

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

April 27, 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 April 27, 2015, in City Council Chambers at City Hall.

I. CALL TO ORDER

Commissioner Woodard called the meeting of the Board to order at approximately 6:00 p.m. on April 27, 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

* Ms. Talbert arrived after roll call at approximately 7:20 p.m.

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 MARCH 23, 2015

Commissioner Jones moved to approve the Minutes. Commissioner Curley seconded the motion. All voted in favor to approve the Minutes without abstention.

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

Ms. Dunn said that at the last meeting the Board indicated that they would like to send a letter to the Charlottesville Police Department. The draft letter is in the packet this evening and includes:

- Offers a commitment to having a closer working relationship between CRHA and the CPD, to include but not limited to the availability of existing space for officer use at Crescent Halls and 6th Street.
- Thanks the Police for their extensive work on barment and asks that the barment list policy be enforced fully as soon as possible.
- Expressed appreciation that a member of the CPD has applied for Resident Services Committee.
- Opens the floor for suggestions for further collaboration.

Demo/Disposition-At the last Regular Meeting the CRHA Board requested that further work be done on the Demolition Disposition Process. With guidance from the RIC Field Office a determination has been made that part of the Demo/Disp application can be to request relocation vouchers for the existing

residents of CRHA's single family homes. In addition the Housing Authority has reached out to Piedmont Housing Alliance who is willing to partner to bring home buying resources to our residents. This process can take from several months to up to 2 years and provides both counseling and down payment assistance. The counselors certified and work with residents to improve credit scores, employment and other financial requirements. PHA has partnered with local lenders who specialize in affordable housing.

VI. EXECUTIVE DIRECTOR'S REPORT

Ms. Dunn reported that the Charlottesville Parks and Recreation Department will provide cleanup and trail maintenance at South First Street along Pollock's Branch on Saturday, June 6th.

Ms. Dunn said she was pleased to announce that two CRHA maintenance technicians have been taking carpentry and general maintenance courses at CATEC and both have begun to perform semi-skilled repairs above the regular Tech I level. The first course was supported by CRHA.

CRHA conducted on-site training for EPA required Lead Based Paint training on March 26th. Seven (7) employees earned the certification and are now qualified to handle repairs that affect greater than six (6) square feet at properties built prior to 1978. CRHA is also investigating whether or not Capital Funds can be used to test out of the LBP Renovation requirements.

The Housing Authority is heavily engaged in preparation for the Annual REAC inspection which is scheduled for June 10-12. CRHA staff have recruited at least 5 residents to assist with the REAC preparation effort to correct exterior defects noted in our third party UPCS inspection. She also announced that all window unit air conditions must be removed prior to the REAC inspections.

Ms. Dunn reported that the key fob system is still being explored along with new entrance at Crescent Halls.

Ms. Dunn explained the procurement process surrounding the landscaping maintenance service. She expressed her dissatisfaction with the current contractor and CRHA is considering doing the lawn maintenance in-house. Ms. Dunn said she has received reports from the City that the City Manager is prepared to approach Council to get funding for the Maintenance Supervisor and Modernization Coordinator. Mayor Huja said he will look into helping with City resources.

VII. PUBLIC COMMENTS

Deborah Booker, Secretary of Tenant Association of Crescent Halls, said she was concerned about the snow removal this past winter at Crescent Halls and she reported that she fell 2 months ago. She said there are water leaks in the building which causes mold. She also has concerns about the security at Crescent Halls. Ms. Booker said there are pit bulls on the lease that are supposed to be service animals but aren't supposed to be housed period. Ms. Booker said that Crescent Halls' residents are getting excess utility charges when their rent is supposed to include utilities. She said she received work order charges and doesn't think it is right.

Annette Wilcox, 1400 Monticello Rd., said she is trying diligently to avoid bedbugs.

Cynthia Ivory, 814 Hardy Dr., said she is concerned with removing the AC window units and the comfort level of residents.

Dale Kingrea, Crescent Halls resident, said she received a labor charge and wants to know why. Ms. Dunn said she would be happy to look into it.

Nicholas Yates, 814 Hardy Dr., said he didn't like the timing of the UPCS inspections and there were never any follow-ups. He inquired about what were the next steps.

Peggy North, 208 Crescent Halls, said she has security concerns and doesn't want to see security cut. She said her ceiling has been missing in her bathroom for last 4-5 months. She said her apartment is cold.

Jeffrey Watson, new Crescent Halls resident, said the cameras need to be updated and doesn't want security cut. He said there are not separate water meters at Crescent Halls so can't be billed for excess water usage.

Emily Dreyfus, LAJC, said she was concerned about selling at least one single family home and wants a roll-back plan in the event that HUD grants higher eligibility than expected. Also she would like the clinic funding to be reinstated if possible.

Deidre Gilmore, 613 Hinton Ave., said she has a concern about a particular residents' position in housing. She said she is dissatisfied with the landscaping contractor and says they are judging the residents. She said she wants to see things change in the communities.

VIII. PHAR COMMENTS

Brandon Collins, 418 Fairway Ave., employee of PHAR, 1000 Preston Ave., welcomed the students in the audience. He said that 50 years later in Public Housing, residents are being charged more money and offered less services. He said the funding cuts to the health clinics are disheartening. He said he is opposed to increasing the minimum rent and to increasing the late fees. He said nothing besides the economic situation in Charlottesville changing is going to make people pay their rent on time. He said including residents is demanded by the Residents' Bill of Rights. The security and maintenance issues at Crescent Halls is important and evident by the resident turn out at this meeting. Mr. Collins said that PHAR is not supporting selling single family homes unless everything that is asked for is granted and a lot of work needs to go into demo/dispo. He said he looks forward to the Capital Fund planning and the FSS Program.

Board Discussion-

Ms. Dunn explained there are no separate water bills for Crescent Halls. There is only one meter at Crescent Halls and it would be impossible to bill separately. There is a procedure for reporting incidents such as falls and CRHA needs to be notified in order to resolve. Personal resident specific items will need to be discussed privately. Crescent Halls was inspected top to bottom on April 6th by the UPCS inspector and there were no report of a ceiling missing. CRHA wants to remove the soft security costs at Crescent Halls but this will not occur until other safety measures are established; lobby modifications, camera upgrades and limited access to upper levels. No security changes will occur until all updates have been made. The presence and approval of service animals requires third party approval and documentation under HUD guidelines. Staffing shortfalls are funding the temporary positions

IX. BOARD DISCUSSION REGARDING NEXT STEPS TO REDEVELOPMENT

Ms. Dunn said CRHA has made a formal request to the Richmond Field Office to release the Avon Garage from the Housing Authority's Declaration of Trust. Filing a Declaration of Trust is a HUD requirement for all Annual Contributions Contract parcels. Since the Avon Garage parcel does not have any public housing located there, we are optimistic that the property will be released. When this occurs the Housing Authority can move forward with the loan that the City will provide to pay off the CDBG loan to HUD. This can allow the Housing Authority to use the Avon Garage property for development and relocation purposes.

Commissioners previously requested information regarding the tax assessment for CRHA owed properties and this is included under Tab 5 in Commissioner's binders.

Through collaboration with city staff, CRHA has learned that the City Manager will seek approval from Council to approve the proposed Modernization Coordinator and Redevelopment Coordinator at the first June meeting.

In addition a developer for the Marriott Project on West Main has agreed to allocate \$300K to CRHA for Redevelopment purposes. These funds are expected to be made available in 2016 at the time the developer requests Certificate of Occupancy. CRHA made a Request to HUD on March 27th to remove the Avon parcel from CRHA's Declaration of Trust.

Commissioner Jones said there will be a Redevelopment Committee meeting in May.

X. BOARD DISCUSSION, RESOLUTION #1344 APPROVAL OF CRHA'S ANNUAL BUDGET

Commissioner Curley motioned to approve the budget as proposed pending further discussion. Commissioner Jones seconded the motion. Discussion included: Increase the minimum rent from \$25 to \$35 instead of \$50 as proposed; Analyze the impact of increasing the late fees semi-annually; Single family homes offered to the current residents residing in the dwelling first, then another resident of public housing and finally another low income City resident; Replace any lost units within five (5) years; Give relocated family priority of which site they live on, if permissible under the relocation plan.

Commissioner Jones moved to approve the amendment to the budget as proposed. The amendment is to raise the minimum rent from \$25 to \$35 instead of the proposed \$50. Mayor Huja seconded.

YEAS

Commissioner Woodard
Commissioner Jones
Commissioner Curley
Mayor Huja

NAYS

Commissioner Oliver

ABSTAINED

Commissioner Talbert

Chair Woodard announced the ayes had the vote and the motion to approve the amendment to the budget passed.

Vote on budget as amended.

YEAS

Commissioner Woodard
Commissioner Jones
Commissioner Curley

NAYS

Commissioner Oliver

ABSTAINED

Commissioner Talbert
Mayor Huja

Chair Woodard announced the ayes had the vote and the motion to approve Resolution #1344 passed.

XI. COMMITTEE REPORTS

1. Resident Services Committee

Joy Johnson gave the Resident Services Committee Meeting report and the report is included in the Board Meeting Packet.

2. Finance Committee

Ms. Munson gave the Finance Committee Meeting report and report is included in the Board Meeting Packet.

XII. RESOLUTION #1345 WRITING OFF UNCOLLECTIBLE TENANT ACCOUNTS RECEIVABLE FOR PUBLIC HOUSING SITES

Commissioner Jones made a motion to approve Resolution #1345. Commissioner Talbert seconded the motion. All voted in favor without abstention.

XIII. OTHER BUSINESS-APPROVAL OF ADDITIONAL RESIDENT SERVICES COMMITTEE MEMBERSHIP

Mayor Huja motioned to approve Resident Services Committee Membership Applications for Jennifer McKeever, Steve Upman, and Charlene Green. Commissioner Curley seconded the motion. All voted in favor without abstention.

XIV. COMMITTEE MEETING DATE CHECK-IN

- Joint Meeting with CRHA, City Council and ARHA will be held Thursday, May 7, 2015, at 12:00 p.m. to 5:00 p.m. Location TBD.
- CRHA and ARHA meeting to discuss redevelopment and best practices will be held Friday, May 8, 2015, at 9:00 a.m. to 12:00 p.m. Location TBD.
- Resident Services Committee meeting will be held at South 1st St. Community Room on Thursday, May 14, 2015, at 1:00 p.m.
- Finance Committee Meeting will be held at the Basement Conference Room, City Hall, on Wednesday, May 20, 2015, at 4:30 p.m.
- Board of Commissioners Meeting will be held at City Council Chambers on Tuesday, May 26, 2015, at 6:00 p.m.

XV. PUBLIC COMMENTS

Joy Johnson, 802 Hardy Dr., said she wants to know when the Redevelopment Committee will be meeting. She said there needs to be a relocation plan. She said she doesn't like CRHA playing catch up during REAC. Ms. Johnson said she wants committee meetings to be on the sites and not in the Basement Conference Room.

Commissioner Talbert asked for clarification on the parking rules and wanted to make sure there was resident input and Commissioner Oliver asked if the community room visitors have to adhere to the same parking restrictions. Ms. Dunn said there was resident input and that she would check into the parking for community rooms.

XVI. ADJOURNMENT

Commissioner Woodard adjourned the meeting at approximately at 8:35 p.m.