

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

August 24, 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 August 24, 2015, in City Council Chambers at City Hall.

I. CALL TO ORDER

Commissioner Jones called the meeting of the Board to order at approximately 6:05 p.m. on August 24, 2015.

II. ROLL CALL OF COMMISSIONERS

Present:

Ms. Julie Jones, Chair
Ms. LaTita Talbert, Vice-Chair
Ms. Audrey Oliver, Treasurer
Mr. Keith O. Woodard, Commissioner

Absent:

Mayor Satyendra Huja, Commissioner

Staff Present:

Ms. Constance Dunn, Executive Director
Ms. Amy Nofziger, Executive Administrator
Ms. Heather Jeffries, Asset Manager
Ms. Tatiana Eames, Eligibility Specialist
Mr. Andrew Gore, Deputy City Attorney

III. MOMENT OF SILENCE

Commissioner Jones called for a moment of silence.

IV. APPROVAL OF MINUTES OF THE ANNUAL MEETING OF THE BOARD OF COMMISSIONERS HELD JULY 27, 2015

Commissioner Woodard 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 REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD JULY 27, 2015

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

VI. FSS PRESENTATION BY CRHA STAFF

Tatiana Eames gave a PowerPoint presentation detailing the FSS Program. CRHA is reinvigorating the FSS Program by adhering to HUD's guidelines for goals. Escrow is not automatically earned; only is there is an increase in the participants' income. Staff will research if any former participant that dropped out of the program had any escrow accrued. There are questions about whether disability affects FSS as well as other household members, besides the HOH, receiving TANF. Public assistance does not include disability. There will be regular follow-up appointments, to make sure the participant is staying on track. Participants can obtain a copy of their file upon request. HOH getting all of the household's escrow is a cause of concern. There are 25 participant slots allotted for escrow for each program, Public Housing and HCV. Any barriers will be discussed at the individual participants meetings. CRHA reports updates on a monthly basis and quarterly there will be more in depth reports.

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

Ms. Dunn said the barment list is referenced in the newsletter, posted at the Community Centers and available online.

CRHA is considering modification of parking at some sites. These changes would designate resident and visitor parking. Meetings will be held at each location to discuss any proposed changes.

The City's Animal Control Department does not address skunks. CRHA must locate a low-cost private exterminator.

CRHA recognizes the Charlottesville Police Department for their Westhaven Community Outreach initiative to build stronger relationships between residents and police. South 1st Street is the next targeted community for this initiative.

CRHA will request funds from the City to cover the ARHA trip. Trip dates will be provided as soon as possible.

Commissioner Oliver said she would like the barment list mailed out to each resident in addition to the other posted locations. Ms. Dunn said the list will be mailed to each resident.

Commissioner Oliver said she would like CPD to work the initiative at the Crescent Halls building after Westhaven. Ms. Dunn said she would make that request to CPD.

VIII. EXECUTIVE DIRECTOR'S REPORT

Ms. Dunn said CRHA extends condolences to Ms. Martha Darnell's family.

CRHA will host a Fair Housing Training on October 6, 2015, from 1:00 to 4:00 p.m. which is mandatory for staff and open to everyone else. Mally Mason will be the instructor.

CRHA is focused on improving safety. Lighting improvements at SFS have already been started. As a pilot initiative, the City is lending CRHA its lift to help. Another safety measure is CRHA will be installing speed bumps at South 1st St. CRHA has requested a quote to replace the intercom system at Crescent Halls. Sometimes when the intercom system fails, it causes the front door system to malfunction. This replacement will facilitate the construction of the new entry way.

The City Curfew Ordinance is being incorporated into the lease in an effort to help reduce the instances of unsupervised children. Information about the curfew will also be in newsletter.

There is a significant sinkhole at Westhaven. The City Public Works has assessed the damage and is proposing a corrective scope of repairs at the expense of CRHA. In the meantime, the area is barricaded to prevent injury.

In September, CRHA will start the Annual Plan process and update the Administrative Plan. The Admin Plan will follow the same change process as the ACOP change process. The Annual Plan deadline is January and there is no HUD defined deadline for changes to the Admin Plan.

IX. PUBLIC COMMENTS FOLLOWED BY PHAR COMMENTS

Sam Taylor, Crescent Halls, said the dryers aren't working. He said the dryer vender told him there is new equipment available but they can't be installed until the lint traps are cleaned.

Joy Johnson, 802 Hardy Dr., said the agenda should be changed for the elderly that want to speak. She asked who the FSS case manager is. She said there are supposed to be quarterly public meetings with the PCC. She said she wants the FSS guidelines in writing. She said the contract should be able to be taken home to review before signing.

Teri Smith, 1005 Cherry Ave., PHAR intern, said PHAR compiled a list of safety recommendations that require little or no additional spending. She said some are better tasked by the police department or the City.

Annette Wilcox, 1400 Monticello Rd., said she will continue to maintain clog-free drains. She said shooting is against the law and parents need to teach their children this is a rude thing to do.

Peggy North, Crescent Halls, said there is a problem with the laundry facilities and she has a crack in her floor.

Sam Taylor, Crescent Halls, said dryer vents being blocked are a fire hazard and CRHA can use the City's lift to clean the vents.

Nicholas Yates, 814 Hardy Dr., said the sinkhole is causing an inconvenience by inhibiting the path to the bus.

Cynthia Ivery, 814 Hardy Dr., said she wants the Board to look at the safety recommendation list from PHAR.

Dale Kingrea, Crescent Halls, said the blocked dryer vents are a fire hazard and correction should be a priority.

Catherine Adams, Crescent Halls, said there needs to be something done about the doors because unknown people are coming in. She said it's dangerous and it makes her feel unsafe.

Deidre Gilmore, 613 Hinton Ave., said there are positions available with CRHA and wants Shymora Cooper to get the Asset Manager position because she's not scared of the community and will walk the properties. She said CRHA should hire the temporary maintenance helpers that are from the community and support self-sufficiency.

Odella Hancock, Crescent Halls, said she has worked the properties and more needs to be done to keep the building clean.

Nicholas Yates, 814 Hardy Dr., said parking is a problem and the Asset Manager needs to be walking the site.

Nancy Carpenter, Rosewood neighborhood, said the PCC partner list needs to be expanded and this will help the entire program.

Sam Taylor, Crescent Halls, said he wants the dryers checked. Ms. Dunn said she will check the dryers tomorrow.

Eddie Banks, Crescent Halls, Tenant Association representative, said he would like a treadmill put in Crescent Halls.

Brandon Collins, PHAR, passed out notes and safety recommendations to the Board. He offered condolences for Ms. Darnell's family and for CRHA staff who often discover the deceased in the unit. Redevelopment workshops were held last week in order to get positive feedback to help craft a redevelopment plan. He said he wants to go on the ARHA trip and the MOU defines reasonable meaningful participation. There are many people interested in joining the Redevelopment Committee and wants to know how people can apply. He said the FSS Program is being revamped but not be for everyone and recommended residents learn about Earned Income Disallowance. Report included in the Board Meeting Packet.

Other Discussion: Ms. Dunn reported that the dryer vents are cleaned annually. Commissioner Oliver said the dryer issues have been going on for a long time. Heather Jeffries, CRHA Asset Manager-Crescent Halls, said after a long approval process with the Charlottesville Fire Department, new locked outlets are going to be installed to prevent residents from unplugging the dryers.

X. BOARD DISCUSSION REGARDING NEXT STEPS TO REDEVELOPMENT

Commissioner Jones said that Redevelopment Committee applications are being considered from the public and will be voted on at the next meeting.

XI. COMMITTEE REPORTS

A. RESIDENT SERVICES REPORT

Ms. Johnson gave the Resident Services Committee Meeting report. The full Minutes are included in the Board Meeting Packet.

B. FINANCE COMMITTEE REPORT

Ms. Munson gave the Finance Committee Meeting report. The full Minutes are included in the Board Meeting Packet. Vacancy was discussed.

C. PERSONNEL COMMITTEE REPORT

Commissioner Oliver gave the Personnel Committee Meeting report. The full Minutes are included in the Board Meeting Packet. Mr. Gore explained the formal grievance policy. He said if the issue is residency related then the tenant grievance policy would apply; if its employment related, the employee would follow the grievance procedures in the handbook.

XII. OTHER BUSINESS

Caruso Brown submitted an application to join the Resident Services Advisory Committee. Commissioner Woodard motioned to approve the application. Commissioner Talbert seconded. All voted in favor.

XIII. COMMITTEE MEETING DATE CHECK-IN

- Resident Services Advisory Committee Meeting will be held Thursday, September 10, 2015, at 1:00 p.m. at Westhaven Community Center.
- Finance Committee Meeting will be held Wednesday, September 23, 2015, at 4:30 p.m. in the Basement Conference Room.
- Board of Commissioners Meeting will be held Monday, September 28, 2015, at 6:00 p.m. in City Council Chambers.

Other Discussion: Commissioner Jones explained the City Housing Survey.

Commissioner Talbert asked what is being done to address mold concerns. Ms. Dunn said there are no other substantiated claims of mold except for the one unit being addressed at Westhaven. Commissioner Oliver said the Board needs to think more about directing staff to test sites for mold, especially Crescent Halls and Westhaven.

Commissioner Talbert said she was disappointed about how Westhaven Day went this year. She said there was a lack of participation from CRHA. Ms. Dunn explained that extensive hours were put into Westhaven Day. She said there wasn't a Westhaven Day last year so it wasn't expected or budgeted for

this year and no volunteers came to help CRHA staff as promised. Commissioner Jones said that Westhaven Day can be considered when the next budget is discussed.

XIV. PUBLIC COMMENTS

Joy Johnson, 802 Hardy Dr., said Ms. Dunn is mistaken about saying she didn't know about Westhaven Day. She said she is displeased with the paving.

Nancy Carpenter, Rosewood neighborhood, said people need to be given a chance despite past mistakes. In order to promote movement toward self-sufficiency, the PCC needs to include agencies and businesses that give people a second chance.

Brandon Collins, 418 Fairway Ave., PHAR, said mold testing is inconclusive and would like a collaboration with Christine Davis at UVA and Joel Loving. He said the carpeting at Crescent Halls is a concern and eliminating the carpet should be a consideration.

Commissioner Oliver said there are a lot of holes in the paving. Ms. Dunn said the work was contracted with S.L. Williamson and is still under warranty and the stripping is being worked on.

XV. ADJOURNMENT

Commissioner Jones adjourned the meeting at approximately at 8:46 p.m. Commissioner Talbert motioned to go into Closed Session. Commissioner Woodard seconded and opened for discussion because of the late hour and not all Commissioners were present, he proposed the Closed Session be rescheduled. All opposed to motion to go into Closed Session and the Closed Session will rescheduled after obtaining Mayor Huja's availability. After this discussion, the meeting adjourned at approximately 8:51 p.m.