

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY



BOARD OF COMMISSIONERS

REGULAR MEETING

August 28, 2023



PUBLIC NOTICE OF MEETING

The **PERSONNEL COMMITTEE** of the

City of Roanoke Redevelopment and Housing Authority

BOARD OF COMMISSIONERS

will meet on

Monday, August 28, 2023

at 2:15 p.m.

at the following location:

2624 Salem Turnpike NW
Roanoke, VA 24017

As set forth in the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973, RRHA does not discriminate on the basis of disability, and is willing to assist citizens with special needs. If you have a hearing or vision disability and wish to attend any RRHA public meeting, please contact us seven (7) days prior to meeting date at (540) 983-9286 or Roanoke Redevelopment and Housing Authority, 2624 Salem Turnpike, NW, Roanoke, VA 24017.

Date of Public Notice: August 21, 2023





PUBLIC NOTICE OF MEETING

City of Roanoke Redevelopment and Housing Authority

BOARD OF COMMISSIONERS

will hold a **PUBLIC HEARING**

to receive comments on the
Fiscal Year 2024 Operating Budget

**Monday, August 28, 2023
at 3:00 p.m.**

As set forth in the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973, RRHA does not discriminate on the basis of disability, and is willing to assist citizens with special needs. If you have a hearing or vision disability and wish to attend any RRHA public meeting, please contact us seven (7) days prior to meeting date at (540) 983-9286 or Roanoke Redevelopment and Housing Authority, 2624 Salem Turnpike, NW, Roanoke, VA 24017.

Date of Public Notice: August 14, 2023





PUBLIC NOTICE OF MEETING

The **REGULAR MEETING** of the
City of Roanoke Redevelopment and Housing Authority
BOARD OF COMMISSIONERS

will be held on

Monday, August 28, 2023
at 3:00 p.m.

As set forth in the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973, RRHA does not discriminate on the basis of disability, and is willing to assist citizens with special needs. If you have a hearing or vision disability and wish to attend any RRHA public meeting, please contact us seven (7) days prior to meeting date at (540) 983-9286 or Roanoke Redevelopment and Housing Authority, 2624 Salem Turnpike, NW, Roanoke, VA 24017.

Date of Public Notice: August 21, 2023



AGENDA

REGULAR MEETING OF THE COMMISSIONERS OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY 2624 Salem Turnpike, NW – Roanoke, Virginia – 24017

**August 28, 2023
3:00 pm**

I. CALL TO ORDER – ROLL CALL

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

PUBLIC HEARING

To receive comments on the proposed Fiscal Year 2024 Operating Budget

II. REPORTS

1. Executive Report
2. Staff Reports
3. Committee Reports
4. Commissioner Comments
5. City Council Liaison Comments or Discussion
6. Residents or other community members to address the Board

III. CONSENT AGENDA

All matters listed under the consent agenda are considered to be routine by the Board of Commissioners and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

- C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, July 24, 2023.

RECOMMENDED ACTION: Dispense with the reading thereof and approve as recorded.

- C-2 Monthly Operations Report for the month of July 2023.

RECOMMENDED ACTION: File as submitted.

Consideration for approval of the above Consent Agenda:

Motion _____ Second _____

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

IV. **REGULAR AGENDA**

1. **Resolution No. 4165**

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY (RRHA) APPROVING UPDATES TO ITS EMPLOYEE HANDBOOK.

Motion _____ Second _____

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

2. **Resolution No. 4166**

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AWARDED A CONTRACT FOR REPLACEMENT OF HEATING SYSTEMS FOR BLUESTONE PARK, AMP 259, UNDER CAPITAL FUND PROGRAM (CFP) GRANT NUMBER VA36P01150123 AND VIRGINIA HOUSING PUBLIC HOUSING REVITALIZATION GRANT

Motion _____ Second _____

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

3. **Resolution No. 4167**

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF ROANOKE FOR THE RECEIPT OF GUN VIOLENCE INTERVENTION PROGRAM GRANT FUNDS

Motion _____ Second _____

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

4. Resolution No. 4168

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND
HOUSING AUTHORITY MODIFYING CONTRACT 900-2102-2-7 UNDER
CITY OF ROANOKE GUN VIOLENCE PREVENTION COMMISSION GUN
VIOLENCE INTERVENTION PROGRAM GRANT FUNDS

Motion _____ Second _____

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

5. Executive Session

Executive Session of the Board of Commissioners of the City of Roanoke Redevelopment and Housing Authority to discuss personnel issues relating to physical attendance in the workplace including specific performance issues relating to identifiable employees of the Authority, and consultation with legal counsel for the Authority for the provision of legal advice regarding the same, which discussion is exempt from open meeting requirements under Virginia Code § 2.2-3711(A)(1) and Virginia Code § 2.2-3711(A)(8).

Certification

Motion stating that the members of the Board of Commissioners hereby certify to the best of their knowledge that only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Board in the immediately preceding Executive Session.

V. ADJOURNMENT

Motion _____ Second _____

☐ Anguiano; ☐ Garner; ☐ Karney; ☐ Kepley; ☐ Smith; ☐ Spickler; ☐ Walker

The Public is advised that members of the Roanoke Redevelopment & Housing Authority (RRHA) Board of Commissioners receive the RRHA Board meeting agenda and related communications, reports, and resolutions, etc., on the Tuesday prior to the Board Meeting to provide sufficient time for review of information. Citizens who are interested in obtaining a copy of any item listed on the Agenda may contact the office of the RRHA Executive Director, 2624 Salem Turnpike, NW, Roanoke, Virginia 24017 or by calling 540-983-9283. NOTE: Full disclosure of some items on the agenda may not be available until after the RRHA Board of Commissioners has approved and/or acted upon such items.

APPROVAL OF MINUTES
REGULAR MEETING
JULY 24, 2023

MINUTES OF A REGULAR MEETING OF THE

COMMISSIONERS OF THE

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

The Commissioners of the City of Roanoke Redevelopment and Housing Authority met on Monday, July 24, 2023.

I. CALL TO ORDER – ROLL CALL

Chair Walker called the meeting to order at 3:00 p.m. and declared that a quorum was present.

PRESENT: Commissioners Anguiano, Garner, Smith, Vice Chair Karney, Chair Walker

ABSENT: Commissioner Kepley, Spickler

OFFICER PRESENT: Mr. David Bustamante, Secretary-Treasurer

ALSO PRESENT: Mark Loftis, Legal Counsel; Jackie Austin, VP of Finance/CFO; Joel Shank, VP of Operations; Leanna Pagans, Executive Administrative Assistant; Frederick Gusler, Director of Redevelopment and Revitalization; Jason Michaels, Manager of Human Resources; Suzzette McCoy, Compliance and Quality Assurance Specialist

Chair Walker welcomed everyone to today's meeting.

II. REPORTS

1. Executive Report

Mr. Bustamante addressed the Board stating that, in addition to his written report, he has a couple of items to announce. Last month the Board was reminded of

the 2023 State of the City Address that was initially scheduled for August 1st. This event has been moved to August 24th at 7:30 a.m. at the Hotel Roanoke and Conference Center.

On July 20th the Chamber of Commerce hosted a grand opening for the Envision Center and it was a very well attended event. Vice Mayor White-Boyd, Commissioner Moon Reynolds and Delegate Rasoul were all in attendance, as well as a lot of other community partners. There is a lot of great work being done at the Envision Center and the more that this knowledge is gotten out to the community, the better it is for everyone.

Mr. Bustamante stated they he would also like to speak to the Board about the budgets. On July 20th, the Senate Appropriations Committee released their fiscal year 2024 Transportation, Housing and Urban Development, and Related Agencies (T-HUD) appropriations bill and the decision was made to advance it to the Senate. The following are some important highlights and are being compared to fiscal year 2023, as that is what RRHA is using now as its budget. Public Housing Operating Funds were at roughly \$5.1 billion and the Senate proposed \$5.5 billion, which is an increase of 8.2%. The Public Housing Capital Fund was at \$3.2 billion and the Senate kept it the same at \$3.2 billion. Voucher Contract Renewals was at \$26.4 billion in 2023 and the Senate approved \$27.7 billion, which is an increase of 5.2%. Voucher Administrative Fees was at \$2.7 billion and the Senate approved \$2.781 billion which is an increase of 1.2%. Project Based Rental Assistance was at \$14.9 billion and the Senate proposed \$15.3 billion, which is an increase of 3.2%. FSS programs were at \$125 million and the Senate proposed \$141 million, which is a 12.4% increase. These numbers are not great, but

they are much better than what the House voted. Hopefully, the Senate will accept and approve this budget. Mr. Bustamante offered to answer any questions.

Chair Walker asked if the Board can be reminded of major events, like the EnVision Center grand opening, a week in advance. Mr. Bustamante replied that staff would do a better job of getting the Board involved.

Commissioner Garner asked how the housing authority stands overall with these changes in the Senate. Mr. Bustamante stated that most of the numbers that he provided to the commissioners today are higher than what were enacted in 2023 and that is positive. However, the increased inflation since 2023 must also be taken into account, as well as the increased price of goods. While RRHA does get an 8.2% increase in operating funds, given inflation, that really almost breaks even and that applies to all the major programs. If the House's bill would have passed, then that would have brought funds back to fiscal year 2022 levels. Commissioner Garner asked if it is possible that we may be reduced further given the reconciliation. Mr. Bustamante noted that it is possible, but they believe that these numbers are going to stay somewhat the same. The year that is most concerning is fiscal year 2025, because they are going to try to bring back these levels for fiscal year 2022 in order to keep the debt ceiling the way it was supposed to have been.

2. Committee Reports

Chair Walker asked for committee reports. There were none.

3. Commissioner Comments

Chair Walker asked for commissioner comments. There were none.

4. City Council Liaison Comments or Discussion

Chair Walker asked if there were any residents or community members that would like to address the Board. There were none.

5. Residents or other community members to address the Board

Chair Walker asked for comments or questions. There were none.

CONSENT AGENDA

- C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, June 26, 2023.

RECOMMENDED ACTION: Dispense with the reading thereof and approve as recorded.

- C-2 Monthly Operations Report for the month of June 2023.

RECOMMENDED ACTION: File as submitted.

Commissioner Garner introduced a motion to approve the Consent Agenda. The motion was seconded by Commissioner Smith and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Garner, Smith, Vice Chair Karney, Chair Walker

NAYS: None

REGULAR AGENDA

1. Resolution 4164

Mr. Shank presented Resolution No. 4164 requesting the Board's approval of a contract for replacement of hot water heat piping for 806 Hunt Avenue. Last winter, four of the eight units at 806 Hunt Avenue lost heat due to a leak in the pipes that ran under the concrete floor. Whenever heat was being provided to all eight units, the heating water was being lost faster than it could be put back into the system. Due to the way the piping was initially installed four units can be turned off, but not just one, and therefore there is no way to determine under which unit the leak is located. In order to trace out the plumbing to fix it, all the concrete floor slabs would have to be broken up. It was determined that the easiest way to correct the leak will be to abandon the original piping in place and put in new piping in a chase where it can be accessed and then put in additional valves so that the unit can be isolated if similar incidents take place in the future. An Invitation for Bid (IFB) was sent out for that work and only one responsive bid was received from Russell's Remodeling, LLC. Initially, their bid was \$131,402.00 which was higher than what was allowed when compared to the independent cost estimate for the project. After negotiations, Russell's Remodeling, LLC lowered the amount of the bid by \$5,000. Mr. Shank offered to answer any questions.

Commissioner Garner asked if this is only affecting four units. Mr. Shank replied that is correct. Commissioner Anguiano asked if this is a project that RRHA has done in a couple different stages. Mr. Shank stated that it is just something that developed last winter and is not being done in stages. Commissioner Garner asked if this situation is something we could encounter in other units in the future. Mr. Shank noted that the

potential is always there, but rarely happens. This is something that happens once in about ten years. Operating funds will be used to pay for these repairs.

Commissioner Smith asked how long this project will take. Mr. Shank replied that once the contract is issued the contractor will have to get the materials ordered. The goal is to get the heating system back operating again before heating season starts. Commissioner Smith asked if the tenants have been vacated from these units. Mr. Shank noted that they have.

2. Executive Session

The closed session began at 3:15 p.m. with Chair Walker stating that the Executive Session of the Board of Commissioners of the City of Roanoke Redevelopment and Housing Authority to discuss personnel issues relating to physical attendance in the workplace including specific performance issues relating to identifiable employees of the Authority, which discussion is exempt from open meeting requirements under Virginia Code § 2.2-3711(A)(1).

The commissioners came back into an open session at 3:54 p.m. Chair Walker moved to approve the closed meeting certification and Commissioner Garner seconded the motion. Mr. Loftis conducted a roll call vote, which was unanimously voted yes.

III. ADJOURNMENT

There being no further business to come before the Board, Commissioner Garner moved that the meeting be adjourned.

The motion was seconded by Commissioner Smith and upon roll call the following

vote was recorded:

AYES: Commissioners Anguiano, Garner, Smith, Vice Chair Karney, Chair Walker

NAYS: None

Chair Walker declared the meeting adjourned at 3:56 p.m.

Karen Walker, Chair

David Bustamante, Secretary-Treasurer

Exhibits from July 24, 2023 Minutes previously circulated

**RESOLUTION
NO. 4165**

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO. 4165

Meeting Date: August 28, 2023

Agenda Item Number: 1

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY (RRHA) APPROVING UPDATES TO ITS EMPLOYEE HANDBOOK.

WHEREAS, The City of Roanoke Redevelopment and Housing Authority (RRHA) has undertaken a review of its employee handbook (handbook) to ensure it is relevant, meets the needs of RRHA and is legally compliant; and

WHEREAS, RRHA has revised the Handbook with legal counsel to update and streamline the document to include language that may improve employee satisfaction and retention; and

WHEREAS, RRHA is proposing approval of these revisions to the Handbook; and

WHEREAS, the Personnel Committee of the RRHA Board of Commissioners supports and recommends approval of this revised and updated Handbook.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of The City of Roanoke Redevelopment and Housing Authority (RRHA) that the attached revised RRHA Employee Handbook is approved effective September 1, 2023.

Recommended by: _____

Manager of HR

Date 8/8/23

Approved by: _____

Executive Director

Date 8.8.23

COMMISSIONERS ACTION: ☐ Approved ☐ Disapproved

Remarks: _____

RESOLUTION
NO. 4166

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO: 4166

Meeting Date: August 28, 2023

Agenda Item Number: 2

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AWARDING A CONTRACT FOR REPLACEMENT OF HEATING SYSTEMS FOR BLUESTONE PARK, AMP 259, UNDER CAPITAL FUND PROGRAM (CFP) GRANT NUMBER VA36P01150123 AND VIRGINIA HOUSING PUBLIC HOUSING REVITALIZATION GRANT

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a grant from the Department of Housing and Urban Development ("HUD") Capital Fund Program (CFP), grant number VA36P01150123 in the amount of \$4,824,916.00; and

WHEREAS, Replace Heating Systems for Bluestone Park was included on the Annual Statement detailing the planned use of CFP grant number VA36P01150123, which was approved by the RRHA Board of Commissioners by Resolution 4157 on May 22, 2023; and

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a Public Housing Revitalization Grant from Virginia Housing in the amount of \$3,836,496.00; and

WHEREAS, Replace Heating Boilers for Bluestone Park was included on the budget detailing the planned use of the Virginia Housing Public Housing Revitalization Grant; and

WHEREAS, RRHA needs a qualified contractor to complete Replacement of Heating Systems for Bluestone Park; and

WHEREAS, RRHA issued a Invitation for Bid on July 9, 2023, with bids being due on August 1, 2023; and

WHEREAS, RRHA received three (3) responsive bids to the invitation, which were opened for consideration, such bids being as follow:

<u>Bidder</u>	<u>Total Bid Amount</u>
Control Maintenance, Inc.	\$740,000.00
Russell's Remodeling, LLC	\$824,486.00
Comfort Systems USA (Roanoke), Inc.	\$553,100.00

WHEREAS, the amount of the bid submitted by Comfort Systems USA (Roanoke), Inc. was determined to be fair and reasonable for the work specified when compared to the amount of the independent cost estimate based on R S Means Cost Data, for the project; and

WHEREAS, review, evaluation, and confirmation of bid documentation has been completed, and Comfort Systems USA (Roanoke), Inc. has been found to be capable and in all other respects acceptable to RRHA; and

WHEREAS, the Vice President of Operations recommends an award to Comfort Systems USA (Roanoke), Inc.; and

WHEREAS, the Executive Director has determined that this procurement complies with RRHA's Procurement Policy and that it is in the best interests of RRHA to accept such bid and execute an appropriate contract.

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

- (1) The bid submitted by Comfort Systems USA (Roanoke), Inc. be and hereby is accepted;
- (2) The Executive Director be and hereby is authorized and directed to execute a standard contract for construction, which by reference is inclusive of all plans, specifications, addenda and related project documents, between Comfort Systems USA (Roanoke), Inc. and RRHA for the fixed price of \$553,100.00.
- (3) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

Recommended by: _____

VP of Operations

Date 8/14/2023

Approved by: _____

Executive Director

Date 8.14.23

COMMISSIONERS ACTION:

☐ Approved

☐ Disapproved

RESOLUTION

NO. 4167

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO: 4167

Meeting Date: August 28, 2023

Agenda Item Number: 3

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF ROANOKE FOR THE RECEIPT OF GUN VIOLENCE INTERVENTION PROGRAM GRANT FUNDS

WHEREAS, the Virginia Department of Criminal Justice Services awarded the City of Roanoke state funding from the Gun Violence Intervention Program Grant to support the existing work of the Roanoke Gun Violence Prevention Commission; and

WHEREAS, the Gun Violence Prevention Commission is granting funds from the Gun Violence Intervention Program Grant to RRHA for activities designed for the prevention and intervention of gun violence within the community; and

WHEREAS, the amount of the Gun Violence Intervention Program Grant is \$164,000.00, which will allow for the leasing of additional surveillance cameras at several public housing developments; and

WHEREAS, review and evaluation of the terms of the Memorandum of Understanding with the City of Roanoke has been completed, and has been found to be in all respects acceptable to RRHA; and

WHEREAS, the Vice President of Operations recommends the execution of the Memorandum of Understanding with the City of Roanoke; and

WHEREAS, the Executive Director has determined that it is in the best interests of RRHA to execute the Memorandum of Understanding with the City of Roanoke; and

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

- (1) The Executive Director be and hereby is authorized and directed to execute a Memorandum of Understanding with the City of Roanoke for receipt of Gun Violence Prevention Program Grant funds with an amount of \$164,000.00.
- (2) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

Recommended by: _____ Date _____
VP of Operations

Approved by: _____ Date _____
Executive Director

COMMISSIONERS ACTION: ☐ Approved ☐ Disapproved

Remarks: _____

RESOLUTION
NO. 4168

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO: 4168

Meeting Date: August 28, 2023

Agenda Item Number: 4

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY MODIFYING CONTRACT 900-2102-2-7 UNDER CITY OF ROANOKE GUN VIOLENCE PREVENTION COMMISSION GUN VIOLENCE INTERVENTION PROGRAM GRANT FUNDS

WHEREAS, RRHA Board of Commissioners by Resolution 4063, authorized the execution of documents for joining an intergovernmental cooperative agreement contract between Cincinnati Metropolitan Housing Authority and Ocean 10 Security, LLC for leasing surveillance camera systems for public housing developments with a not-to-exceed amount of \$1,625,000.00, for a period of one (1) year with four (4) option year renewals using public housing operating funds; and

WHEREAS, RRHA Board of Commissions by Resolution 4167 approved the execution of a Memorandum of Understanding with the City of Roanoke to receive Gun Violence Intervention Program Grant funds; and

WHEREAS, the amount of the Gun Violence Intervention Program Grant funds is \$164,000.00, which will allow for the leasing of additional surveillance cameras at several public housing developments; and

WHEREAS, RRHA requested a proposal from Ocean 10 Security, LLC for leasing an additional surveillance camera system for the EnVision Center for a period of three (3) years; and

WHEREAS, a modification to Contract 900-2102-2-7 in the amount of \$19,500.00 for the leasing of the additional surveillance camera system for the EnVision Center for a period of three (3) years was executed April 27, 2021; and

WHEREAS, RRHA requested a proposal from Ocean 10 Security, LLC for leasing an additional surveillance camera system for Lansdowne Park for a period of three (3) years; and

WHEREAS, a modification to Contract 900-2102-2-7 in the amount of \$19,500.00 for the leasing of the additional surveillance camera system for the Lansdowne Park for a period of three (3) years was executed January 17, 2023; and

Ocean 10 Security, LLC was requested to submit a change proposal for leasing five (5) additional surveillance cameras and two (2) license plate readers at three (3) public housing developments for a period of four (4) years; and

WHEREAS, the amount of the change proposal submitted by Ocean 10 Security, LLC was determined to be fair and reasonable for leasing the additional surveillance camera systems and license plate readers for a period of four (4) years; and

WHEREAS, review, evaluation, and confirmation of change proposal documentation has been completed, and has been found to be in all respects acceptable to RRHA; and

WHEREAS, the Vice President of Operations recommends the acceptance of the change proposal submitted by Ocean 10 Security, LLC; and

WHEREAS, the Executive Director has determined that this contract modification complies with RRHA's Procurement Policy and that it is in the best interests of RRHA to accept such change proposal and execute an appropriate contract modification; and

WHEREAS, RRHA's Procurement Policy states, "For all contracts of \$100,000 or more, any and all change orders, contract modifications, and/or amendments having a dollar value of \$25,000 or more must be submitted to the Board of Commissioners for review and approval prior to executing the contract modification."

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

- (1) The change proposal for leasing five (5) additional surveillance camera systems and two (2) license plate readers for three (3) public housing developments for four (4) years be and hereby accepted;
- (2) The Executive Director be and hereby is authorized and directed to execute a contract modification, contingent upon the execution of the Memorandum of Understanding with the City of Roanoke for Gun Violence Intervention Program Grant funds;
- (3) The Executive Director be and hereby is authorized to take such other actions as may be necessary to fulfill the intent of this Resolution.

Recommended by: _____ Date _____
VP of Operations

Approved by: _____ Date _____
Executive Director

COMMISSIONERS ACTION: ☐ Approved ☐ Disapproved

Remarks: _____

