

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

March 23, 2015

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Regular Meeting at 6:00 p.m. on March 23, 2015, in City Council Chambers at City Hall.

I. CALL TO ORDER

Commissioner Woodard called the meeting of the Board to order at 6:04 p.m. on March 23, 2015.

II. ROLL CALL OF COMMISSIONERS

Present:

Mr. Keith O. Woodard, Chair
Ms. Julie Jones, Treasurer
Ms. Lauren Curley, Commissioner
Ms. Audrey Oliver, Commissioner
Mayor Satyendra Huja, Commissioner

Absent:

Ms. LaTita Talbert, Vice-Chair
Ms. Sabrina Allen, Commissioner

Staff Present:

Ms. Constance Dunn, Executive Director
Mr. Andrew Gore, Deputy City Attorney
Ms. Robin Munson, Finance Director
Ms. Amy Nofziger, Executive Administrator
Ms. Heather Jeffries, Asset Manager

III. MOMENT OF SILENCE

Commissioner Woodard called for a moment of silence.

IV. APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD FEBRUARY 23, 2015

Mayor Huja moved to approve the Minutes. Commissioner Oliver seconded the motion. All voted in favor to approve the Minutes without abstention.

V. APPROVAL OF MINUTES OF THE BUDGET WORKSHOP HELD FEBRUARY 4, 2015

Commissioner Oliver moved to approve the Minutes. Commissioner Jones seconded the motion. All voted in favor to approve the Minutes and Commissioner Curley abstained.

VI. EXECUTIVE DIRECTOR'S RESPONSE TO QUESTIONS FROM PREVIOUS MEETING

Ms. Dunn said that at the last regular meeting there was concern expressed regarding criminal activity on Run Street and a question regarding how much of Run Street is owned by CRHA. The entry to Run Street is off of 10th Street and Run Street flows into a dead end street named Holly Drive. Run Street and a portion of Holly Drive belong to the City of Charlottesville. CRHA is responsible for Holly Drive at the corner of Parcel 156. In general CRHA will not be able to bar individuals engaged in inappropriate or illegal activity on the drive unless the activity is specifically occurring at the upper end of Holly Drive on CRHA property.

Ms. Dunn said that there was a reference to snow removal at the last meeting. The CRHA snow plan is included for reference. CRHA currently employs 6 maintenance employees and due to budget constraints has attempted to perform snow removal using the current staff for the past two years. Asset

Managers have joined the maintenance staff in this effort in a show of support and also for the purpose of inspecting the work as it is being done. CRHA will have a contractor on standby in the future in the event that the snow levels reach an unmanageable level. The Housing Authority is also pricing out a second plow.

Charlottesville City Council still has a desire to meet with the Alexandria Housing Authority and new dates will be proposed for this meeting. Collaboration between CRHA and Alexandria has been recommended by the HUD Richmond Field Office. In a preliminary conference call with Alexandria, it became clear that their Housing Authority has faced many of the same challenges facing CRHA and therefore, the sharing of Best Practices will provide an important benefit to CRHA. Ms. Dunn said that ideally there can be an afternoon meeting and an early evening meeting for those Commissioners unable to make the daytime meeting. City Council has proposed April 23rd for this meeting.

Ms. Dunn reported that CRHA has received the third bid for a keypad entry at South First Street and Westhaven Community Centers and will be awarding this contract very soon. The key pad system provides code access without the presence of a CRHA staff person. Users of the centers will be expected to handle their events using CRHA’s check in and check out procedures. CRHA will provide detailed descriptions on how the centers should be left at the end of every event.

Ms. Dunn said that at a recent meeting there was a request for actual dollar amounts awarded for Public Housing Operating Subsidy. The actual figures have been provided for the years 2009 through 2014 with a projection for 2015. CRHA was awarded the highest public housing funding level in 2010 and the prorated amount was \$1,381,215. Projected 2015 Subsidy is \$1,029,306 or \$351,909 less than 2010 levels.

	2009	2010	2011	2012	2013	2014	2015
Eligible	\$1,467,882	\$1,340,985	\$1,152,743	\$1,234,589	\$1,251,998	\$1,174,998	\$1,240,277
Actual	\$1,297,902	\$1,381,215	\$1,152,743	\$1,151,748	\$1,024,886	\$1,045,730	\$1,029,306
Proration	88.42	103.00	100.00	93.29	81.86	89.00	81.00

Ms. Dunn said that barment was a topic from the February meeting and tonight the Board will be considering a Resolution that formalizes the identifying criteria for barring individuals from the previously reviewed Barment List. Commissioners expressed that the criteria should be to bar previously barred persons who pose a threat to residents. This criterion in the Resolution has been extended to include the “persons who pose a threat to staff”. This list will be available upon request once finalized.

VII. RESOLUTION #1343 FORMALIZATION OF BARMENT CRITERIA ON PREVIOUSLY BARRED INDIVIDUALS

Mayor Huja moved to approve Resolution #1343. Commissioner Curley seconded the motion. All voted in favor to approve Resolution #1343 without abstention.

VIII. EXECUTIVE DIRECTOR’S REPORT

Ms. Dunn reported that included in the packet is a list of CRHA’s Goals and Objectives from the recently approved Annual Plan. This will be included for all of CRHA’s Regular meetings so that Commissioners can remain focused on the initiatives established for the Authority. Ms. Dunn

encouraged Commissioners to keep a copy of these Goals and Objectives throughout the fiscal year which starts April 1 and use this list as a guiding tool for the Authority.

Item #5 listed in CRHA's Goals and Objectives relates to the Avon Garage. On March 2nd, Charlottesville City Council approved a no interest loan to CRHA in the amount of \$430,851.00 for the purpose of paying back CDBG funds due to HUD on that parcel. There was concern regarding whether or not HUD would release the garage from the Declaration of Trust. CRHA recently heard from the HUD Richmond Field Office that CRHA should provide a letter to the Richmond Public Housing Program Center certifying that the parcel in question is not a "Public housing property" and the property has not been acquired, developed, maintained, or assisted with Act funds (Public Housing funding); then the HUD Richmond Field Office might be in a position to be able to make a determination on whether or not parcel should not have been included in the DOT. This was encouraging news and those documents will be forwarded to Richmond this week.

Ms. Dunn reported that there has been another change to the Housing Choice Voucher Program. As a way to reduce Housing Assistance Payments, HUD is now requiring Housing Authorities to limit the utility allowance for a participant to the approved voucher size. In the past Participants that leased a larger size unit could qualify for the higher utility allowance. Effective July 1st, this change will go into effect.

Ms. Dunn referenced the March CRHA newsletter, the CRHA employee newsletter and the Resident Services Flyer. Ms. Dunn said Commissioner Oliver requested that CRHA post a flyer specific to Crescent Halls' residents reminding them to report criminal or suspicious activity to the local authorities and this flyer is included as well.

IX. PUBLIC COMMENTS

Brandon Collins, 418 Fairway Ave., employee of PHAR, 1000 Preston Ave., said PHAR recently attended the homelessness symposium and was disappointed CRHA was not there. He said he thinks it would be important for CRHA to partner with TJACH. He said PHAR is opposed to the proposed changes such as selling the single family home, raising the minimum rent or raising the late fees. Mr. Collins is concerned that the Resident's Bill of Rights will be violated. He said PHAR wants to hear about other options being explored, such as solar.

Annette Wilcox, 1400 Monticello Rd., said she is happy with the beautiful new houses that are across the street from Monticello Vista and will try and make friends with the new neighbors when they move in.

Joy Johnson, 802 Hardy Dr., asked for clarification of the committee structure and the members' terms. She thinks there should be term limits and then reapply/reappoint. She said that she wants PHAR and residents to be part of the FSS Services Review. She wants a diverse group involved in the committees and would like to see something happen in May/June.

Mayor Huja would like to look into the lifetime terms issue. Commissioners Curley and Oliver would like to re-establish PHAR on the agenda.

Commissioner Curley motioned that a formal letter from the Board be addressed to the Charlottesville Police Department regarding criminal activity and encouraging greater partnership in preventing crime in the CRHA communities. Commissioner Oliver seconded the motion. All voted in favor without abstention.

X. COMMISSIONER ATTENDANCE

This is informational. No vote is necessary. Ms. Dunn and Commissioner Woodard reported that communication efforts made to contact Commissioner Allen have been unsuccessful. Mayor Huga said that City Council would be responsible for appointing a replacement commissioner and the process typically takes 30-60 days.

XI. BOARD DISCUSSION REGARDING NEXT STEPS TOWARDS BUDGET APPROVAL

Ms. Dunn said that CRHA's Budget is due to HUD after the April 27th Regular Meeting so there is ample time for further consideration on the tough choices that CRHA must make to reach a balanced budget. She reported that the Housing Authority has not discussed the rapidly decreasing interest income and its impact on CRHA's finances. The interest income decreased from a high of \$90K per year in 2007 to just \$3,266 in calendar year 2013. The decrease is a result of CRHA's diminishing reserves and record low interest rates.

Commissioner Oliver said she would like to see a ledger. Ms. Dunn offered to meet with Commissioner Oliver to go over the Budget. Commissioner Oliver said she wants additional meetings with the Board as a whole. Dates will be discussed later on the Agenda.

XII. COMMITTEE REPORTS

1. Finance Committee

Ms. Munson gave the Finance Committee Meeting report. Refer to the full Minutes included in the Board Packet for further elaboration.

2. Resident Services Committee

Joy Johnson gave the Resident Services Committee Meeting report. Security is a major concern. Substance abuse is very high at all sites but especially at Crescent Halls. Refer to the full Minutes included in the Board Packet for further elaboration.

XIII. OTHER BUSINESS

Commissioner Curley said she would like the Personnel Committee Meeting be scheduled.

The Board discussed disposition of single family homes and the application process. Commissioner Jones motioned to direct staff to gather information that would be necessary to complete the application. Commissioner Curley seconded the motion. All voted in favor.

Commissioner Jones said she would like all Commissioners tour the CRHA's properties. Commissioner Woodard suggested the first week of May.

XIV. COMMITTEE MEETING DATE CHECK-IN

- Resident Services Committee meeting will be held at Crescent Halls Community Room on Thursday, April 9, 2015, at 1:00 p.m.
- Budget Planning Workshop will be held at the Basement Conference Room, City Hall, on Monday, April 20, 2015, at 3 p.m.
- Finance Committee Meeting will be held at the Basement Conference Room, City Hall, on Wednesday, April 22, 2015, at 4:30 p.m.
- Personnel Committee Meeting will be held immediately following the Finance Committee Meeting at Basement Conference Room, City Hall, on Wednesday, April 22, 2015, at 5:00 p.m.
- Board of Commissioners Meeting will be held at City Council Chambers on Monday, April 27, 2015, at 6:00 p.m.

XV. PUBLIC COMMENTS

Joy Johnson, 802 Hardy Dr., said she would like the Redevelopment Committee to meet and develop a relocation plan before redevelopment begins.

Brandon Collins, 418 Fairway Ave., employee of PHAR, 1000 Preston Ave., said he hopes the Commissioners remember the Resident's Bill of Rights and will also get resident feedback before making any decisions.

Kim Rolla, LAJC, said she thinks substance abuse support at Crescent Halls is important. She said Dr. Lamberg said that units taken off-line need to be replaced within 10 years and she thinks that is incorrect and that new units cannot be built. She said she wants there to be further discussion and resident concerns need to be taken seriously.

Commissioner Jones said that the HUD RAD office is having a webinar on March 24, 2015 about relocation plans and LAJC will be playing that for anyone who would like to attend. She said that she wants everyone to know these budget decisions are hard for everyone involved and the Board is trying hard to avoid HUD troubled status.

XVI. ADJOURNMENT

Commissioner Woodard adjourned the meeting at 7:20 p.m.