



Land Use, Housing and Transportation Standing Committee

Boards & Commissions
Quarterly Board Vacancy Report

Tuesday, January 21, 2020

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>
Capital Region Airport Commission (4 commissioners) (page 3)	* (2 vacancies)	Algenon Brown (3 rd District Resident) (reappointment, page 4) Robert Norfleet (1 st District Resident) (reappointment, page 5)
Richmond Redevelopment Housing Authority (9 members) (page 6)	Tenant Representative living in public or assisted housing * (2 vacancies)	Veronica Blount (6 th District Resident) (reappointment, page 7) Patrice Shelton (6 th District Resident) (page 14)
	* (4 vacancies)	Neil Kessler (6 th District Employment) (reappointment, page 24) Tashaba Scott (4 th District Resident) (page 25)
Safe and Healthy Streets Commission (12 members) (page 27)	Qualified Voter* (2 vacancies)	Charles Hall (7 th District Resident) (page 28) Tara FitzPatrick (2 nd District Resident) (page 30) Cassi Patterson (2 nd District Resident) (page 33)
Urban Design Committee (10 members) (page 35)	Member of a recognized local organization in one of the various fields of static arts* (1 vacancy)	<i>No applications</i>
	City Planning Commission Representative (1 vacancy)	Max Hepp - Buchanan (3 rd District Resident) (page 36)
Board of Building Code Appeals, Electrical Division (5 members & 3 alternates) (page 38)	Electrical Contractor* (2 vacancies)	<i>No applications</i>
	Professional Engineer* (1 vacancy)	<i>No applications</i>
	Alternate* (3 vacancies)	<i>No applications</i>
Board of Building Code Appeals, General Division (5 members & 3 alternates) (page 39)	Citizen Representative (1 vacancy)	<i>No applications</i>
	Alternate* (2 vacancies)	<i>No applications</i>

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>
Board of Building Code Appeals, Plumbing and Mechanical Division (2 members and 2 alternates appointed by the city) (page 40)	Mechanical Contractor* (1 vacancy)	<i>No applications</i>
	Alternate* (1 vacancy)	<i>No applications</i>
	Professional Engineer* (1 vacancy)	<i>No applications</i>
Central Virginia Waste Management Authority (3 members and 3 alternates appointed by the city) (page 41)	Resident* (1 vacancy)	<i>No applications</i>
	Alternate* (3 vacancies)	<i>No applications</i>
Clean City Commission (15 members) (page 42)	9 th District Representative* (1 vacancy)	<i>No applications</i>
Commission of Architectural Review (9 members) (page 43)	At-Large Resident (1 vacancy)	<i>No applications</i>
Green City Commission (9 members) (page 44)	Expertise in urban forestry* (1 vacancy)	<i>No applications</i>
	Representative from the green building practices field* (1 vacancy)	<i>No applications</i>
Urban Forestry Commission (9 voting members) (page 45)	Certified Landscape architect* (1 vacancy)	<i>No applications</i>
	Resident of city (Mayoral appointment, 3 vacancies)	<i>No nominaitons</i>

*Applicants must either reside or work in the city

Capital Region Airport Commission

Vacancy Chart

as of

May 10, 2020

Representation of the City of Richmond shall be four (4) members appointed by City Council.

(Assigned to the Land Use, Housing & Education Standing Committee)

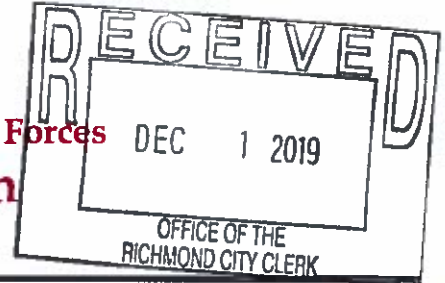
Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Algenon Brown	All members of Council	04/23/2020	Yes	Yes – Application Included	Reside or work
Robert Norfleet	All members of Council	04/23/2020	Yes	Yes – Application Included	Reside or work

Contact:

Susan Joy Lin, Executive Assistant
Capital Region Airport Commission
1 Richard E. Byrd Terminal Drive
Richmond International Airport, Virginia 23250
804 – 226 – 3013(w)
804 – 652 – 2606(f)
slinn@flyrichmond.com



City of Richmond, Virginia
City Council
Authorities, Boards, Commissions and Task Forces
Reappointment Application



(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Capital Region Airport Commission	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: _____	
Last Name: Brown	First Name: Algenon
Home Street Address: 2917 Hawthorne Avenue	Home Telephone: 804-321-5523
Home City, Zip Code: Richmond, VA 23222	Home Fax: 804-321-2555
Personal E-Mail Address: None	
Employer: Retired Secondary Principal for Richmond Public Schools	
Job Title: Not Applicable (N/A)	How Long? 36 years
Business Street Address:	Business Telephone:
Business City, Zip Code:	Business Fax:
Business E-Mail Address:	
Is your place of employment located in the city of Richmond? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? _____ Number of years? 96	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <u><i>Algenon L. Brown</i></u> Date: <u><i>11/26/19</i></u>	
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	

NOTE: This application is a public document.

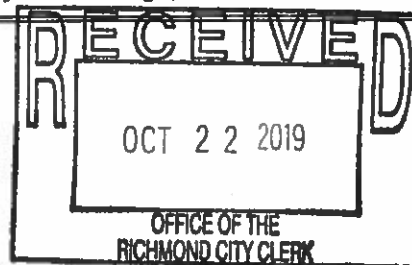
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www.richmondgov.com/cityclerk



City of Richmond, Virginia
City Council
Authorities, Boards, Commissions and Task Forces
Reappointment Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Capital Region Airport Commission	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: _____	
Last Name: Norfleet	First Name: Robert
Home Street Address: 325 Oak Lane	Home Telephone: 285-0182
Home City, Zip Code: Richmond, VA 23226	Home Fax: N/A
Personal E-Mail Address: fillmoren@aol.com	
Employer: Retired Crestar Bank (now SunTrust)	
Job Title: Regional President	How Long? 30 years
Business Street Address: 919 East Main Street	Business Telephone: N/A
Business City, Zip Code: Richmond, 23219	Business Fax: N/A
Business E-Mail Address: N/A	
Is your place of employment located in the city of Richmond? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which county? N/A	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 1st Number of years? 30	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <u><i>Robert F. Norfleet</i></u>	Date: <u><i>OCT. 18, 2019</i></u>
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	



NOTE: This application is a public document.

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Richmond Redevelopment and Housing Authority

Vacancy Chart

as of

May 10, 2020

Section 5.05(d) of the Charter of the City of Richmond (2006) expressly provides that “the appointment of members of a redevelopment and housing authority in the city shall be made by the council.” Section 36-11 of the Code of Virginia (1950) authorizes the Council to provide for not more than nine or less than five commissioners of the Authority. By Resolution No. 99-R46-80, adopted March 22, 1999, the Council increased the number of commissioners from five to seven as authorized by section 36-11 of the Code of Virginia (1950). Resolution No. 2010-R140-162, adopted October 25, 2010, increased the number of commissioners from seven to nine with the addition of a Council-appointed seat and an additional tenant representative seat.

Pursuant to section 36-11 of the Code of Virginia (1950), no commissioner of the Authority may be an officer or employee of the City. By Resolution No. 2003-R230-2004-R18, adopted January 12, 2004, the Council established a procedure to be followed for appointing one member living in public or assisted housing to serve on the Authority’s Board of Commissioners as required by the regulations of the United States Department of Housing and Urban Development. This resolution was further amended by Resolution No. 2010-R141-173, adopted November 8, 2010, which revised the process of appointing the tenant representatives to the board.

(Assigned to the Land Use, Housing & Transportation Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Heidi Abbott	All members of Council	06/28/2022	No	Resigned	Reside or Work in the City
Elliot Harrigan	All members of Council	03/26/2020	No	Term Limit	Reside or Work in the City
Neil Kessler	All members of Council	03/26/2020	Yes	Yes	Reside or Work in the City
Veronica Blount	All members of Council	01/09/2020	Yes	Yes- Application Included	Tenant Representative
Samuel Young	All members of Council	01/09/2020	No	Term Limit	Reside or Work in the City
Marilyn Olds	All members of Council	11/24/2019	No	Term Limit	Tenant Representative

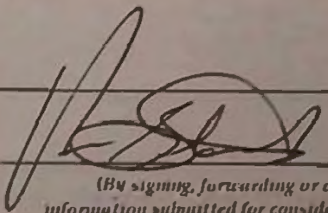
Contact:

Priscilla Jackson, Executive Administrative Assistant
Richmond Redevelopment & Housing Authority (RRHA)
804-780-4246

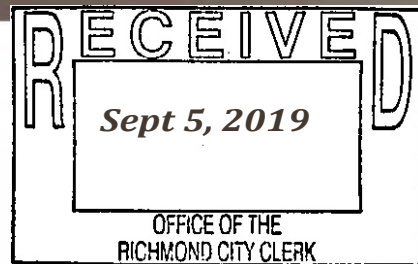


City of Richmond, Virginia
 City Council
 Authorities, Boards, Commissions and Task Forces
Reappointment Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force:	
Title: Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: <u>Blount</u>	First Name: <u>Veronica G.</u>
Home Street Address: <u>151 W. COMMERCE RD, APT. 229</u>	Home Telephone: <u>(804) 349-6685</u>
Home City, Zip Code: <u>RICHMOND, 23224</u>	Home Fax:
Personal E-Mail Address: <u>VGBLOUNT@GMAIL.COM</u>	
Employer: <u>FAMILY LIFELINE</u>	
Job Title: <u>PARENT EDUCATOR</u>	How Long? <u>Since 5/13/19</u>
Business Street Address: <u>2325 W. BROAD ST.</u>	Business Telephone: <u>(804) 249-5409</u>
Business City, Zip Code: <u>RICHMOND, 23220</u>	Business Fax:
Business E-Mail Address: <u>VBLDUNT@FAMILYLIFELINE.ORG</u>	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? Number of years?	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking reappointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract:	
Signature: 	Date: <u>9-5-19</u>
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	

NOTE: This application is a public document.



VERONICA G. BLOUNT

Richmond, VA 23224 • (804) 349-6685 • vgblount@gmail.com

Professional Summary

Administrative professional with more than 15 years of experience in health and human services, and more recently in the housing industry as a City appointed Board Commissioner. A Lifelong learner with many professional development certifications and trainings from The National Association of Housing and Redevelopment Officials, Homeward Case Management Certificate Program to prevent and end homelessness, AmeriCorps NCC, and a professional portfolio with more accomplishments available upon request.

Skills

- Extremely organized
- Methodology implementation
- Client assessment and analysis, Motivational interviewing, Case management, Trauma Informed Care, Spanish fluency
- Microsoft OUTLOOK, WORD, EXCEL, PPT, Peoplesoft, WEBCORE, CHW CareConnect Interagency Interactive Referral Database
- Self-motivated, Lifelong learner
- Process implementation, strategic planning, Policy creation and analysis
- Public speaking and the ability to work with diverse stakeholders: service participants, law enforcement, local, state, and other government agencies, nonprofit agencies, Community Advocates, etc.
- Regulation Compliance and many other skills

Work History

Commissioner, 04/2016 to Current

Richmond Redevelopment and Housing Authority – Richmond, VA

I am a member of the governing Board of the largest Housing Authority in the Commonwealth of Virginia. I am currently serving on three standing board committees to analyze and affect policy. I am also a member of the Family Self Sufficiency Coordinating Committee for Resident Services working with various agency partners to facilitate life skill, employment, educational, and homeownership opportunities for residents.

Administrative Technician, 05/2017 to 05/2018

VA ABC Bureau of Law Enforcement – Richmond, VA

I ensured that all administrative functions were carried out with attention to detail. Obtained online and hard copy applications, payments, subpoenas, certificates, lease agreements, and other documents from nonprofit and local, state, and federal government agencies working independently and producing consistent and accurate work with frequent interruptions. Issued alcoholic beverage licenses for wedding receptions, funerals, birthday parties, and 1/16/2020

showers. Organized and prepared complex documents including correspondence and reports using Microsoft WORD and EXCEL. Maintained calendars, appointments, scheduling, and prioritizing multiple accountabilities with minimal supervision using Microsoft OUTLOOK, and WORD using strong multitasking skills while maintaining priorities and excellent communication skills.

Community Health Outreach Worker, 09/2010 to 04/2016

VA Dept Of Health Richmond City Health District – Richmond, VA

I disseminated health information door to door to public housing and other surrounding community residents, developed relationships with service organizations to bring resources to the community. Planned , coordinated, and facilitated health and well being classes and events, performed blood pressure and glucose level checks, health assessments, case management for health and other resource referrals, entered referrals into CHW database, helped CODE VA with development of CHW database, weekly, monthly and semiannual reports, resource center marketing, billing and coding for clinical services, patient registration, accessioning specimens for LabCorp, Volunteer coordination and orientation, coordination of bilingual forms and intake translation, insurance verification, job referrals , etc.

Resource Coord/Community Liaison/Support Grp Facilitator, 05/2008 to 06/2010

Americorps NCCC – Richmond, VA

I completed a two-year contract serving my country at Embrace (formerly known as Embrace Richmond) and CARITAS Furniture Bank to serve the RRHA public housing residents and surrounding city residents. I wore many hats in this human service nonprofit organization such as: Community Liaison, Asset Mapper, Community outreach, Client relations, Resource Coordinator, Bilingual Intake Coordinator, Outreach Event Coordinator, Donor Database Manager, Furniture Bank Personal Shopper, Participant Case Management, Peer counseling, Coordinate and facilitate support groups, Volunteer coordinator, etc.

Library Assistant, Clerical, Federal College Work Study, 09/2006 to 05/2007

Bryant & Stratton College – Richmond, VA

Sign books in and out electronically, research, catalogue items, find and shelf reference materials, put together binders and other training materials, and anything requested from Librarian and business office.

Seasonal Sales Associate and Counter Manager, 11/2003 to 05/2004

Dillard's – Short Pump, VA

As a seasonal hire for Christmas, I was in charge of Fashion Fair Cosmetics sales, merchandising, customer database, I utilized my makeup artistry skills for makeup and skin treatment product demonstration, promotional events, customer service, sales reports, inventory, and trained part time sales associates. When I started the customer book had approximately 15 customers because the store was new, when I left the customer book had over 300 customers profiled and served with their products. I then enrolled in Bryant and Stratton College.

Part Time Pharmacy Technician (transfer NY To VA), 03/2003 to 02/2004

CVS Pharmacy Inc. – Richmond, VA

I entered and filed prescriptions, refills, inventory, stock, cashiering, patient registration, billing and coding, insurance verifications, medical expense reports, etc.

Pharmacy Technician (transferred NY To VA), 11/2002 to 03/2003

CVS Pharmacy Inc. – East Meadow, NY

I entered, filed and filled prescriptions, refills, inventory, stock cashiering, patient registration, billing and coding, medical expense reports, insurance verifications, claims, and authorizations, and stocking supplies. I then transferred when I decided to move to Virginia.

Education

Ashford University - San Diego, CA

Pursuing BA degree in Public Administration Online. 75 cr

Associate of Applied Science: Paralegal Studies, 2007

Bryant & Stratton College- Richmond, VA, US - Richmond, VA

- Dean's List 2006
- Awarded Academic Achievement Award
- Member and President of L.A.M.P. Legal Assistant Mentoring Program

SUNY Farmingdale EOC/Hempstead - Farmingdale, NY

Certificate in Business Office Management and Medical Billing and Coding

The Franklin Institute - Hempstead, NY

Certified Phlebotomy and EKG Technician 1999

Nassau Tech Boces - Westbury, NY

Certified Hemodialysis Technician 1998

NYIT Old Westbury - Old Westbury, NY

Certified Adult Education Teacher 6/1992

1/16/2020

Board of Commissioners
Veronica G. Blount, Chairman

Neil S. Kessler
Marilyn B. Olds
Elliott M. Harrigan
Samuel S. Young, Jr.
Jonathan Coleman
Robley S. Jones
Robert J. Adams



Chief Executive Officer
Damon E. Duncan
901 Chamberlayne Parkway
P.O. Box 26887
Richmond, VA 23261-6887
804-780-4200
Fax 804-780-0009
TTY: Dial 7-1-1
www.rrha.com

December 31, 2019

Allison Miessler, MSW
Boards and Commissions Administrator
Office of the Clerk of the City of Richmond
900 E. Broad Street, Suite 200
Richmond, VA 23219

RE: RRHA Board of Commissioners – Reappointment of Veronica Blount

Dear Allison,

I hope this letter finds you well. I am writing today to formally recommend Veronica G. Blount for reappointment to the Board of Commissioners of the Richmond Redevelopment and Housing Authority.

Since her appointment to the Board of Commissioners on January 9, 2016, Commissioner Blount has proved to be a vital member of our governing body. During her service, Commissioner Blount has demonstrated an inspiring commitment to the welfare of our public housing residents and Housing Choice voucher-holders. All RRHA Commissioners and staff members benefit from Ms. Blount's dedication and compassion.

Commissioner Blount is also a highly competent and effective policymaker. Commissioner Blount makes every effort to learn and truly engage with the complex legal framework of assisted housing management. Her political and policy insights provide wise counsel to other RRHA Commissioners and staff members. Her intellectual curiosity, coupled with her drive to serve Richmond's most vulnerable residents, make Commissioner Blount's contributions to RRHA indispensable.

For many of these same reasons, Commissioner Blount's peers recently elected Commissioner Blount to serve as Chair of our Board of Commissioners. I strongly recommend Commissioner Blount for reappointment to the Board so that she may serve her term as Chair and continue her positive impact on the agency, our residents, and the City as a whole.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Damon E. Duncan', is written over a horizontal line.

Damon E. Duncan
Chief Executive Officer

December 31, 2019

Allison Miessler, MSW
Boards and Commissions Administrator

Office of The City Clerk
City of Richmond
900 East Broad ST, Suite 200
Richmond, VA 23219

Ms. Miessler:

I applied for re-appointment as a Commissioner of the Richmond Redevelopment and Housing Authority in September 2019. I currently receive the benefit of a Housing Choice Voucher which supplements my income so that my daughter and I can live in quality, affordable housing.

I have had the experience of knowing what it is like to live in a shelter with a child while attending college, then moving into public housing , serving as an Americorps member in RRHA public housing communities as a Community Liaison and Resource Coordinator among other roles, then working for the Health Department as a Community Health Outreach Worker, and additionally as a Resource Center Specialist doing Healthcare Administration at the RCHD Resource Centers in the RRHA Big Six communities all of which gave me an opportunity to be, work with alongside , and serve residents of RRHA as well as collaborate with other agencies serving the Richmond community which has grown into a vast network of community partners. During my time as a resident at Fairfield Court I was an RRHA scholarship recipient which assisted me to pay for my Degree at Bryant & Stratton College. I am also a former PTA President of Fairfield Court Elementary School. While attending Bryant & Stratton College I did two internships. I was an Intern for former Executive Director Henry McLoughlin at Central VA Legal Aid Society. I was also an Intern for Wendy McCaig at Embrace Richmond before returning to Embrace later as an Americorps Member serving in RRHA Public housing communities. I am a member of The Promise Family Network through The Peter Paul Development Center. I am a participant in the Family Self Sufficiency Program as well as a member of the Family Self Sufficiency Coordinating Committee.

As a Commissioner I have served with and learned from some very experienced Board members who serve in both business and government in The Commonwealth as well as Commissioners that I have met with from other states. I have received governance and policy training and many skilled certifications such as Housing Choice Voucher Program Management, Housing Quality Standard Certified Inspector, Rent Calculation Specialist, and many others from The National Association of Housing and Redevelopment Officials and Nan McKay and Associates. As a lifelong learner I continue to take college courses when I can and work in my community as a Certified Parent Educator using the evidence based nationally known curriculum Parents As Teachers.

It is my humble opinion that I bring a 360-degree perspective to the table serving as an experienced Commissioner with a heart for residents, staff, and a vision for the health and wellbeing of our entire community. I am still committed and for that reason I believe I am a qualified applicant.

I am grateful for the opportunity to serve,
Veronica G. Blount

From: Green, Kenyatta <kenyatta.green@rrha.com>
Sent: Tuesday, December 17, 2019 12:48 PM
To: Jackson, Priscilla L.
Subject: Fwd: Good-standing letter

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Brandon Scott <brandonscott@genesisproperties.com>
Date: 12/17/19 12:44 PM (GMT-05:00)
To: "Green, Kenyatta" <kenyatta.green@rrha.com>
Cc: Patti Hunt <pattihunt@genesisproperties.com>, Coreace Tompkins <CoreaceTompkins@genesisproperties.com>
Subject: RE: Good-standing letter

Good evening,

My apologies on the late response.

To whom this may concern,

Veronica Blount is still in good standing here at the Hatcher Tobacco Flats!

Please let me know if you have further questions!

Happy Holidays!



Brandon Scott
Property Manager
151 W Commerce Rd, Richmond, VA 23224
Main (804) 269-8330
Fax (804) 562-9070
www.HatcherTobaccoFlats.com

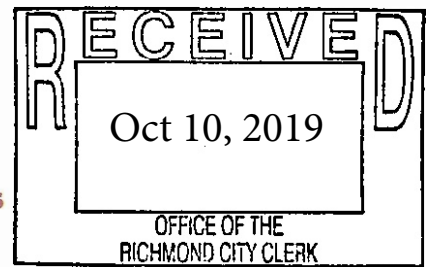
Professionally Managed by Genesis Properties
Celebrating 40 Years of Service!



City of Richmond, Virginia
City Council

Authorities, Boards, Commissions and Task Forces

(Please Print or Type)



Name of Authority, Board, Commission or Task Force: RRHA Tenant Representative	
Title: Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input checked="" type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: Shelton	First Name: Patrice
Home Street Address: 1625 Glenfield Ave	Home Telephone: 804-289-0167
Home City, Zip Code: Richmond 23224	Home Fax: <input type="checkbox"/>
Personal E-Mail Address: patricershelton@gmail.com	
Employer: VDA/RCHD	
Job Title: Community Health Worker SR	How Long? 6 yrs
Business Street Address: 1615 Glenfield Ave	Business Telephone: 804-601-4375
Business City, Zip Code: Richmond 23224	Business Fax: 804 230-7739
Business E-Mail Address: patrice.shelton@vdh.virginia.gov	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 6th Number of years? 9 yrs	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force: I have been an active Hillside Tenant Council President for the past 6 yrs. Finished 12th grade. VP of RTO since 1/2019. I live in Public Housing. I am a CHWSR that help Tenants thru the process. I try to be at any table that will help my Residents	

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

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City of Richmond, Virginia

City Council

Authorities, Boards, Commissions and Task Forces Application

List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Entity: Maggie L. Walker Prov. Bd
Date(s) Served: Present Office(s) Held: Member

Entity: _____
Date(s) Served: _____ Office(s) Held: _____

Entity: _____
Date(s) Served: _____ Office(s) Held: _____

Other community involvement:

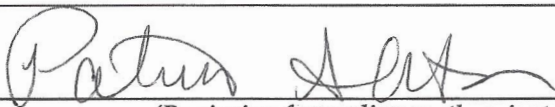
- President of Hillside Court Tenant Council • V P of RTO
- Certified Community Health Worker SR for VDH/RCHD
- Director of Hillside Court Partnership (Non-Profit)
- Community Intervention Team
- Steering Committee for RVA Thrives / Community Voices
- Sports with Park + Rec
- CVLAS Board • CVLAS CC President

OPTIONAL
Please list additional information you would like considered, or you may attach your resume or other information.

Resume attached

Check this box if your resume is attached.

How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force? Damon Duncan, Amy Propovich, Ellen Robertson, Marilyn Olds, and Hillside Tenant Council

Signature:  Date: 9/24/19

(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

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www.richmondgov.com/cityclerk

Patrice Shelton

1625 Glenfield 804-289-0167 Richmond, VA 23224 patricershelton@gmail.com

OBJECTIVE: To obtain a position on the RRHA Board of Commissioners

WORK EXPERIENCE:

2017-Present: RICHMOND TENANT ORGANIZATION VICE PRESIDENT

- To help RRHA Tenants know what Rights they have
- To be a voice to those that are voiceless
- To work towards better living in the Communities

2017-Present: Certified Community Health Worker SR

2017-Present: Legal Aid Justice Center & Central Virginia Legal Aid Society Board Member

- Guide them to being a better provider

2017-Present: Thriving Cities Jefferson Davis Corridor/RVA Thrives/Community Voices

- To build relationships with the Communities and Businesses in the Corridor
- To plan out how to keep that relationship to be on going

2015-Present: Mayor's Poverty Board

- Set in play of things and programs to take the poverty level down

2015-2017: IPHI, CHW

- Connect residents to medical homes.
- Make sure residents are aware of available resources throughout the city.
- Network to bring resources to the community.

2014-Present: Hillside Court Tenant Council President.

- To have Community meetings
- To Lead the Community into growth
- To build other Community leaders

- Meet with the Mayor once a month

2013-Present: Notary for the Commonwealth of VA

2013 - 2015: VHD, Community Advocate

- Network to bring resources to the community.
- Connect residents to medical homes.
- Make sure residents are aware of available resources throughout the city.
- Have Classes, Car Seat, Healthy Eaten, and more

2012 – Current: Hillside Court Partnership Director, Hillside Court Partnership, Inc.

- Building strong leaders within the community via multiple partnerships and events.
- I am constantly networking to increase resources and programs for the community.
- The nonprofit with partners is responsible for transport of youth and elderly to events.
- I coach my coaches to be better leaders and provide them with tools for success.

2011 – 2012: Hillside Court Rec Center Coordinator, Embrace Richmond

- Asset mapping.
- Home visits to the elderly and shut in members of the community.
- Responsible for opening and closing the Recreation Center for planned events.

2012-Present: Home Visiting Peer Ambassador/Healthy Start CAB member

1992 – 2007: Manager and Invoice Worker, Wal-Mart, Richmond, VA

- Sixteen (16+) years of experience in customer service in sales and returns
- Supervised and trained new employees
- Computed daily cash receipts.
- Participated in hiring and termination of employees.
- Participated in preparing schedules for over 20+ employees.
- Handled cash flow, opened and closed store, and worked in unsupervised settings.

REFERENCES: (Professional)

- | | | |
|--|--------------------|--------------|
| 1. Qasarah Spencer, Former Supervisor | Richmond Virginia | 757-621-7384 |
| 2. Wendy McCaig, Former Supervisor | Richmond Virginia | 804-218-4320 |
| 3. Ellen Robinson/City Council | Richmond Virginia | 804-314-7658 |
| 4. Karen Christian, Program Director | Richmond, Virginia | 804-646-3601 |
| 5. Amy Popovich, VDH/RCHD | Richmond, Virginia | 804-420-2202 |
| 6. Stephanie Toney, Current Supervisor | Richmond, Virginia | 804-601-4375 |

EDUCATION:

Louisa County High School	Louisa, Virginia	Class of 1991
---------------------------	------------------	---------------

Marilyn Olds Richmond Tenants Organization
3246 Nine Mile Road Richmond, VA 23223 804-437-2217- vaughance@gmail.com

December 3, 2019

Councilwoman Ellen Robertson,
Richmond City Council Executive Offices
City Hall
900 East Broad Street Suite 305
Richmond, VA 23219

Dear Councilwoman Robertson,

I'm writing to recommend Ms. Patrice Shelton for the position of commissioner on the Board of Commissioners for Richmond Redevelopment Housing Authority (RRHA). I've had the opportunity to work with Ms. Shelton in the Richmond Tenants Organization (RTO) and have been respectful of and impressed with her ability to professionally identify problematic issues and proceed to find ways to logically solve them. As vice president of the RTO she attends meetings in public housing communities where she serves in an advisory role to council officers.

Additionally, she is the founder and Executive Director of Hillside Court Partnership and a Certified Community Health Worker Senior for Virginia Department of Health/Richmond City Health Department. She has lived in Hillside Court for 10 years where she launched more than 14 groups and teams. In her role as the president of the resident council in Hillside she has helped residents to know their worth and rights one at a time. She has partnered with Shalom Farms and Feedmore to bring food to the community at no cost or very little cost. With a determined mindset she achieved the goal of Hillside Court being rezoned to the Bellemeade/Oak Grove Elementary School District by way of her attendances at City Council meetings. Lastly, she is seated on Maggie L. Walker Poverty, RVA Thrives, LAJC, CVLAS, and CVLASCC/President Boards and was a fellow for RMHF from 3/2018 to 2/2019.

I strongly recommend Ms. Shelton for the position of commissioner on the Board of Commissioners for RRHA. I believe her outstanding work and accomplishments speak for themselves.

Please feel free to contact me at 804-437-2217 or Cynthia Vaughan (RTO Secretary) at 804-651-3566 if you have questions.

Sincerely,

Marilyn Olds

December 19,2019

To Richmond City Clerk's Office,

I am writing to say I feel, I am the person for this board. I live in Hillside Court. I am the President of Hillside Court Tenant Council for the last two terms. I have started different groups and teams. I will be leaving the CVLAS Board, if I am to get this spot on RRHA's Board. I have already left LAJC's Board.

Thank you

Patrice Shelton, CCHW Sr/Hillside T.C. President

Patrice Shelton

Patrice Shelton is the founder and Executive Director of Hillside Court Partnership, Certified Community Health Worker Senior for Virginia Department of Health/Richmond City Health Department, and the Hillside Court Resident/Tenant Council President. She has launched more than 14 groups and teams in Hillside. She has help the community members to know their worth and rights one at time. She graduated from Louisa County High School June 1991. Ms. Shelton worked at Walmart from 1992 to 2008. Moved to Hillside Court 2010 where she does her community work today. Ms. Shelton was able to get her community rezoned to the Bellemeade/Oak Grove Elementary School thru City Council meetings. She has partnered with Shalom Farms and Feed More to bring food to the community for free and low cost since 2012. She is seated on Maggie L. Walker Poverty, RVA Thrives, RTO/VP, Hillside/President, LAJC, CVLAS, and CVLASCC/President Boards. She was also a fellow for RMHF 3/2018 to 2/2019.

November 14, 2019

Dear RRHA Board Members,

I am writing to wholeheartedly recommend Patrice Shelton for the Richmond Redevelopment and Housing Authority Board. As the Director of the Richmond City Health District, I have had the pleasure of watching Patrice's career develop since 2013 when she was hired as one of our Community Health Workers (CHW). At the time, the work of a CHW was a new concept for RCHD and for our community residents. Patrice navigated these uncharted vocational waters with remarkable tenacity and commitment. In her tenure with RCHD, there have been significant strides made for the Hillside Court community, thanks in large part to Patrice's leadership and advocacy. Patrice immersed herself in her community, serving as the Executive Director of Hillside Court Partnership and as the Hillside Court Tenant Council President. Her years in Hillside have given her a deep understanding of the issues and the specific needs of the residents there. Patrice is an extraordinary advocate for her community, and her passion and energy have helped develop so many initiatives and partnerships that have positively impacted the health and wellness of Hillside Court.

One personally impactful experience with Patrice occurred last year when the Robert Wood Johnson Foundation asked me to speak to one of their leadership cohorts on the progress that Richmond has made. I assembled a panel that included myself, the city's DCAO Reggie Gordon, and Patrice. She commanded the room with her knowledge and experience as a community advocate, and the room was moved to tears by the power of Patrice's story. There are few things more compelling or inspiring than stories of surviving and thriving in the midst of tremendous hurdles. For all these reasons, I highly recommend Patrice as a member of the RRHA Board. I believe that she will prove to be a valuable voice for the residents of RRHA, and a strategic and practical thinker for the board.

Please don't hesitate to reach out to me with any further questions. I am available by phone (804) 382-3855 or email danny.avula@vdh.virginia.gov.

Thank you,



Danny TK Avula, MD MPH
Director
Richmond and Henrico Health Districts

Board of Commissioners
Veronica G. Blount, Chairman

Neil S. Kessler
Marilyn B. Olds
Elliott M. Harrigan
Samuel S. Young, Jr.
Jonathan Coleman
Robley S. Jones
Robert J. Adams



November 21, 2019

Chief Executive Officer
Damon E. Duncan
901 Chamberlayne Parkway
P.O. Box 26887
Richmond, VA 23261-6887
804-780-4200
Fax 804-780-0009
TTY: Dial 7-1-1
www.rrha.com

Patrice Shelton
1625 Glenfield Avenue
Richmond, Virginia 23224

RE: Letter of Good Standing

Dear Ms. Shelton,

Please let this correspondence serve as a "Letter of Good Standing" for your application to the Board of Commissioners at Richmond Redevelopment & Housing Authority.

As an assisted housing resident you have not been issued any lease violations during your tenancy and you also pay your rent on time as outlined under your lease.

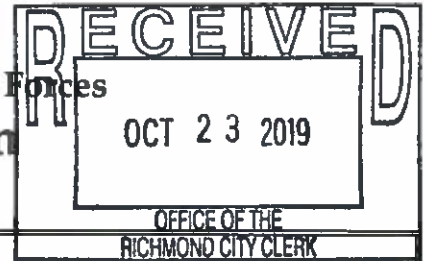
If I can be of further assistance please do not hesitate to contact me at 804-780-3431.

Sincerely,

Cindy Chisholm
Property Manager
Hillside Court



City of Richmond, Virginia
City Council
Authorities, Boards, Commissions and Task Forces
Reappointment Application



(Please Print or Type)

Name of Authority, Board, Commission or Task Force: RATA	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: KESSLER	First Name: NEIL
Home Street Address: 1501 HEARTAGLAW CT.	Home Telephone: 804-641-4880
Home City, Zip Code: RICHMOND, VA 23238	Home Fax: N/A
Personal E-Mail Address: NEILKESSLER@TROUTMAN.COM → neilKessler1@gmail.com	
Employer: RETIRED (WORK PARTTIME FOR COMMONWEALTH OF VA)	
Job Title: LEGAL SPECIAL SPECIALIST	How Long? 3 YRS
Business Street Address: 1100 BANK ST., 3RD FLOOR	Business Telephone: 804-307-8248
Business City, Zip Code: RICHMOND, VA 23219	Business Fax:
Business E-Mail Address: NEILKESSLER@CGS.VIRGINIA.GOV	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which City Council district? Number of years?	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <u>Neil S. Kessler</u>	Date: <u>10/21/2019</u>
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	

NOTE: This application is a public document.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219
 Telephone: (804) 646-7955 • Fax: (804) 646-7736
www.richmondgov.com/cityclerk



City of Richmond, Virginia
City Council

**Authorities, Boards, Commissions and Task Forces
Application**

(Name of Authority, Board, Commission or Task Force)

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

Title: _____

Name: *Tashaba D Scott*

Home Address: 002421 E TREMONT CT RICHMOND VA 23225

Home Telephone: 8046290746 Home Fax: _____

Personal E-Mail Address: tashabascott@gmail.com

Employer: Department of Motor Vehicles

Job Title: Mail Service Tech How Long? _____

Business Address: 002300 W. BROAD ST RICHMOND VA 23222

Business Telephone: 8043671660 Ext: _____ Business Fax: _____

Business E-Mail Address: _____

Is Your Place of Employment Located in the city of Richmond Yes

Is your Place of Employment Located in the County? No If Yes, Which County? _____

Are You A City Resident? Yes If Yes, Which City Council District? 4 Number of Years? 35

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? No

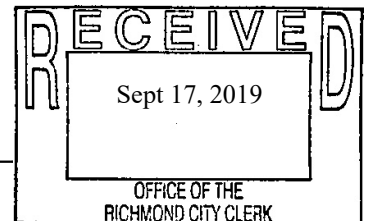
If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

Volunteer within The Richmond Public School system, Community Engagement throughout the city, Leader Teacher within Faith based organization, Customer Service Certificate, Work Readiness Silver Certificate State of Virginia

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

If appoint this would my first



Other Community Involvement:

Served as PTA president for Swansboro PTA 2011-2012 parent of the year recipient, Youth and Family Leader, Create a summer and after school program for inner city youth, Assist with prepare food for the homeless, visit women shelters with a goal to empower.



City of Richmond, Virginia
City Council

**Authorities, Boards, Commissions and Task Forces
Application**

(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.

I once lived in public housing and received public assistance and through such serves I was able to become self sufficient. I have a passion to see people become better productive citizens regards of ones background because our dreams are achievable if we just believe.

How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?

City of Richmond Website

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219
Telephone: (804) 646-7955 * Fax: (804) 646-7736
www.richmondgov.com/cityclerk

Safe and Healthy Streets Commission

Vacancy Chart

as of
May 10, 2020

The commission shall be composed of 12 members as follows:

- (1) A member of the Council.
- (2) Four qualified voters of the city who hold no office of profit with the city.
- (3) Three members with expertise in transportation safety.
- (4) The superintendent of the School Division of the city of Richmond.
- (5) The commanding officer of the Traffic Division of the Department of Police.
- (6) The traffic engineer of the city.
- (7) The director of Public Works.

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Emily Thomason	All members of Council	02/21/2020	No	Resigned	Qualified Voter
Kathryn M. Benedict	All members of Council	10/02/2019	No	Resigned	Qualified Voter

Contact:

Mary K. Larson (Secretary of Commission)

804-683-7303 (h)

804-289-5142 (o)

maryklarson@comcast.net

mary_larson@bshsi.org



City of Richmond, Virginia
City Council

**Authorities, Boards, Commissions and Task Forces
Application**

(Name of Authority, Board, Commission or Task Force)

SAFE AND HEALTHY STREETS COMMISSION

Title: _____
Name: *Charles Y Hall*
Home Address: 003318 E BROAD ST RICHMOND VA 23223
Home Telephone: 4015958290 Home Fax: _____
Personal E-Mail Address: charlesyhall@gmail.com
Employer: Community Housing Partners
Job Title: Housing Development Associate How Long? 1
Business Address: 004915 RADFORD AVE STE 300 RICHMOND VA 23230
Business Telephone: 8043437201 Ext: 2014 Business Fax: _____
Business E-Mail Address: charles.hall@chpc2.org
Is Your Place of Employment Located in the city of Richmond No
Is your Place of Employment Located in the County? Yes If Yes, Which County? Henrico
Are You A City Resident? Yes If Yes, Which City Council District? 7 Number of Years? 1

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

As an affordable housing developer (both in Seattle and in Richmond), I am acutely aware of the challenges that many of our neighbors face when trying to move around our cities. Residents of affordable housing, who often do not own a car, are relegated to trying to figure out how to get around a city that was not designed for those who lack the ability to afford a single occupancy vehicle. Alternative transportation options benefit not only those who cannot afford a car but will also benefit the greater Richmond as they're greener and will help make our city streets safer as we pursue a Vision Zero standard.

As an avid bicyclist, I commute daily between my home in Church Hill and my place of employment off of Broad Street and Staples Mill Road. And as much as I love being outside, I have appreciated the opportunity to get to know the various neighborhoods between my home and work - Shockhoe Bottom, Capitol District, City Center, Monroe, the Fan, the Museum District, Sauers Gardens, and Monument Avenue Park - and how we can better improve pedestrian and bicyclists safety through minimal improvements to our infrastructure such as access management, better signage, and medians and pedestrian islands.

In thinking about how my educational background and/or other expertise may be useful to this Commission, I would like to highlight a few items from my resume:

? Was recently pa



City of Richmond, Virginia
City Council

**Authorities, Boards, Commissions and Task Forces
Application**

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

If I am selected to be a part of the Safe and Healthy Streets Commission, it would be the first Commission in Richmond that I would serve on.

Other Community Involvement:

I am a recent transplant to the City of Richmond as of August 2019. My fiancé is returning to Richmond after completing medical school at MCV and is working at the Hayes E. Willis clinic in Southside Plaza near Broad Rock.

(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.

*Master of Business from the University of North Carolina at Chapel Hill
Bachelors of Science in Electrical Engineering from Florida International University*

In closing, I would be excited and honored to be a part of the Safe and Healthy Streets Commission, and to help guide Richmond towards becoming a more socially inclusive and multi-modal city.

How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?

Due to my previous volunteer work advocating for alternative safe transportation options for the City

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.



**Authorities, Boards, Commissions and Task Forces
Application**

(Name of Authority, Board, Commission or Task Force)

SAFE AND HEALTHY STREETS COMMISSION

Title: Ms.
Name: Tara FitzPatrick
Home Address: 001500 BROOKLAND PKWY RICHMOND VA 23227
Home Telephone: 5408481119 Home Fax:
Personal E-Mail Address: tarajfitzpatrick@me.com
Employer: Greater Richmond Fit4Kids
Job Title: Richmond City Safe Routes to School Coordinator How Long? 4
Business Address: 001111 N 25TH ST RICHMOND VA 23223
Business Telephone: 5408481119 Ext: Business Fax:
Business E-Mail Address: tara@grfit4kids.org
Is Your Place of Employment Located in the city of Richmond Yes
Is your Place of Employment Located in the County? No If Yes, Which County?
Are You A City Resident? Yes If Yes, Which City Council District? 2 Number of Years? 8

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes

If yes, please provide information on the nature of the contract.

We recently contracted with Richmond Public Schools to develop, implement, and manage a new crossing guard program.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

I earned a B.A. in Geography from Mary Washington College, then earned a M.Ed. and VA Teaching Licensure from the University of Mary Washington. In 2015, I was hired by Fit4Kids to develop the Richmond City Safe Routes to School program. I grew the program to provide full-service programming that highlights the "5 Es" at seven elementary schools across the city, while supporting additional programming at other RPS schools. This year we worked closely with Richmond Public Schools to create a new crossing guard program. The pilot was launched in November, and serves 11 schools, with over 30 crossing guards and traffic control guards, exponentially more than the previous program.

My current position as RVA SRTS Coordinator requires a tremendous amount of community engagement, among students, faculty, and community members. As a result, I have the opportunity to learn what concerns, desires, and needs residents have across the city.

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.



**Authorities, Boards, Commissions and Task Forces
Application**

Other Community Involvement:

I am a member of the Linwood Holton PTA. I've served on the Safety Committee for the Historic Jackson Ward Association, and currently serve on the Traffic Task Force of the Sherwood Park Civic Association.

(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.

- SAFE ROUTES TO SCHOOL COORDINATOR / FIT4KIDS – Richmond, VA** 2015 to Present
Partner with seven Richmond Public elementary schools to implement programming that encourages students to safely walk or bike to school. Assess the built environment and make recommendations for improvements. Incentivize active transportation weekly encouragement RVA SRTS Street Team. Partner with parents and community volunteers to implement “walking school buses.” Deliver bike and pedestrian education programming to students, teachers, and community members.
- CLIENT IMPLEMENTATION MANAGER / THOMSON REUTERS – Charlottesville, VA** 2011 to 2014
Configured highly customized peer review sites for clients on the ScholarOne Abstracts and Proceedings platforms. Trained administrators and end-users on all aspects of their customized software. Coordinated with administrators to develop, manage, and support the project plans for their scholarly conference cycles. Managed the export process for publishing, as well as the delivery of custom data reporting. Exports were delivered in a variety of formats, including XML, HTML, & CSV. Developed multiple process improvements for my team.
- TRAINING MANAGER / INOVA SOLUTIONS – Charlottesville, VA** 2008 to 2011
Created and implemented end-user, on-site, and remote training programs, as well as the accompanying supplemental training documentation. Designed a certification course for business partners, which included managing additional trainers and supplemental course materials. Created product profiles and pricing matrix for training course offerings. Managed Technical Project Managers in the delivery of training. Managed the documentation publishing process, the storage of source files, and the organization of archived documents.
- CLIENT SUPPORT SPECIALIST / THOMSON REUTERS – Charlottesville, VA** 2007 to 2008
Assisted Implementation Managers in providing service and deliverables to meet the clients’ needs. Developed and delivered training material.
- CLIENT EDUCATION MANAGER / THOMSON SCIENTIFIC – Charlottesville, VA** 2006 to 2007
Trained scholarly journal Editors and Administrators on the utility and configuration of their customized peer review platform website. Developed and enhanced the curriculum for teaching clients to master the use of their Manuscript Central website. Administered Manuscript Central University, the software’s certification course.
- GEOGRAPHY TEACHER / FREDERICKSBURG CITY SCHOOLS – Fredericksburg, VA** 2005
Implemented all aspects of a 36-week course on World Geography in a 6 week summer session. Prepared students for the Virginia Standards of Learning assessment.
- STUDENT TEACHER / FREDERICKSBURG CITY SCHOOLS – Fredericksburg, VA** 2005
Conducted all aspects of geography curriculum development and instruction in a supervised setting.
- SUBSTITUTE TEACHER / FREDERICKSBURG CITY SCHOOLS – Fredericksburg, VA** 2000-2005
Acted as the teacher in the event of an absence. Planned and carried out lessons.



City of Richmond, Virginia
City Council

**Authorities, Boards, Commissions and Task Forces
Application**

*INTERN / DOWNTOWN GREENS COMMUNITY GARDEN – Fredericksburg, VA
2000-2001*

Performed all aspects of developing and maintaining a community garden. Provided guidance and a safe environment for at-risk and neighborhood children. Organized and promoted fundraising events for this 501c3 organization.

Additional Information

Proficient in Microsoft Office, WebEx, SnagIt, Camtasia, TextPad, S

How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?

Michael Todd, Mike Sawyer, and Max Hepp-Buchanan

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.



City of Richmond, Virginia
City Council

**Authorities, Boards, Commissions and Task Forces
Application**

(Name of Authority, Board, Commission or Task Force)

SAFE AND HEALTHY STREETS COMMISSION

Title: _____

Name: *Cassi R Patterson*

Home Address: 000107 W BROAD ST 302 RICHMOND VA 23220

Home Telephone: 7039436893 Home Fax: _____

Personal E-Mail Address: cassipatterson@vhb.com

Employer: VHB

Job Title: Transportation Planner How Long? _____

Business Address: 000115 15TH STREET 200 RICHMOND VA 23219

Business Telephone: 8044417441 Ext: _____ Business Fax: _____

Business E-Mail Address: Cassipatterson@vhb.com

Is Your Place of Employment Located in the city of Richmond Yes

Is your Place of Employment Located in the County? No If Yes, Which County? _____

Are You A City Resident? Yes If Yes, Which City Council District? 2 Number of Years? 4

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes

If yes, please provide information on the nature of the contract.

VHB - Transportation Term Contract with the City of Richmond

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

Education

- *Bachelor of Science - Old Dominion University (2013)*
- o *Minor in Human Services*
- *Master of Urban and Regional Planning - Virginia Commonwealth University (2018)*
- o *Focus on Transportation*
- o *GIS Certificate*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Other Community Involvement:

I am a member of the Complete Streets Richmond Coalition - where we review and work on various transportation related campaigns, initiatives, and projects. Including Vision Zero, Complete Streets, and transportation equity.



**Authorities, Boards, Commissions and Task Forces
Application**

I am the President of the Friends of Pump House, which is a non-profit, working to revitalize the Historic Pump House in Richmond.

I am a community bike ride leader with Breakaway RVA. It is a non-profit organization that organizes community bike rides, which promote bike safety, as well as leads the community to planning initiatives and historic areas around the City.

(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.

- *I have attended Safe and Healthy Street Commission Meetings for about 2 years.*
- *I attend the Virginia Statewide Bike/Ped Advisory Committee meetings to keep informed on statewide projects and best practices.*
- *I attend the PlanRVA Active Transportation Working Group sessions, which keeps me informed on regional transportation initiatives and projects.*
- *Through my time and work with the Complete Streets Richmond Coalition, as well as attending the Safe and Healthy Streets Committee Meetings, I have learned more about the Vision Zero efforts taking place throughout the City, as well as what needs to be done to reach the City's goal of eliminating all traffic related deaths and serious injuries on City streets by 2030.*
- *Since working at VHB, I've worked on the City of Richmond Better Streets Manual, which gave me insight on the different street typologies throughout the City and what specific complete street/traffic calming infrastructure is appropriate for each typology.*
- *I also worked on the James River Park System Master Plan where I analyzed transportation infrastructure in and around the Park. I also analyzed methods and strategies to increase access to the Park for disadvantaged communities and ways to increase active transportation infrastructure to lessen the dependency on automobiles to access the Park. I also attended each of the District meetings we held and had the opportunity to listen and record the opinions and desires of the community members, which were often transportation related.*
- *In 2018, I completed my Master's in Urban and Regional Planning at VCU with a capstone thesis on incorporating Complete Streets in Scott's Addition, which involved working and meeting with local representatives of the Scott's Addition Boulevard Association, city residents, and 2nd District Councilmember Kim Gray.*
- *During my time as a graduate student I had multiple internships, including: Richmond City Health District, Bike Walk RVA, and VCU's Center for Urban and Regional Analysis.*
- *During my internship at the Richmond City Health District I worked on Safe Routes to School projects as well as City of Richmond food access research.*
- *During my internship at Bike Walk RVA I worked on biking and walking advocacy projects and led the bi-annual bike/ped counts throughout the City and the annual counts in Chesterfield.*
- *I am a multi-modal commuter, where I walk, bike, take public transit, and drive in the City. This has allowed me to see and experience the areas in the City that are excelling and the areas that need improvement amongst each mode of transportation.*

How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?

I heard about the vacancies at the October Safe and Healthy Streets Commission Meeting.

Urban Design Committee

Vacancy Chart

*as of
May 10, 2020*

The Committee shall consist of ten (10) members who either reside in the City or have their primary place of business in the City. Members shall be appointed by City Council. One (1) of the members of the Committee shall be a registered architect; one (1) shall be a member of a recognized local organization in one of the various fields of static arts; one (1) shall be a member of the faculty of the arts division of a local college or university; one (1) shall be a registered professional engineer; one (1) shall be a business executive or professional; one (1) shall be a registered landscape architect or a person having demonstrated talent in landscape design; one (1) shall be a member of the City Planning Commission; one (1) shall be a member of the Commission of Architectural Review; and two (2) shall be citizens of the City appointed at-large.

(Assigned to the Land Use, Housing & Transportation Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
David Johannas	All members of Council	07/23/2021	No	Resigned	Member of City Planning Commission
Dawn Hicks	All members of Council	01/01/2018	No	-	Member of a recognized local organization in one of the various fields of static arts

Contact:

Josh Son
 Senior Planner & Secretary to the Urban Design Committee
 Planning and Development Review
 900 East Broad Street, Suite 511
 Richmond, Va. 23219
 804-646-3741 (o)
Joshua.son@richmondgov.com



City of Richmond, Virginia
City Council

Authorities, Boards, Commissions and Task Forces Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Urban Design Committee	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other:	
Last Name: Hepp-Buchanan	First Name: Max
Home Street Address: 3607 Moss Side Ave	Home Telephone: 804-625-6120
Home City, Zip Code: Richmond, 23222	Home Fax:
Personal E-Mail Address: max.hepp.buchanan@gmail.com	
Employer: Venture Richmond	
Job Title: Director of Riverfront and Downtown Placemaking	How Long? 11 months
Business Street Address: 200 South Third Street	Business Telephone: 804-788-6478
Business City, Zip Code: Richmond, 23219	Business Fax: 804-788-6477
Business E-Mail Address: mhbuchanan@venturerichmond.com	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 3rd Number of years? 7	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If yes, please provide information on the nature of the contract. The City of Richmond contracts with Venture Richmond to perform sidewalk cleaning and beautification (aka, Clean and Safe).	
Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force: Master's Degree in Urban Planning and Design Master's Degree in Public Administration Over 3 years experience serving on the Richmond City Planning Commission 4 years experience serving on the City of Seattle Bicycle Advisory Board (all 4 years in an officer position, either Secretary or Chair) Over 10 years experience working in sustainable transportation (transit, bicycle, pedestrian) policy, planning, and advocacy	

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219
Telephone: (804) 646-7955 • Fax: (804) 646-7736
www.richmondgov.com/cityclerk



City of Richmond, Virginia
City Council

Authorities, Boards, Commissions and Task Forces Application

List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Entity: City Planning Commission
Date(s) Served: March 2016 - Present Office(s) Held: Commissioner

Entity: Safe and Healthy Street Commission
Date(s) Served: Dec 2013 - Present Office(s) Held: Co-Chair

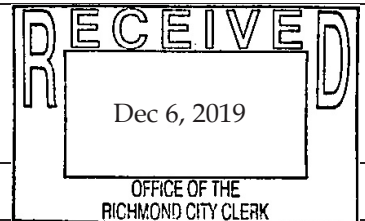
Entity: Richmond 300 Advisory Council
Date(s) Served: November 2017 - Present Office(s) Held: Co-Chair

Other community involvement:

Board member, Capital Trees
Board member, Virginia Capital Trail Foundation

OPTIONAL

Please list additional information you would like considered, or you may attach your resume or other information.



Check this box if your resume is attached.

How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force?

This appointment would be the City Planning Commission appointment to the Urban Design Committee, replacing David Johannas in that role.

Signature: Max Hepp-Buchanan Digitally signed by Max Hepp-Buchanan Date: 2019.12.06 09:28:53 -05'00' Date: 12/6/2019

(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)

NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

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Board of Building Code Appeals, Electrical Division

Vacancy Chart

As of
May 10, 2020

When feasible, the electrical division shall consist of two (2) representatives of electrical contractors; one (1) licensed professional engineer in private practice actively engaged in the design of electrical systems for buildings; one (1) representative of a public electric power utility; and one (1) citizen with knowledge of electrical systems. Three alternate members shall be appointed to serve in the absence of any regular member of any division of the board. *Alternate members must meet the same qualifications as members. (Opinion from Law Department dated 10/19/2012)* All members appointed by the Council **shall be residents of the City or shall be employed by a firm which has a place of business within the City.** Employees or officials of the City shall not serve as board members.

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Thomas Farleigh	All members of Council	06/25/2019	Yes	Contacted – No Response	Alternate One
Jeffon Neal	All members of Council	06/25/2019	Yes	Contacted – No Response	Electrical Contractor
Ira Seay	All members of Council	03/21/2017	No	-	Electrical Contractor
John Paul Goode	All members of Council	11/11/2016	No	-	Professional Engineer
Melvin Brown	All members of Council	10/25/2013	No	-	Alternate Three
James Randolph	All members of Council	10/22/2010	No	-	Alternate Two

Contact:

Keisha Stephenson
Admin. Project Analyst City of Richmond
Department of Planning and Development Review
804-646-5898

Board of Building Code Appeals, General Division

Vacancy Chart

As of
May 10, 2020

When feasible, the Board of Building Code Appeals, General Division shall consist of one (1) licensed general contractor engaged primarily in the building of commercial buildings and structures; one (1) licensed architect or one licensed engineer, who is currently engaged in the active design of buildings and structures; and three (3) citizens with knowledge of the building construction trade. Three (3) alternate members shall be appointed to serve in the absence of any regular member of the board. *Alternate members must meet the same qualification as the members. (Opinion from Law Department dated 10/19/2012)* All members appointed by the City Council shall be a resident of the City or shall be an employee of a firm which has a place of business within the City. Employees or officials of the City shall not serve as board members.

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
C. Nelson Williams, IV	All members of Council	01/28/2019	No	No	Citizen representative
James Snowa	All members of Council	01/28/2016	No	No	Alternate Three
Bland Wade	All members of Council	04/23/2010	No	No	Alternate One

Contact:

Keisha Stephenson
Admin. Project Analyst City of Richmond, Department of Planning & Development Review
804-646-5898

Board of Building Code Appeals, Plumbing and Mechanical Division

Vacancy Chart

as of
May 10, 2020

When feasible, the Board of Building Code Appeals, Plumbing and Mechanical Division shall consist of one (1) representative of a mechanical contractor; one (1) licensed professional engineer actively engaged in the design of mechanical systems for buildings; one (1) certified master plumber; one (1) licensed professional engineer in private practice engaged in the design of plumbing systems for buildings; and one (1) citizen with knowledge of plumbing systems or mechanical systems or both. Three (3) alternate members shall be appointed to serve in the absence of any regular member of the board. *Alternate members must meet the same qualification as the members. (Opinion from Law Department dated 10/19/2012)* All members are appointed by City Council and shall be a resident of the City or shall be an employee of a firm which has a place of business within the City. Employees or officials of the City shall not serve as board members.

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
John Cain	All Members of Council	06/25/2019	No	-	Professional Engineer
George Brock	All Members of Council	01/12/2018	No	-	Representative of a mechanical contractor
Thomas J. Shepardson	All Members of Council	01/12/2012	No	-	Alternate Three

Contact:

Keisha Stephenson,
Admin. Project Analyst City of Richmond
Department of Planning and Development Review
804-646-5898

Central Virginia Waste Management Authority

Vacancy Chart

As of
May 10, 2020

The governing body of the City of Richmond, together with the Cities of Petersburg, Colonial Heights, and Hopewell; Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Prince George, Powhatan and the Town of Ashland, **shall appoint at least one of its residents to the Board and may appoint an alternate for each member. The City appoints three (3) residents and three (3) alternates.**

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Mark Kukoski	All members of Council	04/23/2020	No	Term Limit	Resident
Serena Li	All members of Council	10/21/2020	No	Resigned	Alternate
Kevin White	All members of Council	04/08/2017	No	Resigned	Alternate
Vacant	All members of Council				

Contact:

Kimberly Hynes, Director of Administration & Finance
Central Virginia Waste Management Authority
(804) 359 - 8413

Clean City Commission

Vacancy Chart

As of

May 10, 2020

Fifteen (15) members appointed by Council, of which nine (9) members shall be from among the eligible voters within each voting district, five (5) members shall be corporate/citizen volunteers, one (1) member shall be the Director of Public Works, or his designee.

The Commission shall have five subcommittees as follows:

- Communications
- Schools
- Business and Industry
- Community Organizations
- Municipal Operations

(Assigned to the Land Use, Housing & Transportation Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Nathan Tersteeg	All members of Council	03/22/2020	Yes	No	9 th District Representative

Contact:

Darlene Mallory, Support Services Manager/Clean City Commission Coordinator

Department of Public Works

3506 N. Hopkins Road

804-646-8325

Darlene.mallory@richmondgov.com

Commission of Architectural Review

Vacancy Chart

as of
May 10, 2020

The Commission of Architectural Review shall consist of nine members who are citizens of the City, one of whom shall be a resident of a City Old and Historic District. One member shall be appointed from at least three nominees made by the Richmond Chapter of the American Institute of Architects, one shall be appointed from at least nominees made by the Historic Richmond Foundation, one shall be appointed from at least three nominees made by the Richmond Association of Realtors, and six shall be citizens of the city at-large. One of the at-large members shall serve a concurrent term on the Urban Design Committee.

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Gerald Hendricks	All members of Council	03/10/2020	No	Term Limit	At-Large Resident

Contact:

Carey Jones
Secretary, CAR Department of Planning and Development Review,
Planning and Preservation
804-646-7550
Carey.Jones@richmondgov.com

Green City Commission

Vacancy Chart

As of

May 10, 2020

The Commission shall consist of **nine (9) members**. The Council shall appoint seven (7) of the members, one of whom must have expertise in urban forestry. The Mayor shall appoint two (2) members, one of whom shall be a city employee in the Department of Public Works or the designee thereof.

Of the remaining members, one member shall be selected from each of the following fields:

- (1) Sustainability.
- (2) Green building practices.
- (3) Energy efficiency.
- (4) Environmental protection.

At least **four** of the **Council appointees shall reside in the city or have their principal place of employment in the city** in accordance with section 2-756 of this Code. The **remaining Council appointees and the Mayor's appointee** other than the Director of Public Works or the designee thereof **shall not** be subject to any requirement that they maintain a residence or a principal place of employment in the city. All other aspects of the commission and its membership not addressed in this division shall be governed by Chapter 2, Article V, Division 1 of the City Code.

(Assigned to the Land Use, Housing & Education Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Matthew Lee	All Members of Council	10/25/2019	Yes	No	Expertise in urban forestry
M. Stuart Nuckols	All members of Council	10/25/2022	No	Resigned	Green Building Practices

Urban Forestry Commission

Vacancy Chart

As of
May 10, 2020

The Commission shall consist of **two (2) non-voting members** and **nine (9) voting members**. The two (2) non-voting members shall be the Director of Public Works and the Director of Community Development, or their designee. Of the nine (9) voting members, the Mayor shall appoint three (3) members and the City Council shall appoint six (6) members. One member shall be a certified arborist, and one member shall be a registered certified landscape architect.

Except for the certified arborist, all voting members shall be residents of the city. No voting member shall be an officer or employee of the City and no member shall hold any contract with the City, or subcontract thereof, to provide goods or services relating to City-owned trees.

(Assigned to the Land Use, Housing & Transportation Standing Committee)

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Elizabeth Barrett	Mayor Jones	02/25/2016	No	Resigned	City resident
Kendra Taylor	Mayor Jones	02/25/2016	No	Resigned	City resident
Andrea Almond	All members of Council	01/28/2016	No	Resigned	Certified landscape architect
Lindsay Walton	Mayor Jones	04/26/2014	Yes	Mayor's office notified	City resident

Contact:

John Chupek
Operations Manager
City of Richmond, Department of Public Works
804-646-3701
john.chupek@richmondgov.com