

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS**
Chesapeake Redevelopment and Housing Authority

The Regular Meeting of the Board of Commissioners of the Chesapeake Redevelopment and Housing Authority (CRHA) convened at 5:00 p.m. on Wednesday, January 25, 2023. The meeting was held at CRHA's Central Office in Chesapeake.

Board Members in Attendance: Dr. Rebecca C.W. Adams, Board Chair
Mr. Camron Phillips, Vice Chairman
Ms. Diana L. Clark-Daughtry, Commissioner
Mr. John A. Kish, Commissioner
Ms. Tara T. Preston, Commissioner
Dr. Deborah Hunley-Stukes, Commissioner

Commissioners Absent: Dr. Keshia Brown, Commissioner (excused)

Attorney in Attendance: Ms. Delphine Carnes, Esquire

Staff in Attendance:

Mr. John Kownack, Executive Director
Ms. Nancy Tarkenton, Deputy Executive Director
Mr. Raimundo Rivera, Director of Finance and Administration
Ms. Delisha Lamb, Director of Housing
Ms. Angela Brickhouse, Executive Secretary and Resident Services Liaison

CALL TO ORDER:

Board Chair Adams called the meeting to order at 5:00 p.m., and asked Vice Chairman Phillips to lead the invocation and the reciting of the Pledge of Allegiance.

APPROVAL OF THE MINUTES

Exhibit A – Regular Meeting Minutes of December 14, 2022

The first order of business was the Approval of the Minutes. Board Chair Adams called for a motion to approve Exhibit A as presented.

On a motion by Commissioner Hunley-Stukes, seconded by Commissioner Kish, the minutes of the December 14, 2022 meeting were approved.

CITIZEN COMMENTS

There were no citizen comments this evening.

EXHIBIT A

UNFINISHED BUSINESS

No unfinished business was discussed this evening.

NEW BUSINESS

Exhibit B – Presentation of the FY 2023 Affordable Housing and Authority Management Operating Budgets

Mr. Rivera greeted the Board and proceeded to present the FY 2023 Affordable Housing and Authority Management Operating Budgets. He noted the budgets do not require Board approval. He then shared highlights of the 2023 factors affecting changes in the Authority Management budget and Affordable housing budgets.

Commissioner Kish inquired about the budget summary page for Geneva Sqaure, noting rents appeared to be increasing. Ms. Lamb responded that the significant rent increases would apply to new tenants moving into the renovated units. She added that while current tenants would see a slight increase, Geneva Square's pricing still falls below standard market rents. Mr. Kownack reminded the Board that HUD requires Geneva Square to remain below standard market rent as part of the acquisition process.

Vice Chairman Phillips inquired if there could be a discussion regarding total revitalization costs. He also asked what percentage of Fair Market rents the Authority currently held, and if there was a report that determines the numbers we should strive for. Ms. Lamb responded, stating that surveys are conducted routinely to compare property amenities of surrounding properties. She added that Geneva Square is a stepping stone for many tenants transitioning from public housing, which helps promote their goal of achieving self-sufficiency.

Mr. Rivera then reviewed the Affordable housing properties, highlighting that Meadow Landing's mortgage would be paid in full in May 2024. Mr. Kownack suggested the Board review the budgets indepth and provide any additional questions.

Exhibit C – Resolution No. 1493: Semi-Annual Write-Off of Delinquent Tenant Accounts

Mr. Rivera also presented the Semi-Annual Debt Write-Offs. Mr. Kownack explained that the numbers were higher than previous years due in part to a handful of tenants who, despite receiving financial assistance through the Virginia Rent Relief program, still accumulated large ending balances. Mr. Rivera and Ms. Lamb then addressed questions from the Board.

Following questions, Mr. Rivera asked the Board to adopt Resolution No. 1493, approving the Write-Off of the Semi-Annual Delinquent Tenant Accounts.

On a motion by Commissioner Preston, seconded by Vice Chairman Phillips, Resolution No. 1493 was adopted.

EXHIBIT A

Executive Director's Report

Dr. Adams turned the meeting over to Mr. Kownack to present the Executive Director's report. Mr. Kownack briefly addressed the 2023 Board Retreat, noting the tentative date would be Saturday, March 18th from 9 AM – 2 PM. He also mentioned the Peaceful Village mechanical and HVAC improvements, stating the renovations were on track and scheduled for completion in April. Lastly, he mentioned the CAST program was in progress and scheduled to extend through February. The pick-up and drop-off points are at the Authority's Central Office.

Commissioner Kish asked if the Indian River Library was seeing an increase in visitors during the day. Ms. Tarkenton confirmed there had been an uptick in number of visitors. Mr. Kownack expressed appreciation for the churches who were hosting this winter season.

Attorney's Advice and Consultation

There was no Attorney's advice this evening.

Executive Session

Upon motion of Commissioner Clark-Daughtry, seconded by Dr. Hunley-Stukes, the following Resolution was unanimously approved:

Resolution Convening a Closed Meeting on January 25, 2023

BE IT RESOLVED, that the Authority will convene in a closed meeting pursuant to the Virginia Freedom of Information Act, as amended (the "Act"), to discuss the following matters which are specifically exempted from public disclosure by the code section referred to below:

- Discussion and consideration of the disposition of publicly held real property as authorized by Section 2.2-3711(A)(3) of the Act.

Upon motion of Commissioner Kish, seconded by Vice Chairman Phillips, the following Resolution was unanimously approved:

Resolution Certifying a Closed Meeting on January 25, 2023

WHEREAS, the Authority has 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 2.2-3712(D) of the 1950 Code of Virginia, as amended, requires a certification by this Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, upon motion duly made and seconded, BE IT RESOLVED, that the Authority hereby certifies that, to the best of each Commissioner's knowledge, (i) only public

EXHIBIT A

business matters lawfully exempted from open meeting requirements by Virginia law were heard, discussed or considered in the closed meeting, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Authority.

Commissioners in attendance affirmed the motion by verbal confirmation as follows:

- Rebecca Adams – yes
- Camron Phillips – yes
- Debbie Hunley-Stukes – yes
- Tara Preston – yes
- John Kish – yes
- Diana Clark-Daughtry - yes

ADJOURNMENT

There being no further business, Dr. Adams thanked the members and adjourned the meeting at 6:52 p.m.



Dr. Rebecca C.W. Adams, Board Chair



John C. Kownack, Secretary