

MINUTES OF THE MEETING OF THE FAIRFAX COUNTY  
REDEVELOPMENT AND HOUSING AUTHORITY

September 24, 2020

On September 24, 2020, the Commissioners of the Fairfax County Redevelopment and Housing Authority (FCRHA) met electronically via Webex because it was not safe to physically assemble a quorum due to the COVID-19 pandemic.

CALL TO ORDER

FCRHA Chair Robert Schwaninger called the Meeting of the FCRHA to order at 7:00 p.m. Attendance for all, or part of the meeting, was as follows:

PRESENT

Robert Schwaninger, Chairman  
C. Melissa McKenna, Vice Chair  
Matthew Bell  
Broderick Dunn  
Kenneth Feng  
Lenore Kelly  
Richard Kennedy  
Albert J. McAloon  
Ezra Rosser  
Rod Solomon

ABSENT

The remote locations from which each Commissioner testified are:

Robert Schwaninger, Chairman – Annandale, Virginia  
C. Melissa McKenna, Vice Chair – Herndon, Virginia  
Matthew Bell – Alexandria, Virginia  
Broderick Dunn – Burke, Virginia  
Kenneth Feng – Herndon, Virginia  
Lenore Kelly – Milton, Delaware  
Richard Kennedy – Reston, Virginia  
Albert J. McAloon – Springfield, Virginia  
Ezra Rosser – Hartsel, Colorado  
Rod Solomon – Oakton, Virginia

Also present at the meeting via Webex were the following staff of the Department of Housing and Community Development (HCD): Thomas Fleetwood, Director; Amy Ginger, Deputy Director, Operations; Teresa Lepe, Deputy Director, Real Estate, Finance and Development; Vincent Rogers, Director, Policy and Compliance (P&C); Benjamin Boxer, Marketing and Outreach Manager, P&C; Linda Hoffman, Management Analyst, P&C; Stephen Knippler, Senior Program Manager, P&C; James Speight, Director, Property Improvement and Maintenance; Seema Ajrawat, Director, Financial

Management and Information Systems and Services (FM-ISS); Jason Chia, Information Technology Manager, FM-ISS; Stuart Stallman, Financial Specialist, FM-ISS; George Rodriguez, Information Technician, FM-ISS; Shirley Scott, Network Analyst, FM-ISS; Mike Trent, Network Analyst, FM-ISS; Peggy Gregory, Director, Rental Assistance; Jyotsna Sharma, Associate Director, Real Estate Finance and Grants Management. Also participating via Webex was FCRHA Counsel: Cynthia A. Bailey, Deputy County Attorney; Alan Weiss; Ryan Wolf; and Susan Timoner, Assistant County Attorneys. Public access was achieved because the Webex information for accessing the meeting was properly noticed.

FCRHA Chairman Schwaninger passed the virtual gavel to Vice Chair McKenna.

After a complete roll call of the Commission, Vice Chair McKenna returned the virtual gavel to Chairman Schwaninger.

MOTION

Vice Chair McKenna made a motion that each Commissioner's voice may be adequately heard by each other Commissioner of the FCRHA.

Commissioner Bell seconded the motion. The motion passed unanimously.

MOTION

Vice Chair McKenna made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the FCRHA to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, the Freedom of Information Act's (FOIA) usual procedures, which require the physical assembly of the FCRHA and the physical presence of the public, cannot be implemented safely or practically. Vice Chair McKenna further moved that the FCRHA may conduct this meeting electronically through Webex, and that the public may access via the Attendee Link, of <https://fairfaxgov.webex.com/fairfaxgov/onstage/q.php?MTID=eb2f48ee4e8c640d1498760bc6d2be874>, which was included in the public meeting notice; Event Number: 173 268 7169; Event Password: 2020. If unable to join online, the public may still join by calling: United States Toll 1-408-418-9388; Webex call in 1-202-860-2110; and entering access code: 173 268 7169.

Commissioner Feng seconded the motion. The motion passed unanimously.

MOTION

Vice Chair McKenna made a motion that all of the matters addressed on the September

24, 2020 agenda must address the Emergency itself, are necessary for continuity in Fairfax County government, and/or are statutorily required or necessary to continue operations and the discharge of the FCRHA's lawful purposes, duties, and responsibilities.

Commissioner Kennedy seconded the motion. The motion passed unanimously.

Vice Chair McKenna returned the virtual gavel to Chairman Schwaninger.

#### CITIZEN TIME

The FCRHA Chair opened citizen time at 7:10 p.m. No one signed up in advance and no one in the audience wanted to speak. The Chair closed citizen time at 7:10 p.m.

#### APPROVAL OF MINUTES

**July 30, 2020**

Commissioner McKenna moved to approve the Minutes of the July 30, 2020, FCRHA Annual Meeting, which Commissioner Solomon seconded. The motion passed with Commissioner Bell abstaining.

#### **September 16, 2020 Special Meeting**

Commissioner McKenna moved to approve the Minutes of the September 16, 2020, FCRHA Special Meeting, which Commissioner Feng seconded. The motion passed unanimously.

#### ACTION ITEM

1.

#### **RESOLUTION NUMBER 39-20**

Approval to Submit to the U.S. Department of Housing and Urban Development the  
Fairfax County Redevelopment and Housing Authority Moving to Work Plan for  
Fiscal Year 2021

**BE IT RESOLVED THAT** the Fairfax County Redevelopment and Housing Authority (FCRHA) approves the submission to the U.S. Department of Housing and Urban Development of the Moving to Work Plan for Fiscal Year 2021, as contained in the Action Item presented to the FCRHA on September 24, 2020, and authorizes the FCRHA Chairman to sign the Moving to Work Certifications of Compliance for the Plan.

Commissioner Kennedy moved to adopt Resolution Number 39-20, which Commissioner Feng seconded. The motion passed unanimously.

FCRHA Chairman Schwaninger passed the virtual gavel to Vice Chair McKenna.

ADMINISTRATIVE ITEM

3.

**RESOLUTION NUMBER 44-20**

Commending James Speight for His Years of Service to the Fairfax County  
Redevelopment and Housing Authority

**WHEREAS**, James Speight has served Fairfax County and the Fairfax County Redevelopment and Housing Authority (FCRHA) in various positions with the County since 1987, including supervising maintenance functions for 19 years, first as a maintenance supervisor and most recently as the Director of the Property Improvement and Maintenance Division for the Department of Housing and Community Development; and

**WHEREAS**, he displayed commitment to the mission of the FCRHA with a unique combination of knowledge and empathy, keeping the needs of FCRHA residents in his suggestions and decision making; and

**WHEREAS**, he led his team to complete key renovations at FCRHA properties, including the recent renovation work at Murraygate Village Apartments, helping projects proceed steadily and keeping FCRHA residents satisfied; and

**WHEREAS**, he played a critical role in the completion of important capital projects for the Rental Assistance Demonstration-Project Based Voucher (RAD-PBV) residential portfolio conversion, assisting the FCRHA to remain compliant with its obligations to the U.S. Department of Housing and Urban Development and ensuring that the properties were in good physical condition before and during the conversion; and

**WHEREAS**, he successfully managed the high-profile projects for the RAD conversion while continuing to provide maintenance services to over 1800 residential units, improving residential communities and fulfilling the mission to establish a safe home to FCRHA residents, doing so with fewer staff than in previous years; and

**WHEREAS**, he was instrumental in ensuring that FCRHA properties were fully maintained during the COVID-19 pandemic, while keeping his team engaged and focused despite a stressful working environment; and

**WHEREAS**, he was an effective leader of his team, showing unparalleled commitment to his staff, sharing knowledge and information, listening to all opinions, and helping them not only develop and perform as highly as possible, but balance work and life; and

**WHEREAS**, he was honored with the Conrad Egan Award for Leadership in 2019 and Collaboration in 2011, and the County Outstanding Performance Award in 2012; and

**WHEREAS**, on October 13, 2020, James Speight will complete his distinguished service with the County after thirty-three years of service;

**NOW THEREFORE BE IT RESOLVED** that the Fairfax County Redevelopment and Housing Authority expresses its gratitude to James Speight for his years of dedicated service to the community and to the FCRHA, and wishes him a healthy, happy and prosperous retirement.

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Robert Schwaninger, Chairman

September 24, 2020

After a brief discussion, Commissioner Kennedy moved to adopt Resolution Number 44-20, which Commissioner Feng seconded. The motion passed unanimously.

Vice Chair McKenna returned the virtual gavel to Chairman Schwaninger.

ACTION ITEM

3.

**RESOLUTION NUMBER 41-20**

Approval of Intergovernmental Collaboration Agreement with the Metropolitan Washington Council of Governments and Other Local Jurisdictions in the DC-VA-MD Region to Collaborate on a Regional Analysis of Impediments to Fair Housing

**BE IT RESOLVED THAT** the Fairfax County Redevelopment and Housing Authority (FCRHA) hereby approves the adoption of the Intergovernmental Collaboration Agreement with the Metropolitan Washington Council of Governments and Other Local Jurisdictions in the DC-VA-MD Region to collaborate on a Regional

Analysis of Impediments to Fair Housing, in substantially the form attached to and as otherwise described in the Action Item presented to the FCRHA at its meeting on September 24, 2020.

**BE IT FURTHER RESOLVED THAT**, following full execution of the agreement, staff is authorized to take such actions as reasonably necessary to effectuate the terms of the agreement, and any Assistant Secretary may renew the agreement as described in the Item.

After a brief discussion, Commissioner McKenna moved to adopt Resolution Number 41-20, which Commissioner Bell seconded. The motion passed unanimously.

ADMINISTRATIVE ITEM

1.

**RESOLUTION NUMBER 42-20**

Approval of Revisions to the Housing Choice Voucher Program Administrative Plan –  
Chapter 3: Eligibility

**BE IT RESOLVED** that the Fairfax County Redevelopment and Housing Authority (FCRHA) approves the revision of Chapter 3, Eligibility, of its Housing Choice Voucher Program Administrative Plan, as presented to the FCRHA at its meeting on September 24, 2020.

Commissioner McAloon moved to adopt Resolution Number 42-20, which Commissioner Kennedy seconded. The motion passed unanimously.

2.

**RESOLUTION NUMBER 43-20**

Approval of Revisions to the Housing Choice Voucher Program Administrative Plan –  
Chapter 7: Verifications

**BE IT RESOLVED** that the Fairfax County Redevelopment and Housing Authority (FCRHA) approves the revision of Chapter 7, Verifications, of its Housing Choice Voucher Program Administrative Plan, as presented to the FCRHA at its meeting on September 24, 2020.

Commissioner McKenna moved to adopt Resolution Number 43-20, which Commissioner Rosser seconded. The motion passed unanimously.

### INFORMATION ITEMS

1. Update on Payment Standards Activity

### CLOSED SESSION

Commissioner Dunn gave a disclosure statement regarding a personal interest in the matter to be discussed during Closed Session.

Commissioner Kelly moved that the Fairfax County Redevelopment and Housing Authority (“FCRHA”) go into Closed Session, for the following:

Pursuant to Virginia Code Section 2.2-3711(A)(1), for discussion and consideration of a personnel matter involving the assignment of employees within the Fairfax County Department of Housing and Community Development.

Commissioner McKenna seconded the motion. The FCRHA went into Closed Session at 7:30 p.m.

### OPEN SESSION

Chairman Schwaninger conducted a roll call and asked each FCRHA Commissioner participating in the meeting to state their name and the location from which they were participating.

The remote locations from which each Commissioner testified are:

Robert Schwaninger, Chairman – Annandale, Virginia  
C. Melissa McKenna, Vice Chair – Virginia  
Matthew Bell – Alexandria, Virginia  
Broderick Dunn – Burke, Virginia  
Lenore Kelly – Milton, Delaware  
Richard Kennedy – Reston, Virginia  
Albert J. McAloon – Springfield, Virginia  
Ezra Rosser – Hartsel, Colorado  
Rod Solomon – Oakton, Virginia

Kenneth Feng did not return after Closed Session.

FCRHA Chairman Schwaninger passed the virtual gavel to Vice Chair McKenna.

MOTION

Chairman Schwaninger made a motion that each Commissioner's voice may be adequately heard by each other Commissioner of the FCRHA.

Commissioner Kennedy seconded the motion. The motion passed unanimously.

Vice Chair McKenna returned the virtual gavel to Chairman Schwaninger.

Commissioner Kelly moved that the members of the Fairfax County Redevelopment and Housing Authority certify that to the best of their knowledge only public business matters lawfully exempted from the open meeting requirements prescribed by the Virginia Freedom of Information Act and only matters identified in the motion to convene Closed Session were heard, discussed or considered by the FCRHA during Closed Session. Commissioner Dunn seconded the motion.

The FCRHA took the following roll call vote:

AYE

Robert Schwaninger, Chairman  
C. Melissa McKenna, Vice Chair  
Matthew Bell  
Broderick Dunn  
Lenore Kelly  
Richard Kennedy  
Albert J. McAloon  
Rod Solomon

NAY

ABSTAIN

Ezra Rosser

The motion carried and the Open Meeting resumed at 8:07 p.m.

BOARD MATTERS – See Attachment

ADJOURNMENT

The Chairman adjourned the meeting at 8:15 p.m.

The FCRHA Redevelopment and Housing Assistance Corporation annual meeting that was to be held immediately after the September 24, 2020 FCRHA Meeting was rescheduled due to insufficient public notice of the meeting.



(Seal)

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Robert Schwaninger, Chairman

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Thomas Fleetwood, Assistant Secretary