

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

July 25, 2011

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") met in Regular Session at 7:05 PM on July 25, 2011 in Council Chambers at City Hall.

I. CALL TO ORDER

Commissioner Bob Stevens called the meeting of the Board to order at 7:05 PM on July 25, 2011.

II. ROLL CALL OF COMMISSIONERS

Present:

Ms. Sherri Clarke, Commissioner
Ms. Joy Johnson, Commissioner
Mr. Hosea Mitchell, Chair
Mr. Dave Norris, Commissioner
Mr. Bob Stevens, Vice Chair
Mr. Keith Woodard, Commissioner

Absent:

Ms. Claudette Green, Commissioner

Staff Present:

Mr. Randy Bickers, Executive Director
Ms. Robin Munson, Finance Director
Ms. Amy Kilroy, Redevelopment Director
Ms. Allyson Manson-Davies, Legal Attorney

III. MOMENT OF SILENCE

Commissioner Stevens called for a moment of silence.

**IV. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS HELD JUNE 27, 2011.**

Commissioner Woodard made a motion to approve the minutes, seconded by Commissioner Norris. The minutes were approved.

V. RESPONSE TO QUESTIONS FROM PREVIOUS MEETINGS

There were no questions from the previous meeting

VI. PUBLIC COMMENTS

Emily Dreyfus, Legal Aid Justice Center, stated Legal Aid is providing some organizational assistance while PHAR is in the process of hiring a new coordinator. Any business that needs to be conveyed to the PHAR Board can be done by contacting her at Legal Aid or by leaving a message on the PHAR message line. She stated PHAR has been working on the HUD Ross Grant that will fund two part time service coordinator

positions to increase the awareness and connections of residents and local service providers to aid in gainful employment for residents. She added PHAR has been educating residents on the importance of completing community service hours and encouraging them to use their hours to staff the community center computer labs.

Edith Goode, 305 2nd Street, stated as a member of the PHAR Advisory Board and as a concerned citizen that attends the meetings of the Re-Entry Action Team, she personally wants to support any effort on the part of the Housing Authority to create a policy for the admission of ex-felons to public housing as recently clarified by President Obama.

Annette Wilcox, 1400 Monticello Road, stated she is happy with the peaceful environment in the Belmont and Carlton Avenue area this summer. She is staying cool this summer while enjoying the many summer activities that are available to the public in the Downtown Mall area.

VII. REPORTS

A. **Police Report**

The police did not attend the meeting.

B. **Executive Director's Report**

Mr. Bickers stated the reporting rates for both the Public Housing and Section 8 programs continue to be good. The number of vacant units is down two units to 13 total vacant units which represents a vacancy rate of 3.46%. He reported the June receivables went up a little with nothing significant to report.

Mr. Bickers reported HUD REAC inspections have taken place and staff has received scores for three of the four AMPS. He reported a passing score is 60 or above. Thus far, Crescent Halls received a score of 90; Westhaven received a score of 78, and South First Street and 6th Street received a score of 64. Mr. Bickers expects to receive scoring for the Scattered Sites in the morning. Should the Scattered Sites receive a passing score, it will be the first time all CRHA sites will have received a passing score within the last 6 years. He added agencies need a composite score of 18 to pass and the agency already has a score of 19.6. He thanked the Maintenance Staff and Property Managers for working long hours picking up trash and glass and for making necessary repairs across the sites in the extremely hot temperatures. Commissioner Norris stated the Board owed Mr. Bickers a thank you for his hard work and leadership in bringing the REAC scores up.

Mr. Bickers stated subsidy forms for the 2011 calendar year were submitted on July 21st. Based on an estimated funding percentage of 95.7%, it appears that the agency will receive approximately \$120K less in public housing subsidy than had been budgeted. This is due to a number of factors; decreased utility costs, increased rental revenues, the loss of asset management funds, and a deflation factor all contributed to the decrease in funding. The decrease in utility costs had the single biggest impact. This decrease in funding will have some serious implications for the public housing program and will be discussed at the Board work session scheduled for August 2nd along with a discussion of possible restructuring. Mr. Bickers stated procurement work has slowed down as Staff is

waiting for the agency to receive new capital money. He stated the agency will receive the new capital fund on August 3rd. This year's funding will be \$536,574 which is \$91,557 less than last year's funding. This decrease will have a serious impact on capital priorities and will also be discussed at the August 2nd work session from 4:30-6:30pm.

C. Committee Reports

1. Finance Committee

Mr. Bickers stated David Schultz, Vice President of Development at Community Housing Partners (CHP) attended the meeting. CHP owns and manages Blue Ridge Commons and is planning extensive upgrades to both the interior and exterior of the property. Due to an IRS regulation concerning ownership interests, CHP must find a limited partner to assume 21% ownership of the property. CHP is not looking for money from CRHA but there is a possibility that they are willing to pay the Housing Authority for becoming a partner. Details of the partnership still need to be defined. CRHA will seek advice from its attorney to discuss any burdens the partnership may cause the agency. CHP is looking for a decision from CRHA by the second week of August.

The Committee discussed the financials which look good for the first quarter of the year. CRHA Finance Director, Robin Munson, presented the committee with a detail analysis of all costs related to the elevators in Crescent Halls since the time of their replacement in 2007.

2. Resident Services Committee

The Resident Services Meeting was cancelled.

3. Redevelopment Committee

Commissioner Mitchell stated the Housing Authority and the City have been working on a joint-application for \$50,000 to hire a Section 3 Coordinator that will work with residents across the city. The committee discussed other grant funding sources that are available to the Housing Authority as it appears that Charlottesville will not be able to qualify for either HOPE VI or the Choice Neighborhood grant funds. Commissioner Mitchell stated the committee discussed the meetings that are taking place in the community to update the residents on the redevelopment process. The purpose of the meetings are to provide a refresher about what has happened with the project since adoption of the Master Plan and provide an update about where the project will be headed in the next few months. It is also an opportunity to introduce Kathy and Melissa to the residents since they will be working with CRHA through the MOU.

After much discussion, the committee was in agreement that staff should work on a draft of the RFP for development work at the Levy/Avon site, a draft relocation plan, and a draft public participation plan (for Levy Avenue input) to be presented at the September 14th committee meeting.

VIII. OTHER BUSINESS

Commissioner Johnson stated Westhaven Community Day will be Saturday, August 6th starting at 10:00am. There will be plenty of activities throughout the day including the

dunking booth, live performances, health clinic screenings, free sports physicals, and lunch will be provided at 12:00pm. She encouraged everyone to attend.

IX. **COMMITTEE MEETING DATE CHECK-IN**

Redevelopment Committee Meeting – meets 2nd Wednesday of the month
The next meeting will be Wednesday, **September** 14, 2011.

Resident Services Committee Meeting- meets 2nd Thursday of the month
Next meeting will be August 11, 2011 at 12:00pm in the Crescent Hall Community Room.

Finance Committee Meeting – meets 3rd Wednesday of the month
Next meeting will be August 18, 2011 at 4:30pm, in Basement Conference Room City Hall.

Regular Board Meeting – meets 4th Monday of the month
Next meeting August 22, 2011 at 7pm, in Council Chambers

X. **PUBLIC COMMENTS**

There were no public comments

XI. **ADJOURNMENT**

Commissioner Johnson made a motion to adjourn, seconded by Commissioner Mitchell.
The meeting adjourned at 8:37pm.