

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, November 27, 2023.

I. CALL TO ORDER – ROLL CALL

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

PRESENT:	Commissioners Kepley, Garner, Smith, Chair Karney
ABSENT:	Commissioners Anguiano, Walker, Vice Chair Spickler
OFFICER PRESENT:	Mr. David Bustamante, Secretary-Treasurer
ALSO PRESENT:	Mark Loftis, Legal Counsel; Joel Shank, VP of Operations; Jackie Austin, VP of Finance/CFO; Jason Michaels, Human Resources Manager; Greg Goodman, Director of Community Support Services; Leanna Pagans, Administrative Executive Assistant; Brenda Prieto, PR/Social Media/Marketing Manager; Fredrick Gusler, Director of Redevelopment and Revitalization; Debra Carter, Melrose Towers Resident

Chair Karney welcomed everyone to today's meeting.

PUBLIC HEARING

Chair Karney opened the floor to receive comments on a revised 2022 Capital Fund Program Five-Year Action Plan.

Commissioner Garner asked what the origin of the grant is. Mr. Bustamante replied that it was the Housing Mitigation Grant to provide radon testing at several sites. Mr.

Shank added that this was a competitive grant that RRHA submitted an application for that will provide multiple funding sources for projects such as the installation of range hoods at Lansdowne Park, radon testing at several sites and radon mitigation at Bluestone Park. In order to fulfill the requirements of this grant, these items must be added to the 2022 Five-Year Action Plan following the conclusion of the public hearing and board approval.

Chair Karney noted that no other members of the public were in attendance to comment and closed the public hearing.

II. REPORTS

1. Executive Report.

Mr. Bustamante addressed the Board stating that in addition to his written report he has three additional items he would like to address. On November 15th, Congress passed a continuing resolution that will be in place until January 19, 2024. This is a clean resolution, meaning that it does not affect RRHA's budget. These numbers will remain the same as fiscal year 2023.

Mr. Bustamante invited the Board to attend RRHA's annual Employee Recognition Luncheon that will be held on Friday, December 8th from 12:00 p.m. until 4:00 p.m. at the Holiday Inn Tanglewood.

Mr. Bustamante stated that he would like to address the vacancies that continue to be an issue for the organization. RRHA is working diligently to correct these issues and more detail will be provided during the executive session at the conclusion of today's regular meeting.

Commissioner Garner asked if the low percentage range in the monthly management occupancy comparison chart, in this month's Operation's Report, is something to be concerned about and if so, if it is being addressed. Mr. Bustamante replied that it is an area of great concern and is something that is being addressed. Mr. Bustamante added that he will share more information regarding the vacancies during today's executive session.

Commissioner Smith expressed concern regarding the safety of the residents at Melrose Towers and asked if there are any plans to upgrade the camera system in light of the incident on November 16th when an individual vandalized several vending machines in the main lobby. Mr. Smith added that although they have identified the offender, there is not a sense of safety among the residents. Mr. Bustamante stated that the cameras were operational during that period of time and did record the individuals who broke into these machines. In regards to security within the building, RRHA is working on having security guard service present during the week, as well as the weekend. Commissioner Smith stated that guests are required to sign in when entering the building, but many are not signing back out or leaving the building at all. Mr. Bustamante replied that if a guest signs in and does not sign back out, the security guard should then notify the property manager. Mr. Bustamante added that he will check with the property managers to ensure that this procedure is being followed accordingly.

Commissioner Kepley asked if there is a card reader system that allows the doors to remain locked. Mr. Bustamante stated that a key fob system is already in place that keeps record of every resident that fobs into the building between 5:00 p.m.

and 8:30 a.m. daily. In order to gain entrance to the building an individual must have a fob or be let in by someone that is inside of the lobby. The individuals that vandalized the vending machines were let in by someone that was inside of the building.

Commissioner Garner asked if RRHA has closed on the Ashton Hill property. Mr. Bustamante replied that the due diligence has been completed and RRHA is awaiting the closing documents. Commissioner Garner asked if there is potential to develop any of the other properties that RRHA owns through the Faircloth-to-Rad Conversion process. Mr. Bustamante stated that a Request for Proposal (RFP) was issued last week for consulting services to not only help with the newly acquired land, but with all of the existing properties as well. Commissioner Garner asked if that will be in conformity to the repositioning study that was previously completed. Mr. Bustamante stated that the plan is to stick to that study as much as possible unless these consultants believe it would be in RRHA's best interest to deviate from it.

Chair Karney asked for further questions. There were none.

2. Staff Reports

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

3. Committee Reports

Chair Karney asked for committee reports. There were none.

4. Commissioner Comments

Commissioner Garner asked if RRHA would benefit from the Board being

more proactive in dealing with Virginia Housing. Mr. Bustamante replied that it would be greatly beneficial. RRHA has routine dealings with Virginia Housing due to the tax credit properties that it owns. Mr. Bustamante stated if there are avenues where the board can advocate for the housing authority, to please do so. Mr. Bustamante added that he will notify the Board if something is brought to his attention that they should be involved in.

Chair Karney stated that her employer, Blue Ridge Independent Living Center, is an agent for Virginia Housing for home modifications. Occasionally they will have funding that you can access as a housing entity for things such as events that you may have coming up.

Chair Karney read from a letter that RRHA received from HUD following their recent visit to the EnVision Center. Ms. Schmidt wrote that, "It was a pleasure to meet with you on October 24th to discuss a wide range of HUD programs and policy issues. I appreciated learning about the partnerships that have been created and the programs that RRHA provides to empower and improve the quality of life for individuals, families and seniors. I would like you to feel free to contact us any time regarding HUD issues and or concerns you may have. Please reach out to Carrie Schmitt at the Richmond Field Office and Debra Bensala, Deputy Regional Administrator, Philadelphia Regional Office, if you may need assistance. Thank you for all that RRHA does to serve the residents of Roanoke. Thank you for all the great work you are doing in Roanoke. Keep putting people first."

Chair Karney asked for further questions. There were none.

5. City Council Liaison Comments or Discussion

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

6. Residents or other community members to address the Board

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

CONSENT AGENDA

C-1 Minutes of the Regular Meeting of the Board of Commissioners held

Monday, October 23, 2023.

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

C-2 Monthly Operations Report for the month of October 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 Kepley, Garner, Smith, Chair Karney

NAYS: None

REGULAR AGENDA

1. Resolution No. 4177

Mr. Gusler presented Resolution No. 4177 seeking the Board's approval to authorize the execution of documents necessary to consummate the sale of 1613

Dupree Street, NW. Mr. Gusler updated the board stating that the previous board approved sale of 1809 Downing Street from the lease purchase program closed on October 30th and 938 Peck Street is slated to close next month. As the budget stands, RRHA has spent \$242,000 on the purchase and rehabilitation at 938 Peck Street. There may also be an additional cost associated with that property due to the completion of an appraisal. Resolution No. 4177 is for the sale of 1613 Dupree Street NW, which is in the area around the Villages at Lincoln and is a byproduct of the HOPE VI grant. This is one of five properties that was approved for the Section 32 program in 2015 and will be the third of these properties to be sold. Mr. Gusler stated that there is an appraiser at the property today and the price of the unit will be based off of this appraisal. The unit is also subsidized with a 20% second mortgage that is forgivable after ten years. The total cost of the renovations on this unit to bring it to program standards was \$73,800, with the goal of preventing the new homeowner from experiencing any significant maintenance issues for seven years.

Commissioner Garner asked whose responsibility it is if something major does occur within that seven year period. Mr. Gusler replied that the homeowner would be responsible, however RRHA would assist them with getting in touch with the contractor and any warranties that might be available. RRHA would also be their agent and advocate where the contractors are concerned to ensure that if it is, for example, the fault of the product that they stand by the contract.

Commissioner Garner asked if we are satisfied with the outcome of the two previous properties that were sold. Mr. Gusler stated that there have been no

major issues with any systems in the two previously sold properties. There was an administrative issue concerning 1841 Downing Street and 1840 Downing Street in which the city had their tax map numbers incorrect on their deed cards and a deeds of correction had to be filed. Commissioner Garner asked if the city provides tax relief on the lease purchase properties. Mr. Gusler replied that there is no tax relief on these properties.

Chair Karney asked for further questions. There were none.

Commissioner Smith then introduced Resolution No. 4177 and moved its adoption as introduced.

The motion was seconded by Commissioner Garner and upon roll call the following vote was recorded:

AYES: Commissioners Kepley, Garner, Smith, Chair Karney

NAYS: None

Chair Karney thereupon declared said motion carried and Resolution No. 4177 was adopted as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTION OF DOCUMENTS NECESSARY TO CONSUMMATE THE SALE OF PROPERTY LOCATED AT 1613 DUPREE STREET, NW, BEARING CITY OF ROANOKE TAX MAP NUMBER 2041105, TO STACEY R. JOHNSON

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) applied to the Special Applications Center of the Department of Housing and Urban Development in 2015 to authorize RRHA to sell five (5) scattered-site public housing units per the Section 32 program; and

WHEREAS, RRHA's Section 32 plan was approved by HUD per an Implementing Agreement that was executed in 2015; and

WHEREAS, the Section 32 program allows RRHA to sell each of the five (5) properties to qualified low to moderate income first-time homebuyers per HUD

definitions and regulations; and

WHEREAS, the existing tenants of these units at the time of the application's approval were notified that they would have the first right of refusal to purchase the housing unit they were currently leasing; and

WHEREAS, the previous tenant of this property was not interested or able to purchase this property and has since been relocated by RRHA to a comparable public housing unit; and

WHEREAS, Stacey R. Johnson has complied with all requirements of the Section 32 program to date and has provided evidence of financing with Freedom First Credit Union and made the required down payment on the mortgage in an escrow account; and

WHEREAS, Stacey R. Johnson has entered into a contract with RRHA to purchase the property with the purchase price tentatively set at the City assessment value of \$142,900, with the final sales price to be based on an appraisal subsequent to improvements being made to the property; and

WHEREAS, prior to closing RRHA will account for 20% of the purchase price in the form of seller financing through a forgivable second mortgage, and may elect to contribute towards closing and down payment costs; and

WHEREAS, RRHA desires to sell the property to Stacey R. Johnson.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Executive Director is hereby authorized and directed to execute documents necessary to consummate the sale of property at 1613 Dupree Street, NW, bearing City of Roanoke Tax Map Number 2041105, to Stacey R. Johnson with the final price to be based on an appraisal per the terms noted above.

2. Resolution No. 4178

Mr. Gusler presented Resolution No. 4178 authorizing the execution of documents necessary to consummate the sale of 1606 Grayson Avenue, NW. This property was one of the two properties mentioned in the previous resolution that were purchased with the intent of renovating and selling them to qualified buyers. This house was in much better shape and has an interesting history. It was built by Mr. Turpin and

remained in the family until it was rented out for the last several years. Carolyn Coles is the realtor helping this resident to buy this home and she happened to know the owners of the house which allowed us to purchase the home without undergoing the process of making an offer and competing against other potential buyers. RRHA purchased the house for \$123,000 and has spent over \$40,000 in renovations with another \$25,000 in improvements left to be completed. The buyer, Tara Tinsley, is a public housing resident and was recently resident of the month.

Chair Karney asked for further questions. There were none.

Commissioner Smith introduced Resolution No. 4178 and moved its adoption as introduced.

The motion was seconded by Commissioner Garner and upon roll call the following vote was recorded:

AYES: Commissioners Kepley, Garner, Smith, Chair Karney

NAYS: None

Chair Karney thereupon declared said motion carried and Resolution No. 4178 was adopted as introduced.

**RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND
HOUSING AUTHORITY AUTHORIZING THE EXECUTION OF DOCUMENTS
NECESSARY TO CONSUMMATE THE SALE OF PROPERTY LOCATED AT
1606 GRAYSON AVENUE, NW, BEARING CITY OF ROANOKE TAX MAP
NUMBER 2330604, TO TARA T. TINSLEY**

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) operates a homeownership program (HOP) and has funding available in the form of homeownership proceeds to further RRHA's goals of providing opportunities for low to moderate income residents to achieve homeownership; and

WHEREAS, the RRHA Board of Commissioners passed Resolution Number 3972 on August 27, 2018, which authorized the Executive Director or a designee to

negotiate and execute acquisition option agreements with owners or agents of two properties; and

WHEREAS, the RRHA Board of Commissioners passed Resolution Number 4064 on November 23, 2020, which increased the budget for each of the purchases and improvements from \$125,000 to \$200,000; and

WHEREAS, the RRHA Board of Commissioners passed Resolution Number 4162 on May 22, 2023, which increased the budget for each of the purchases and improvements from \$200,000 to \$275,000; and

WHEREAS, RRHA purchased the property at 1606 Grayson Avenue, NW, on May 17, 2022 for \$123,000; and

WHEREAS, RRHA has made significant renovations and upgrades to the property to meet the HOP standards; and

WHEREAS, the HOP allows RRHA to sell properties to qualified low to moderate income first-time homebuyers per HUD definitions and regulations; and

WHEREAS, Tara T. Tinsley has complied with all requirements of the HOP and Family Self-Sufficiency program to date, provided evidence of pre-qualifications for financing with Truist Bank (formerly BB&T and Sun Trust) and made the required down payment on the mortgage in an escrow account; and

WHEREAS, Tara T. Tinsley has signed a contract with RRHA to purchase said property for \$123,000, and

WHEREAS, prior to closing RRHA will account for 20% of the purchase price in the form of seller financing through a forgivable second mortgage; and

WHEREAS, RRHA desires to sell the property to Tara T. Tinsley.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Executive Director is hereby authorized and directed to execute documents necessary to consummate the sale of property at 1606 Grayson Avenue, NW, bearing City of Roanoke Tax Map Number 2330604.

3. Resolution No. 4179

Mr. Shank presented Resolution No. 4179 requesting the board's approval for a revised 2022 to 2026 Capital Fund Five-Year Action Plan and budget. This resolution is

related to the Housing Hazard and Lead Based Paint Capital Fund Grant that RRHA received in the amount of \$2.3 million. In the process of trying to access that money it was discovered that to do so, these line items must be added back into the 2022 fiscal year capital fund plan. There were five total line items that were added, the first one being the installation of 300 range hoods at Lansdowne Park which is approximately \$1.75 million of that grant. Also added into the budget, is the initial radon testing for Lansdowne Park and Villages at Lincoln. The process for deciding what order to test was based on which properties had the most exposure for the residents, first of which being those units that are built slab-on-grade. The first property to be tested was Hunt Manor followed by Bluestone Park, Jamestown Place and Indian Rock Village. Units that have a crawl space are the next level of exposure and include Lansdowne Park and Villages at Lincoln with the remainder of testing to be completed at Melrose Towers and Morningside Manor. The last line items to be added to the budget include funding for follow up testing at Bluestone Park once the systems are installed to ensure that they are yielding positive results. Once HUD approval is granted, a new budget will be drafted for this particular grant.

Commissioner Kepley asked if any of the results are known. Mr. Shank replied that there have been a varying number of units at each site that will require radon mitigation. At Hunt Manor there were 19 units including the administrative building that have had systems installed and are in operation. Jamestown Place saw only 4 units out of 150 that tested above the threshold, while Bluestone Park had 64 units and the administrative building test positive with 12 units, the administrative building and the daycare center at Indian Rock Village. Commissioner Kepley asked what the cost is per

unit. Mr. Shank stated that at Villages at Lincoln the cost averaged at \$10,000 per unit.

Chair Karney asked for further questions. There were none.

Commissioner Smith introduced Resolution No. 4179 and moved its adoption as introduced.

The motion was seconded by Commissioner Kepley and upon roll call the following vote was recorded:

AYES: Commissioners Kepley, Garner, Smith, Chair Karney

NAYS: None

Chair Karney thereupon declared said motion carried and Resolution No. 4179 was adopted as introduced.

**RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND
HOUSING AUTHORITY APPROVING THE REVISED 2022 - 2026 CAPITAL
FUND FIVE-YEAR ACTION PLAN AND BUDGET**

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) receives Capital Funds from the Department of Housing and Urban Development (HUD); and

WHEREAS, pursuant to 24 CFR 905.300, RRHA is required to develop and submit to HUD a Five-Year Action Plan and budget reflecting capital improvements planned for RRHA's Public Housing developments; and

WHEREAS, HUD allows public housing authorities to adopt either a fixed or rolling Five-Year Action Plan, and RRHA has adopted a rolling plan; and

WHEREAS, the Plan is designed to provide a framework for local accountability and easily identifiable source by which public housing residents and other members of the public may review RRHA's Plan for capital improvements to Public Housing; and,

WHEREAS, RRHA was awarded a Housing Related Hazards and Lead-based Paint Capital Fund Program Grant, grant number VA36H01150122 with an amount of \$2,317,269.00; and

WHEREAS, the Budget Line Items included in the annual plan and budget for the Housing Related Hazards and Lead-based Paint Capital Fund Program Grant

VA36H01150122 are to be added to the RRHA 2022 Capital Fund Program Five-Year Action Plan; and

WHEREAS, the additional Budget Line Items are not considered a Significant Amendment to the RRHA 2022 Capital Fund Program Five-Year Action Plan; and

WHEREAS, since the additional Budget Line Items are not considered a Significant Amendment to the RRHA 2022 Capital Fund Program Five-Year Action Plan, RRHA is not required to give 45 days public notice and make the Revised RRHA 2022 Capital Fund Program Five-Year Action Plan available for public review at RRHA administrative offices, public housing site management offices, and on the RRHA website; and

WHEREAS, HUD does require that a public hearing be held for receiving comments regarding the Revised RRHA 2022 Capital Fund Program Five-Year Action Plan; and

WHEREAS, HUD does require that RRHA Board of Commissioners approve the Revised RRHA 2022 Capital Fund Program Five-Year Action Plan; and

WHEREAS, RRHA Commissioners were provided with copies of the draft Revised RRHA 2022 Capital Fund Program Five-Year Action Plan and annual plan and budget for the Housing Related Hazards and Lead-based Paint Capital Fund Program Grant VA36H01150122; and

WHEREAS, the RRHA Board of Commissioners held a public hearing to receive public comments on the proposed Revised Plan on November 27, 2023; and

WHEREAS, the RRHA Revised 2022 Capital Fund Program Five-Year Action Plan meets the current regulatory and statutory requirements; and

WHEREAS, RRHA is required to submit the Revised 2022 Capital Fund Program Five-Year Action Plan to HUD following approval by the RRHA Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the attached RRHA Revised 2022 Capital Fund Program Five-Year Action Plan is hereby approved.

4. Resolution No. 4180

Mr. Shank presented Resolution No. 4180 requesting the board's approval to award a contract for the installation of radon vent systems at Bluestone Park. Multiple

funding sources are being utilized to fund this project including the fiscal year 2023 capital fund program, a radon grant and the Housing Hazard and Lead Based Paint Capital Fund Grant. Upon completion of testing at Bluestone Park it was determined that 64 units, including the administrative building, had levels exceeding 2 pCi/L. An Invitation for Bid (IFB) was issued in October and one responsive bid was received from Russell's Remodeling LLC for \$601,860. Mr. Shank noted that his cost estimate was \$612,000. Russell's Remodeling LLC has previously completed radon mitigation at Hunt Manor in a satisfactory manner.

Chair Karney asked for further questions. There were none.

Commissioner Smith introduced Resolution No. 4180 and moved its adoption as introduced.

The motion was seconded by Commissioner Garner and upon roll call the following vote was recorded:

AYES: Commissioners Kepley, Garner, Smith, Chair Karney

NAYS: None

Chair Karney thereupon declared said motion carried and Resolution No. 4180 was adopted as introduced.

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND
HOUSING AUTHORITY AWARDDING A CONTRACT FOR INSTALLATION
OF PASSIVE RADON VENT SYSTEMS FOR BLUESTONE PARK, AMP
259, UNDER CAPITAL FUND PROGRAM (CFP) GRANT NUMBER
VA36P01150123

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 \$4,840,100.00; and

WHEREAS, Environmental Hazard Remediation 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 Radon Testing and Mitigation Demonstration for Public Housing Grant from the Department of Housing and Urban Development ("HUD"), grant number VALRT001023 in the amount of \$449,000.00; and

WHEREAS, Radon Mitigation for Bluestone Park was included on the budget detailing the planned use of the Radon Testing and Mitigation Demonstration for Public Housing Grant; and

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) has been awarded a Housing Related Hazard Grant from the Department of Housing and Urban Development ("HUD"), grant number VA36H01150122 in the amount of \$2,317,269.00; and

WHEREAS, Environmental Hazard Remediation: Install Passive Radon Vent Systems for Bluestone Park was included on the Annual Statement detailing the planned use of grant number VA36H01150122, which was approved by the RRHA Board of Commissioners by Resolution 4179 on November 28, 2023; and

WHEREAS, RRHA needs a qualified contractor to complete Installation of Passive Radon Vent Systems for Bluestone Park, AMP 259; and

WHEREAS, RRHA issued a Invitation for Bid on October 8, 2023, with bids being due on November 7, 2023; and

WHEREAS, RRHA received one (1) responsive bid to the invitation, which was opened for consideration, such bid being as follow:

<u>Bidder</u>	<u>Total Bid Amount</u>
Russell's Remodeling, LLC	\$601,860.00

WHEREAS, the amount of the bid submitted by Russell's Remodeling, LLC was determined to be fair and reasonable for the work specified when compared to the amount of the revised 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 Russell's Remodeling, LLC 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 Russell's Remodeling, LLC; 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 Russell's Remodeling, LLC. 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 Russell's Remodeling, LLC and RRHA for the fixed price of \$601,860.00.
- (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.

5. Executive Session

The closed session began at 3:37 p.m. with Chair Karney 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 the financial and operational performance of the Authority, 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 4:11 p.m. Commissioner Garner moved to approve the closed meeting certification and Commissioner Smith 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.

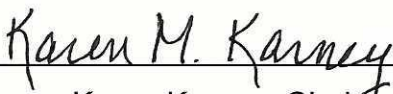
The motion was seconded by Commissioner Smith and upon roll call the following vote was recorded:

AYES: Commissioners Kepley, Garner, Smith, Chair Karney

NAYS: None

Chair Karney declared the meeting adjourned at 4:11 p.m.



David Bustamante, Secretary-Treasurer

Karen Karney, Chair

Exhibits from November 27, 2023 Minutes previously circulated

