Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Meeting

Monday, January 25, 2021

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Special Meeting at 6:00 p.m. on January 25, 2021, via Video Conference with Chair Betsy Roettger presiding.

I. Call to Order

Chair Roettger called the Special Meeting of the Board to order at approximately 6:00 p.m. on January 25, 2021.

Reading of Code § 2.2-3708.2(A)(3)

Roll Call of Commissioners

	Present	Absent
Ms. Betsy Roettger, Chair	X	
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Dr. A'lelia Henry, Commissioner	X, *subsequent arrival*	
Mr. Michael Osteen, Commissioner		X
Ms. Carolyn Slaughter, Commissioner	X	
Mayor Nikuyah Walker, Commissioner	X, *subsequent arrival*	

Staff Present:
John Sales, Executive Director

Moment of Silence
Chair Roettger called for a moment of silence.

General Announcements
Safety Committee Meetings: Every other Tuesday, Next Meeting: February 22nd at 6:00 p.m.
Redevelopment Committee Meetings: 1st Thursday at 2:30 p.m.
CRHA Regular Meeting: Monday, February 22, 2021, at 6:00 p.m.
Board Work Sessions: Thursday, February 11, 2020 at 5:00 p.m.
Resident Services Committee: 2nd Tuesday of the month at 1:00 p.m.

II. Recognition of Distinguished Service (Res. 1422)

Chair Roettger read aloud CRHA Resolution #1422: A Resolution Recognizing the Dedication and Effort of Mr. Michael Osteen in his Service to the Residents and HCV/CSRA Program Participants of the Charlottesville Redevelopment and Housing Authority during his more than Four-Year Tenure as a CRHA Board Commissioner. Mr. Osteen was appointed by City Council to serve the CRHA community as a Commissioner of the CRHA Board of

Commissioners beginning in July of 2016 and a second term in July 2019. He shared his expertise in design, building and property management.

III. Public Comments Followed by PHAR Comments

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins reminded those present that PHAR is the federally recognized Resident Council and Resident Advisory Board for residents of public housing in Charlottesville. Mr. Collins pointed out that this is the last Board meeting prior to the South First Street (SFS) Phase I groundbreaking on February 8th – an upcoming historic occasion. He mentioned PHAR's role in advancing redevelopment through creation of the Positive Vision for Redevelopment. He encouraged the commissioners to ensure that the camera policy is brought back before the Board after resident review.

Ms. Slaughter thanked Mr. Collins and stated that she is grateful and anxious to see redevelopment moving forward.

IV. Updates from Commissioners and Discussion about Board Work Sessions

A. Safety Committee Update

Ms. Goldblatt announced that the Safety Committee Meeting notes are posted on the CRHA website. She stated that the committee is reviewing a working draft of a camera policy drawn up by Mr. Sales. Other items discussed included community safety measures, learning more about the new security firm and a no loitering policy. Lighting remains an ongoing issue. Mr. Sales added that the camera policy will be mailed with the rent statements and posted on the CRHA website and Facebook page.

V. Discussion and Approval of Resolutions

A. Resolution No.: 1420 – Procurement of Solid Waste Collection Services

Delores Adams, CRHA Procurement Manager via an interagency agreement, presented CRHA Resolution 1420 – a resolution authorizing the execution of a contract between CRHA and Updike Industries, Inc. for solid waste collection and removal. She explained that the service will be authority-wide and includes central maintenance and repair of commercial trash compactors located on CRHA properties as needed. Currently, Time Disposal provides waste management services.

CRHA issued IFB (Invitation for Bid) #20003 on September 21, 2020, through eVA (Virginia's eProcurement Marketplace) and posted it on the Housing Authority's website. More than 4,800 vendors were reached via eVA; three applicants responded by the October 9th deadline – BFI Republic dba Republic Services, Updike Industries and Waste Management. A contract totaling $407,890 was awarded to Updike Industries, a small, women-owned business headquartered in Culpeper, VA for one year, renewable annually up to five years at the discretion of the Housing Authority.

Ms. Green motioned to approve CRHA resolution no. 1420. Ms. Slaughter seconded. The resolution passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Osteen			X	
Slaughter	X			
Walker			X	

B. Resolution No. 1421: Participation in CIS of Federal Home Loan Bank of Atlanta
Jeff Meyer explained that resolution no. 1421 authorizes CRHA to participate in the Community Investment Services (CIS) Programs of the Federal Home Loan Bank of Atlanta, including the Affordable Housing Program. Last year, CRHA applied to the Federal Home Land Bank of Atlanta for a grant to fund Phase I of redevelopment (Crescent Halls and SFS Phase I). Both grants were awarded, however the funds cannot be expended until redevelopment is complete. The resolution updates Grant Duffield's authorization with Mr. Sales.

Ms. Goldblatt motioned to approve CRHA resolution no. 1421. Ms. Green seconded. The resolution passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Osteen			X	
Slaughter	X			
Walker			X	

VI. Executive Director Update on COVID-19

Mr. Sales reported that the Housing Authority was short-staffed maintenance and rental office personnel due to COVID-19 in December. The highlights of the report were:

- Public Housing - In 2020, there were 20 new admissions in Public Housing. The Housing Authority anticipates 9-12 new tenants leasing-up in January and is moving ahead with March and April annual recertifications.
- Maintenance – Added four new maintenance techs who will be working on turns, two additional techs will start within the next two weeks.
- HCV/Section 8 – There were 75 new admissions, which is a 21% increase in total vouchers. CRHA was awarded 40 new Mainstream Vouchers, expecting an allocation of $362,000. The application period will run January 29th -February 26th.
- Housing Stabilization Program – Filled the Housing Stabilization Coordinator position with an internal candidate – Claudette Green. The goal of the program is to help tenants pay rent regularly and on time.

VII. Redevelopment Update

Since Dave Norris has moved on to another opportunity, Kathleen Glenn-Matthews provided a brief update on redevelopment. She announced that a virtual community meeting is scheduled for Sunday, January 31st at 3:00 p.m. to discuss the redevelopment timeline, Section 3 jobs and to offer a Question & Answer session with the contractors. Flyers were also distributed to the local neighborhood association and other community neighbors.

The Redevelopment Committee meeting will change from every Thursday to the first Thursday of each month at 2:30 p.m. The meeting is open to the public and will focus on broad redevelopment issues. Jay Kessler will facilitate a biweekly Vision Keepers meeting of key stakeholders, focusing on progress of Phase I projects. Also, CRHA will hold monthly neighborhood updates between the general contractors and the residents of SFS.

VIII. Public Comments

Don Gathers, PHAR. – Mr. Gathers wished a happy belated birthday to Joe Rice, meeting moderator. He thanked the Board for advancing redevelopment to this point and Mr. Sales for his leadership.

IX. Closed Session

Chair Roettger motioned that CRHA close the virtual open Board meeting and go into a closed session for the purpose of discussion of personnel matters, as authorized by Section 2.2-3771.A.1 of the Code of Virginia. Ms. Green seconded. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Osteen			X	
Slaughter	X			
Walker			X	

The Board convened in closed session at 7:00 pm via a separate Zoom meeting. In attendance were Chair Betsy Roettger and Laura Goldblatt, Lisa Green, Dr. A'lelia Henry and Mayor Nikuyah Walker.

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Charlottesville Redevelopment and Housing Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Charlottesville Redevelopment and Housing Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by CRHA.

Dr. Henry motioned to close the closed session. Ms. Goldblatt seconded. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Osteen			X	
Slaughter	X			
Walker	X			

X. Adjournment

Chair Roettger called for a motion to adjourn the virtual CRHA Board meeting. *Ms. Goldblatt motioned to adjourn the virtual meeting of the CRHA Board of Commissioners. Ms. Green seconded. The "Ayes" and "Nays" were as followed.*

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Osteen			X	
Slaughter	X			
Walker	X			

Chair Roettger adjourned the meeting at 8:30 p.m.

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the January 25, 2021, Meeting Minutes on 4/26/2021.

Mr. John Sales, Executive Director

4/27/2021
Date

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Meeting

Monday, February 22, 2021

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Special Meeting at 6:00 p.m. on February 22, 2021, via Video Conference with Chair Betsy Roettger presiding.

I. Call to Order

Chair Roettger called the Special Meeting of the Board to order at approximately 6:00 p.m. on February 22, 2021.

Reading of Code § 2.2-3708.2(A)(3)

Roll Call of Commissioners

	Present	Absent
Ms. Betsy Roettger, Chair	X	
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Dr. A'lelia Henry, Commissioner	X	
Ms. Carolyn Slaughter, Commissioner		X
Mayor Nikuyah Walker, Commissioner	X, *subsequent arrival*	

Staff Present:
John Sales, Executive Director

Moment of Silence
Chair Roettger called for a moment of silence.

General Announcements
The NLIHC (National Low Income Housing Coalition) awarded Joy Johnson the Cushing Dolbeare Lifetime Service Award for serving her community and the nation for decades as a public housing advocate, organizer, and activist-leader. The award was named after the NLIHC's founder Cushing Niles Dolbeare, a pioneer of the affordable housing movement and was one of the leading experts on federal housing policy and low-income housing.

Safety Committee Meetings: Every other Tuesday, March 2nd & 16th at 6:00 p.m.
Redevelopment Committee Meetings: 1st Thursday at 5:00 p.m., *new meeting time
CRHA Regular Board Meeting: Monday, March 22nd at 6:00 p.m.
Board Work Sessions: Thursday, March 11 & 18th at 5:00 p.m.
Resident Services Committee: 2nd Tuesday at 1:00 p.m.

II. Public Comments Followed by PHAR Comments

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins reminded those present that PHAR is the federally recognized Resident Council and Resident Advisory Board for residents of public housing in Charlottesville. Mr. Collins congratulated Ms. Johnson and welcomed the new PHAR interns – Allexis Cooper, Syleethia Carr, Ashley Freeman and HCV recipient Gwen Allen. He explained that the interns receive a stipend while learning about civic engagement and community organizing. He thanked Mr. Gilmore for attending the Board meeting and expressed support for effective community-based solutions to violence. He suggested scheduling an additional public meeting about the Capital Fund Budget.

Don Gathers, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Gathers thanked Mr. Gilmore and added that he is looking forward to his presentation. He thanked the City Council for providing funds for the B.U.C.K. Squad.

III. Redevelopment Update

Jay Kessler provided a brief update on the redevelopment effort. He serves as the Owner's Representative for CRHA and a consultant to the Affordable Housing Group, LLC. He has more than 30 years of experience in construction and has been an Owner's Representative for the past 10 years. He manages the relationships with general contractors, architects, construction companies, and other stakeholders involved in the redevelopment projects.

He reported that the South First Street (SFS) Phase I project is underway. The groundbreaking is scheduled for March 8th and the estimated completion date is June 20, 2022. The Maintenance staff have been busy emptying out their facility, which will be demolished to make way for utility work that must be completed. The Crescent Halls project is in the final stages of contract negotiation with the general contractor – GMA Construction. The anticipated start date is mid-March/early April with completion around the fourth quarter of 2022. He meets twice monthly with CRHA and the project team.

IV. Updates from Commissioners and Discussion about Board Work Sessions

Chair Roettger stated that recent Work Sessions were cancelled.

A. Approval of Minutes

Meeting of the Board of Commissioners held on Nov. 23, 2020

Ms. Green motioned to approve the minutes of the virtual Board of Commissioners held on November 23, 2020. Ms. Goldblatt seconded. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Slaughter			X	
Walker	X			

B. Safety Committee Update

Ms. Goldblatt stated that the Safety Committee has been considering the draft of the camera policy drawn up by Mr. Sales and will be submitting it to the Board soon. Residents have concerns about controlling camera usage on the properties. Other issues discussed included a no loitering policy, community-based violence prevention initiatives.

V. Presentation, Discussion & Approval

Official CRHA Redevelopment Subcommittee Membership

Chair Roettger explained that the Redevelopment Subcommittee was established to make decisions about redevelopment and advance the timeline. It was formalized into a voting membership. The composition of the subcommittee is three residents, two commissioners, a PHAR, Legal Aid, a City representative, and ex-officio. Several vacancies must be filled, including former commissioner Michael Osteen's position. Mr. Sales replaced Gant Duffield *ex-officio*; Alice Washington was voted into the late Richard Shackelford. Chair Roettger's and Commissioner Slaughter's terms expire in July.

Ms. Green motioned to approve Mayor Walker in place of Michael Osteen as a voting member on the Redevelopment Subcommittee. Dr. Henry seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Slaughter			X	
Walker	X			

VI. Executive Director Update on COVID-19.

Mr. Sales summarized key activities and events during the period of January 26, 2021 to February 22, 2021. The key initiatives and activities of the report were highlights.

- He thanked Mayor Walker and City Council for funding CRHA's COVID-19 Rental Assistance Program and the Eviction Prevention Program.
- He explained that 100% of operations will be affected by redevelopment. Rental Office staff have begun to relocate. The HCV Office will move to the 6th St. Community Center, the Rental Office and Public Housing staff to SFS and Westhaven office spaces, and Central Office to 110 5th Street NE on April 1st. Rental Office to SFS. The Maintenance Dept. will transition to the SFS Community Center by March 15th to make way for demolition until they can transition to the space at Avon-Levy (former site of Community Bikes and the Urban Agriculture Collective of Charlottesville (UACC)) on July 1st.
- Corrective Action Plan (CAP) – Working to address the CAP, particularly focusing on the occupancy rate. He meets with Brano Popovic meet nearly daily to discuss the progress of turns. There are 35 vacancies aside from Crescent Halls; 9 are expected to be ready for lease-up by the end of the week. Maintenance is working on turning three units; Habitat for Humanity is focused on six units at Westhaven.

- Finance – HUD examines the finance levels of the AMPs (Asset Management Project) to ensure they maintain enough reserves. This concern has always been an issue (COVID-19, government shutdown). He is exploring additional ways to increase financial reserves for all the sites. Each AMP must demonstrate 3-4 months reserve funds.
- Virtual groundbreaking scheduled for March 7th at 3:00 p.m.
- The Capital Fund Plan is available at cvillerha.com.
- The draft Annual Budget will be posted on the website tomorrow by the close of business.

Presentation: Guns Down Inc.

Pertelle Gilmore, Executive Director of Guns Down, Inc., was invited to in response to residents' request to take action to address the safety issues on the Public Housing sites associated with gun violence. Mr. Gilmore stated that the death of close friend Jamarcus Washington on December 28th was the catalyst that spurred him to establish a local chapter of New York-based Guns Down, Inc, called the B.U.C.K. Squad (Brothers United to Cease the Killings). He assembled a team of 15 individuals who followed his vision and volunteer to reduce violence in the city. He has raised some funds on his own and is seeking funding from community members and city officials for funding to invest in professional training for the group's violence interrupters and outreach workers under Marcus McAllister – International Trainer & Implementation Specialist of Cure Violence Global of Chicago, Illinois.

VII. Public Comments

Katrina Cooper, Public Housing resident and PHAR intern. Ms. Cooper stated that she liked Mr. Gilmore's presentation and asked for the weekly meeting information. Mr. Gilmore stated that weekly meetings are held at Mt. Zion First African Baptist Church on Thursdays at 6:00 p.m. Food is served at 5:30 p.m.

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins thanked Mr. Gilmore for his organization and dedication to reducing violence in the Charlottesville. He thanked the City of Charlottesville for providing funding for the B.U.C.K. Squad. He invited Mr. Gilmore to attend the Resident Services Committee and Safety Committee meetings and encouraged him to connect with the Section 3 Program.

Emily Dreyfus, Community Organizer at the Legal Aid Justice Center, 1000 Preston Avenue Suite A, (434) 977-0553. Ms. Dreyfus commented that she was impressed with the information that Mr. Gilmore shared and is pleased that his organization is homegrown.

Pertelle Gilmore, Executive Director of Guns Down Inc. Mr. Pertelle provide the B.U.C.K. Squad hotline number – (434) 284-6768.

VIII. Adjournment

Chair Roettger called for a motion to adjourn the virtual CRHA Board meeting. Ms. Green motioned to adjourn the virtual meeting of the CRHA Board of Commissioners. Ms. Goldblatt seconded. Chair Roettger adjourned the meeting at 8:20 p.m.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Slaughter			X	
Walker	X			

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the February 22, 2021, Meeting Minutes on 5/24/2021.

Mr. John Sales, Executive Director

5/25/2021
Date

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Meeting

Monday, March 22, 2021

Minutes

The Board redacted of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Special Meeting at 6:00 p.m. on March 22, 2021, via Video Conference with Chair Betsy Roettger presiding.

I. Call to Order

Chair Roettger called the Special Meeting of the Board to order at approximately 6:00 p.m. on March 22, 2021.

Reading of Code § 2.2-3708.2(A)(3)

Roll Call of Commissioners

	Present	Absent
Ms. Betsy Roettger, Chair	X	
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Dr. A'lelia Henry, Commissioner	X	
Ms. Carolyn Slaughter, Commissioner	X	
Mayor Nikuyah Walker, Commissioner	X, *subsequent arrival*	

Staff Present:
John Sales, Executive Director

Moment of Silence
Chair Roettger called for a moment of silence.

General Announcements & Meetings
Mr. Sales announced the opening of Housing Choice Voucher/Section 8 waitlist. The wait list will open on Monday, March 29th at 9:00 a.m. via portal.cvillerha.com and close on April 2, 2021. The opening will be advertised via Facebook and the local news.

Special Board Meeting: Tuesday, March 30, 2021, at 5:00 p.m.
Safety Committee Meetings: Every other Tuesday, Next Meeting: March 30th at 6:00 p.m.
Redevelopment Committee Meetings: 1st Thursday at 2:30 p.m.
CRHA Regular Meeting: Monday, April 26, 2021, at 6:00 p.m.
Board Work Sessions: Thursday, TBD: April 8th or 15th at 5:00 p.m.
Resident Services Committee: 2nd Tuesday of the month at 1:00 p.m.

II. Public Comments Followed by PHAR Comments

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-

3255. Mr. Collins reminded those present that PHAR is the federally recognized Resident Council and Resident Advisory Board for residents of public housing in Charlottesville. Mr. Collins expressed excitement about the upcoming opening of the Housing Choice Voucher/ Section 8 (HCV) wait list. He mentioned that he knows how to access the applicant portal and added that PHAR will be available to assist with the online application process. He stated that PHAR is preparing a notice about the pending construction at Crescent Halls that will be distributed to the residents.

Tim Sansone, Sentry Force Security. Mr. Sansone wanted to go over incidents that occurred over the past three months at several public housing sites. He reported that there was a considerable increase in drug activity and gambling at two sites which is attracting non-resident elements. He is currently coordinating with the Charlottesville Police Department about the hotspots. He offered to address the Board dialogue regarding changes in the scope of services and discontinuation of the contract. He mentioned that he provided a revised budget proposal with a 23% reduction in services in consideration of CRHA's budget challenges. Mr. Sansone agreed to postpone addressing the security contract until the annual budget discussion.

Emily Dreyfus, Legal Aid Justice Center, (434) 977-0553. Ms. Dreyfus expressed excitement about the opening of the HCV wait list and remarked that the online portal will be difficult for many. She hopes much help will be made available.

Chair Roettger asked for a motion to add the presentation of CRHA Resolution No. 1423 – Authorizing the Acceptance of a Payroll Protection Program loan to the agenda.

Ms. Goldblatt motioned to add CRHA Resolution No. 1423 to the end of the agenda. Ms. Green seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Slaughter	X			
Walker	X			

III. Updates from Commissioners and Discussion about Board Work Sessions

A. Approval of Minutes

Mr. Sales stated that approval of the minutes is postponed until to April 26, 2021 Board meeting based on inaccurate dates based on the agenda.

B. Safety Committee Update

Ms. Goldblatt reported that one of the items discussed during the meeting was Charlottesville Area Transit's (CAT) proposal to change the scope of its services to Crescent Halls. Given the nature of the population at Crescent Halls and the location of the bust stop, residents are concerned with the hazards involved in crossing busy streets, walking distances, and

frequency of service. A survey was posted on Facebook for residents to comment on the transit services. Kenneth Martin suggested creating a standing committee including PHAR and residents to dialogue with the CAT Director. The B.U.C.K. Squad gave a presentation about its organization and discussed their outreach and successes experienced. She mentioned that there was a recent shooting in the vicinity of Westhaven and the committee is waiting for an update from CPD to clarity whether the shooting occurred onsite or near Westhaven. Residents feel inaccurate reporting creates an unfair bias or stigma against Westhaven.

IV. Public Hearing FY22 CRHA Annual Budget

Mr. Sales highlighted the significant changes in FY22 Annual Budget:

- Net Tenant Revenue – projects a loss of $150,000 after increasing the number of units leased.
- Increase in overall Operating Fund – overall $258,00 received in shortfall funding.
- Increase in Other Revenue – reflects the rent that the HCV Program pays the Housing Authority for using 6th Community for one year.
- Increase to Administrative Salaries and Benefits – Split the housing programs in two, HCV Manager and Public Housing Manager added.
- Larger Administrative Fee - The more units occupied, the larger the Admin Fee
- Reduced Legal Expenses – Using a new model to include counseling and services to address lease violations prior to punitive action; less evictions.
- Tenant Services – Added $50,000 for use toward community-based safety initiatives; Safety Committee will determine distribution of funds. The B.U.C.K. Squad has sought funding and Peace in the Streets is an additional community-based initiative to consider.
- Maintenance – Doubled the amount of maintenance salaries: A Director, 10 techs, a Work Order Clerk, and a janitorial staff person for Crescent Halls.
- Reduced of Contracts – Brano Popovic has been using expertise to make many necessary repairs to equipment.
- Eliminated $253,000 in unit turnover contracts – Turns now performed in-house.
- Security Services – Prior to Mr. Sales onboarding CRHA entered into a contract with Sentry Force Security firm. Based on January's cost, the Housing Authority cannot afford to continue the contract.
- Insurance – Increased because a property that was not included in the past was added. Adding some security features such as cameras or a door person would reduce the amount of the insurance.

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins stated that Mr. Sales has done well in prioritizing ways that funding can be used more efficiently and improving staff in a way that can make a difference. He supports the budget changes made to improve maintenance efforts. He stressed that the consensus among residents is that the current and previous security companies did not improve resident safety. He favors the community-based initiatives and thinks that Crescent Halls residents will find the Door Greeter position acceptable. He added that residents want 24-hour security and feels that would be more effective and less expensive than the security contract.

Tim Sansone, Sentry Force Security. Mr. Sansone provided some statistics from their tracking system. He stated that 147 incidents have occurred in the last three months, of which 23 were very serious. He stated that the firm has established a very close working relationship with CPD. He does not believe that a neighborhood initiative without the support of security or the police department can effectively resolve the nature of some of the incidents. He strongly discouraged the Board from eliminating all security.

Mr. Sales confirmed receiving the new proposal. After a lengthy discussion, Mayor Walker explained to Mr. Sansome that the Board will make a decision about the security contract. She stated that the residents and Safety Committee will determine what they would like in terms of community-based initiative. She committed to contacting CPD to discuss CRHA's policing needs in consideration of the seasonal transition.

Don Gathers, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Gathers asked for clarification of the $150,000 Net Tenant Revenue and the $357,113 Net Revenue. Mr. Sales explained that the Net Revenue includes shortfall funding from HUD and that HUD would like to see the Housing Authority maintain at least $500,000 in reserves.

V. Executive Director Update on COVID-19

Mr. Sales provided a brief update on key activities.

- In the process of changing offices – Crescent Halls Rental Office to South First Street and Westhaven. The HCV team has moved to 6th Street.
- Tuning Units – 2 at Riverside, 2 at Michie Drive and one at Westhaven. Families are ready to move in. Public Housing – 11 new move-ins; 17 YTD.
- HCV – Wait list will be open March 29-April 2, 2021. Online portal is live for applicants to register an account.
- Tenant Delinquent Accounts – About $51,000. Awarded CDBG funding that will bring all accounts current and pay tenants' rent for April and May.
- Applied for and was approved for a Paycheck Protection Program. The funding will be a loan until CRHA completes the steps for the funds to be forgiven.

VI. Redevelopment Update

Kathleen Glenn-Matthews provided a brief update on redevelopment.

- Held groundbreaking ceremony for SFS.
- In the planning process to close on Crescent Halls and plan its groundbreaking ceremony.
- Vincent Mani, the Redevelopment Project Manager, begins work today.
- In the process of meeting with Dave Norris, Program Manager, Financial Opportunity Center (FOC) at the Piedmont Housing Alliance. There is potentially an opportunity for CRHA staff to be present at the FOC certain days of the week.

VII. CRHA Resolution No.: 1423 A Resolution Authorizing Application to Paycheck Protection Program "PPP"

The resolution authorizes the Executive Director to apply for a PPP loan on behalf of CRHA under the Small Business Administration Paycheck Protection Program.
Ms. Goldblatt motioned to approve CRHA Resolution No. 1423. Ms. Slaughter seconded. The resolution passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Slaughter	X			
Walker	X			

VIII. Public Comments

Alice Washington, Crescent Halls resident and President of the Tenant Association. Ms. Washington asked Mr. Sales what other public housing sites will use in place of the security firm. Mr. Sales explained that other sites are considering of community-based approaches.

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins reminded public participants to register on the portal in preparation for the opening of the HCV wait list. He said that he is pleased that Ms. Washington joined the Board meeting tonight. He noted that the Safety Committee clearly supports the budget as presented by Mr. Sales. He announced that PHAR will be present at Crescent Halls during the week to share information about redevelopment, collect feedback about the CAT bus stop issue and to discuss the idea of changing from a security firm to a door greeter model.

Mayor Walker expressed a concern for a backup plan for the door greeter in the event of a callout or burnout. Chari Roettger suggested holding a meeting at Crescent Halls to discuss solutions.

Ms. Green asked if there were other Housing Authorities who use a door greeter model that CRHA could contact. Mr. Sales committed to contacting similar developments to learn what model they are using. Also, she asked how CRHA would address potential liabilities associated with the position. Dave Oberg clarified that the door greeter would be vetted and made aware of company policy as well as covered by Workman's Compensation.

Joy Johnson, CRHA, PHAR and Public Housing resident. Ms. Johnson stated that at the Safety Committee, residents expressed interest in community-based initiatives. She recommended setting boundaries via a MOU with the chosen organization.

Tim Sansome, Sentry Force Security. Mr. Sansone reiterated that the proposal is not mutually exclusive. He stated that he supports community-based approaches. He offered to provide contacts for similar Housing Authorities to obtain feedback.

IX. Adjournment

Chair Roettger called for a motion to adjourn the virtual CRHA Board meeting. Dr. Henry motioned to adjourn the virtual meeting of the CRHA Board of Commissioners. Ms. Green seconded. Chair Roettger adjourned the meeting at 8:24 p.m.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
Green	X			
Henry	X			
Slaughter	X			
Walker	X			

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the March 22, 2021, Meeting Minutes on 5/24/2021.

Mr. John Sales, Executive Director

5/25/2021
Date

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Meeting

Monday, May 24, 2021

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Special Meeting at 6:00 p.m. on May 24, 2021, via Video Conference with Chair Betsy Roettger presiding.

I. Call to Order

Chair Roettger called the Special Meeting of the Board to order at approximately 6:05 p.m. on May 24, 2021.

Reading of Code § 2.2-3708.2(A)(3)

Roll Call of Commissioners

	Present	Absent
Ms. Betsy Roettger, Chair	X	
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Ms. Maddy Green, Commissioner		X
Dr. A'lelia Henry, Commissioner	X	
Ms. Carolyn Slaughter, Commissioner	X	
Mayor Nikuyah Walker, Commissioner	X	

Staff Present:
John Sales, Executive Director

Moment of Silence
Chair Roettger called for a moment of silence.

General Announcements
Safety Committee Meetings: Every other Tuesday, May 24th & June 18th at 6:00 p.m.
Redevelopment Committee Meetings: 1st Thursday at 4:00 p.m., *new meeting time
CRHA Regular Board Meeting: Monday, June 28th at 6:00 p.m.
Board Work Sessions: Thursday, June 10th at 5:00 p.m.
Resident Services Committee: Every 2nd Tuesday at 1:00 p.m.

II. Public Comments Followed by PHAR Comments

Shelby Edwards, Executive Director, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Ms. Edwards reminded those present that PHAR is the federally recognized Resident Council and Resident Advisory Board for residents of public housing in Charlottesville. She stated that PHAR is beginning its Positive Vision workshops. PHAR Conducted two workshops last week; one at Westhaven and another at 6th Street. She

stated that there are three upcoming workshops which aim to assist residents in becoming familiar with what redevelopment is and how they may play a part in their site's redevelopment. She added that she would like CRHA to create a calendar of the order of site redevelopment. In addition, she sought clarification of the role of the Charlottesville Police Department in security in the public housing communities and what policing would look like.

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins encouraged the Board to pass CRHA Resolution 1426 regarding Westhaven and 6th Street resident engagement. He reported that two workshops were held last week and that PHAR has already begun outreach. He mentioned that residents are concerned about central air conditioning and want to include children in the redevelopment design process. He announced two upcoming workshops at Westhaven on Thursday at 2:30 p.m. and 6:00 p.m. and another at 6th Street on Wednesday.

III. Updates from Commissioners and Discussion about Board Work Sessions

Chair Roettger stated that recent Work Sessions were cancelled.

A. Approval of Minutes

Meeting of the Board of Commissioners held on February 22, 2021

Ms. Goldblatt motioned to approve the minutes of the virtual Board of Commissioners held on February 22, 2021. Ms. Slaughter seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
L. Green	X			
M. Green			X	
Henry	X			
Slaughter	X			
Walker	X			

Approval of the minutes of the Board of Commissioners held on March 22, 2021 was tabled until the June board meeting.

B. Safety Committee Update

Ms. Goldblatt gave a brief update about the most recent Safety Committee Meeting. She stated that there was much discussion about what policing would look like in their neighborhood. Residents also discussed the role of community-based initiatives and a lack of resources in their community to address the various challenges of the public housing experience. Concerns included mental health and trauma, peer support, youth services, access to services already available at other sites and anxiety surrounding not having security services. The next meeting is Tuesday, May 25, 2021.

Discussion ensued. Mayor Walker stated that in the absence of a security firm and despite a community request to defund the police, there is a request to increase police presence on

South First Street, Westhaven and 6th Street on Fridays, Saturdays and Sundays. Chief Brackney requested a letter from CRHA, the Board and PHAR that clearly identifies that CRHA is asking for an increased police presence and tools and technology to be able to respond to the increase in violence in the community and what that response might look like. She added that the letter will demonstrate a unified front and participation in a plan to reduce harm and violence on public housing properties. She provided facts about the number of shootings overall in the community and pointed out that 51% were on CRHA properties. She added that there is a need to determine a long-term, sustained approach to violence. After discussion, it was decided that a letter/survey would be included in the June rent statements to gather input from the residents.

IV. Discussion of Creating a Non-Profit

Kathleen Glenn-Matthews gave a presentation about how to establish a nonprofit entity. She provided an overview of the steps in forming a non-profit and elaborated on the types of programs and activities that it will focus on, such as organizing charitable events, fundraising, grant writing, advocacy and program development. Following the presentation, there was a discussion and questions. Ms. Glenn-Matthews will invite Delores Adams to the next meeting to speak about the non-profits she has been involved in creating.

V. CRHA Resolution No.: 1425 - A Resolution Authorizing the Creation by Charlottesville Redevelopment and Housing Authority of a Non-Profit Corporation or Other Entities to Facilitate Development Efforts in The City of Charlottesville

Chair Roettger read CRHA Resolution no. 1425 aloud. She explained that pursuant to Section 36-19(12) of the Virginia Housing Authorities Law, Chapter 1, Title 36, Code of Virginia of 1950, as amended, the resolution authorizes the Housing Authority, with the approval of City Council, to form a non-profit corporation or other entities to oversee activities that further the mission of the Authority and enhance the quality of life for the residents of the City of Charlottesville.

Ms. Slaughter motioned to approve CRHA Resolution No. 1425. Dr. Henry seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
L. Green	X			
M. Green			X	
Henry	X			
Slaughter	X			
Walker	X			

VI. CRHA Resolution No.: 1426 A Resolution Adopting the Recommendation of the Charlottesville Redevelopment and Housing Authority Redevelopment Committee to Include Redevelopment of Certain CRHA properties.

Chair Roettger read CRHA resolution no. 1425 aloud. She explained that the resolution charges the CRHA Redevelopment Committee to commence resident engagement to begin

redevelopment of the Sixth Street property on vacant land and to submit a tax credit application in March 2022, and to begin engagement of the Sixth Street and Westhaven sites to develop a resident-led decision-making process for both communities.

Brandon Collins, PHAR Organizer, stated that PHAR supports CRHA moving forward to the next site redevelopment and thinks it is an opportunity for the Board to discuss some of its group and individual goals. He commented that many people are disappointed that Westhaven was not considered first for redevelopment and that it is a start towards making amends for urban renewal, i.e., Garrett Square, Vinegar Hill and Hartman's Mill. He encouraged moving forward with 6th Street but reminded those present that the resolution does not address the scattered sites and homes.

Chair Roettger stated that the Redevelopment Committee is recommending moving forward with building new units on the vacant land on the corner of Monticello Avenue and 6th Street and then moving forward with Westhaven, a much larger project. Mayor Walker stressed the importance of making sure that the plan for Westhaven does not mirror other projects that resulted in displacement.

Joy Johnson, PHAR Board Chair, stated that it is important to make the other public housing sites aware of the redevelopment timetable and suggested implementing parallel track unit rehabilitation on the sites that are awaiting redevelopment. She stated that residents likely will not mind waiting as long as repairs are made and units are safe and livable.

Ms. Lisa Green motioned to approve CRHA Resolution No. 1426. Ms. Goldblatt seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
L. Green	X			
M. Green			X	
Henry				X
Slaughter	X			
Walker	X			

VII. Executive Director Update on COVID-19

Mr. Sales provided an update on the key activities of the Housing Department.

- Public Housing – There are 14 vacant units that are active (takes less than 30 days to turn), 16 units under modernization (30+ days to turn). CRHA submitted an application for $600,000 additional shortfall funding.
- Housing Choice Voucher/Section 8 – 396 vouchers are leased. Awarded 15 emergency vouchers that provides assistance for up to 18 months for the homeless or at-risk for homelessness. The Housing Authority asked for up to an additional 100 vouchers.

- Staff – Consuela Knight has joined CRHA staff as the HCV Manager. She relocated from North Carolina.
- HUD – 2.44 months to reach reserve, goal is 2.0.
- A financial report was not available at this time.
  Mary Lou Hoffman stated that much had been done for expediency, not for accuracy. She explained that challenges with tracking expenditures had been snowballing for as long as the position was vacant. She mentioned that the new accountant starts in two weeks.
- Anticipating starting the Finance Committee in early July. Will close with the Fetrow's at the end of June.
- Preparing to send annual Section 8 Management Assessment Program (SEMAP) assessments. The HUD audit will follow.

VIII. Redevelopment Update

Kathleen Glenn-Matthews listed proposed changes to the Redevelopment Subcommittee. The changes include having an Admin Committee with voting and a CRHA Redevelopment staff person of designee as secretary. Also, it was suggested to include a non-voting representative from the Department of Neighborhood Development Services (NDS).

Jeff Meyer highlighted the key actions of the redevelopment team:

- Submitted a tax credit application in March for additional funding for SFS Phase I.
- Submitted a tax credit application to the Virginia Department of Housing & Community Development for additional funding for SFS Phase I and Crescent Halls because the cost of both exceeded projected costs.
- Working with PHAR to prepare an application for 6th Street for the March 2022 deadline.
- SFS Phase II is still in the Demo-Dispo approval process from HUD and he has to apply to HUD for mixed funding approval.
- Nearing completion of the finance package of SFS Phase II; tentatively close in spring 2022 and begin relocating resident in the summer.

John Sales stated that CRHA needed guidance from the Board regarding the proposed changes to the Redevelopment Subcommittee. He recommended adding a 6th Street resident. Ms. Lisa Green commented that without a city representative as a voting member, it's unlikely the representative would be invested. Ms. Johnson remarked that having a city representative might have prevented the "stop." Mr. Sales explained that the notice to stop was due to an oversight – a site plan amendment had not been completed.

After a fulsome discussion with questions and answers throughout, the Board was favoring having a non-voting member from NDS on the Redevelopment Subcommittee but the decision was not finalized.

IX. Public Comments

Mr. Collins commented that the meeting was great and many important concerns were discussed. He thinks more work is required with the relationship with CPD. He invited

resident present to contact PHAR with their needs and attend the upcoming workshops.

X. Adjournment

Chair Roettger called for a motion to adjourn the virtual CRHA Board meeting. Dr. Henry motioned to adjourn the virtual meeting of the CRHA Board of Commissioners. Mayor Walker seconded. The motion passed. Chair Roettger adjourned the meeting at 8:42 p.m.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
L. Green	X			
M. Green			X	
Henry	X			
Slaughter	X			
Walker	X			

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the May 24, 2021, Meeting Minutes on 7/26/2021.

Mr. John Sales, Executive Director — Date 7/27/2021

Recorded by:

Leslie Deane, Administrative Assistant — Date

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Meeting

Monday, July 26, 2021

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Special Meeting at 6:00 p.m. on July 26, 2021, via Video Conference with Chair Betsy Roettger presiding.

I. Call to Order

Kathleen Glenn-Matthews called the Virtual Meeting of the Board to order at approximately 6:09 p.m. on July 26, 2021.

Reading of Code § 2.2-3708.2(A)(3)

Roll Call of Commissioners

	Present	Absent
Ms. Katrina Cooper, Commissioner		X
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Ms. Maddy Green, Commissioner	X	
Dr. A'lelia Henry, Commissioner	X	
Brigid Jackson, Commissioner	X	
Mayor Nikuyah Walker, Commissioner	X	

Staff Present:
John Sales, Executive Director

Moment of Silence
Mayor Walker called for a moment of silence.

General Announcements
Safety Committee Meetings: Every other Tuesday, August 3rd & August 17th at 6:00 p.m.
Redevelopment Committee Meetings: 1st Thursday at 4:00 p.m.
CRHA Regular Board Meeting: Monday, August 23rd at 6:00 p.m.
Board Work Sessions: Thursday, August 12th at 5:00 p.m.
Resident Services Committee: Every 2nd Tuesday at 1:00 p.m.

II. Welcome and Introduction of New Commissioner

A. Commissioner Brigid Jackson: Ms. Jackson recently returned to Charlottesville. She is excited to be part of the Board and thanked Mr. Sales for taking her on a tour of the public housing sites.
B. Commissioner Katrina Cooper: Ms. Cooper is a public housing resident of the Madison Avenue community. She was absent.

III. Public Comments Followed by PHAR Comments

Shelby Edwards, Executive Director, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Ms. Edwards reminded those present that PHAR is the duly recognized and federally mandated Resident Council and Resident Advisory Board for residents of public housing in Charlottesville. Ms. Edwards gave a brief update of PHAR's key activities. PHAR hosts a monthly space relief program for the residents of Crescent Halls. In July, with the support of CRHA staff, PHAR hosted a Crescent Halls Tenant Association meeting with over 30 people in attendance. They are onboarding three new parttime organizers, which will expand its capacity and impact. PHAR worked with CRHA to facilitate creation of a camera policy that the residents are comfortable with. She stated that PHAR looks forward to supporting the Housing Authority in its endeavors as it keeps residents first. She thanked John Sales, Melinda Hite, Kathleen Glenn-Matthews for their dedication.

IV. CRHA Board of Commissioner Officer Appointments

Mr. Sales explained that this is the annual meeting of the Board, the Board must appoint commissioners to fill the positions of Chair, Vice Chair and Treasurer. He mentioned that the Board bylaws will be updated soon.

Mayor Walker nominated Dr. A'lelia Henry for Board Chair. Ms. L. Green and Ms. Goldblatt seconded. The motion passed. Mr. Sales turned the meeting over to Dr. Henry to moderate. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

Mayor Walker nominated Lisa Green for Vice Chair. Dr. Henry and Ms. Goldblatt seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green				X
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

Mayor Walker nominated Ms. Goldblatt for Treasurer. Lisa Green seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

V. Updates from Commissioners

A. Approval of Minutes

Meeting of the Board of Commissioners held on April 26, 2021, and May 24, 2021

Ms. L. Green motioned to approve the minutes of the virtual Board of Commissioners meeting held on April 26, 2021, and May 24, 2021. Ms. Goldblatt seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson				X
Walker	X			

B. Safety Committee Update

Ms. Goldblatt gave a brief update about the most recent Safety Committee Meeting. The highlights are:

- Transit: Many of the public housing sites require residents to cross busy intersections. CAT is conducting a survey about bus stop locations.
- Cameras: Notices were distributed twice to all residents to solicit feedback to ensure that the policy and process was resident centric.
- Safety/Policing: Drafted a letter to Chief Brackney and distributed a copy to residents for input regarding their vision of a relationship with the Charlottesville Police Department. At this time, no action has been taken on the letter.
- Programming: Residents want good programs for residents of all ages.
- Memorial Day Weekend: Residents felt the weekend was a success due to staff presence on-site.
- Community Safety Initiatives: Held conversation with the Buck Squad and Peace in the Streets. April Oliver is working with Region Ten to explore providing trauma counseling. Kathleen Glenn-Matthews has been meeting with a crisis team to discuss resident-driven safety initiatives.

- Ms. Jackson inquired how the cameras would be repaired or replaced if necessary. Mr. Sales stated that provisions are included in the 5-Year Plan and Annual Plan. A firm has been solicited but a contract has not been acquired.

VI. CRHA Board of Commissioner Committee Appointments

Mr. Sales noted that there are several committees with open seats requiring appointments meeting dates to be set. The committee include Redevelopment, Safety, Resident Services, Maintenance and Fundraising & Partnerships. Ms. L. Green suggested that each committee provide a meeting summary to the Board.

VII. CRHA Resolution No.: 1426 – Creation of Entity in Connection with SFS Phase @ Redevelopment

Resolution Authorizing the Submission of a Demolition/Disposition Application to the U.S. Department of Housing and Urban Development for the South First Street Phase II Apartments

Ms. L. Green motioned to approve CRHA Resolution No. 1426. Ms. Goldblatt seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

VIII. CRHA Resolution No.: 1427 Creation of Entity in Connection with Sixth Street Redevelopment

Resolution Authorizing the Creation of Entities in Connection with the Participation by Charlottesville Redevelopment & Housing Authority in the Development of the First Phase of South First Street Apartments

Ms. Goldblatt motioned to approve CRHA Resolution No. 1427. Dr. Henry seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

IX. CRHA Resolution No.: 1428 CRHA Video Surveillance

Resolution Authorizing the Adoption of a Policy on Security Cameras and Recording of Public Areas for Safety and Security Purposes

Dr. Henry motioned to approve CRHA Resolution No. 1428. Ms. Goldblatt seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry				X
Jackson	X			
Walker		X		

Mr. Sales that cameras are already installed at Crescent Halls. Mayor Walker discussions about camera installation has always been about stopping violence on CRHA sites. Dr. Henry expressed concerns about potentially recording information about minors' criminal behavior.

X. Department Updates

A. Eviction Prevention Discussion

Claudette Greene reported on CRHA's plan and process to deal with families behind on rent. She reported that in July, 110 families were past due on rent. She contacted 58 households, of which 34 were in-person. She left 24 voicemail messages. Sixteen (16) households did not have telephones. She is working on determining what resident needs are and reasons for paying rent late. She assisted several with applying to the Rent Relief Program and contacted several households with non-criminal lease violations. Ms. Greene created a door hanger to leave when residents were not at home. Thirty-five families on the past due list had paid their rent prior to receiving a call or a visit.

XI. Executive Director Update

Mr. Sales provided an update on the key organizational activities:

- The fiscal year (FY) ended in March; submitted financials in June. Completed FY with more than two months of reserve, which meets HUD standard. The financial CAP will be met two years in advance. And, the annual independent audit will be performed in October, which finalized scoring.
- Public Housing: 30 vacant units; 4 turns completed. Onboarded a second asset manager. Claudette Greene is assisting Public Housing staff to lease units.
- SEMAP: Calculated an internal estimated score of 74, which will elevate the Housing Authority out of a troubled status.
- Deficiencies: Inspections had not been conducted for 2-3 years not completed. John Sales, Claudette Greene, Brano Popovic and Melinda Hite completed more than 100 HQS inspections to clear reported findings.
- Rent reasonableness software has been procured and implemented.

- Crescent Halls: Moved all households to hotels until August 3rd. Testing will be conducted on piping to determine useful life. HUD will conduct a REAC inspection to determine if the building is occupiable because they received a complaint about integrity of the building. Mayor Walker mentioned that HUD called and commented that the city was not considerate of health and well-being of them.
- Mr. Sales thanked Garland Williams of CAT for providing transportation for the Crescent Hall residents to and from the hotels.

Mr. Sales stated that a complaint was made to the HUD field office about the integrity of the building. The west wing is unoccupied; those units are in uninhabitable conditions. The east wing is habitable. He added that if the building is deemed unoccupiable, then CRHA must make alternate lodging arrangements for the residents. An unfavorable decision would create challenges including relocating residents and additional hurdles for the contractors as well.

Mayor Walker added that a HUD representative called her and several city staff members to express concern that the city had rushed into reoccupying the building and was inconsiderate of the residents' health and well-being. She remarked that if all the residents move out and remain in permanent locations, then the affordability component for Crescent Halls may come into question. She is concerned about preserving the public housing stock.

Lisa Green asked for clarification on Mayor Walker's comments about the move-out and maintaining affordability. Mr. Sales explained that Crescent Halls was determined sustainable based on the mixture of public housing and project-based vouchers. He stated that there is a small chance that not all the project-based voucher (PBV) holders will return. PBVs generate more revenue for the site than the public housing subsidy. If the PBVs are no longer available for the site, an affordability concern arises. Most of the Crescent Halls residents are at 40% area median income (AMI) or lower; a majority is at 30% AMI or lower. If there were no PBVs available, the available units would need to be offered at 60% AMI to keep the project affordable. At 60% AMI, the Housing Authority would be serving a different income bracket altogether. CRHA is exploring alternate funding options and will be applying for additional vouchers for Crescent Halls in early 2022.

XII. Redevelopment Update

Jay Kessler provided a brief update on the redevelopment efforts at Crescent Halls and South First Street. He explained that there have been some challenges.

Crescent Halls

- Crisis: A pipe burst at Crescent Halls and a considerable amount of damage was caused by the flooding. Tomorrow, a company will perform x-ray inspection of a randomly selected number of cooper solder pipe joints. Depending on that decision, the redevelopment team will decide to keep and reuse the existing cooper piping or replace the main piping. It was estimated that the piping had a 70-100 useful life remaining.

- Site Plan Amendment: City requested that the site plan be modified to add 32 bike racks. CRHA complied with the request. A second review of the site amendment called for adding lockable indoor bike storage to the design. The delay has limited GMA's use of the construction yard.
- Construction Schedule: There has been some impact on the work and ability to utilize the construction site. The discovery of asbestos and mold have led to changes in the scope of the renovation. All drywall in the corridors and apartment walls will be replaced. Some of the work is taking longer than expected. GMA is working on an updated construction schedule.
- The HUD REAC inspection will determine whether GMA will proceed with a tower approach to redevelopment or a stack (floor-by-floor) approach. If all residents must be relocated and the whole building is turned over the construction team, it would accelerate completion of the project.

South First Street

- Site Plan Amendment: Discovered a storm water and sewer replacement location issue that could have an impact on the contractor's scope . It will be a significant change and will involve separate submission for offsite utilities.
- Other Budget Item: The site is now requiring a separate water meter for the community center.
- Supply Chain Issue: Breeden Construction learned of a delivery shortage of building materials. The materials are schedule to be delivered mid-August.

Funding: Jeff Meyers

Jeff Meyers reported on the funding opportunities for both Crescent Halls and the South First Street Projects. He submitted applications for additional funding in March and April. CRHA received $834,000 from the Virginia Department Housing & Community Development. Virginia Housing (formerly HAD) surveyed the scale of cost increases related to the pandemic. He responded to that survey and was invited to apply for $150,000 in funding. The funding received from recent applications totaling more than $1,000,000 to offset costs. He anticipates about $5 million more COVID-related funding. He will be submitting a Demo/Dispo and mixed-funds application to HUD soon.

XIII. Public Comments

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins is interested in attending Finance Committee meetings and asked that PHAR be informed of the date and time. He is excited to hear about the Eviction Prevention Program and recommended updating the ACOP as programming changes are made. He mentioned that the Housing Authorities troubled status has not been in the forefront but feels its staff have been mindful of the status. He commended the transformational effort put toward advancing redevelopment and improving the quality of life for residents.

Ang Cohn, citizen at large. Crescent Halls. Ms. Cohn suggested seeking funding from the University of Virginia to cover hotel and relocation expenses since hotel costs are being driven by the cycle of the University's athletic events. She added that such a solution would

offset costs for the city.

Joy Johnson, 803-A Hardy Drive. Thanked Lisa Green for researching and educating those present on some of the laws, statutes and codes related to the redevelopment effort.

XIV. Board Closed Session Meeting

Mayor Walker made the motion "I move that the Board enter into closed session pursuant Virginia Code 2.2-37711.1 for the purpose of discussion of personnel matters regarding performance and salaries of an employee. Dr. Henry seconded. All were in favor. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

The Board convened in closed session at 9:33 pm in a separate virtual meeting. In attendance were Chair Dr. A'lelia Henry, Vice Chair Lisa Green, Treasurer Laura Goldblatt, Maddy Green, Brigid Jackson and Mayor Nikuyah Walker.

CERTIFICATION OF CLOSED SESSION

Mayor Walker moved that the Board certify by recorded vote that to the best of each members knowledge that only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered in the meeting by the public body.

Mayor Walker motioned to close the closed session. Dr. Henry and Ms. Lisa Green seconded. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

XV. Adjournment

Dr. Henry motioned to adjourn the virtual meeting of the CRHA Board of Commissioners. Ms. Goldblatt seconded. The motion passed. Dr. Henry adjourned the meeting at 10:30 p.m.

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the July 26, 2021, Meeting Minutes on 8/23/2021.

Mr. John Sales, Executive Director

8/24/2021
Date

Charlottesville Redevelopment and Housing Authority

Board of Commissioners Virtual Annual Board Meeting

Thursday December 9, 2021

at 5:00 p.m.

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, ("hereinafter "CRHA" or the "Housing Authority") Board of Commissioner Virtual Meeting at 5:12 p.m. on December 9, 2021 with Chair A'Leilia Henry presiding.

I. Call to Order

Chair Henry call the Board of Commissioner Virtual Meeting to order at 5:12 p.m.

Reading of Code 2.2-3708.2(3)

Roll Call of Commissioners

	Present	Absent
Chair Henry	X	
Mayor Walker	X	
Commissioner Goldblatt	X	
Commissioner Green	X	
Commissioner Parker	X	
Commissioner Wicks	X	

Staff Present: Mr. John Sales, Melinda Hite, Kathleen Glenn-Matthews, Brandon Collins, Mary Lou Hoffman

General Announcement/Meeting Dates/Reminders

Safety Meeting (Every other Tuesday): December 21 at 6:00 pm

*Please note that participants need to enter the passcode (181698) to get into the meeting.

Join Zoom Safety Meeting:
https://virginia.zoom.us/j/94162482463?pwd=cURYc2VQUnFVK0VCaFB1blNkakN0QT09
One tap mobile: +16465189805,94162482463# US

Redevelopment Committee Meeting: Every other Thursday of the month at **4:00 pm -Updated Time**
December 2 and December 16th (Admin Comm.)

Join Zoom Meeting:
https://zoom.us/j/94663021086?pwd=ZEhHZ3U0VGNXdnczZFlENkR3cDU2Zz09

One tap mobile. +13017158592,94663021086#

Resident Services Committee: Every 2nd Tuesday of the month at 1:00 pm
Join Zoom Meeting:
https://zoom.us/j/95147780948?pwd=YUExYmZCOVBQUkQ3cy9zZ1NVYkg2UT09
One tap mobile: +16465588656, 95147780948#
Kathleen Glenn-Matthews, matthewsk@cvillerha.com; 434-987-9639

Maintenance Committee: Every 2nd Tuesday of the month at 4:00pm Personnel Committee:

Personnel Committee: (Quarterly Meeting)

Finance Committee:
Dr. Henry and Commissioner Goldblatt.

II. Public Comments Followed by PHAR Comments

No public comments. No PHAR comments

III. Board Vacancies and Board Committee Vacancies

Chair Henry discussed the board vacancies and Board Committee vacancies.

IV. Executive Director Update

Mr. Sales discussed the major accomplishments:

- 55 additional vouchers
- Additional voucher funding
- Awarded voucher funding in 2 special programs
- Completed vacant units that were down more than 1,000 days.
- Increased the number of leased up voucher from 328 to 427.
- Went from over 70 vacant units to 20.
- Relocated the rental office, HCV office and maintenance with no relocation plan in place.
- Addressed administrative discrepancies in the HCV Program and created a new Admin Plan (Worked to complete all past due HQS Inspections (over 100)
- We have been awarded grant funding to hire an Eviction Coordinator that will work with families who are at risk of being evicted.
- We currently have 14 staff members in the maintenance department including a work order clerk. The work order clerk was created to improve the process of addressing resident concerns and entering work orders and tracking work order until it's completed. We have 5

residents working for the Housing Authority and continuously look for other opportunities to provide economic opportunities to residents.

- Mr. Sales stated that they have started working on the parallel track plan to deeply renovate Madison Ave, Michie Drive, Riverside, and the scattered homes.

Maintenance Concerns

- Mr. Sales stated they have an upcoming meeting with PHAR to discuss maintenance issues. We have added a Maintenance Supervisor position that will assist with not only completing work order but also will be doing quality control inspections of other work orders.

Security Camera Concerns

- Notices have been sent out to the sites about the security camera. If the tenants have any concerns with camera placement, they need to contact their property manager.

Rent Collection

- We have reached out to residents that are delinquent with rent. We're working with residents to submit Virginia Rent Relief applications. We have also reached out to the city and inquired about getting funding from the city to cover the delinquent residents accounts.

V. Board Closed Session Meeting

Chair Henry motioned for closed session and the motion to certify only items exempt from open meeting laws will be discussed.

VI. Closed Session Motion

Chair Henry motion for closed session meeting, Commissioner Green 2nd the motion.

A. Executive Director Contract Resolution
The Executive Director Contract Resolution was passed.

Chair Henry call for a motion for a relocation bonus for Executive Director Mr. Sales.

	Ayes	Nays	Absent	Abstain
Chair Henry	X			
Mayor Walker		X		
Goldblatt, Commissioner	X			
Green, Commissioner	X			
Parker, Commissioner	X			
Wicks, Commissioner	X			

VII. Adjournment

Chair Henry call for a motion to adjourn the CRHA Board meeting. Commissioner Goldblatt 2nd the motion. Chair Henry adjourned the meeting at 6:30 p.m.

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the December 9, 2021, Meeting Minutes on

_____

_____ _____

John Sales, Executive Director Date

Recorded by:

_____ _____

Raquel Jackson, Administrative Assistant Date

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Meeting

Monday, April 26, 2021

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Special Meeting at 6:00 p.m. on April 26, 2021, via Video Conference with Chair Betsy Roettger presiding.

I. Call to Order

Chair Roettger called the Special Meeting of the Board to order at approximately 6:05 p.m. on April 26, 2021.

Reading of Code § 2.2-3708.2(A)(3)

Roll Call of Commissioners

	Present	Absent
Ms. Betsy Roettger, Chair	X	
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Ms. Maddy Green, Commissioner	X	
Dr. A'lelia Henry, Commissioner	X	
Ms. Carolyn Slaughter, Commissioner		X
Mayor Nikuyah Walker, Commissioner	X, *subsequent arrival*	

Staff Present:
John Sales, Executive Director

Moment of Silence
Chair Roettger called for a moment of silence.

General Announcements
Chair Roettger introduced Maddy Green who was appointed to fill the term vacated by Michael Osteen. Ms. M. Green mentioned that she attended the Redevelopment Committee meetings as a Legal Intern under Emily Dreyfus and recently completed a social work program.

Safety Committee Meetings: Every other Tuesday, April 27th & May 11th at 6:00 p.m.
Redevelopment Committee Meetings: 1st Thursday at 5:00 p.m., *new meeting time
CRHA Regular Board Meeting: Monday, May 24th at 6:00 p.m.
Board Work Sessions: Thursday, May 13th at 5:00 p.m.
Resident Services Committee: 2nd Tuesday at 1:00 p.m.

II. Public Comments Followed by PHAR Comments

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins reminded those present that PHAR is the federally recognized Resident Council and Resident Advisory Board for residents of public housing in Charlottesville. Mr. Collins announced that PHAR will be holding the first of Back-to-Basics and Positive Vision workshops. The Back 2 Basics workshops are an effort from PHAR with the help of its partners in the Strengthening Systems effort- CRHA, the City, and PHAR. They are a series of workshops covering basic topics relevant to residents. The most recent was held at Westhaven and the topic was general relocation. He noted that the meeting was not well attended. Positive Vision Workshops are a return to a process used many years ago to uses an asset-based approach to help residents identify the good things in the community and to work towards basic principles for redevelopment of their neighborhoods while learning about the factors that influence decision making such as funding and density.

He welcomed Commissioner M. Green and encouraged the new commissioners to be active and get involved and be an active commissioner. He mentioned that maintenance and safety remain high priorities. He commented that Phase I activities are "awesome and amazing" and that he is looking forward to what Phase II might look like. He stated that resident-led redevelopment came to fruition. And finally, he invited those present to attend the NLIHC honoring of Joy Johnson on Wednesday, April 26th.

III. Updates from Commissioners and Discussion about Board Work Sessions

Chair Roettger stated that recent Work Sessions were cancelled.

A. Approval of Minutes

Meeting of the Board of Commissioners held on January 25, 2021

Ms. Goldblatt motioned to approve the minutes of the virtual Board of Commissioners held on January 25, 2021. Ms. Lisa Green seconded. The motion passed. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
L. Green	X			
M. Green				X
Henry	X			
Slaughter			X	
Walker	X			

B. Safety Committee Update

Ms. Goldblatt stated the residents have drawn up a list of priorities/issues around safety, their expectation of security, and what safety measures means to them. Residents feel an urgent need for a concrete safety plan so that they feel safe transitioning into the summer. They know about the Front Door/Greeter position advertised for Crescent Halls, but need a clear plan for the other public housing sites as well. Ms. Goldblatt said there was discussion about generating an RFP that would be managed by the Safety Committee. Mr. Sales confirmed

that the RFP would come to the Safety Committee, not the overall Board due to the value of the contract. Several commissioners were interested in attending the meetings; however, it would require public notice. Ms. Goldblatt explained a recorded public meeting might discourage residents from openly sharing concerns for fear of repercussions.

IV. Discussion of Subcommittee Assignments

Chair Roettger shared a list of the CRHA and the Board's working committee assignments and scheduled. She pointed out that there are still committees with open assignments for Board and staff members. She suggested that redevelopment be the topic for a Board work session or retreat to discuss what decisions need to be made and clarify how those decisions are made. It was suggested that a quick overview be presented at the next Redevelopment Meeting.

V. Redevelopment Update

Kathleen Glenn-Matthews presented the highlights of the Deputy Executive Director Report.

- The Redevelopment Project Manager position has not been filled.
- Meeting & Events:
    - Redevelopment Kickoff Celebration - CH, 4/14. It was hosted by the CH Tennant Association.
    - Relocation Assessment Team meeting - 3rd Monday of the month at 2pm.
    - Crescent Halls Relief Space & Program Meeting – hosted biweekly on Fridays at 11. Next meeting - 4/30 in the circle in front of CH.
- GMA has been mobilized at Ch; work begins on the first floor on May 17th . The expected completion date is November 25, 2022.
- Relocation Coordinator, Iyana Pointer coordinated the move of all 8th floor residents and preparing the 7th floor residents for relocation.
- Discussed the impacts to bus stops with relocation at CH & SFS; exploring options of increased city CAT funding to CH.
- The Part 58 has been accepted by the City; will address a site plan amendment that covers resident redesign work with BRW Architects and Collins Engineering.
- The first resident consultative meeting on SFS will be held virtually on Wednesday.
- Working with Jay Kessler to improve communication and reporting about redevelopment.
- Section 3- Work is really ramping up and Johnson is in her new office at Westhaven. Work has begun on updating the Section 3 policy. She shared a flyer that Ms. Johnson helped her create. Ms. Johnson recommended created a more detailed flyer including jobs description, rate of pay and clarifying if on-the-training is provided.

  Mr. Sales stated that CRHA has a contract for a training academy program with Hollie Lee in the Department of Economic Development. 11 started in the first cohort, however only 4 graduated. Ms. Johnson added that prior to COVID-19 she had been working with Frank and Ridge Schuyler to provide wrap-around services through the Network2Work Program. There is much work to be done, including follow-up.

VI. Executive Director Update on COVID-19

Mr. Sales provided a brief update on Corrective Action Plan (CAP) items and key activities.

- HCV Program – Received more than 1300 application received in two weeks. Notices mailed to top 50 applicants, of which 20% currently live in Public Housing. There are 17 Mainstream vouchers on the street.
- Public Housing – There are 30 vacancies, of which 21 are in MOD status. Due to a shortage of staff and volunteers, Habitat was not able to rehab the 7 units they were working on. Maintenance turned 10 units in Crescent Halls for redevelopment. Funds from the City were applied to reduce tenant accounts to $0 delinquency.
- Staffing – On May 3, the new HCV Manager is relocating from Raleigh, NC. She has over 15 years' experience in compliance and managed a voucher program 5 times the caseload of CRHA's. On May 17, a new Property Manager with a background in LIHTC is starting. The Redevelopment Program Manager and Maintenance II & III positions are still vacant.
- Section 3 Program – The policy has to be updated as part of CAP.
- Financials are due to HUD at end of the June. The Housing Authorities financial plan CAP outlines two years to meet the financial goal – 3/31/2022. Additional shortfall funds may be available.
- Completed 157 HCV inspections in the past two months. CRHA's inspection scoring led to the agency's troubled status. Working on inspection strategy for AMP 4 (Michie, Madison, Riverside and the homes). Due to COVID, some households rejected then/denied access, creating a challenge since scoring weighs heavily on inspections.
- Board Training – Regular Board training is a required CAP item. HUD offers Lead the Way, a free, online self-paced training designed primarily for public housing board members/commissioners., He will email the link to the Board.
- Board Retreat – Considering inviting Delphine Carnes back to give a training of the – duties and responsibilities of the role of commissioners. Chair Roettger added that the Center for Non-profit Excellence is also a resource for Board members.

Chair Roettger asked if hybrid meeting options (part virtual and part in person) were permitted post-COVID. Mayor Walker replied there is an option to phone into a public meeting, however it has restricted use. Dave Oberg stated that if/when the governor lifts the Executive Order, that all virtual meetings will be held in person.

Chair Roettger suggested that Ms. L. Green might offer insight into the inspection process. Ms. L. Green stated that she 20 years' experience in inspections and would like to be used where she is most helpful. Melinda Hite offered to provide a copy of the handbook to review HUD's inspection scoring system.

VII. Public Comments

Brandon Collins, PHAR, 1000 Preston Avenue Suite C, www.pharcville.org, (434) 984-3255. Mr. Collins stated that meeting was great and liked the discussion on a variety of items. He offered clarification about the Fair Housing Amendment Act pertaining to demolition and creation of new public housing units. He added that neglected to mention

Section 3 but that is a high priority for PHAR moving forward.

VIII. Adjournment

Chair Roettger called for a motion to adjourn the virtual CRHA Board meeting. Dr. Henry motioned to adjourn the virtual meeting of the CRHA Board of Commissioners. Lisa Green seconded. The motion passed. Chair Roettger adjourned the meeting at 7:51 p.m.

	Ayes	Nays	Absent	Abstain
Roettger	X			
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Slaughter			X	
Walker	X			

The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the April 26, 2021, Meeting Minutes on 7/26/2021.

Mr. John Sales, Executive Director — Date 7/27/2021

Recorded by:

Leslie Deane, Administrative Assistant — Date