

CITY OF ROANOKE
REDEVELOPMENT AND HOUSING
AUTHORITY



BOARD OF COMMISSIONERS

REGULAR MEETING

March 24, 2025



PUBLIC NOTICE OF MEETING

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

will be held on

Monday, March 24, 2025
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: March 17, 2025



AGENDA

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

March 24, 2025
3:00 pm

I. CALL TO ORDER – ROLL CALL

Carr; Carter; Coles; Karney; Kepley; Walker; Wright

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, February 27, 2025.

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

- C-2 Monthly Operations Report for the month of February 2025.

RECOMMENDED ACTION: File as submitted.

Consideration for approval of the above Consent Agenda:

Motion _____ Second _____

Carr; Carter; Coles; Karney; Kepley; Walker; Wright

IV. **REGULAR AGENDA**

1. **Resolution No. 4239**

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY APPROVING A REVISED ADMISSIONS AND CONTINUED OCCUPANY POLICY FOR THE PUBLIC HOUSING PROGRAM

Motion _____ Second _____

Carr; Carter; Coles; Karney; Kepley; Walker; Wright

2. **Resolution No. 4240**

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY APPROVING A REVISED ADMINISTRATIVE PLAN FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

Motion _____ Second _____

Carr; Carter; Coles; Karney; Kepley; Walker; Wright

3. **Resolution No. 4241**

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING EXECUTION OF A CONTRACT WITH REGION 14 EDUCATION SERVICE CENTER/OMNIA PARTNERS AND FERGUSON ENTERPRISES, LLC

Motion _____ Second _____

Carr; Carter; Coles; Karney; Kepley; Walker; Wright

V. **ADJOURNMENT**

Motion _____ Second _____

Carr; Carter; Coles; Karney; Kepley; Walker; Wright

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

FEBRUARY 27, 2025

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, February 24, 2025.

I. CALL TO ORDER – ROLL CALL

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

PRESENT: Commissioners Carter, Karney, Walker, Wright, Chair Kepley, Vice Chair Carr

ABSENT: Commissioner Coles

OFFICER PRESENT: Mr. David Bustamante, Secretary-Treasurer

ALSO PRESENT: Olivia Moulds, Legal Counsel; Joel Shank, VP of Operations; Jackie Austin, VP of Finance/CFO; Tina Bousman, Human Resources Manager; Meghan Castañeda, Administrative Manager/Executive Assistant; Fredrick Gusler, Director of Redevelopment and Revitalization; Greg Goodman, Director of Community Support Services; Leanna Pagans, Property Manger II, Brenda Prieto, Manager of PR/MKTG/SM; Barbara Quinones, Executive Assistant, Housing; Mike Griffin, CJMW Architecture; Phazhon Nash, City Council

Chair Kepley welcomed everyone to today's meeting and introduced special guest, Mike Griffin with CJMW Architecture.

I. REPORTS

1. CJMW Architecture – Presentation

Mr. Griffin greeted the board and thanked them for having CJMW back to provide an update on the Old Spanish Trail development site after receiving feedback from the Board in December as they continue to work in anticipation of the 9% LIHTC application that is coming up in early March. He noted that we are in the homestretch for this phase of the development and responded to the Boards feedback regarding trash storage and collections and the desire to emphasize the townhouse feel and approach to the buildings. He explained that a number of measures have been implemented to strike a balance of individuality amongst the buildings while still creating a cohesive community. Mr. Griffin presented from 18 pages of slides that showed multiple buildings with slight variations to account for the different bedroom sizes and the options for accessible or non-accessible units. His first slide was the blueprints for the site and how the 86 units would be spaced around the Old Spanish Trail loop with a community center at its heart near the main entrance. He explained that the topography played a significant role in the design to ensure accessible paths to and from the community center and affordability in the individual buildings' facades when factoring in the slope. Taking advantage of the hillside also provided a space under the community center for maintenance to operate. Next, Mr. Griffin described the multiple different layouts that provided both variety and cohesion among the buildings. He explained how the accessible units would have a greater number of bedrooms on the first floor than the non-accessible units with the three bedroom accessible units

having all three bedrooms downstairs. He showed pictures of the variety of facades that combine a mixture of vinyl and brick for an esthetic balance. With that, Mr. Griffin opened the floor to any questions or concerns. The first was a question from Commissioner Carter regarding windows on the back side of the buildings. Mr. Griffin was able to zoom in to show the windows in the blueprints, and this topic led to questions about egress in case of a fire since there are not doors at the back of the building. The windows would be large enough per city codes to serve as egress, assured Mr. Griffin. Next, Vice Chair Carr posed a question about parking and although it was not certain of the math, the general consensus based on the blueprints and Mr. Shank's opinion that the parking spaces were one and a half per unit. Chair Kepley was appreciative of CJMW Architecture's work towards solving the trashcan set up and their diligence to meet the board's requests for variety and accessible units. Commissioner Wright asked if the trash collection would be private or through the city, and Mr. Gusler responded that there is an effort to set up collection with the city, but it is not assured yet. There was some more discussion about the details of the facades and how the space was set up inside the units. Chair Kepley voiced concerns that the living rooms in the one bedroom units was not adequate and Mr. Griffin agreed to review the layout. Commissioner Wright asked for an explanation of the features offered in case there is ever a fire, since it was decided not to include a sprinkler system throughout the property. Mr. Griffin described features such as fire extinguishers and

smoke detectors. Commissioner Wright expressed her concern of the risk for fire spreading through the property since there will not be sprinklers. Mr. Griffin added that because most fires start on the stove, some extra preventative measures were taken to mitigate risk in that area by the plan to install oven ranges that house a first line of defense by canisters in the hood that are heat sensitive and work like tiny fire extinguishers over the stove. He also explained that the walls between units would be built to a specific fire resistant rating so that if a fire started in one unit, it would be less likely to spread to the next.

Mr. Griffin showed several additional designs to further illustrate the variety of building structures and facades and then answered questions about landscaping, which will be minimal initially due to funding restraints. This led to questions about communal places outdoors of which there will be none initially for the same reason. Chair Kepley assured the board that we can revisit those features once the community is up and going. He asked Mr. Shank if there was anything additional that he would like to add regarding the Old Spanish Trail development and he only added that he is working with Mr. Griffin's team to weigh the cost versus what features and designs can be included in the development.

Mr. Griffin ended his presentation by discussing the application for a cost estimate for the energy set up. Aiken Cost Consultants, an agency that specializes in multifamily and affordable developments out of South Carolina, will be completing the cost estimate. Mr. Bustamante and Mr.

Shank responded to time line questions by pointing out that development will move forward once the credits are awarded by the Virginia Housing Board. Mr. Griffin assured that his team will be ready to submit requests for bids as soon as the credits are awarded. Based on the credit allocations in October, Mr. Shank has a goal that work will be underway starting in the Fall of 2026 so as to avoid any delays that may lead to changes in price that affect the project budget. Mr. Griffin agreed to send the digital file of the presentation for the board to review, and the board thanked him for his presentation.

2. Staff Reports

Chair Kepley asked for staff reports. Hearing none he moved on.

3. Committee Reports

Chair Kepley asked for Committee reports. There were none.

4. Commissioner Comments

Chair Kepley asked for comments or questions. Commissioner Carter commented on the protests she has attended and uncertainties resulting from the current administration's agenda for our country. She shared her desire that U.S. Congress Representative Ben Cline address the board regarding these matters as they pertain to Public Housing pointing out that he sits on the subcommittee for Housing and Urban Development. "As we all know, half of

HUD staff is being laid off. I think he owes it to us to come here and explain to us his priorities,” she said. Chair Kepley agreed that it was an interesting point and asked Mr. Bustamante for his thoughts. Although he was not sure that Representative Cline would be available given the timing, Mr. Bustamante agreed to reach out to his office to see if he or a representative from his office would be willing to come down and speak to the board in the near future. He will share the dates with the board once he has a response.

5. City Council Liaison Comments or Discussion

Chair Kepley asked for city council liaison comments. City Council member, Phazhon Nash introduced himself to the board and made himself available as a contact person for items requiring city approval and resources. He stated that he is here to learn and to help. He provided his contact information and mentioned that text is the best way to reach him.

6. Residents or other community members to address the Board

Chair Kepley asked for other community members' comments. There were none.

7. Executive Report

Mr. Bustamante addressed the concerns initiated by the Department of Government Efficiency (DOGE) and the current administration's changes in federal workforce and funding. He explained that he has been on the phone with representatives

from HUD, NAHRO, and PHADA throughout the last month, but there is such a lack of information that he cannot provide definitive answers to questions regarding cuts to funding and staff. Understanding was expressed about the sense of unease resulting from fear of job loss, and he hopes to have answers by March 14th when the Continuing Resolution to extend federal spending ends. Until then, Mr. Bustamante's message to staff is that everything as of today is the same as yesterday albeit with an added layer of uncertainty. Chair Kepley asked for further questions. There were none.

CONSENT AGENDA

- C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, January 27, 2025.

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

- C-2 Monthly Operations Report for the month of January 2025.

RECOMMENDED ACTION: File as submitted.

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

AYES: Commissioners Carter, Karney, Walker, Wright, Chair Kepley, Vice Chair Carr

NAYS: None

REGULAR AGENDA

1. Resolution 4237

Mr. Gusler presented Resolution No. 4237 requesting the board's approval to

authorize the execution of documents necessary to consummate the sale of property located at 2024 Top Hill Drive NW. This buyer is a Housing Choice Voucher (HCV) Participant and will be using the HCV Homeownership program to pay a portion of her mortgage. The property is being sold to Ms. Murray for \$133,000 and is subject to a 20% forgivable second mortgage. Mr. Gusler asked if there were any questions. There were none.

Commissioner Carter introduced Resolution No. 4237 and moved its adoption as introduced.

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

AYES: Commissioners Carter, Karney, Walker, Wright, Chair Kepley, Vice Chair Carr

NAYS: None

Chair Kepley thereupon declared said motion carried and Resolution No. 4237 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 2024 TOP HILL DRIVE, NW BEARING CITY OF ROANOKE TAX MAP NUMBER 2241316 (THE PROPERTY) TO TIANA MURRAY FOR \$133,000 IN CONJUNCTION WITH THE HOMEOWNERSHIP PROGRAM.

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) operates a homeownership program (HOP) and has funding available 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 4192 on March 25, 2024, which authorized the Executive Director or a designee to negotiate and execute acquisition option agreements with owners or agents of two (2) properties; and

WHEREAS, the RRHA Board of Commissioners passed Resolution Number 4210 on June 24, 2024, to purchase 2024 Top Hill Drive, NW for \$133,000; 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, Tiana Murray has complied with all requirements of the HOP to date and has provided evidence of pre-qualifications for financing with Freedom First Credit Union and made the required down payment on the mortgage in an escrow account; and

WHEREAS, RRHA was awarded a grant from the Roanoke Valley Allegheny Regional Commission (RVARC) in 2022 for a total of \$111,629 to use for the renovation of two (2) homeownership units; and

WHEREAS, RRHA has renovated the house using said RVARC funds such that it is estimated that no significant maintenance for seven (7) years will need to be done after the sale; and

WHEREAS, Tiana Murray signed a letter of intent dated April 17, 2024 with RRHA to purchase a property in the City of Roanoke subsequent to RRHA purchasing and completing numerous improvements to said property, and Resolution Number 4210 states that “the final sales price to be based on an appraisal of the property and other considerations;” and

WHEREAS, RRHA in consideration has opted to sell the property to Tiana Murray for \$133,000 anticipating that the appraisal will be significantly higher; and

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

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 2024 Top Hill Drive, NW, bearing City of Roanoke Tax Map Number 2241316 to Tiana Murray for \$133,000.

2. Resolution 4237

Mr. Gusler presented Resolution No. 4237 to authorize the Executive Director to execute a Housing Assistance Payment (HAP) Contract with Old Spanish

Trail, LP for seventy four project-based vouchers. The remaining twelve of the 86 units will be one bedroom accessible units that would be housed via referrals from the Continuum of Care for Housing Choice Vouchers. Mr. Gusler pointed out that the name "Old Spanish Trail" for the Limited Partnership can be modified at a later date. Vice Chair Carr asked what the make-up of the Limited Partnership is, to which Mr. Gusler explained that the investors hold the vast majority of ownership for the first stages of the project because the credits awarded syndicated. At present the Housing Authority is about 0.01% owner of the project. Later, when the credits have already been used, the Housing Authority will buy out the investors, which is usually done without any payment. Chair Kepley asked what the current cost involved in the project is at present to which Mr. Gusler replied over 27 million for the whole project, but that may not include the design or lawyer fees. Chair Kepley also asked if the land will be used as equity for the project or if there will be loans taken out to cover the costs that the grants will not. Mr. Gusler said there was a certain amount, approximately 14 million coming from the credits that come with the project and hope for additional grants meaning that the out of pocket cost is still fluid at this stage. He did not have the application with him to recall specifics, but said that last week applications were filed with the city for the development block grant and home funds. Whatever is not covered by the tax credits and grants will be covered with a bank loan. Chair Kepley asked if there were any other questions. There were none.

Commissioner Carter introduced Resolution No. 4238 and moved its adoption

as introduced.

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

AYES: Commissioners Carter, Karney, Walker, Wright, Chair Kepley, Vice Chair Carr

NAYS: None

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A HOUSING ASSISTANCE PAYMENT (HAP) CONTRACT WITH OLD SPANISH TRAIL, LP FOR SEVENTY FOUR PROJECT-BASED VOUCHERS

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) is a public housing agency that administers housing choice vouchers (HCVs) and project-based vouchers (PBVs) through its HCV Administrative Plan; and

RRHA uses PBVs as a means to provide more affordable housing opportunities and to help create affordable housing in areas of opportunity for participants; and

WHEREAS, the Roanoke Valley Housing Corporation (RVHC) serves as RRHA's non-profit development organization and its Board of Directors serves as the authority and guiding body for four (4) current affordable housing developments that are owned by limited partnerships (LP); and

WHEREAS, the RVHC Board of Directors intends to facilitate the development of property owned by RRHA at 4301 Old Spanish Trail, NW through the creation of a we LP that will apply to Virginia Housing for low-income housing tax credits (LIHTC) in March 2025; and

WHEREAS, a majority of the RVHC Board of Directors members are employees of RRHA; and

WHEREAS, the Housing Opportunities and Modernization Act (HOTMA) became law in 2016 through Sections 3,8 and 16 of the United States Housing Act of 1937, and became a final rule by HUD in 2023; and

WHEREAS, HOTMA allows public housing agencies (PHA) to independently allocate PBVs without a public procurement process when a majority of the receiving entity's members (such as RVHC) are employed by said PHA; and

WHEREAS, RRHA intends to allocate 74 PBVs to a future LP under the direction

of RVHC and will create and manage a separate waiting list for the PBVs; and

WHEREAS, RRHA estimates that upon successful award of tax credits for the LIHTC development, it will start to put these PBVs into service as early as autumn of 2026 and into 2027.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Executive Director may direct the appropriate staff to enter into a HAP contract with a future LP created under the direction of RVHC for 74 PBVs.

3. Executive Session

The closed session began at 4:03 p.m. with Chair Kepley stating that the Executive Session of the Board of Commissioners of the City of Roanoke Redevelopment and Housing Authority for the purpose of discussion of the performance and compensation of RRHA's Executive Director, which discussion is exempt under Virginia Code Section 2.2-3711(A)(1).

The commissioners came back into an open session at 4:24 p.m. Commissioner Karney moved to approve the closed meeting certification and Vice Chair Carr seconded the motion. Mr. Loftis conducted a roll call vote, which was unanimously voted yes.

II. ADJOURNMENT

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

The motion was seconded by Vice Chair Carr and upon roll call the following vote was recorded:

AYES: Commissioners Carter, Karney, Walker, Wright, Chair Kepley, Vice

Chair Carr

NAYS: None

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

Drew Kepley, Chair

David Bustamante, Secretary-Treasurer

Exhibits from February 24, 2025 Minutes previously circulated

**RESOLUTION
NO. 4239**

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO: 4239

Meeting Date: March 24, 2025

Agenda Item Number: 1

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY APPROVING A REVISED ADMISSIONS AND CONTINUED OCCUPANCY POLICY FOR THE PUBLIC HOUSING PROGRAM

WHEREAS the City of Roanoke Redevelopment and Housing Authority's (RRHA) Board of Commissioners and staff are committed to providing safe and affordable housing to eligible individuals and families, including persons with disabilities, and

WHEREAS, the United States Department and Housing and Urban Development (HUD) has authorized Public Housing Agencies (PHA) to administer a Public Housing program, through the use of its Admissions and Continued Occupancy Policy (ACOP).

WHEREAS, the Admissions and Continued Occupancy Policy (ACOP) must state the PHA's policies on matters for which the PHA has discretion to establish local policies; and

WHEREAS, a PHA is required to revise its Admissions and Continued Occupancy Policy (ACOP) as necessary to remain in compliance with the Department of Housing and Urban Development (HUD) regulations as set forth in 24 CFR 5, 8, 35, 92, 882, 887, 888, 903, 908, 982, 983, 984 and 985; and

WHEREAS, the current Admissions and Continued Occupancy Policy (ACOP) for the RRHA Section 8 HCV Program was approved by the RRHA Board of Commissioners by Resolution No. 4195 on April 22, 2024; and

WHEREAS, Nan McKay and Associates, Inc., the company to which RRHA subscribes for model policies to comply with changes in HUD regulations and policy, has released additional HOTMA revisions to certain chapters of the model policies to subscribers, and

WHEREAS RRHA staff have reviewed the Admissions and Continued Occupancy Policy (ACOP) and incorporated revisions received from Nan McKay and Associates, Inc., and revisions determined necessary by RRHA staff.

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

1. The Revised Admissions and Continued Occupancy Policy (ACOP) for the RRHA Public Housing Program, in substantially the form circulated to the Board, is approved.

2. The Executive Director be and hereby is authorized and directed to make minor procedural changes as necessary between annual update.

Approved by: _____ Date _____
Executive Director

COMMISSIONERS ACTION: Approved Not Approved

Remarks: _____

**RESOLUTION
NO. 4240**

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO: 4240

Meeting Date: March 24, 2025

Agenda Item Number: 2

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT
AND HOUSING AUTHORITY APPROVING A REVISED
ADMINISTRATIVE PLAN FOR THE SECTION 8 HOUSING CHOICE
VOUCHER PROGRAM

WHEREAS the City of Roanoke Redevelopment and Housing Authority's (RRHA) Board of Commissioners and staff are committed to providing safe and affordable housing to eligible individuals and families, including persons with disabilities; and

WHEREAS, the United States Department and Housing and Urban Development (HUD) has authorized Public Housing Agencies (PHA) to administer a Housing Choice Voucher (HCV) program, through the use of the PHA's Administrative Plan; and

WHEREAS, the Administrative Plan must state the PHA's policies on matters for which the PHA has discretion to establish local policies; and

WHEREAS, a PHA is required to revise its Administrative Plan as necessary to remain in compliance with the Department of Housing and Urban Development (HUD) regulations as set forth in 24 CFR 5, 8, 35, 92, 882, 887, 888, 903, 908, 982, 983, 984 and 985; and

WHEREAS, the current Administrative Plan for the RRHA Section 8 HCV Program was approved by the RRHA Board of Commissioners by Resolution No. 4228 on November 24, 2024; and

WHEREEAS, Nan McKay and Associates, Inc., the company to which RRHA subscribes for model policies to comply with changes in HUD regulations and policy, has released additional HOTMA revisions to certain chapters of the model policies to subscribers; and

WHEREAS RRHA staff have reviewed the Administrative Plan and incorporated revisions received from Nan McKay and Associates, Inc., and revisions determined necessary by RRHA staff.

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

1. The Revised Administrative Plan for the RRHA Section 8 Housing Choice Voucher Program, in substantially the form circulated to the Board, is

approved.

2. The Executive Director be and hereby is authorized and directed to make minor procedural changes as necessary between annual updates.

Approved by: _____ Date _____
Executive Director

COMMISSIONERS ACTION: Approved Disapproved

Remarks: _____

**RESOLUTION
NO. 4241**

CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION NO: 4241

Meeting Date: March 24, 2024

Agenda Item Number: 3

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING EXECUTION OF A CONTRACT WITH REGION 14 EDUCATION SERVICE CENTER/OMNIA PARTNERS AND FERGUSON ENTERPRISES, LLC

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) includes Maintenance, Repair, and Operations supply (MRO) as a necessary expense in its annual operating budget; and

WHEREAS, the Department of Housing and Urban Development (HUD) procurement regulations allow RRHA to join intergovernmental cooperative agreements; and

WHEREAS, RRHA has determined that joining the Region 14 Education Service Center/Omnia Partners and Ferguson Enterprises. LLC contract, identified as contract #02-138, as awarded on April 19, 2022 with an effective date of April 19, 2022 and with a term ending on April 30, 2025 with two (2) option years, if mutually agreed upon by Region 14 Education Service Center/Omnia Partners and Ferguson Enterprises. LLC, is cost effective and in the best interest of RRHA; and

WHEREAS, RRHA has requested an option year extension and Region 14 Education Service Center/Omnia Partners and Ferguson Enterprises has accepted the option year extension; and

WHEREAS, the Region 14 Education Service Center/Omnia Partners and Ferguson Enterprises. LLC contract is routine in nature for purchasing plumbing supplies, HVAC products and building supplies; and

WHEREAS, the Region 14 Education Service Center/Omnia Partners and Ferguson Enterprises. LLC contract fully satisfies HUD's five (5) intergovernmental cooperative agreement requirements; and

WHEREAS, the not-to-exceed amount for this contract was determined based on review of RRHA's average expenses for MRO for the past five (5) years; and

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

authorized to execute a contract, for the not-to-exceed amount of \$200,000.00 with Region 14 Education Service Center/Omnia Partners and Ferguson Enterprises. LLC, contingent upon acceptance of RRHA's Memorandum of Understanding by Ferguson Enterprises. LLC.

Approved by: _____ Date _____
Executive Director

COMMISSIONERS ACTION: Approved Not Approved

Remarks: _____

