

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

March 22, 2010

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 March 22, 2010 in Council Chambers at City Hall.

I. **CALL TO ORDER**

Commissioner Jason Halbert called the meeting of the Board to order at 7:00 PM on March 22, 2010.

II. **ROLL CALL OF COMMISSIONERS**

Present:

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

Absent:

Staff Present:

Mr. Randy Bickers, Executive Director
Ms. Amy Kilroy, Redevelopment Director
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 REGULAR MEETING OF THE
BOARD OF COMMISSIONERS HELD FEBRUARY 22, 2010.**

Commissioner Johnson made a motion to approve the minutes, seconded by Commissioner Mitchell. The minutes were approved by a unanimous vote.

V. **APPROVAL OF MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS HELD MARCH 4, 2010.**

Commissioner Jones made a motion to approve the minutes, seconded by Commissioner Edwards. The minutes were approved by a unanimous vote.

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

There were no questions from the previous meeting.

VII. PUBLIC COMMENTS

Paul Vaughn of PHAR stated members of PHAR pulled out of the trip to Greenville, SC because of the absence of important city members that have expressed interest in going on the trip. PHAR would like to wait until these members are able to go.

VIII. REPORTS

A. Police Report – Sgt. Tom McKean

Sgt. McKean was not present.

B. Executive Director's Report

Mr. Bickers stated reporting rates for the Section 8 and Public Housing programs continue to be good for the month of February. The number of vacant units has dropped from 26 to 21 as of the end of February. Mr. Bickers noted vacancy numbers would look better but that four applicants that were offered units declined the offers. In an effort to speed up the turnover process and allow maintenance workers to focus on other maintenance issues, staff is now outsourcing the cleaning involved with an apartment turnover.

Mr. Bickers stated staff has been working on the budget to find additional areas to cut dollars to lower the budget deficit. Staff was able to find some additional cuts in maintenance costs to get the deficit down from about \$46K to around \$7K. He is confident CRHA will gain savings now that it has energy efficiency, water conservation, and electricity saving efforts in place at all sites.

Mr. Bickers stated staff was able to meet the 100% stimulus deadline ahead of schedule by 10 days. This will mean more projects will begin shortly in addition to the procurement projects currently underway. Some of the projects already in place are weather seal installation across all sites and window replacement at Crescent Halls. Water Conservation, Interior Lighting Improvements, and Single Family Home Renovations will be starting soon across the sites. CRHA also has projects in place to address Section 504 Accessibility and REAC issues.

Commissioner Halbert stated the sites looked great and applauded staff for the hard work put into repairing leaking roofs and damaged gutters on the sites following the heavy snow that was received. Commissioner Johnson suggested staff send a thank you letter to Unique Services for making the sites look great after the snow removal, giving residents mulch for their yards, and for cleaning up behind themselves.

Mr. Bickers reported that HUD had rebenchmarked the Section 8 program based on the prior year's HAP spending. As a result of CRHA spending more on Section 8 vouchers than was received, HUD increased the funding levels for the Section 8 program for this year. Based on the new funding, Mr. Bickers estimates CRHA will need to issue 10-15 vouchers to expend the additional funds. CRHA has no choice but to issue the vouchers

based on HUD guidelines. As a result, staff will meet with City Officials to clarify an agreement that CRHA entered to project base some of its vouchers for the SRO.

C. Committee Report

1. Finance Report

Commissioner Stevens reported the committee has been concerned with the number of vacant units hovering in the 20s for several months. To better understand unit turnovers and lease up processes, the committee invited Melvin Baskfield, CRHA Maintenance Manager, to attend the meeting. Mr. Baskfield explained to the committee the turnover process as a slow process due in part to unit cleanup. Because of this, staff has outsourced the cleaning part of turns to move the process along more quickly. This has allowed maintenance workers to focus on other serious items. The committee has invited Becky Weybright, CRHA Housing Manager, to attend next month's committee meeting to explain the lease up process and to discuss the "preferences" used to determine the waiting list position. The committee talked about CRHA receiving around \$9K in extra funding to run the voucher program and how that will mean 10-15 vouchers that the agency will issue to eligible recipients. Before vouchers are issued, CRHA will meet with the City to discuss the SRO and how it may impact that program. Mr. Bickers presented to the committee the second draft of the proposed budget with a deficit of about \$7K. Due to current and upcoming energy efficient projects across the sites, staff expects to see some savings to cover the deficit and enter the next fiscal year with a balanced budget. The committee recommended approval of the budget to the Board, seconded by Commissioner Mitchell. Commissioner Halbert called for the vote. The proposed budget for FY 2010-2011 was passed by a unanimous vote.

AYES

Commissioner Clarke
Commissioner Edwards
Commissioner Halbert
Commissioner Jones
Commissioner Johnson
Commissioner Mitchell
Commissioner Stevens

NAYES

ABSTAIN

2. Resident Services

Commissioner Johnson reported the committee met on March 3rd and was facilitated by Maurine Brickhead. In attendance were 21 residents, 4 non-residents, and 3 staff members. Melvin Baskfield and Tom Winder were invited to describe in detail their roles in the agency and to explain any current and upcoming projects that are going to take place on sites. They answered and addressed many questions that the attendees had one example of which was the cost of replacing the energy efficient light bulbs and how to dispose of them. Mr. Bickers stated the agency will not charge residents to change out the light bulbs and that a letter will be mailed out to residents explaining this and the change out process before it actually takes place. The committee discussed the need for

more handicapped parking spaces at Crescent Halls and for interpreting services for residents that use English as a second language to better communicate with staff.

Commissioner Edwards reported that she had contacted the Section 3 Director for the Norfolk Redevelopment and Housing Authority to start discussions with their agency to learn more about how they were to start and manage their Section 3 program so well. Commissioner Edwards was able to find a policy that is used at the Oakland Housing Authority. She would like for the CRHA Board and staff to review the policy and use it to help create a policy that is best suited for Charlottesville. She also would like to talk to staff or develop a survey tool for staff to explore classicism and racism issues that may surface from working alongside residents. This will help the success of potential Section 3 businesses in Charlottesville. Commissioner Johnson stated a part of the Section 3 can be tied into the FSS Program. Currently the Section 3 Program report updates will be given as part of the Resident Service Committee.

The next Resident Services meeting will be Thursday, April 8th at 12:00pm at Crescent Halls.

3. Redevelopment Committee

Commissioner Mitchell stated he, Ms. Kilroy, Commissioner Johnson, and two members of the City's planning staff will be traveling to Greenville, SC in a few days. Commissioner Mitchell insisted on going out of respect to the Greenville Housing Authority that put a lot of work into preparing for this trip. With respect to PHAR's view of a holistic approach, there will be another trip back to Greenville. Hopefully this trip will include PHAR members, CRHA staff, Legal Aid members, and City officials.

Commissioner Mitchell stated there have been several meetings to discuss redevelopment efforts. The committee will continue to keep the Bill of Rights at the heart of this process. The committee has reached a general consensus that Option 5 in the Draft Master Plan is not suitable for CRHA. This option does not reflect the mixed income that the committee is looking for nor does it provide the density that will be needed to accomplish this. The committee reached an agreement on what the first three phases of redevelopment ought to look like. Phase I will include some degree of development on Levy, Phase II will begin on the renovations of Crescent Halls, and Phase III will begin working on some vacant property that CRHA owns or purchases. The committee, PHAR, and other community members have not been pleased with the visual tools that have been used to show more density. Ms. Kilroy has been asked to contact WRT to have them create more visuals for the properties that will help further illustrate increased density. The illustrations will be for Westhaven, South First Street, and 6th Street. The increase in density would mean a possible decrease the recreational space that would be used for play areas for children or other open space amenities.

Commissioner Edwards stated she has some concerns about the de-concentration of poverty concept. She added redevelopment is not just about buildings it's also about creating the opportunity to build the infrastructure in people lives. She would like for the

redevelopment process to become a brand new start for the residents with the help of the FSS Program and PVCC Pilot Program.

IX. OTHER BUSINESS

Ms. Kilroy gave a brief report on behalf of the Coalition for Housing Opportunity (CHO) Working Group. The CRHA Board was asked to adopt and sign a resolution in support of providing affordable housing in the Charlottesville community. The Regional Housing Directors Council commissioned a regional, housing market study in 2005 to determine what our affordable housing needs were and where the gaps in service lie. The Council then made a series of recommendations based on the data from this report of how to implement new programs and policies based on what was learned.

One of these goals was to conduct a region-wide affordable housing conference, conducted in March of 2008, to begin conversations between different members of the affordable housing community. The results of this conference were included in the handouts provided to the Board and give an efficient summary of what our regional and local housing goals are. One of the recommendations from the conference was to do a media campaign to help build additional support for affordable housing in the community.

The CRHA Board is being asked to join in this media campaign by signing the enclosed resolution. Staff's recommendation is that each of the points listed in the resolution are things that CRHA already does as part of its daily mission and that we should sign the resolution.

After some discussion several Board members asked to defer voting on the resolution until they could review a copy of the 2005 Market Study. Staff will make copies available before the next Board meeting and the Board will take the resolution up again at its April 26th meeting.

X. COMMITTEE MEETING DATE CHECK-IN

Redevelopment Committee Meeting – meets 2nd Wednesday of the month
Next meeting will be April 14, 2010 at 10:00am in the South First Street Community Center.

Resident Services Committee Meeting- meets 2nd Thursday of the month
Next meeting will be April 8, 2010 at 12:00pm in the Crescent Hall Community Room.

Finance Committee Meeting – meets 3rd Tuesday of the month
Next meeting will be March 20, 2010 at 8:30am in the South First Street Community Center

Regular Board Meeting – meets 4th Monday of the month

CRHA
BOC Regular Meeting
March 22, 2010

Next meeting March 26, 2010 at 7pm in City Council Chambers

XI. **PUBLIC COMMENTS**

No public comments

XII. **ADJOURNMENT**

The meeting adjourned at 8:00PM