements
- the status of the Enterprise Business System (EBS) implementation
- the Resolution regarding the renewal of the Wachovia line of credit
- the Housing Choice Voucher Program (HCVP) status

Senior Vice-President of Property Management John Hill provided the *Affordable Housing Report*.

- The Public Information Center (PIC) submission remains high for the HCVP program at 98.3%
- Occupied units for Public Housing are at 95%
- Work orders are at 97%, which is higher than last month
- Rent collection remains steady at 91%
- Valena Dixon, as VP of Community Relations, will be attending the meetings

and may report on some additional Resident Services matters.

Garland Curtis, Acting VP Real Estate & Community Development, provided the *Real Estate Committee Report*. The committee met on Thursday, September 10, 2009. The following topics were covered.

- Four resolutions were considered and discussed. The Committee recommended that Resolutions 2, 3 and 4 be approved by the Board. The Committee requested that Resolution 1 be presented to the full Board for consideration without a recommendation from the Real Estate Committee.

#### ***Chairman's Remarks***

Chairman Harrigan had no comments.

#### ***Chief Executive Officer's Comments***

Mr. Anthony Scott made some comments in addition to the Executive Summary, which had been included in the Board packet highlighting the activities for the past month.

- The conversion to our new business system is still on track for implementation on October 1<sup>st</sup>.
- The United States Department of Justice, Office of Community Oriented Policing Services (COPS), presented the RRHA Police Department with a three-year grant in the amount of \$166,000 plus per year. It will be used for the hiring and effective training of our Police Officers.
- Mr. Scott will be attending a Legislative Conference in Washington, D.C. on September 30 – 23, 2009 to advocate for RRHA and, in particular, for the Housing Choice Voucher Program. He will be visiting with some of our Congressional representatives during that period.
- Mr. Scott will be attending another conference in Washington, D.C. two weeks later, October 4 – 6, 2009. He will visit with those representatives he missed during his September trip.

#### ***RESOLUTIONS***

*Note: Resolution number 6 was pulled. Resolutions numbers 2 through 5 were recognized.*

***Agenda Item No. 6 (Withdrawn)*** - Resolution of the Richmond Redevelopment and Housing Authority to Approve the Authority-Wide Operating Budget of \$91.9 Million for the Fiscal Year Ending September 30, 1010.

***Agenda Item No. 2*** - Resolution authorizing the Chief Executive Officer to

execute an Amendment to the Disposition and Development Agreement for the Jackson Commons Development within the Jackson Place Redevelopment Area, which was read and considered:

**(09-38)** WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) executed a Disposition and Development Agreement with Jackson Commons Partnership LLC (“JC LLC”) on September 29, 2003; and

WHEREAS, after consultation between RRHA and JC LLC, the parties have determined that the number and type units that will be built by JC LLC on-site should be changed to reduce the number of single family units and to increase the multi-family rental units and include some commercial space; and

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to authorize the Chief Executive Officer to execute and deliver the Amendment to Disposition and Development Agreement on behalf of RRHA to change the number and composition of units;

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

1. The modification to the development agreement is hereby approved.
2. The Chief Executive Officer is hereby authorized to execute and deliver the Amendment to Disposition and Development Agreement to modify the number and composition of units on terms acceptable to the Chief Executive Officer and to counsel in furtherance of this resolution, in connection with the Jackson Commons Development Project.

**Agenda Item No. 3** – Resolution of the Richmond Redevelopment and Housing Authority Authorizing Acquisition Price for One (1) Parcel in the North Jackson Ward Area – 1002 North 1<sup>st</sup> Street, which was read and considered:

**(09-39)** 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 Chief Executive Officer 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 Chief Executive Officer, acting on behalf of RRHA, be and hereby is authorized to accept the signed option to purchase 1002 North 1<sup>st</sup> Street, Block N-84, Parcel 13, at the said price.

**Agenda Item No. 4** – Resolution of the Richmond Redevelopment and Housing Authority to Establish Disposition Price and Purchaser for One (1) Parcel in the Blackwell Neighborhoods in Bloom Revitalization Area - 23 Jefferson Davis Highway, which was read and considered:

**(09-40)** WHEREAS, the Richmond Redevelopment and Housing Authority (RRHA) is the owner of certain properties in the Blackwell Neighborhoods in Bloom (NIB) Revitalization Area; and

WHEREAS, Southside Community Development and Housing Corporation submitted a proposal to purchase 23 Jefferson Davis Highway,

Block S-240; Parcel 16, in the Blackwell NIB Revitalization Area and the Blackwell Redevelopment Area for the development of a new single-family home to be made available for sale to a low-to-moderate income family; and

WHEREAS, Southside Community Development and Housing Corporation has demonstrated that as of the date of this resolution it possesses the financial qualifications and abilities to acquire and develop the property in accordance with the Blackwell Neighborhoods in Bloom Revitalization Plan and the Blackwell Redevelopment Plan;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of RRHA that \$1.00 is the duly established and approved price for the disposition of 23 Jefferson Davis Highway, Block S-240; Parcel 16, in accordance with the proposed use;

BE IT FURTHER RESOLVED THAT:

1. The offer of \$1.00 from Southside Community Development and Housing Corporation for 23 Jefferson Davis Highway, Block S-240, Parcel 16, in the Blackwell NIB Revitalization Area be and hereby is accepted;
2. The Chief Executive Officer be and hereby is authorized and directed to execute contracts covering the sale of said parcel, design, construction and owner occupancy requirements;
3. The conveyance of said parcel to Southside Community Development and Housing Corporation by the Chief Executive Officer on behalf of RRHA, utilizing a form of deed satisfactory to counsel, be and hereby is in all respects approved.

*Agenda Item No. 5* – Resolution of the Richmond Redevelopment and Housing Authority Authorizing the Renewal of the Line of Credit with Wachovia Bank, which was read and considered:

**(09-41)** WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) is requesting authorization to renew the Wachovia Line of Credit in the amount of Five Million Dollars (\$5,000,000)

WHEREAS, it is necessary for the Commissioners of RRHA to take appropriate official action to authorize RRHA to renew the Line of Credit of Five Million Dollars (\$5,000,000) from Wachovia Bank and to authorize the Chief Executive Officer or in his absence, the Chief Financial Officer, to execute and deliver any and all documents required in connection with this transaction;

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

1. RRHA is authorized to renew the Line of Credit with Wachovia Bank made on terms acceptable to the Chief Executive Officer, or in his absence, the Chief Financial Officer.
2. Upon approval of the terms renewing the Line of Credit by the Chief Executive Officer, or in his absence, the Chief Financial Officer, the Chief Executive Officer, or in his absence, the Chief Financial Officer, 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 Chief Executive Officer, or in his absence, the Chief Financial Officer.

**Discussion**

Questions regarding Resolution 2 were asked and answered by Staff to the Board members' satisfaction. Commissioner Sties noted that this issue had been thoroughly discussed at the Real Estate Committee meeting.

**4 Motion: (Mims/Sties) Move to adopt Resolutions 2, 3, 4, and 5.****Motion Carried Unanimously**

*Note: Resolution #1, which had been modified by the Board of Commissioners, was recognized.*

**Agenda Item No. 1** – Resolution of the Richmond Redevelopment and Housing Authority to Authorize the Disposition of One (1) Parcel located at 4303 East Main Street and Establish the Disposition Price, which was read and considered:

**(09-42)** WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) is the owner of certain property located at 4303 East Main Street (the “Property”) in the Fulton Redevelopment Area; and

WHEREAS, the City of Richmond (the “City”) has requested that RRHA transfer the Property to the City or directly to Restaurantur, Inc., in connection with a court settlement between the City and Restaurantur, Inc; and

WHEREAS, RRHA is willing to accommodate the City’s request to convey the Property to the City or directly to Restaurantur, Inc., and

WHEREAS, it is necessary for the Commissioners of RRHA to authorize the conveyance of the Property and to authorize the Chief Executive Officer to execute and deliver a special warranty deed and any and all documents required in connection with such disposition of the Property; and

WHEREAS, the Chief Executive Officer, in consultation with the Chairman of the Real Estate Committee, shall determine the fair value for the Property.

NOW, THEREFORE, BE IT RESOLVED by the RRHA Commissioners that:

1. The Chief Executive Officer is hereby authorized and directed to execute a purchase agreement containing the following terms
  - (i) conveyance by special warranty deed;
  - (ii) inclusion of a right of reversion provision providing that the Property shall revert to RRHA, at the option of RRHA, in the event it is not developed and used as a parking facility;
  - (iii) consideration based upon the fair value established by the Chief Executive Officer in consultation with the Chairman of the Real Estate Committee; and
  - (iv) such other terms as the Chief Executive Officer shall deem appropriate to protect the interest of RRHA.
2. The Chief Executive Officer is hereby authorized, on behalf of RRHA, to execute and deliver a special warranty deed and any and all documents required in connection with the disposition of the Property to the City or Restaurantur, Inc., provided such documents are in a form acceptable to the Chief Executive Officer and General Counsel.

**5 Motion: (Sties/Parker) Move to adopt Resolution 1.**

**Motion Carried Unanimously**

**Adjournment**

**6 Motion: (Mims/Olds) Move to adjourn.**

**Motion Carried Unanimously**

There being no further business and upon unanimous vote, the meeting adjourned at 6:20 p.m.

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Chairman

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Chief Executive Officer/Secretary-Treasurer