

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
COMMISSIONERS OF THE CHARLOTTESVILLE REDEVELOPMENT AND
HOUSING AUTHORITY**

June 22, 2009

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") met in Regular Session at 7:00 PM on June 22, 2009 in Council Chambers at City Hall.

I. **CALL TO ORDER**

Commissioner Jason Halbert called the meeting of the Board to order at 7:00PM on June 22, 2009.

II. **ROLL CALL OF COMMISSIONERS**

Present:

Mr. Jason Halbert, Chair
Mr. Hosea Mitchell, Vice Chair
Ms. Sherri Clarke, Commissioner
Ms. Joy Johnson, Commissioner
Mr. Richard Jones Commissioner
Mr. Dave Norris, Commissioner
Mr. Bob Stevens, Commissioner

Absent:

Staff Present:

Mr. Randy Bickers, Executive Director
Ms. Amy Kilroy, Redevelopment Director
Ms. Rebecca Weybright, Housing Director
Ms. Allyson Manson-Davies, Legal Council
Ms. Deetra West, Administrative Assistant

III. **MOMENT OF SILENCE**

Commissioner Halbert opened the meeting with a moment of silence.

IV. **APPROVAL OF MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS HELD MAY 26, 2009.**

Correction to pages 2 & 3, Commissioner Norris was present at the meeting but absent from the list of voters while Commissioner Jones was listed twice. Correction to page 2, the opening paragraph states the meeting was held in City Hall Council Chambers instead of the South First Street Center. Commissioner Stevens made a motion to approve the minutes as amended, seconded by Commissioner Norris. The minutes were approved.

V. **RESPONSE TO QUESTIONS FROM PREVIOUS MEETINGS**

Mr. Bickers stated that there were no questions to address from the previous meeting.

VI. **PUBLIC COMMENTS**

There were no comments made.

VII. **REPORTS**

A. **Police Report – Sgt. Thomas McKean**

Sgt. McKean was not present.

B. **Executive Director’s Report**

Mr. Bickers reported CRHA’s Public Housing and Section 8 Reporting rates for the month of May were 100% and congratulated the rental office for a job well done. The vacancy rate as of May 31, 2009 showed 20 total units, 9 units are ready to be occupied with 11 needing more extensive turnover work.

He reported the final REAC inspection occurred at Westhaven on June 11th and 12th. The site received a preliminary score of 49 which is only one point better than the score received during the prior two years. Major deductions were taken for erosion/rutting, overgrown/penetrating vegetation, graffiti, potholes/loose material, broken/damaged dumpster enclosure, damaged/falling/leaning retaining wall, and spalling on walkways or steps. All other area scores seemed to be within reason. Staff is currently reviewing any possibility of appeal or request for additional points, based on the amount of works that had been put into the property in preparation for the inspection. He added that having a different inspector this property could have contributed to the low score. Plans are currently being developed to address all major deduction areas. The Board suggested that staff appeal the scoring and have the Capital Projects Manager walk with the inspectors in future site inspections. By Mr. Bickers’ calculation, the composite physical score will be approximately 21 which is well above the 18 required to be considered a “standard” performing agency with respect to the physical condition of the sites. Mr. Bickers stated that he will follow up with HUD to remove CRHA from its current “troubled” status. Despite the low score received at Westhaven, the Board congratulated staff for their hard work on improving CRHA’s total scores.

Mr. Bickers stated HUD has issued Letters of Finding related to both the original Fair Housing complaint and the retaliation complaint filed by a former Section 8 tenant. With regard to the original complaint, HUD found the evidence does not support the Complainant’s allegation that CRHA discriminated against her on the basis of her disability by refusing to make a reasonable accommodation. The Department found CRHA in Compliance with Section 504 of the Rehabilitation Act of 1973. With regard to the retaliation claim, HUD determined there is no reasonable cause to believe that CRHA discriminated against the Complainant. While these Letters of Finding close the cases as far as HUD is concerned, the complainant still has the right and ability to pursue civil action against CRHA through the Attorney General’s office.

Mr. Bickers stated CRHA annually evaluates the public housing list of inactive tenant accounts receivable (TAR) for write-off. Tenant accounts receivables consists of charges for rents, excess utilities, late charges, maintenance charges, etc from tenants that have vacated public housing. The evaluation is based on the attempts to collect through letters and the length of time the account is outstanding. Although the amount to write off seems extremely high (\$61,061.79), it covers a two year period and in that respect brings the totals for each year down below the previous year amounts. Each fiscal year the tenant receivables are scored as a sub-indicator to the financial indicator under the Public Housing Assessment System (PHAS) by HUD. It measures the average number of days that tenant receivables are outstanding and the collection of those tenant receivables in a timely manner. By writing off the inactive accounts from the receivables, CRHA maintains a ratio based on current receivables outstanding and collections thus eliminating possible point reduction for uncollectible tenant accounts. He stated the recommendation to approve the write offs came from the Finance Committee. Commissioner Halbert called for a vote to pass Resolution #1261 Writing Off Uncollectible Tenant Accounts Receivable For Public Housing. The vote was recorded as

AYES

Commissioner Clarke
Commissioner Halbert
Commissioner Johnson
Commissioner Jones
Commissioner Mitchell
Commissioner Norris
Commissioner Stevens

NAYES

ABSTAIN

Resolution #1261 was approved.

C. Committee Report

1. Finance Report

Commissioner Stevens stated the committee met and discussed the write off of tenant account receivables with clarification that the balance covers a two year period of time and not one. The committee talked about rent receivables, vacancy report, and REAC scores.

2. Resident Services

The committee did not meet.

3. Redevelopment Committee

Commissioner Norris stated the committee met and discussed the nature of the upcoming meetings with WRT to engage the community in further visioning for redevelopment at each site. The committee continued to discuss ways to engage public housing residents and community participation. He thanked Ms. Kilroy and Mr. Vaughn for generating the

large turnout at the community wide kick off meeting. Ms. Kilroy stated that a series of meetings will be held at various locations for residents, middle school and high school youth, community stake holders, and the community at large. Commissioner Clarke recommended CRHA look into different times to hold youth meetings to accommodate the youth that may have summer jobs. Commissioner Johnson stated she would like to have more City officials involved and she would like to see participation from the University of Virginia. Ms. Kilroy stated these meetings are the first in a series of visioning workshops and the consultants will be back again at the end of July. All the meetings are public and anyone can attend. Flyers with the workshop dates, times, and locations are being distributed to residents and city neighborhoods bordering public housing sites. She stated all workshop dates, times, and locations along with information on CRHA's redevelopment efforts can be found on the new redevelopment website at www.Cvillehousing.org. She stated a meeting between the Board and the consultants is scheduled to review the end of Phase I and is a chance for the Board to discuss their visions with the consultants. Commissioner Halbert suggested that the Board have a meeting in between the scheduled meetings with WRT to discuss the progress of the redevelopment phases.

Ms. Kilroy stated the bus trip to Long Branch, New Jersey is full. The trip is designed to tour pre redevelopment and post redevelopment units and to talk with the Long Branch staff and their resident association group. There will be a meeting with their developer and general contractor to get some feedback on the phases of construction and how their relocation experience was. The tour will include viewing communities outside of the public housing developments to see how well they have blended in with surrounding city neighborhoods.

Commissioner Norris stated that he had a positive conference call with Commissioner Johnson and staff of the Greenville South Carolina Housing Authority. The current thinking is that rather than sending a group to South Carolina, it might prove better to invite the Greenville staff to visit Charlottesville to discuss their success with the mixed income redevelopment process.

VIII. OTHER BUSINESS

Commissioner Halbert stated the annual Board Meeting will be held in July in which officers of the Board will be selected. Commissioners Halbert, Mitchell, and Jones will hold a meeting to discuss a potential slate to present at the July board meeting. Any commissioner wanting to become an officer should contact them.

Commissioner Johnson stated Westhaven Community Day will be held August 1st. Volunteers are needed for dunking booth.

IX. COMMITTEE MEETING DATE CHECK-IN

Redevelopment Committee Meeting – meets 2nd Tuesday of the month
Next meeting July 14th at 10:00am in the South First Street Community Center

Resident Services Committee Meeting- meets 2nd Thursday of the month
Next meeting July 9th at 5:30pm at Westhaven Community Center

Finance Committee Meeting – meets 3rd Tuesday of the month
Next meeting July 21st at 8:30am in the South First Street Community Center

Regular Board Meeting – meets 4th Monday of the month
Next meeting July 27th at 7pm in City Council Chambers

X. **PUBLIC COMMENTS**

Paul Vaughn, PHAR, stated that PHAR is getting the youth together from all the sites and teaching them the history of Urban Renewal/Vinegar Hill and what it means to the community. He stated he would like the consultants to understand the relationship between the residents and the Board and between the residents and community stakeholders.

XI. **CLOSED SESSION TO DISCUSS A LEGAL MATTER**

Commissioner Halbert stated “Pursuant to section 2.2-3712 of the Virginia Code, I hereby move that Charlottesville Redevelopment and Housing Authority close this open meeting and convene in closed session for all of the following purposes:

- (1) Discussion or consideration of the acquisition or disposition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, as authorized by Virginia Code sec. 2.2-3711 (A) (3); and,
- (2) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, as authorized by Virginia Code sec. 2.2-3711 (A) (7).

The motion was seconded by Commissioner Norris. The motion was approved by a unanimous vote. The board entered a closed session.

Commissioner Halbert stated “I move that this Board certify by a recorded vote that to the best of each member’s knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed or considered in the closed session.” The motion was seconded by Commissioner Jones. The board came out of closed session.

XII. **ADJOURNMENT**

The Board meeting adjourned.