CHARLOTTESVILLE REDEVELOPMENT
AND HOUSING AUTHORITY
Housing Choice Voucher (HCV) Program
110 Fifth St, NE
Charlottesville, VA 22902

Phone 434-422-9132

August Redevelopment Board Report

Prepared by Quentia J. Taylor
This report covers activities July 1, 2025 – August 15, 2025

I. Site Updates

- **South First Street Phase II:**

Since the last redevelopment board report the site contractor, Contour Construction has turned over Delivery A building pads to Greenwood Townhomes and Urbancore Construction. Urbancore has mobilized their vertical crew and is building out their buildings in Delivery A. Contour has completed the utility connections along 1st S and reopened the street and sidewalk which was completed before the start of the school year. Contour has begun completing the sitework for Delivery B which will include grading, utility connections at Elliott Ave and building pad approval. (see progression pics below)



EQUAL HOUSING OPPORTUNITY

CRHA does not discriminate on the basis of race, color, sex, age, religion, national origin, disability, veteran status, or union affiliations in any of its federally assisted programs and activities.





- **6th Street "Building A"**

Urbancore Construction (UCC) identified a secondary power line that needed to be relocated before sanitary work could resume in front of Building 709. Dominion was on site to in late July to perform the secondary power service relocation so that Urbancore could continue sanitary work in front of the 709 building. Although 709 is not in the current redevelopment scope, this work must be completed before any "Building A" site and patient throughout this process. The team continues to work closely with the property manager at 6th street to ensure that all potential impacts due to construction are communicated well in advance to residents. (See 6th Street progression pics below)



Sanitary and waterline construction in front of Building 709.



"Building A" construction site after demolition with a small view UCC's construction trailer.

- **Westhaven**
  Westhaven residents continue to work closely with the Design Team to finalize building types. See Community Engagement report.

- **Michie/Madison/Riverside/Scattered Houses "Parallel Track"**

  Riverside- The general contractor, FH Paschen has fully completed the HVAC and electrical project. The last open item will be a punch walk with the contractor and CRHA's staff to ensure all work is completed without error. The project will officially close pending a successful punch walk.

  Michie- The HVAC project at Michie has been the longest of the three sites. Our contractor FH Paschen has been addressing internal changes within their company as well as site conditions. We can now say with confidence that Michie Drive is complete pending final acceptance from CRHA.

  Madison- Madison Avenue HVAC is complete pending final acceptance from CRHA.

  Future projects
  The Redevelopment team is currently working with resident planners at all 3 sites to finalize decisions for full interior renovations. We anticipate starting this project in late 2025/early 2026. See page for pictures of the selections made by residents. The scattered site homes in public housing will receive the same interior renovations as Madison, Michie, and Riverside.

II. Relocation

- For the past few months, the primary focus of relocation has been on the interior renovations project at Parallel Track (Madison, Michie, Riverside) which we anticipate starting late 2025-early 2026. This project will include temporary relocation to a "hotel unit" on site while each unity is FULLY renovated. We expect 7-10 days of work for each unit. The Relocation Manager regularly attends resident meetings and has been working closely with the Redevelopment Team to establish a clear relocation process for this project.

III. LEAP (Local Energy Alliance Program)

- In July 2025 CRHA entered a partnership with LEAP to complete Energy Efficiency Assessments (EEA) in all our non-public housing communities. We previously completed the EEA in 2021 for all our public housing communities. LEAP is using the EEA to develop individualized scopes of work to complete energy efficiency improvements in the homes. The improvements include but are not limited to attic insulation, attic air sealant, exhaust fan installation and LED light bulb replacement. These improvements will have a positive impact on affordability and sustainability for the residents residing in the units and future residents.

IV. HCV Homeownership

- July added two new participants to the HCV Homeownership Program (see table below). We continue to conduct outreach to potential program candidates through the Family Self-Sufficiency and Section 8 Voucher Programs. An MOU between CRHA and NACA (Neighborhood Assistance Cooperation of America) is in the works. The search for lending partners that will offer offset mortgages is ongoing.

Month	New Participants	Applications sent	Apps received	Participant meetings
January	4	2	2	
February	4	4	1	
March	3	3	1	7
April	1	1	2	3
May	0	0	0	4
June	2	2	0	2
July	2	2	1	3
August				
September				
October				
November				
December				
Total	**16**	**14**	**7**	**19**

Language Access Tracking and Reporting for the August 2025 Board Report

Language Access in 2025 at a Glance

	Documents translated	Number of languages serviced	In-person Interpretation
January	69	11	3
February	73	11	3
March	34	12	5
April	8	11	5
May	21	11	4
June	37	11	5
July	91	15	6
Total	**333**	-	**31**

This table shows the total documents translated, the number of languages serviced, and the number of in-person interpretation events in 2025 broken down by month. July 2025 experienced a significant increase in document translation requests compared to previous months.

Language Access in July at a Glance

	Property Management	Resident Services	Redevelopment	**Total**
Pashto	0	7	4	11
Dari	0	8	4	12
Arabic	0	7	4	11
Farsi	0	3	0	3
Lingala	0	6	1	7
Somali	0	7	1	8
Swahili	0	7	2	9
Karenni	0	7	1	8
Burmese	0	3	0	3
French	0	5	0	5
Other	0	14	0	14
Total	**0**	**74**	**17**	**91**

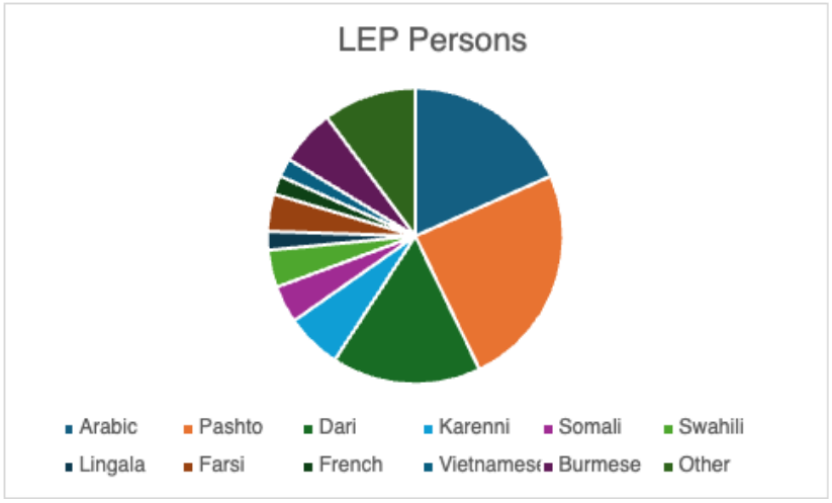
This table shows the number of documents translated broken down by language and by CRHA department. Dari was the most requested language for document translation in July. Resident Services submitted the greatest number of requests that were completed in July.

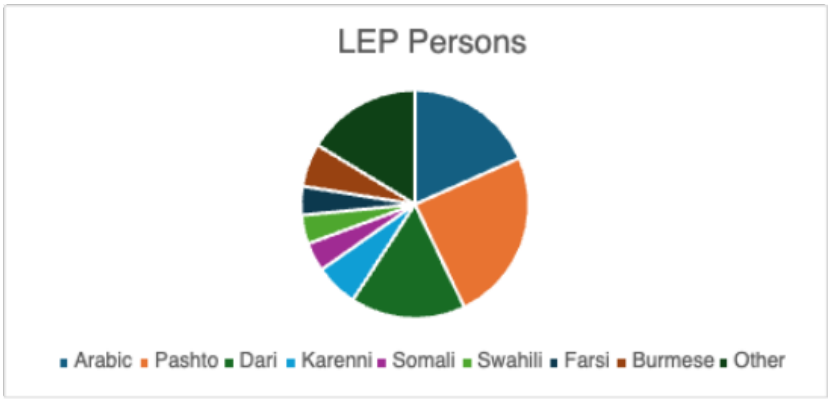
Breakdown by Language

	Documents translated	Interpretation at meetings	Estimated number of LEP Persons**
Arabic*	11	2	9
Pashto*	11	4	12
Dari*	12	4	8
Farsi	3	-	2
Burmese	3	-	3
Lingala	7	-	1
Somali	8	-	2
Swahili	9	-	2
Karenni	8	-	3
French	5	-	1
Total	**77**	-	**49**

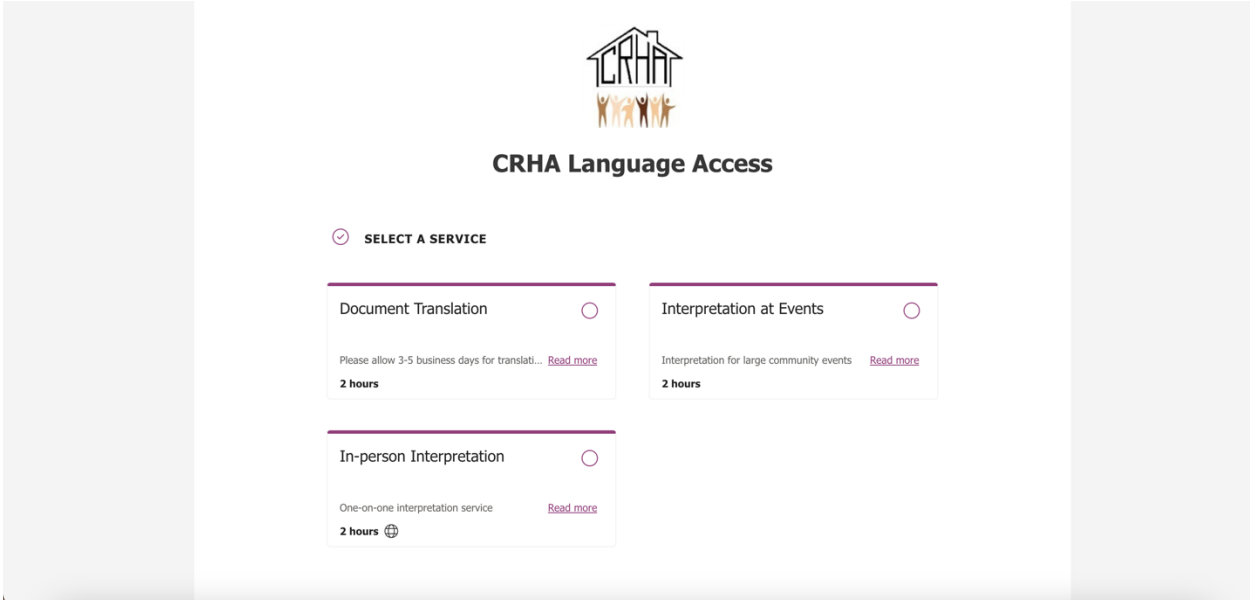
*Our interpreters only speak Arabic, Pashto, and Dari which represents approximately 60% of LEP Persons across all sites (see chart below)

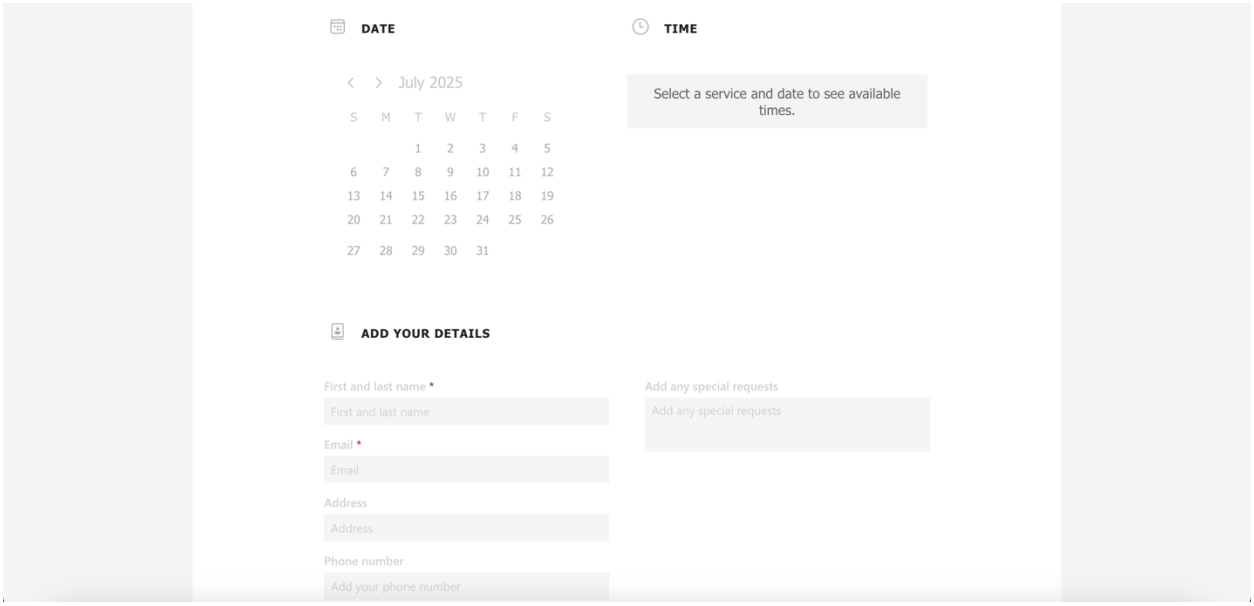
**LEP Persons stands for Limited English Proficiency Persons





In early July the Language Access Team launched a new system for all language access requests. With the new system, CRHA employees can now request one of the three available language access services (document translation, in-person interpretation, and interpretation at events) all through the same form. Since launching the new system, there have been 9 requests for a total of 35 document translations, 1 request for in-person interpretation, and 2 requests for interpretation at events.





Each month the Language Access Team translates documents and provides interpretation services for CRHA employees and residents. Documents that are translated frequently include notices, flyers, agendas, and newsletters. Interpretation services are provided at planners meetings, training, community events, and one-on-one meetings. In the month of July, our interpreters provided interpretation in Arabic, Pashto, and Dari at the Jobs Plus Soft Skills Training and assisted with several door knocking initiatives. Language access services are critical for obtaining residents' feedback and facilitating their participation in meetings and events.

CRHA Redevelopment Coordinator Monthly Report-July-August 15, 2025

Prepared by Brandon Collins on August 15, 2025

Please note this report only covers activities in July to August 15. A lot of has happened in this time period. Sixth Street saw demolition completed, Westhaven residents along with continuing planning have engaged on W Main St development issues, and I have spent a lot of time on CRHA history including organizing historical materials, building timelines for Westhaven and Crescent Halls and working with IT to get the Crescent Halls Story Wall website live. The team engaged resident at Westhaven Community Day on August 2.

A brief list of duties performed:

- Check Ins w/ Development Mgr. weekly
- CRHA Redevelopment Team meetings
- Westhaven Design Team meetings
- Check Ins w/ Betsy (design team helper)
- Check Ins with Executive Director and Development Mgr.
- Redevelopment Committee Meeting
- Attended Resident Services Meeting
- Board Report
- W. Main Strategy meeting with partners
- YTD resident engagement report for Board Retreat
- Monthly Newsletter Update(s)
- Crescent Halls Story Wall materials and completion of project (live on 8/12/25)
- 6th St Demolition photos & documenting
- S. 1st St. Notices with Doorknocking x 2
- 709 6th St Notices with Doorknocking
- Westhaven Community Day and Materials Prep
- Westhaven/10th & Page Meeting with LV Collective
- Westhaven Planners Meetings x 4 Prep & Outreach
- S. 1st St Resident Planners Meetings x 2 Prep & Outreach
- Sixth Street Planners Meetings x 2 Prep and Outreach
- Parallel Track Meetings at Michie. Madison, Riverside, Prep and Outreach
- Fair Housing Training
- Ninjio Cyber Security training

Resident Engagement Content and Topics- July-August 15, 2025

Westhaven: 4 Planners meetings were held, Resident Planners met with LV Collective, and Community Day engaged the whole community. Follow up one on ones are conducted after each meeting. Resident Planners continued work on “building types”, reviewed LIHTC standards, evaluated collage work, and gave extensive input on key feature items such as balcony design, roof tops, windows and more. ADS will be using all of the work to present drawings in August. Resident Planners have also been deeply involved in understanding and confronting development on W. Main St that will have a negative effect on the resident designed neighborhood. Planners attended a meeting along with 10th and Page neighborhood association for a second presentation from LV Collective. Planners are preparing to attend and speak at the BAR pre-submission hearing in August. Westhaven Community Day was August 2. Engagement was based around honoring historical memory through design.

South First Street: Resident Planners met twice in this period, mainly to receive updates on the construction process. Transportation plans were discussed. Residents also triple confirmed

apartment interior selections. Moving forward residents will continue to receice construction updates and will be working to select community center and signage materials and confirming outdoor amenity spaces. Doorknocking was conducted on 2 occasions to inform residents about traffic closures.

Sixth Street: Sixth Street Planners held 2 meetings both were construction updates with the focus being on the work being done on the 709 building underground infrastructure. Residents also reviewed key features and main components of the new building. Doorknocking was conducted to inform the 709 residents of work being performed.

Parallel Track: Planners meetings were held at Madison Ave, Michie Drive, and Riverside Ave leading to all of the major items being selected and confirmed for the interior renovations effort, including lighting. Michie Drive and Madison Ave also received updates on the HVAC projects.

A quick look at July engagement:

JULY	JULY	JULY	JULY	JULY
	mtg individs unique	# of meetings	one on ones	note/other
S 1st St	7	1		62 notices
6th St	6	1	6	
Westhaven	35	3	21	LV mtg - 18
Parallel Track	23	3	3	
TOTAL	**71**	**8**	**30**	

- Not included is monthly e-mail update to 42 residents
- Westhaven Community Day Redevelopment Tent had approximately 30 residents participate

Crescent Halls Interactive Story Wall: cvillerha.com/story_wall/index.html



Parallel Track Interior Selections





← Westhaven Timeline at Community Day →

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
Monday, August 25, 2025 at 6:00 pm
City Council Chambers

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") held the Board Meeting at 6:00 p.m. on August 25, 2025, at the City Council Chambers.

I. Call to Order

Commissioner O'Rourke called the Board Meeting to order at approximately 6:00 p.m. on August 25th, 2025.

Roll Call of Commissioners

	Present	Absent
O'Rourke, Commissioner	**X**	
Raudales, Commissioner	**X(virtual)**	
Hicks, Commissioner	**X**	
Payne, Commissioner	**X(virtual)**	
Clavel, Commissioner	**X**	
Rosenblith, Commissioner	**X**	

Staff Present:

Kathleen Glenn-Matthews, Deputy Director
Maria Carey, Executive Assistant
TerAna Banks, (Virtual), Compliance Manager/ Interim Director of Property Management
Robert Harvey, (Virtual), Director of Maintenance
Quentia Taylor, (Virtual), Development Manager
TC Nichols, Controller
LaSahwnda Hester, Interim Program Manager (Virtual)
Brnadon Collions, Redevelopment Coordinator
Michelle Crown, Property Accountant/ Insurance Coordinator
Delphine Carnes, Delphine Carnes Law Group, PLC (CRHA Legal Counsel) (virtual)

Moment of Silence:

Commissioner O'Rourke called for a moment of silence.

General Announcements / Meeting Dates / Reminders

Safety Committee meeting: every second Wednesday at 12:00 pm
Resident Services Committee meeting: second Tuesday at 1:00 pm
CRHA Board Work Session: every second Thursday at 6:00 pm
CRHA Board Regular Meeting: Every fourth Monday at 6:00 pm

II. Annual Meeting to Elect Officers:

Commissioner O'Rourke motioned to nominate Commissioner Raudales as the CRHA Board of Commissioners vice chair, and Commissioner Payne seconded it. The "Ayes" and "Nays" were as follows.

	Ayes	Nays	Abstain	Absent
O'Rourke, Commissioner	**X**			
Raudales, Commissioner	**X**			
Hicks, Commissioner	**X**			
Payne, Commissioner	**X**			
Clavel, Commissioner	**X**			
Rosenblith, Commissioner	**X**			

Commissioner Raudales motioned to nominate Commissioner O'Rourke as the CRHA Board of Commissioners Chair, and Commissioner Rosenblith seconded it. The Ayes" and "Nays" were as follows.

	Ayes	Nays	Abstain	Absent
O'Rourke, Commissioner	**X**			
Raudales, Commissioner	**X**			
Hicks, Commissioner	**X**			
Payne, Commissioner	**X**			
Clavel, Commissioner	**X**			
Rosenblith, Commissioner	**X**			

III. Public Comments/ PHAR Comments:

Sofia from PHAR:

- Westhaven community day was a success
- Recruiting for their adult internship program (10hrs a week and pays $15hr)
- The first youth internship program has been very successful (graduation soon)
- October 3rd fall festival at 6th St

Commissioner Rosenblith:

- Talked with the mayor of Alexandria, who might have some questions later about how CRHA operates.

Syleethia Carr:

- Starting in January, NMIB has held a Crescent Halls dinner program, and the last meal will be on October 19th
- 2 dinners a month (1st/2nd Saturday)
- The biggest turnout was 74 residents
- September 13th from 12p-6p the Rosehill neighborhood association will have a cookout, and all are welcome.

IV. Approval of Board Minutes from July 28th, 2025,

Commissioner Payne motioned to approve the minutes of the Board of Commissioners meeting held on July 28th, 2025, and Commissioner Raudales seconded. The "Ayes" and "Nays" were as follows.

	Ayes	Nays	Abstain	Absent
O'Rourke, Chair			**X**	
Raudales, Commissioner	**X**			
Hicks, Commissioner	**X**			
Payne, Commissioner	**X**			
Clavel, Commissioner			**X**	
Rosenblith, Commissioner	**X**			

V. Recognition Resolution #1490 Dr. Wes Bellamy

	Ayes	Nays	Abstain	Absent

O'Rourke, Chair	**X**
Raudales, Commissioner	**X**
Hicks, Commissioner	**X**
Payne, Commissioner	**X**
Clavel, Commissioner	**X**
Rosenblith, Commissioner	**X**

VI. Recognition Resolution #1491 Dr. Laura Goldblatt

	Ayes	Nays	Abstain	Absent
O'Rourke, Chair	**X**			
Raudales, Commissioner	**X**			
Hicks, Commissioner	**X**			
Payne, Commissioner	**X**			
Clavel, Commissioner	**X**			
Rosenblith, Commissioner	**X**			

VII. HVC update: LaShawnda Hester

- 651 total vouchers
- 71 in CSRAP
- 8 vouchers on the street

VIII. Finance update: TC Nicoles

- Continuing to work on EFT payments for landlords
- Working on a digitizing system for all CRHA records and have received a quote from Rico.

IX. Housing Update: TerAna Banks

- August 13th, employees of CRHA completed a Fair Housing training with a Top trainer
- Asset collections, Property management staff, and Resident services were able to postpone/ avoid evictions. Received $16,000 in rental assistance
- On September 11th, the Madison/Michie Property manager will have an ice cream social for the residents
- Preparation for the CRHA trunk or treat will start mid-September (more information to come)

X. Nonprofit Update and Request:

- Individual and business donations give us greater programmatic funding flexibility
- New grant opportunities from funders that only fund 501(C)3's
- Diversifying funding streams
- Growth for resident programs, support structures, and redevelopment
- Fundraising event opportunities

Delphine Carnes:

- The nonprofit will be a separate organization from CRHA

Commissioner Clavel:

- What would you like to raise in the first year

Kathleen Glenn Matthews:

- $100,000 for the first year was asked for a year ago

Commissioner Goldblith:

- What are the first action items needed?

Kathleen Glenn Matthews:

- Getting on the city council agenda and then planning the presentation

XI. Public Comments

Angela Carr:

- Questions about barrment from CRHA (CRHA staff must address this directly with her and not in a public meeting)

XII. Adjournment

Chair O'Rourke motioned to adjourn the meeting at 7:10 p.m.; and Commissioner Rosenblith seconded.

	Ayes	Nays	Abstain	Absent
O'Rourke, Chair	**X**			
Raudales, Commissioner	**X**			
Hicks, Commissioner	**X**			
Payne, Commissioner	**X**			
Clavel, Commissioner	**X**			
Rosenblith, Commissioner	**X**			

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY

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Residents *FIRST*!

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
Monday, August 25, 2025 at 6:00 pm

Agenda

I.	Call to Order Roll Call of Commissioners Moment of Silence General Announcements / Meeting Dates / Reminders	
II.	Public Comments followed by PHAR Comments	
III.	Updates from Commissioners and Discussion	
IV.	Approval of Board Minutes from 07/28/2025	Attachment *A*
V.	Recognition Resolution#1490 Dr. Wes Bellamy	Attachment B
VI.	Recognition Resolution#1491 Dr. Laura Goldblatt	Attachment C
VII.	Housing Director Update	Attachment D
VIII.	HCV Program Manager Update	Attachment E
IX.	Finance Update (verbal)	
X.	Executive Director Update (verbal)	
XI.	Public Comments	
XII.	Adjournment	

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CRHA Meeting Announcements

CRHA Board Work Session: Thursday, September 11th , 2025, at 6:00pm
CRHA Board Regular Meeting: Monday, September 22nd , 2025, at 6:00 pm

Redevelopment Committee Meeting: Every 1st Thursday of the month at 3:00 pm – 4:00 pm
Join Zoom Meeting: https://zoom.us/j/9588556349
Meeting ID: 958 855 6349

CRHA Admin Redevelopment Meeting: Every 3rd Thursday of the month **1:00pm**
Safety Committee meeting: Every 2nd Wednesday of the month **at 12:00 pm**

Resident Services Committee: Every 2nd Tuesday of the month **at 1:00 pm**

Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 987-1267 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.

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CHARLOTTESVILLE REDEVELOPMENT HOUSING AUTHORITY

PET OWNERSHIP POLICY

General

Pet ownership by tenants is allowed, subject to compliance with the requirements set forth in this policy.

Applications

Residents wanting to keep pets must apply to the Housing Authority using the Pet Application Form. Applications will be processed within thirty (30) days, provided all required documentation is submitted.

Approval and denial of pet applications shall be in writing. Approval will be accompanied by a lease amendment the resident will be required to sign. Denials will include the reason for denial. Pets are not allowed to reside at sites and within units until the resident receives authorization from the Housing Authority.

Types of Pets

Please see below for specific policies regarding small pets and large pets.

1. **Small Pets (pets kept in cages / aquariums such as hamsters, turtles, birds, and fish)**

   - There is a limit of one cage and / or one aquarium for each unit.
   - There is a maximum of two animals per cage / aquarium.
   - Aquariums are not to exceed 10-30 gallons.
   - Small pets shall be maintained in their cage / aquarium within the tenant's unit.
   - Pets / animals (except fish) left unattended for more than 24 hours are subject to removal and transfer to the proper authorities.
   - Residents should take adequate precautions to eliminate any pet odors within their unit and always maintain their unit in a sanitary condition.
   - Resident is responsible for all damages caused by their pets. Charges stemming from such damage will be levied on the resident at the time the damages occur or are identified by the Housing Authority.
   - For small pets, no pet deposit will be required with proper authorization

2. **Large Pets (dogs and cats)**

   - There is a limit of one large pet for each unit.
   - The breed of dog or cat cannot exceed 30 pounds in size at adulthood.
   - The Housing Authority reserves the right to deny any "animal" that has displayed vicious or intimidating behavior on a case-by-case basis.

- Large pets shall be maintained within the tenant's unit. When outside of the unit they must be kept on a leash or always carried under the control of the resident or other responsible individual.
- Residents shall not alter their unit, patio, or unit area to create an enclosure for an animal.
- Resident must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to, loud or continuous barking, howling, whining, biting, scratching or other such activities.
- Residents must agree to be present on the day of inspection or maintenance repairs to care for their pets or remove their pet from the unit, so the unit is vacant until the inspection or maintenance repair is completed.
- Pets / animals (except fish) left unattended for more than 24 hours are subject to removal and transfer to the proper authorities.
- Residents shall take adequate precautions to eliminate any pet odors within their unit and always maintain their unit in a sanitary condition.
- Resident is responsible for all damages caused by their pets. Charges stemming from such damage will be levied on the resident at the time the damages occur or are identified by the Housing Authority.
- A pet deposit of $150 shall be due and payable when the pet is authorized. Deposits will be refunded, less damage costs attributed to the pet, at the time the pet vacates the unit.
- Large pets must be spayed or neutered. Proof must be submitted with application for keeping the animal.
- For each large pet, the following must be attached to application for keeping the animal.
    a. Certificate signed by a licensed veterinarian or state / local authority that the animal has received all inoculations required by state or local law, and that the animal has no communicable disease(s) and is pest free.
    b. Current license for the animal in compliance with local ordinance and requirements. The pet license must always be visible.
    c. Photograph of the animal.
- Cats are to use litter boxes kept within the resident's unit and cleaned often. Resident is not allowed to let waste accumulate. Waste is to be placed in a plastic bag, closed and disposed of properly (by placing it in a sealed plastic bag and disposing of it in an outside trash bin).
- Dog owners are forbidden from permitting their animals to deposit waste on the property premises. If animal waste is deposited on the premises, the resident pet owner shall be responsible for the immediate removal from the premises of any / all waste deposited by their pet by placing it in a sealed plastic bag and disposing of it in an outside trash bin.

Resident violation of rules

- Residents who violate these rules are required to correct the violation or remove the animal from the dwelling unit within thirty (30) days' notice by the Housing Authority. The Housing Authority notice will contain a statement citing the policy violation. If the resident fails to correct the violation or remove the animal within thirty (30) days, the Housing Authority will begin the process of termination due to lease violations.

Pets temporarily on premises

Pets which are not owned by a tenant will not be allowed. Residents are prohibited from feeding or harboring stray animals.

Pet care

- No pet (excluding fish) shall be left unattended in any unit for a period more than twenty-four (24) hours.
- All resident pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for their pets.
- Resident pet owners must recognize that other residents may have chemical sensitivities or allergies related to animals or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

Responsible parties

At the time application is made to keep a pet, the resident pet owner will be required to designate two responsible parties for the care of the animal if the health and safety of the animal is threatened by the death or incapacity of the owner; or by other factors that render the owner unable to care for the animal.

Pet removal

If the health or safety of the animal is threatened by the death or incapacity of the owner, or by other factors that render the owner unable to care for the animal (including pets who are poorly cared for or have been left unattended for over twenty-four [24] hours), the situation will be reported to the responsible parties designated by the resident pet owner.

If the responsible party is unwilling or unable to care for the pet or if the Housing Authority, after reasonable efforts, cannot contact the responsible party the Housing Authority may contact the appropriate state or local agency and request the removal of the pet. Any cost to remove the animal will be a charge to the resident owner.

Emergencies

The Housing Authority will take all necessary steps to ensure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate state or local entity authorized to remove such animals. Any cost to remove the animal will be a charge to the resident owner.

Inspections

The Housing Authority may, after 24 notice to the tenant, enter and inspect the premises.

Pet policy amendments

The Housing Authority reserves the right to amend the pet ownership policy, including the right to change or increase the required deposit.

Public Housing Pet Ownership Policy
Acknowledgement of Receipt and Agreement

I have received a copy and understand the Public Housing Pet Ownership Policy and I agree to comply with all provisions of the Policy.

Name of Resident	Address
Signature of Resident	Date
Signature of CRHA Representative	Date

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY

PROFESSIONAL DEVELOPMENT REIMBURSEMENT POLICY

Objective

Charlottesville Redevelopment and Housing Authority encourages employees to enhance their skills and network with other professionals. This policy is intended to provide employees with professional development opportunities that enhance their knowledge and contributions to the organization. Providing professional development to our employees is an investment in their careers and the organization's future.

Eligibility

Full-time regular employees are eligible for reimbursement of organization-approved education costs after six months of continuous employment, provided they are in good standing and are not on probation of any kind.

Eligible Expenses

Employees are responsible for identifying courses and other training opportunities that support their career development, relate directly to their current role, and align with the organization's mission. Eligible professional development may include seminars, educational courses, webinars, exams, exam prep, credentialing, accredited courses and e-learning, workshops, conferences, and degree programs that help employees perform their essential job functions and increase their contributions to the organization.

Membership fees to professional organizations, subscriptions for scholarly journals, books and computer-based resources are also included.

Procedure

To qualify for Professional Development Reimbursement, employees must submit a "CRHA Expense Report" to their immediate supervisor. The supervisor will forward the form to the Executive Director and Director of Finance for review. The request must include the applicable course of study, purpose, cost, dates and the name of the institution or training provider. If the request is approved, the employee and supervisor will be notified via email.

The employee may incur expenses only after receiving approval from the Executive Director and their supervisor.

Approval by the employee's supervisor for attendance to any training program that directly affects an employee's work schedule must be submitted **at least** a month in advance. Employees may attend one off-site seminar, conference, or workshop annually that is paid for by CRHA with prior approval by the Executive Director.

Reimbursement

Upon satisfactory completion of the training and/or coursework (i.e. ongoing classes), the employee must provide the documentation to support completion of the course and receipt to receive reimbursement if the courses have been pre-paid. All receipts should be submitted in a timely manner to the Executive Director and Director of Finance.

If an employee wishes to attend a short-study course, such as a seminar, workshop, professional exam, certificate program, or e-learning course, the employee must submit the required information to their supervisor at least **one month** in advance. If approved by the Supervisor and Executive Director, the supervisor may pay for the course using their company credit card, complete the "CRHA Expense Report," and forward the report to the Director of Finance.

Memberships in professional organizations and magazine subscriptions must have a direct relationship to the employee's job duties. The employee must provide supporting documentation outlining the benefits to CRHA and submit the request to their Supervisor and Executive Director for approval. If approved, the supervisor should complete the "CRHA Expense Report" and forward it to the Director of Finance.

The maximum reimbursement amount will be $1500.00 per calendar year. The amount does not roll into the next calendar year; it is forfeited if not used. Travel expenses may be permitted if the training is not available locally. See company travel policy for approval and reimbursement procedure.

For **degree programs**, the following criteria applies:

- Grade A = 100% reimbursement
- Grade B = 75% reimbursement
- Grade C = 50% reimbursement

Any grade less than a "C" is not eligible for reimbursement.

A **pass/fail course** is 100% reimbursable if passed successfully. CRHA will not pay for an employee to retake a training course.

Payback Requirements

As a matter of record, employees accepting the terms of this policy for a **degree program** will be required to sign a written agreement to remain with the organization for two years from the date of the educational reimbursement. If the employee terminates within this timeframe, he or she will be required to pay a monthly prorated amount to the organization.

Highlights

- Full-time regular employees may qualify after six months of continuous employment, if in good standing and not on probation

- Includes approved courses, seminars, webinars, exams, credentials, workshops, conferences, degree programs, professional memberships, journals, books, and computer-based resources.
- Employees and/or their supervisors must submit a CRHA Expense Report and receive approval **before** incurring expenses.
- Training that affects the work schedule must be requested at least **one month** (30 days) in advance.
- Employees may attend one CRHA-paid off-site seminar, conference, or workshop per year with prior approval.
- Employees must provide proof of completion **(for degree programs)** and receipts in a timely manner.
- Reimbursement is limited to **$1,500 per calendar year** and unused amounts do not roll over.
- Degree programs with a grade below a C are not reimbursable. Pass/fail courses are 100% reimbursable if successfully passed.
- CRHA does not pay for an employee to retake a training course.
- Employees reimbursed for a degree program must sign a two-year agreement or repay a prorated amount if they leave CRHA early.

ACKNOWLEDGEMENT:

By my signature below, I agree that I have received, read and understand the above-mentioned policy. I agree to abide by these guidelines and understand that failure to do so may result in disciplinary action. I also understand that this policy does not constitute an employment contract in any way.

_____ Date: _____

Employee

DRAFT PART III: CALCULATING RENT

6-III.A. OVERVIEW OF INCOME-BASED RENT CALCULATIONS

The first step in calculating income-based rent is to determine each family's total tenant payment (TTP). Then, if the family is occupying a unit that has tenant-paid utilities, the utility allowance is subtracted from the TTP. The result of this calculation, if a positive number, is the tenant rent. If the TTP is less than the utility allowance, the result of this calculation is a negative number, and is called the utility reimbursement, which may be paid to the family or directly to the utility company by the CRHA.

TTP Formula [24 CFR 5.628]

HUD regulations specify the formula for calculating the total tenant payment (TTP) for a tenant family. TTP is the highest of the following amounts, rounded to the nearest dollar:

- 30 percent of the family's monthly adjusted income (adjusted income is defined in Part II)
- 10 percent of the family's monthly gross income (annual income, as defined in Part I, divided by 12)
- The welfare rent (in as-paid states only)
- A minimum rent between $0 and $50 that is established by the CRHA

The CRHA has authority to suspend and exempt families from minimum rent when a financial hardship exists, as defined in section 6-III.B.

Welfare Rent [24 CFR 5.628]

CRHA Policy

Welfare rent does not apply in this locality.

Minimum Rent [24 CFR 5.630]

CRHA Policy

The minimum rent for CRHA is $0.

6-III.B. FINANCIAL HARDSHIPS AFFECTING MINIMUM RENT [24 CFR 5.630]

CRHA Policy

The financial hardship rules described below does NOT apply in this jurisdiction because the CRHA has established a minimum rent of $0.

Overview

If the CRHA establishes a minimum rent greater than zero, the CRHA must grant an exemption from the minimum rent if a family is unable to pay the minimum rent because of financial hardship.

The financial hardship exemption applies only to families required to pay the minimum rent. If a family's TTP is higher than the minimum rent, the family is not eligible for a hardship exemption. If the CRHA determines that a hardship exists, the TTP is the highest of the remaining components of the family's calculated TTP.

HUD-Defined Financial Hardship

Financial hardship includes the following situations:

(1) The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program. This includes a family member who is a noncitizen lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.

CRHA Policy

A hardship will be considered to exist only if the loss of eligibility has an impact on the family's ability to pay the minimum rent.

For a family waiting for a determination of eligibility, the hardship period will end as of the first of the month following (1) implementation of assistance, if approved, or (2) the decision to deny assistance. A family whose request for assistance is denied may request a hardship exemption based upon one of the other allowable hardship circumstances.

(2) The family would be evicted because it is unable to pay the minimum rent.

CRHA Policy

For a family to qualify under this provision, the cause of the potential eviction must be the family's failure to pay rent or tenant-paid utilities.

(3) Family income has decreased because of changed family circumstances, including the loss of employment.

(4) A death has occurred in the family.

CRHA Policy

In order to qualify under this provision, a family must describe how the death has created a financial hardship (e.g., because of funeral-related expenses or the loss of the family member's income).

(5) The family has experienced other circumstances determined by the CRHA.

CRHA Policy

The CRHA has not established any additional hardship criteria.

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY

P.O. BOX 1405

CHARLOTTESVILLE, VIRGINIA 22902

TELEPHONE/TTY/711: (434) 326-4748 FAX: (434) 971-4797

www.cvillerha.com

Residents *FIRST*!

CRHA RESOLUTION #1491

A Resolution Recognizing the Dedication and Effort of Dr. Laura Goldblatt in his Service to the Residents and HCV/CSRAP Participants of the Charlottesville Redevelopment Housing Authority during his Tenure on the CRHA Board of Commissioners.

WHEREAS, Dr. Goldblatt was appointed to serve the CRHA community as a Commissioner of the CRHA Board of Commissioners beginning in May of 2019; and

WHEREAS, during her tenure on the CRHA Board, Dr. Goldblatt has worked diligently to represent the needs of CRHA residents while ensuring the ongoing health and well-being of the agency; and

WHEREAS, Dr. Goldblatt's commitment to a Resident-centric approach to the management of CRHA demonstrates the value of true asset-based community leadership; and

WHEREAS, during her tenure on the CRHA Board, Dr. Goldblatt served as the Treasurer for four years, while serving on the Safety Committee, and Resident Services Committee and

WHEREAS, the Board of Commissioners of the Charlottesville Redevelopment and Housing Authority wishes to express its appreciation for the admirable work that Dr. Goldblatt has done on behalf of the CRHA community over these past six years as she has sought to redefine our agency through partnerships with Residents, PHAR, the City of Charlottesville, HUD, and our numerous supporters and stakeholders.

THEREFORE, BE IT RESOLVED AND KNOWN BY ALL THAT with much gratitude, the Board of Commissioners of the Charlottesville Redevelopment and Housing Authority do hereby recognize and formally commend Dr. Goldblatt for her admirable efforts exercised on behalf of the residents of the CRHA, thus benefitting not only those directly served, but the greater Charlottesville community as a whole.

RESOLVED THIS TWENTY FIFTH DAY OF AUGUST 2025 BY THE CRHA BOARD OF COMMISSIONERS.

Brigid Wicks CRHA Vice Chair	Michael Payne Commissioner	Lise Clavel Commissioner
Javier Raudales Commissioner	Earl Hicks Resident Commissioner	Gillet Rosenblith Commissioner

Mr. John M. Sales
Board Secretary

EQUAL HOUSING OPPORTUNITY

CRHA does not discriminate on the basis of race, color, sex, age, religion, national origin, disability, veteran status, or union affiliations in any of its federally assisted programs and activities.

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P.O. BOX 1405

CHARLOTTESVILLE, VIRGINIA 22902

TELEPHONE/TTY/711: (434) 326-4748 FAX: (434) 971-4797

CRHA RESOLUTION #1490 www.cvillerha.com

A Resolution Recognizing the Dedication and Effort of Dr. Wes Bellamy in his Service to the Residents and HCV/CSRAP Participants of the Charlottesville Redevelopment Housing Authority during his Tenure on the CRHA Board of Commissioners.

WHEREAS, Dr. Bellamy's was appointed to serve the CRHA community as a Commissioner of the CRHA Board of Commissioners beginning in September of 2022 and Chair since July of 2023; and

WHEREAS, during his tenure on the CRHA Board, Dr. Bellamy has worked diligently to represent the needs of CRHA residents while ensuring the ongoing health and well-being of the agency; and

WHEREAS, Dr. Bellamy's commitment to a Resident-centric approach to the management of CRHA demonstrates the value of true asset-based community leadership; and

WHEREAS, Dr. Bellamy's commitment to serving residents in CRHA communities with annual events like the Turkey & Bike Giveaway and the Breakfast at the Bus Stop; and

WHEREAS, during his tenure on the CRHA Board, Dr. Bellamy served as the Board Chair for two years, while serving on the Redevelopment Committee, Maintenance/ Parralel track Committee, Finance Committee and Resident Services Committee and

WHEREAS, the Board of Commissioners of the Charlottesville Redevelopment and Housing Authority wishes to express its appreciation for the admirable work that Dr. Bellamy has done on behalf of the CRHA community over these past three years as he has sought to redefine our agency through partnerships with Residents, PHAR, the City of Charlottesville, HUD, and our numerous supporters and stakeholders.

THEREFORE, BE IT RESOLVED AND KNOWN BY ALL THAT with much gratitude, the Board of Commissioners of the Charlottesville Redevelopment and Housing Authority do hereby recognize and formally commend Dr. Wes Bellamy for his admirable efforts exercised on behalf of the residents of the CRHA, thus benefitting not only those directly served, but the greater Charlottesville community as a whole.

RESOLVED THIS TWENTY FIFTH DAY OF AUGUST 2025 BY THE CRHA BOARD OF COMMISSIONERS.

Brigid Wicks CRHA Vice Chair	Michael Payne Commissioner	Lise Clavel Commissioner
Javier Raudales Commissioner	Earl Hicks Resident Commissioner	Gillet Rosenblith Commissioner

Mr. John M. Sales
Board Secretary

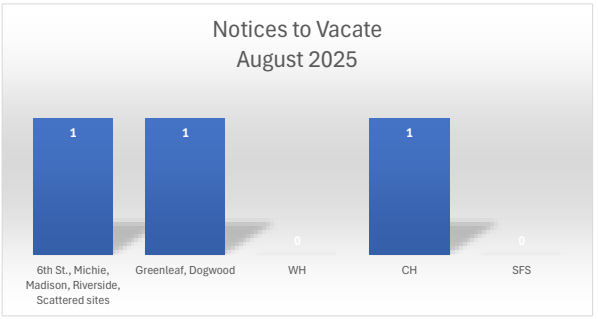
EQUAL HOUSING OPPORTUNITY

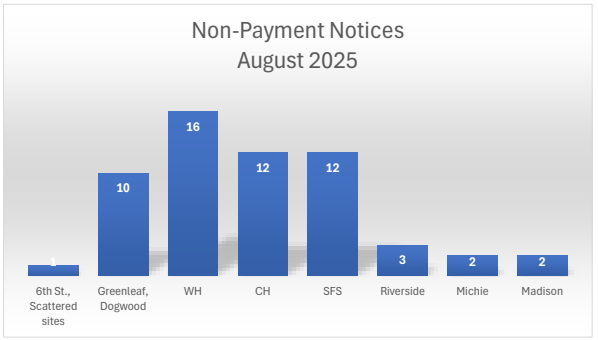
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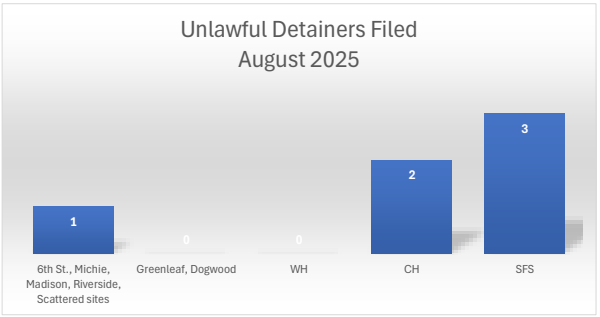
CRHA Property Management August 2025

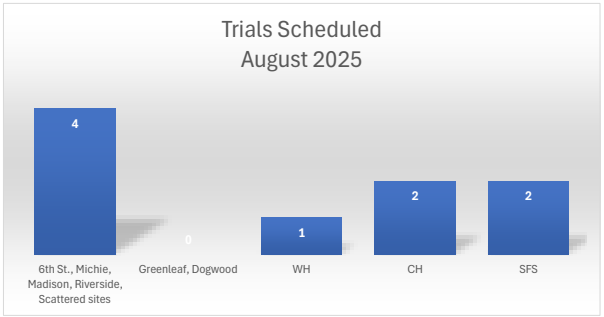
	Aug. 2025
Approved Applications	
6th St., Michie, Madison, Riverside, Scattered sites	2
Greenleaf, Dogwood	0
WH	0
CH	1
SFS	6
Non-payment Notices	
6th St., Scattered sites	1
Greenleaf, Dogwood	10
WH	16
CH	12
SFS	12
Riverside	3
Michie	2
Madison	2
Notices to Vacate	
6th St., Michie, Madison, Riverside, Scattered sites	1
Greenleaf, Dogwood	1
WH	0
CH	1
SFS	0
Unlawful Detainers Filed	
6th St., Michie, Madison, Riverside, Scattered sites	1
Greenleaf, Dogwood	0
WH	0
CH	2
SFS	3
Pending Court Dates	
6th St., Michie, Madison, Riverside, Scattered sites	Y
Greenleaf, Dogwood	N
WH	Y
CH	Y
SFS	Y
Trials Scheduled	
6th St., Michie, Madison, Riverside, Scattered sites	4
Greenleaf, Dogwood	0
WH	1
CH	2
SFS	2
Pending Court Dates, Rent-related	
6th St., Michie, Madison, Riverside, Scattered sites	4
Greenleaf, Dogwood	1
WH	1
CH	2
SFS	2
Pending Court Dates, Nonrent-related	
6th St., Michie, Madison, Riverside, Scattered sites	0
Greenleaf, Dogwood	1
WH	1
CH	0
SFS	1
Pending Writs	
6th St., Michie, Madison, Riverside, Scattered sites	1
Greenleaf, Dogwood	0













WH	0
CH	2
SFS	1

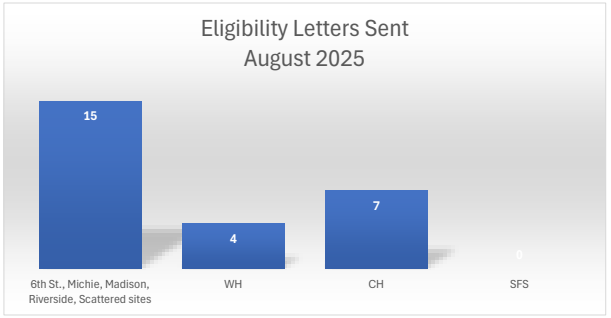
Purchases in Progress	
6th St., Michie, Madison, Riverside, Scattered sites	0
Greenleaf, Dogwood	0
WH	0
CH	0
SFS	0

Number of Families Currently Waiting for Public Housing	2495
1 BR	1433
2 BR	357
3 BR	332
4 BR	204
5 BR	169

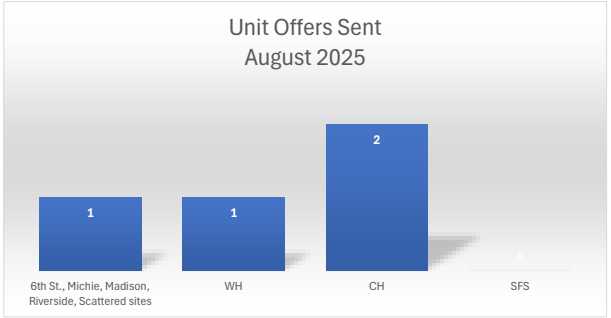
Outstanding Balance, Accounts Receivable, 0-30 days	$ 112,222
6th St.	$ 5,631
CH	$ 27,622
Michie	$ 4,346
Riverside	$ 5,285
WH	$ 22,541
Madison	$ 2,588
S. 1st St.	$ 16,359
Scattered Sites	$ 183
Dogwood, Coleman, Montrose	$ 27,665

Total Outstanding Balance, Accounts Receivable, Unpaid Charges	$ 335,625
6th St.	$ 16,592
CH	$ 99,689
Michie	$ 5,742
Riverside	$ 12,974
WH	$ 60,075
Madison	$ 5,742
S. 1st St.	$ 61,694
Scattered Sites	$ 639
Dogwood, Coleman, Montrose	$ 72,478

Eligibililty Letters Sent	26
6th St., Michie, Madison, Riverside, Scattered sites	15
WH	4
CH	7
SFS	0



Unit Offers Sent	4
6th St., Michie, Madison, Riverside, Scattered sites	1
WH	1
CH	2
SFS	0



NOTE: Finance staff continue to work with PM to clean up ledgers.

Traffic (Visitors to Offices) Total: 1016

SFS-176
Westhaven-114
6th St. – 108
Crescent Halls-618

Collection Efforts

Asset Collections Manager, with the help of PM staff and resident communication, was able to refer and collect $16,126 in rental assistance for residents.
Phone contact
We continue to encourage residents to apply for local funding that may be available.
Balance Due Letters Issued, 30 Day Non-Payment Issued, Meetings as requested, Unlawful Detainers filed monthly as needed.
Payment Agreements (if qualified)
EDP Program is now active and referrals are being made.

Pending Recertifications:

- Recertifications are being completed/caught up and letters go out on the 1st day of each month.

Staff Training:

- 2 Team Members completed Certified Occupancy Specialist for Public Housing/2 Team Members completed training for Tax Credit Specialist
- Fair Housing Training was completed by the entire Property Management Team on August 13, 2025. Members of Resident Services Department and Maintenance attended the training as well.
- Nelrod – free weekly training will start in February & each member of PM staff will be assigned their 1st Certification training for the year based on beginning of the year assessments. To be completed in April.
- Effective 1/1/25, Senior Property Managers will be assigned peer training with other staff members in their area of expertise. All training will be documented in writing. This is ongoing.
- PM did a Lease Education Training on "Delinquency to Eviction" with PHAR in May 2025

Meetings:

- Safety Meeting (Once a month on 2nd Wednesday)
- Team/Compliance Meeting (Once/Twice a month based on needs)
- One on one compliance training regularly (weekly)
- Eviction Diversion Work Team- Once a month
- Summer Beautification Days are ongoing for the different sites.

Staff Update:

- Weekly one on one/cross training between team members to help serve our communities and keep "Residents First."
- Staff continue to distribute notices as needed with needed reminders and current information.
- Staff continue to be assigned and complete training applicable to industry updates themselves on community resources, available and newly announced, to provide up to date information to those in need of additional assistance in various situations.
- Asset Collections Rep along with site staff continues to pursue collections and continue the effort to TARS, however, we also continue the efforts to collect on them and make referrals for local funds that may be available to assist residents. We also continue to offer and initiate Repayment Agreements for those that qualify.
- Office hours are from 8:00 AM to 4:30PM, however, appointments are still preferred, for any person needing to have a one on one with their AM or other staff. This allows us to be prepared and manage our time to meet other duties and deadlines.

CHARLOTTESVILLE REDEVELOPMENT
& HOUSING AUTHORITY

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TELEPHONE: (434) 326-4672
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Residents *FIRST*!

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
Monday, April 28, 2025 at 6:00 pm

Agenda

I.	Call to Order Roll Call of Commissioners Moment of Silence General Announcements / Meeting Dates / Reminders	
II.	Public Comments followed by PHAR Comments	
III.	Updates from Commissioners and Discussion	
IV.	Approval of Board Minutes from 3/24/2025	Attachment *A*
V.	Housing Director Update	Attachment B
VI.	HCV Program Manager Update	Attachment C
VII.	Finance Update (verbal)	
VIII.	Executive Director Update (verbal)	
IX.	Public Comments	
X.	Adjournment	

CRHA Meeting Announcements

CRHA does not discriminate on the basis of race, color, sex, age, religion, national origin, disability, veteran status, or union affiliations in any of its federally assisted programs and activities.

EQUAL HOUSING OPPORTUNITY

CRHA Board Work Session: Thursday, May 8th 2025, at 6:00 pm
CRHA Board Regular Meeting: Monday, May 26th 2025, at 6:00 pm

Redevelopment Committee Meeting: Every 1st Thursday of the month.
Join Zoom Meeting: https://zoom.us/j/9588556349
Meeting ID: 958 855 6349

CRHA Admin Redevelopment Meeting: Every 3rd Thursday of the month
Safety Committee meeting: Every 2nd Wednesday of the month

Resident Services Committee: Every 2nd Tuesday of the month

Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 987-1267 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.

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Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
Monday, March 24th, 2025 at 6:00 pm
City Council Chambers

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") held the Board Meeting at 6:04 p.m. on March 24th, 2025, at the City Council Chambers, with Chair Bellamy presiding.

I. **Call to Order**

Commissioner Goldblatt called the Board Meeting to order at approximately 6:04 p.m. on March 24th, 2025.

Roll Call of Commissioners

	Present	Absent
Bellamy, Chair	**X(Sub late)**	
Wicks, Commissioner		**X**
Goldblatt, Commissioner	**X**	
Payne, Commissioner	**X (virtual)**	
Hicks, Commissioner	**X**	
Raudales, Commissioner	**X**	

Staff Present:

John Sales, Executive Director
Kathleen Glenn-Matthews, Deputy Director
Maria Carey, Executive Assistant
TC Nichols, Controller
TerAna Banks, Compliance Manager/ Interim Director of Public Housing

Moment of Silence:

Commissioner Goldblatt called for a moment of silence.

General Announcements / Meeting Dates / Reminders

Safety Committee: Every 2nd Wednesday at 12:00 pm: April 9th, May 14th
Resident Services Committee: Every 2nd Tuesday at 1:00 pm: April 8th, May 13th
CRHA Board Work Session: Every 2nd Thursday at 6:00 pm: April 10th, May 8th

CRHA Board Regular Meeting: Every 4th Monday at 6:00 pm: April 28th, May 26th

II. Public Comments followed by PHAR Comments

No PHAR comments

III. Updates from Commissioners and Discussion

Commissioner Goldblatt:

- Discussed their 2-2-2 with John Sales regarding sending a memo for the governor's race and the candidates involved to explore discussions about housing and its potential integration into their platforms.
- Commissioner Bellamy proposed to create a memo to inform each of the candidates about the ongoing work at CRHA. Also, send the memo to the lieutenant governor candidates as well.

A. Approval of Board Minutes from February 24th , 2025,

Commissioner Goldblatt motioned to approve the minutes of the Board of Commissioners meeting held on March 24th, 2025. The "Ayes" and "Nays" were as followed.

	Ayes	Nays	Abstain	Absent
Bellamy, Chair	**X**			
Wicks, Commissioner				**X**
Goldblatt, Commissioner	**X**			
Payne, Commissioner	**X (virtual)**			
Hicks, Commissioner	**X**			
Raudales, Commissioner	**X**			

IV. **SOP Discussion:**

John Sales:

- Final comments and checks are being done now, and the finalized documents will be posted online
- After the first 180 days, there will be a review with the staff, and after a year of having the SOP, there will be another review of the documents

V. **Resolution # 1486 CFP/5-year annual plan**

Commissioner Goldblatt motioned to approve the CFP/5-year annual plan, and Commissioner Raudales seconded.

	Ayes	Nays	Abstain	Absent
Bellamy, Chair	X			
Wicks, Commissioner				X
Goldblatt, Commissioner	X			
Payne, Commissioner	X (virtual)			
Hicks, Commissioner	X			
Raudales, Commissioner	X			

VI. **Resolution # 1487**

Commissioner Goldblatt motioned to approve the Unlimited paid leave policy, and Commissioner Hicks seconded.

	Ayes	Nays	Abstain	Absent
Bellamy, Chair	X			
Wicks, Commissioner				X
Goldblatt, Commissioner	X			
Payne, Commissioner	X (virtual)			
Hicks, Commissioner	X			
Raudales, Commissioner	X			

VII. Housing Director update:

TerAna Banks

- Safety meetings are monthly, and we are currently working to have the police chief present
- County/City housing expo on April 12th from 10am-3pm
- A new tow company is set to start April 1st
- The beautification days will be starting April-July working on 2 sites a month. Staff, residents, and board members are welcome to assist.

- The eviction diversion program with Resident services has started. Updates will be available at the Board of Commissioners meeting in April

VIII. Finance Update:

TC Nichols

- SFS tax credit property had a completed audit, and everything was clean
- Currently working on the budget. Updates will be available at the Board of Commissioners meeting in April.

IX. Executive Director update:

John Sales

- The budget is taking a lot of work when it comes to the bottom line.
- Spoke with HUD, and they inquired about increasing the public housing rent from $35 to $50
- Addressing Accounts Receivable is important because cash flow could be a problem in public housing, due to the decrease in funding.
- AMP 4 was the only development that was not able to make up for the decrease in funding (Michie, Madison, Riverside)

X. Public comments:

Mrs. Howard

- A neighbor has housing issues. John Sales is addressing these issues.

XI. Adjournment

Commissioner Goldblatt motioned to adjourn the meeting at 6:57 p.m.; Commissioner Goldblatt moved to adjourn the meeting, and Commissioner Hicks seconded.

	Ayes	Nays	Absent
Bellamy, Chair	**X**		
Wicks, Commissioner			**X**
Goldblatt, Commissioner	**X**		
Payne, Commissioner	**X (virtual)**		
Hicks, Commissioner	**X**		
Raudales, Commissioner	**X**		

Charlottesville Redevelopment & Housing Authority
Rental Office
1000 South First Street Charlottesville, VA.
22902
TTY/Telephone: 711/ 434-326-4672 www.cvillerha.com

Property Management

As of April 14, 2025:

- 24 - total vacant units
- WH – 10 Vacant
    - 5 not rent ready/5 ready
    - 0 offline unit – substantial rehab
    - 5 units pre-leased and 3 assigned for transfers
- 6th - 18 Occupied/6 Offline/Demo-Redevelopment/1 Vacant (not rent ready)
- Riverside-1 vacant (rent ready)
- Madison-2 vacant (not rent ready)
- Michie-3 vacant (2 substantial rehab, 1 rent ready)
- Scattered Homes-PH- 1 vacant (rent ready/internal transfer)
- Crescent Halls – 2 vacant (0 rent ready) 2 pre-leased
- SFS- 4 vacant (2 rent ready/2 not rent ready)
- 2 Notices to Vacate
- Vacancy may increase due to pending trials (TBD)
- Public Housing Waiting Remains Closed as of 10/1/2024 due to the number of families on the list.
- Unlawful Detainer-Rent-16
- Unlawful detainer – non-rent-3
- 6 pending trial- (6 trials scheduled – rent and non-rent)
- 0- pending writs

Non-Public City Housing – Coleman (no vacancy)
Montrose (1 vacancy)
Dogwood (10 vacant, 2 of 7 offline/2 rent ready/8 not ready)
Harris Rd. (1 vacant (rent ready)/ 1 pre-leased)
Greenleaf (Recently acquired, 2 vacant/3 SRO vacant) not rent ready.

Purchase in Progress – None currently

Current Public Housing Waiting List – 2553 Families as of 4.14.2025

- 1 Bedrooms - 1437 Families
- 2 Bedrooms - 412 Families
- 3 Bedrooms - 332 Families
- 4 Bedrooms - 206 Families
- 5 Bedrooms - 166 Families

Accounts Receivable (0-30 days, ending date 04.14.2025) Total: **$92,560**

Property	Outstanding Balance
6th Street	**$3,456**
Crescent Halls	**$20,995**
Michie	**$3,570**
Riverside	**$6,224**
Westhaven	**$19,013**
Madison	**$2,034**
SFS PHASE I	**$12,897**
Scattered Houses	**$35**
Dogwood/Coleman/Montrose (Non -Subsidized City Housing)	**$24,336**

Accounts Receivable (Total Unpaid Charges ending date 04.14.2025) Total: **$251,734**

Property	Outstanding Balance
6th Street	**$5,990**
Crescent Halls	**$59,789**
Michie	**$5,117**
Riverside	**$18,708**
Westhaven	**$36,288**
Madison	**$5,864**
SFS Phase I	**$59,789**
Scattered Houses	**$0**
Dogwood/Coleman/Montrose (Non-Subsidized City Housing)	**$59,514**

NOTE: Finance staff continue to work with PM to clean up ledgers from moves and relocations.

Traffic (Visitors to Offices) Total: 675

SFS-256
StreetWesthaven-144
6th St. – 51
Crescent Halls-200

Collection Efforts

Asset Collections Manager, with the help of PM staff and resident communication, was able to refer and collect $9128.00 in rental assistance for residents.
Phone contact
We continue to encourage residents to apply for local funding that may be available.
Balance Due Letters Issued, 30 Day Non-Payment Issued, Meetings as requested, Unlawful Detainers filed monthly as needed.
Payment Agreements (if qualified)

Case Management Update:

- 101 Eligibility letters sent.
- 8 Unit Offer letter sent

Pending Recertifications:

- Recertifications are being completed/caught up and letters go out on the 1st day of each month.

Staff Training:

- Fair Housing Training is scheduled for the entire Property Management Team for August 2025
- Nelrod – free weekly training will start in February & each member of PM staff will be assigned their 1st Certification training for the year based on beginning of the year assessments. To be completed in April.
- Effective 1/1/25, Senior Property Managers will be assigned peer training with other staff members in their area of expertise. All training will be documented in writing.

Meetings:

- Safety Meeting (Once a month on 2nd Wednesday)
- Team/Compliance Meeting (Once/Twice a month based on needs)
- One on one compliance training regularly (weekly)
- Eviction Diversion Work Team- Once a month

Staff Update:

- Weekly one on one/cross training between team members to help serve our communities and keep "Residents First."
- Staff continue to distribute notices as needed with needed reminders and current information.
- Staff continue to be assigned and complete training applicable to industry updates themselves on community resources, available and newly announced, to provide up to date information to those in need of additional assistance in various situations.
- Asset Collections Rep along with site staff continues to pursue collections and continue the effort to TARS, however, we also continue the efforts to collect on them and make referrals for local funds that may be available to assist residents. We also continue to offer and initiate Repayment Agreements for those that qualify.
- Office hours are from 8:00 AM to 4:30PM, however, appointments are still preferred, for any person needing to have a one on one with their AM or other staff. This allows us to be prepared and manage our time to meet other duties and deadlines.

CRHA -HCV STATS April 2025						
PROGRAMS	PARTICIPANTS	HAP	UTILITIES	WAITLIST	UNLEASED UNITS	TOTAL VOUCHERS AWARDED
hcv - Housing Choice Voucher	466	$ 496,299.00	$ 64,344.00	1706	0	DO NOT PULL FROM WAITLIST
msv (Mainstream Vouchers)	33	$ 30,432.00	$ 3,912.00	7	0	40
pbv-crh (CRHA Crescent Halls (HUD Subsidy)	45	$ 41,405.00	$ -	5		52
pbv-sfp1 (PBV for SFS Phase I)	23	$ 27,865.00	$ -	1	1	24
tc (The Crossings)	21	$ 16,140.00	$ -	1,239	0	21
ev(Enhanced Vouchers)	5	$ 2,414.00	$ 409.00			SPECIAL PROGRAM
ehv -(EMERGENCY HOUSING VOUCHERS)	12	$ 10,989.00	$ 1,312.00		1	DO NOT ISSUE
tpv (Tenant Protection Voucher)	8	$ 5,807.00	$ 1,062.00			RELOCATION
trv (Tenant Relocation Vouchers - CH)	8	$ 6,602.00	$ 719.00			RELOCATION
va (VASH)	3	$ 1,881.00	$ 325.00	1	1	5
fyi - Fostering Youth Independence	17	$ 19,415.00	$ 1,936.00	9	4	25
Portable Vouchers	11	$ 14,564.00	$ 2,084.00			DO NOT ABSORB
TOTAL	**652**	**$ 673,813.00**	**$ 76,103.00**	**2954**		
CSRAP - Charlottesville Supplemental Rental Assistance Program	**70**	**$ 71,264.00**	**$ -**	**4**		DO NOT GO OVER 70K HAP
PROGRAM SIZE	**722**					

Vouchers on the Street	7
New Admissions	0

HQS INSPECTIONS COMPLETED			
	INITIAL		0
	ANNUALS		0
	SPECIAL		0
	QC		0
	TOTAL		**0**

RECERTIFICATIONS			
ANNUAL RECERTIFICATIONS			45
RECERTIFICATIONS PENDING/PAST DUE			3

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Residents *FIRST*!

CRHA Resident Services Department Report
For March 24, 2025, Board of Commissioners Meeting
Prepared by Kathleen Glenn-Matthews on 3/18/2025

I. Resident Services

A. *Housing Stability.*

1. Staff continue the process of working on a Trauma Informed Housing Plan to improve outcomes for families. This is a three-year process. The Eviction Diversion Plan that the Resident Services Department is currently rolling out in partnership with the Property Management team is the first phase. Staff continue to use the new software system Family Metrics to assist with tracking impacts for these programs. Some of the initial challenges have been around setting up automated referral process.
2. The Resident Services Committee continues to meet on the second Tuesday of every month. The Westhaven Program Meeting is a subgroup that is focusing on bringing in more of the services residents have been asking for into the community and creating a shared calendar. At the last meeting the group went over a draft MOU to set expectations with service providers and CRHA for their partnerships. See attached checklist.
3. The Resident Service Coordinators site-based model continues to build capacity. CRHA is currently interviewing for a Resident Services Coordinator for SFS, 6th and Scattered Sites.

B. Self Sufficiency

1. FSS- Please see attached Resident Services Summary.
2. ROSS- Please see attached Resident Services Summary.
    a. Resident Services staff continue to work on trauma informed care initiatives to address barriers to self-sufficiency such as:
        - Need for interpretation services
        - Locating resources around substance abuse/addiction and mental health
        - Focus on relationship building by being more viable at sites.
        - Ongoing community shortage of childcare resources

C. *Economic Opportunity (EOP)*

1. The Deputy Executive Director is currently serving as the EOP Coordinator. This evolving program works closely with our Self Sufficiency and Resident Services programs to build out career pathways and set up training in partnership with the Jobs Plus program. Resident Services staff will continue to work closely with the Section 3 program housed in the Redevelopment Department. CRHA is awaiting grant funding results for this program.
2. CRHA's Americorp VISTA. Has made great strides in her support work helping develop our Resident Services programs and prepare for the CORES certification for Resident Services. Please see her attached report. CRHA is excited to announce that we have been awarded a second year with a VISTA. The new VISTA will start shortly after our current VISTA Bridget wraps up her year and Bridget will have a transition plan in place for them.
3. Jobs Plus: This Westhaven program launched February 3, 2025.

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a. Jobs Plus Program Manager Jennifer Mammi has been setting up the program and hiring a Social Worker, has hired a Westhaven resident for the Admin Assistant and two out of the four Westhaven residents as Success Coaches.
b. The program operates out of the Westhaven Community Center where CRHA is building two offices. One will be for staff and the other will be a Learning Lab with computers and space for our partner Virginia Career Works.
c. This program will work closely with Section 3.
d. Please see the attached summary report.

4. Community Engagement for Redevelopment and Modernization

Resident Services staff continue to work on intersections with Redevelopment, preservation of CRHA history and service needs as well as conversations around community/program space and soft cost needs.

5. Self-Determined Community Programs

a. Resident Services staff continue to work with other departments on software, equipment and other ideas to help with language access as well as accessibility for participation in all planning and programs.
b. The Resident Services committee continues to focus on looking at the best ways to offer community support. Staff are working on setting up some monthly trainings in partnership with DSS and TICN.
c. CRHA Staff have initiated the process of becoming a Certified Organization for Resident Engagement & Services (CORES). The goal is begin surveys this spring and to have this certification in place by the end of 2025.
d. A training in partnership with PHAR on Strength Based Data Collection Strategies with Beckah Terlouw to prepare for this process as well as the Resident Satisfaction Surveys is scheduled in April. https://coresonline.org/certification. This will be a big lift as it requires the following exercises for the submission.
  - Community Resource Scan
  - Resident Opportunities and Priorities Assessment,
  - Property Services Plan
  - Resident Indicators and Analysis Report

e. Continue to meet as needed with residents to discuss what services they would like to have in their communities and make connections with providers.
f. Resident Services staff continue to work on a calendar for outreach at rotating sites.

II. Grants/Development:

A. CRHA staff continue to look for ways to diversify funding streams to include setting up a nonprofit in 2025.
B. Please see attached report from the Grants and Development Coordinator.

III. Emergency Operating Plan Draft- Continue work on preparing emergency plans or disaster response plans to prepare staff and tenant households for emergencies as well as Climate Change preparedness.

A. Attending meetings with other local housing agencies around uncertainties with many federal funding cuts.
B. Staff are working on plans around Business Continuity and Succession Planning to address sudden changes or disasters.
C. We will continue to reach out to the City to see if we can partner with their process.
D. Will continue to have some changes over the next year to accommodate redevelopment with final draft to be reviewed by Fire Chief. Then will be going to either Maintenance and or Safety Committee

E. Once finalized, annual trainings and reevaluations of the plan will be put in place for staff and residents.
F. Discussed exploring partnerships or sponsorships with local groups for resident training and assistance with emergency kits.
G. CRHA staff attended trainings on: Stop the Bleed, NARCAN, CPR and also working on AED donations for sites.
H. Kathleen attends the Local Emergency Planning Committee.

IV. **Strategic Planning**: CRHA staff are working on streamlining reporting on Strategic Planning to combine with new monthly reporting formats. Stay tuned for new formats on reports with 2025.

V. **Annual/Five Year Plan(s)**
A. The FY 2025- 2026 Annual Plan has been submitted to HUD via the new portal and email to our Field Office.
B. CRHA plans to work with our partners at PHAR to reformat the annual Plan community engagement process for FY 26- FY 27.

VI. **Partnership Engagement**
A. Continue meeting with PHA FOC staff to work on increasing opportunities for collaborations with FSS, ROSS, Jobs Plus and other self-sufficiency programs.
B. Continue to have the opportunity to serve on PHAR Advisory Council.
C. Attend regular PHAR and CRHA team meetings and PHAR resident and youth meetings.
D. Continue to serve on the Advisory Team for PHAR's Residents for Respectful Research "R3".
E. Continue to attend regular CHAACH meetings with other local housing providers and work on projects to benefit low-income community.
F. Continue to be part of Local Food Justice Network
G. Quarterly Strategic Partnership Meetings with Piedmont Area Workforce
H. Monthly Housing Director's Meeting with TJPDC
I. Continue to be very involved in supporting conversation around support of residents.
J. Continue to serve on Region Ten's Community Based Recovery and Support Advisory Team which meets monthly and has been focusing on rotating monthly events at sites.
K. Continue to meet quarterly with Westhaven CARES Center Steering Committee

VII. Administration
A. As the Resident Services department grows new infrastructure is also being implanted to include:
1. Continues training with software Family Metrics, SharePoint and Forms.
2. Continue building partnership with Resident Services and Property Management around housing stability and eviction diversion and ensure follow-up. Continue to partner on hosting Safety Committee meetings.
B. CRHA continues to partner with UVA's Internship Placement Program with the Career Center. The UVA interns have been a wonderful addition to the team each semester and many have returned each year to volunteer at Westhaven Community Day.
C. CRHA has applied to have a CAYIP intern at Westhaven again this summer.

April 8, 2025 1pm

CRHA Resident Services Committee Meeting
Hybrid at Westhaven community Center and via zoom

In attendance: Joy Johnson, Meaghan Gordon, Asia Green, Brett Titman, Brittany Gordon, Kathleen Glenn-Matthews, Stephanie McNamara, Kamalla Yelder, Katrina Beitz, Chacha Mahiri, Ayanna Hall, Betty Sharp, Bridget Moss, Aileen- Cultivate, KJ, Wendy Gao, Brandon Collins, Taylor Frome, Christina (mediation Center), John Johnson, Latricia Giles, Mike (PHAR intern), Sharon Epps, Octavious B, Kaneko Banks, and Shennel Cowherd.
Summary:

- Joy Johnson led the meeting, welcoming new attendees and discussing the meeting's agenda. She introduced committee members and encouraged others to introduce themselves. A flyer with a QR code was sent to attendees and will be distributed.
- Importance of signing a Memorandum of Understanding (MOU) for any services provided on the property. – Contact Kathleen
- Community Mediation Initiative- Discussed the Community Mediation Initiative, a program funded by the city of Charlottesville. The initiative aims to train community members in mediation and conflict resolution skills, with the goal of reducing conflicts in the city. The program offers free mediation services to neighbors in conflict. Also, mentioned plans to expand the program to include youth peer mediation in the future. The training process involves an application, interview, and a 16-hour training session. The program is currently open to Charlottesville residents aged 18 and above. Outlined the training procedure for mediators, which includes observing two mediations, participating in 4-5 mediations with an expert, and then being approved to mediate independently. Suggested conducting workshops to introduce the concept of mediation to the community, potentially involving resident services coordinators. Clarified that the mediation process does not extend beyond facilitating agreements, and they do not provide counseling services.
- John Johnson- Update on the homeownership program and preparations for relocations.
- Shennel announced a one-stop shop event at Crescent Hall on April 24th.
- Bridget shared updates on course training for survey rollout, CPR training, and food rescue initiatives.
- Ayanna reported that she needed 20 more people to enroll in her program. ROSS program provides supportive services to residents in public housing
- Brandon Collins shared updates on the West Haven residents' master plan, construction phasing, and relocation planning. He also mentioned the parallel track meetings and the upcoming interior renovations of homes.
- Brandon and Brett provided updates on the public housing sites, with improvements being made to all three sites and additional public housing homes.
- B Sharp invited everyone for a tour of the Pace program and introduced the Point Church's new downtown campus, which will serve as a hub for connecting people to services.
- R3's Recommendations for Youth Research- Wendy reports that R3 has reviewed a UVA study on racial and ethnic identities of black and youth of color at the Boys and Girls Club. R3 provided recommendations to address potential emotional distress for participants, including a parent information session and an aftercare plan. Joy and Brandon express their admiration for R3's work, highlighting its importance in protecting community members involved in research studies.
- Chacha discussed the Family Self-Sufficiency program, which aims to help section 8 voucher holders and public housing residents achieve self-sufficiency. He encouraged community members to share his information and attend the upcoming 2025 PCC Board meeting.
- Asia shared updates about the youth program, including a successful event with 7 youth participants and plans for a youth panel meeting on February 8th. She also mentioned a spring test on May 31st and a potential collaboration with MIMA for their summer vibe tour.

Next meeting May 13th at 1 PM

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CRHA Resident Services Summary and Section 3 Report

April 17, 2025

Resident Services Summary

The following table uses data from 3/17/25-4/15/25

Site/Program	Individuals Served This Month	Individuals Served Last Month	Individuals Served This Year (2025)
ALL	**62**	**45**	**169**
Westhaven	27	19	60
Crescent Halls	25	16	75
6th	3	1	12
South First St	7	2	15
Scattered Sites	0	7	7

Self-Sufficiency Programs

Program	Number of Participants	New Participants This Month
FSS	40	2
ROSS	32	0
Jobs Plus	9	0
Economic Opportunity Program	18	0

Section 3

The following table uses data from March 2025 of CRHA employees.

Type	Total Hours	Benchmark Actuals	HUD Benchmark Goals
All Labor	967.25		
Section 3	7467.5	77%	25%
Targeted Worker	1022.81	11%	5%
Other Targeted	0		

Total CRHA Section 3 Employees: 55
Total CRHA Targeted Workers: 10
Total CRHA Employees: 71

For more information on Section 3: https://www.hudexchange.info/programs/section-3/section-3-guidebook/section-3-in-action/safe-harbor-benchmarks/

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Property Service Log
Service Type Summary

Criteria

Properties:	Charlottesville Redevelopment and Housing Authority 6th Street City Housing Crescent Halls Economic Opportunity Program (EOP) FSS Jobs Plus ROSS ROSS241931 SfS Submit Page Scattered Sites South First Street Westhaven
Date Range:	From 3/15/2025 to 4/17/2025
SCs:	Shennel Cowherd Brittany Gordon Ayanna Hall Joy Johnson Chacha Mahiri Jennifer Mammi

Service Type Summary

Service Type	# of Households	# of Residents	# of Service Logs
Assessment / Case Management	2	3	6
Benefits / Entitlements	2	2	2
Community / Civic	24	24	28
Computer Access / Training	1	1	1
Crisis Intervention / Support Counseling	4	4	4
Donations / Contributions	1	1	1
Employment	1	1	1
Eviction Prevention / Housing Retention	7	7	7
Financial	2	2	2
Health / Medical / Nutrition	8	8	8
Housing / Home Management / Ownership	17	17	21
Transportation	3	3	4
Other	25	25	33
Total:	**52**	**53**	**83**

Outreach	50	85

Property Service Log with Program Portal Data
Sub Category Summary

Criteria

Properties:	Charlottesville Redevelopment and Housing Authority 6th Street City Housing Crescent Halls Economic Opportunity Program (EOP) FSS Jobs Plus ROSS ROSS241931 SfS Submit Page Scattered Sites South First Street Westhaven
Date Range:	From 3/15/2025 to 4/17/2025
SCs:	Shennel Cowherd Brittany Gordon Ayanna Hall Joy Johnson Chacha Mahiri Jennifer Mammi

Assessment/Case Management

Sub-Service Type	# of Residents	# of Times
(No Sub Category)	1	2
Assessment - Follow up	1	1
Assessment - New Intake	3	3
Assessment - Resident Needs	1	1
General Case Management	3	4

Benefits/Entitlements

Sub-Service Type	# of Residents	# of Times
(No Sub Category)	1	1
Social Security	1	1

Community/Civic

Sub-Service Type	# of Residents	# of Times
(No Sub Category)	9	9
Bingo	11	12
Crafts	7	7
Networking / Partnerships	1	1

Computer Access/Training

Sub-Service Type	# of Residents	# of Times
(No Sub Category)	1	1

Crisis Intervention/Support Counseling

Sub-Service Type	# of Residents	# of Times
(No Sub Category)	1	1
Grief Support	1	1
Individual Support Counseling	2	2

Donations/Contributions

Sub-Service Type	# of Residents	# of Times

Clothing	1	1
Food	1	1
Household Goods	1	1
Hygiene Items	1	1

Employment		
Sub-Service Type	**# of Residents**	**# of Times**
Job Application Assistance	1	1
Job Placement	1	1

Eviction Prevention/Housing Retention		
Sub-Service Type	**# of Residents**	**# of Times**
Conflict Resolution	1	1
Conflict Resolution With Another Resident	2	2
Outreach for Housing Instability	2	2
Payment Arrangement	1	1
Rental Assistance	2	2

Financial		
Sub-Service Type	**# of Residents**	**# of Times**
(No Sub Category)	1	1
Financial Literacy	1	1

Health/Medical/Nutrition		
Sub-Service Type	**# of Residents**	**# of Times**
Assistance with Appointments	1	1
Exercise Program / Health & Fitness	7	7

Housing/Home Management/Ownership		
Sub-Service Type	**# of Residents**	**# of Times**
(No Sub Category)	10	11
Assistance with Telecommunications	1	1
Correspondence / Mail	1	1
Lease Education	1	1
Property Management Issues	7	8

Transportation		
Sub-Service Type	**# of Residents**	**# of Times**
Car Loan Application Assistance	1	1
Medical Transportation	1	1
Public Transportation Information	1	1
Repair Assistance	1	1
Transportation Assistance for Work / Job Training	1	1

Other		
Sub-Service Type	**# of Residents**	**# of Times**
(No Sub Category)	1	1
Fax / Copy / Administrative Tasks	10	11

General Information and Referral	16	17
Phone Call	4	5

Outreach		
Sub-Service Type	**# of Residents**	**# of Times**
(No Sub Category)	1	1
Attempted Contact	2	2
ConnectMessaging Voice / Text Message	2	2
Encourage to attend Event / Activity / Program	42	59
Flyer	47	64
General Outreach	20	24
Introduction to Service Coordinator / SC Program	2	2
Invitation to Event / Activity / Program	37	53
Outreach to Non - Property Community Residents	1	1
Relationship Building	2	2

Community Referral/Partner Reports
Referrals by Sub Category

Criteria

Properties:	Charlottesville Redevelopment and Housing Authority 6th Street City Housing Crescent Halls Economic Opportunity Program (EOP) FSS Jobs Plus ROSS ROSS241931 SfS Submit Page Scattered Sites South First Street Westhaven
Date Range:	From 3/15/2025 to 4/17/2025
SCs:	Shennel Cowherd Brittany Gordon Ayanna Hall Joy Johnson Chacha Mahiri Jennifer Mammi

Agency Sub Category Summary

	Service Logs with Referrals		
	# Residents	# Times	# Agencies
Assessment/Case Management	1	1	1
(No Sub Category)	1	1	1
	Service Logs with Referrals		
	# Residents	# Times	# Agencies
Community/Civic	7	7	1
Crafts	7	7	1
	Service Logs with Referrals		
	# Residents	# Times	# Agencies
Crisis Intervention/Support Counseling	2	2	1
Individual Support Counseling	2	2	1
	Service Logs with Referrals		
	# Residents	# Times	# Agencies
Eviction Prevention/Housing Retention	1	1	1
Rental Assistance	1	1	1
	Service Logs with Referrals		
	# Residents	# Times	# Agencies
Health/Medical/Nutrition	1	1	1
Assistance with Appointments	1	1	1
	Service Logs with Referrals		
	# Residents	# Times	# Agencies
Total:	12	12	5

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Grants and Development Report

4/17/25 – Prepared by Katrina Beitz

Working Grants

- VHA Capacity Building Implementation Grant – due 4/17/25
  - The third grant in the series of Capacity Building grants—we've previously received funds for Strategic Planning and Staff Training from the other two applications in this series
  - Applying for Resident Services Department development and program growth
- Digital Skills, Literacy, and Device (DSLD) – due 4/21/25
  - Funding for digital literacy programming, device distribution and refurbishment

Upcoming Grants

- FHLBank Affordable Housing Program General Fund – due 5/22/25
  - Development funding for affordable housing projects

Grant Updates

- The City of Charlottesville has agreed to make us part of their annual funding, which will bring changes to what we are eligible to apply for when it comes to City grants (HOPs, CAHF, Vibrant Communities)
- A few Federal grants that we were planning to apply to have now been removed from the HUD website; we hope that they will come back, but don't know
- We've submitted 9 grants so far in 2025 and have two that we are still waiting to hear back on from 2024
- We are consolidating our grant and compliance reports so that communication around these funds all is coming from one person and the information can be centralized more easily
- Finance staff has been a huge help in navigating Yardi and we are now implementing systems to make the drawdown and tracking process easier for everyone
- Overview of current grant funds:
  - **Total requested (FY24 – FY25)**: $6,177,213
  - **Active Grants (FY24 – FY25)**: $2,667,598.21
  - **Multi-Year Awards**: $1,919,842
  - **Submitted, awaiting response**: $2,698,189
    - Federal: Capital Fund for Substandard PHAs, Emergency Safety and Security Grant (ESSG)
    - State: FVIP (DCJS), Capacity Building Implementation (VHA)
    - Local: CDBG/HOME, Sentara
  - **Denied**: $589,500

Miscellaneous Activities

- Editing Eviction Diversion Referral forms to streamline the process and reshaping the automation
- Finalizing the CORES survey for launch in a few weeks

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Americorps VISTA Monthly Report

3/15/25-4/17/25

Prepared by Bridget Moss

Activities & Highlights

- On site orientation
  - Visited Jobs Plus open house at Westhaven 4/4[4,5,7]
- Community outreach/engagement
  - Started taking excess food donations from Westhaven & S. 1st to The Haven and Salvation Army to feed more people and decrease food waste (food waste increases greenhouse gases). Saved 2.5 carloads of food![1,2,4,8,10]
  - Kick-off meeting for Westhaven community day 3/28/25[3,4,5,10]
  - CRHA Riverside clean up 4/16, met Finn, an incredible golden retriever. 😊 Also found a gold grill! (for teeth)[1]
- Resource development
  - Introduction to Project Budgets Candid webinar 4/1/25[5,9,10]
  - CRHA safety meeting 4/9[1,2,3,4,5,9,10]
  - Applied for funding for another AED. Goal: 1 at every staffed site (WH, CH, S. 1st St., 6th St.)[8,10]
- Organizational development
  - Meetings with Betsy Peyton from UVA WellAware (4/2) and UVA neurology & population health (4/18) about possible partnership to do neuro consults/screenings/education for residents[1,2,3,4,8,10]
  - Region 10 Community Mental Health Wellness Committee meeting 4/3 to discuss capacity, need, solutions[1,2,3,4,8,9,10]
  - Re-entry meetings 4/4 on employment opportunities and barriers, and on 4/15[2,4,5,6,7,8,9]
  - Attended quarterly Westhaven clinic meeting 4/10[1,2,4,8,9,10]
  - CRHA economic programs meeting with Trades & Tech (formed from CATEC) 4/11[1,2,4,7,8,10]
- Tracking systems
  - 4/10 Eviction Diversion Program meeting: feedback received on referrals form. Separating into initial and follow up forms for staff, working with Katrina and TerAna on this.[2,3,5,9]
  - CORES survey, flyer, and rollout plan created and sent out for feedback, schedule and locations of door knocking, language needs, supplies needed, potential employees involved[1,2,3,4,8,9,10]
- Developing effective training
  - Free CPR/AED/1st aid/Stop the Bleed training for CRHA & PHAR 4/9/25! 19 participants, 9 free tourniquets ($32 each x9 = $288), 2 boxes gauze ($14 each x2 - $28), and 1 brand new AED (worth $1350)!!! Total value $1666 in donated supplies.[2,3,4,7,8,10]
  - 4/8, 4/14, 4/15 worked with Beckah on team training: Asset Based Community Development, CORES/resident satisfaction survey and rollout plan.[1,2,3,4,7,8,9,10]
- Federal/state/local policy
  - NLIHC D.C. conference 3/25-27 was excellent! Follow up meeting with NLIHC rep 4/8 on housing bills that passed and failed, funding discussions and next steps[2,3,5,6,8,10]
  - 4/7 Medical Society Consortium on Climate & Health meeting on the Inflation Reduction Act and how changes will affect the environment and people[1,2,3,5,6,9,10]
  - 4/8 webinar on universal, stable, affordable housing[2,5,6,8]
  - 4/10 affirmatively furthering fair housing webinar[5,6,8,10]

EQUAL HOUSING OPPORTUNITY CRHA does not discriminate on the basis of race, color, sex, age, religion, national origin, disability, veteran status, or union affiliations in any of its federally assisted programs and activities.

Challenges

- **Time to start looking for work after Americorps, only 4.5 months left at CRHA** ☹
- **Food program canceled at S. 1st St.** ☹

S.M.A.R.T.I.E. Goals for next month:

Specific, Measurable, Achievable, Relevant, Time-bound, Inclusive, Equitable

1. CSH TIC staff training before August 2025[2,3,8]
2. Continue professional development training through Coursera and W3 in R, Tableau, and SQL for unbiased data analysis through summer 2025. Made my 1st Tableau visualization! Signed up for VCU Certificate in Data analysis course (through Americorps benefit)[2,3,9]
3. Begin work on organizational succession planning, team-building exercises, and emergency preparedness through August 2025.[2,3,4,5,6,7,8,9,10]
4. Free Narcan training and Violence Against Women Act training on 5/21/25[2,3,4,5,6,8,10]
5. CORES survey rollout! Goal 4/28-5/12.

VAD objectives:

- Develop & ID resources to increase capacity & enhance organization stability, efficiency, & effectiveness
- Enhance community & partner engagement to expand homelessness services/affordable housing efforts
- Improve data collection & quality & use in decision making
- Promote best practices in homeless services/affordable housing development

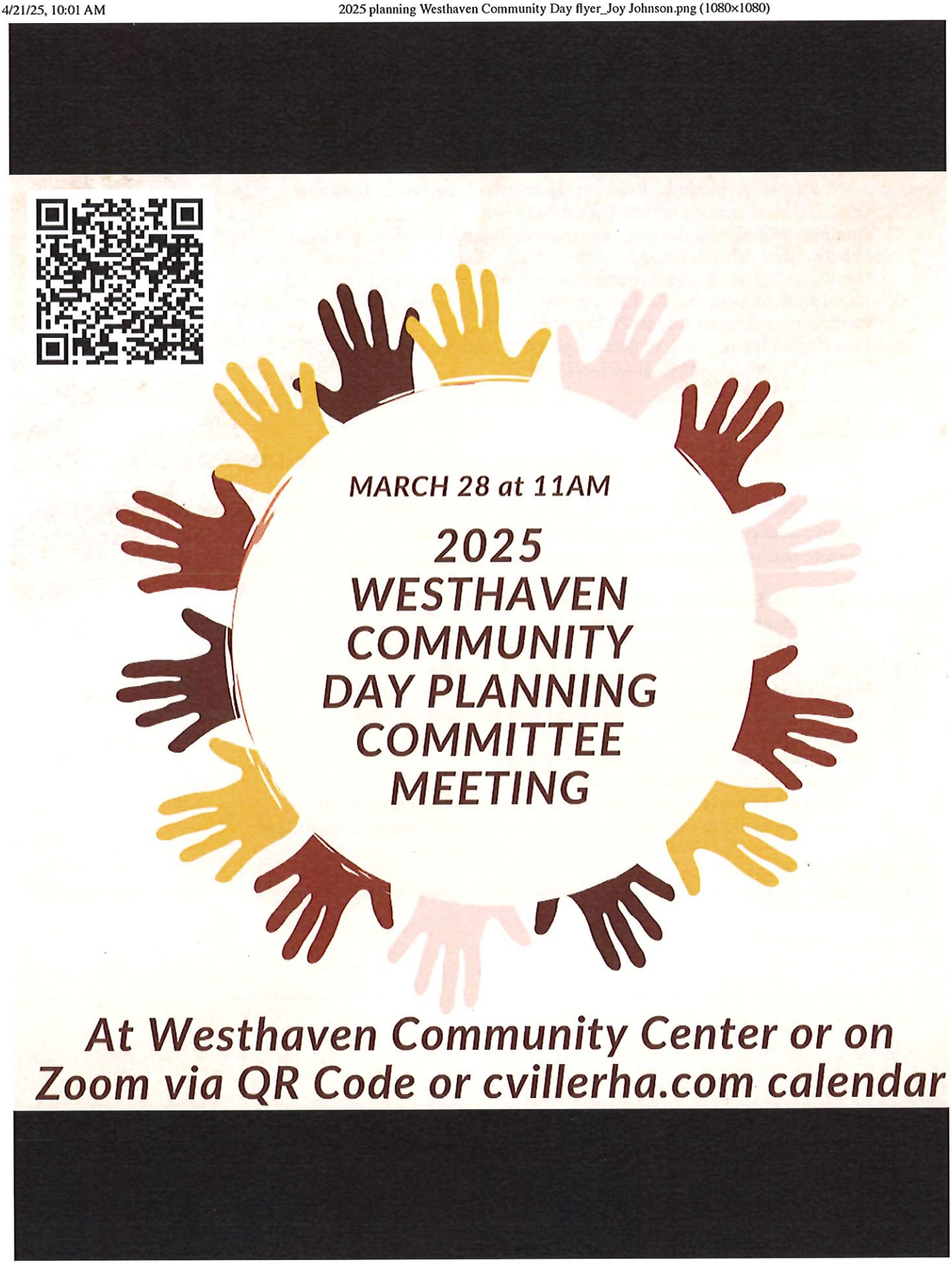
10 Essential Public Health Services, centered on equity:

1. Assess - Monitor population health
2. Assess - Investigate, diagnose, address hazards & root causes
3. Policy - Communicate effectively to inform & educate
4. Policy - Strengthen, support, & mobilize community and partnerships
5. Policy - Create, champion, & implement policies, plans, & laws
6. Policy - Utilize legal & regulatory actions
7. Assurance - Build diverse & skilled workforce
8. Assurance - Enable equitable access
9. Assurance – Improve & innovate through evaluation, research, & QI
10. Assurance – Build & keep strong organizational public health infrastructure

Residents ***FIRST!***

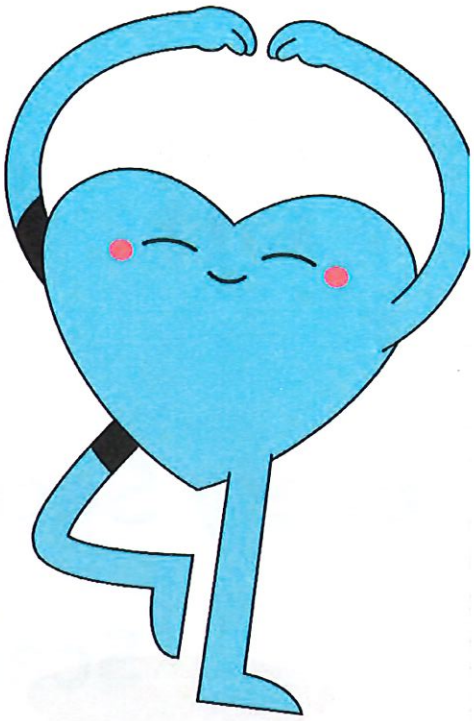
Residents *FIRST!* is grounded in the belief that those we serve have the knowledge, experience and power to drive the systemic change needed to sustain healthy communities and build bright futures.

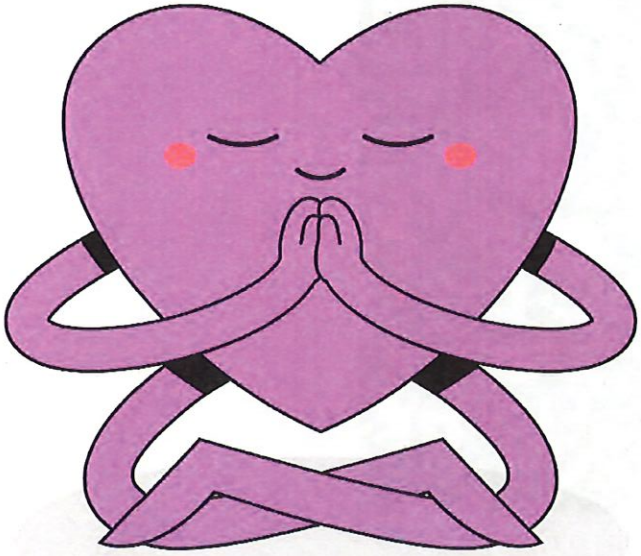
Nothing about us without us!


MARCH 28 at 11AM
2025
WESTHAVEN
COMMUNITY
DAY PLANNING
COMMITTEE
MEETING
At Westhaven Community Center or on
Zoom via QR Code or cvillerha.com calendar

WELLNESS WEDNESDAYS

at Westhaven Community Center





Yoga, massage, and more!

Watch our schedule for updates!

RESIDENT SERVICES MEETING

Every Second Tuesday at 1pm

Scan for Zoom link:

ISSUE #2

CRESCENT HALLS

April Monthly Newsletter



SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

LOOK OUT FOR RESIDENT TRAININGS THIS MONTH

CROCHET CLASS
April 22, 2025
2:00pm-4:00pm
Community Room

ARTS AND CRAFT CLASS
April 16, 2025
2:30PM-4:00PM
Community Room

UVA BINGO
April 1, 2025
11:30am-12:30pm
Community Room

RESIDENT MEETING
April 28, 2025
11:00am-12:00pm
Community Room

SPRING BLING BINGO
April 18, 2025
2:00pm-4:00pm
Community Room

Brooke Whorley
(Region Ten)
Acupuncture
April 2 & 16, 2025
Clinic

NEW

CRESCENT HALLS ONE-STOP-SHOP
April 24, 2025
1:00pm-3:00pm
Community Room

WOMAN INITIATIVE
April 9, 2025
11:30am-12:30pm
Library

NEW

Marie Poole-LMHP-S
(Region Ten)
Every Monday
12:00pm-3:00pm
Library-Clinic

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY

P.O. BOX 1405

CHARLOTTESVILLE, VIRGINIA 22902

TELEPHONE/TTY/711: (434) 326-4672 FAX: (434) 971-4797

www.cvillerha.com

Residents *FIRST*!

April Redevelopment Report

Prepared by Quentia J. Taylor

This report covers activities from March 2025

I. Site Updates

- **Crescent Halls:**
  - Colonial Webb is finalizing the completion of the HVAC expansion in the laundry rooms on each floor. We anticipate the Drywall and Painting contractor to complete the laundry room repairs by the end of the April.
  - A contract has been executed with Gropen to install the story wall in the Crescent Halls lobby. Installation is anticipated for late April to early May.
- **South First Street Phase 2:**
  - Final pricing and closing anticipated in mid-April.
  - The Charlottesville City Council approved funding commitment of $6 million dollars for SFS Phase 2. The Memorandum of Agreement (MOA) has been executed by all parties.
  - SFS Resident Planner's continue to meet monthly.
- **Sixth Street "Building A":**
  - HUD approved the amended Demo/ Dispo application which will result in all six public housing units returning in Sixth Street "Building A".
  - The Development Team is working hard to close on Sixth Street "Building A" by the end of May.
- **Westhaven:**
  - The Westhaven Planners conducted a consensus meeting to approve the Westhaven Master Plan. A celebration took place post meeting to highlight the resident's hard work. See engagement report for pictures and engagement data. All of this can be found on the Westhaven redevelopment website at www.residentsofwh.com. The Westhaven Planners continue to meet bi-weekly as we enter into Stage 2 planning.
  - CRHA staff continues to meet bi-weekly with the Design Team to coordinate materials and agendas for the planner's meetings.
  - The Development Team is finalizing the Stage 2 schedule to ensure we meet the LIHTC application deadline in March 2026.
- **Parallel Track:**
  - HVAC/Electrical work continues at Michie and Riverside
  - We have executed a contract with Davis Electrical to complete the electrical upgrade at Madison Ave. The electrical work is estimated to be completed within 120 days. The HVAC portion of this project will be handled by the CRHA.
  - Entry doors and storm dorms have been installed at all sites.

- The CRHA Development team continues to meet internally and with Resident Planners to finalize interior renovations. These renovations include bathroom and kitchen

- **310 HQ "Downtown Building":**
  - The demolition Phase of the 310 HQ building is completed.
  - We are currently working with Alexander Nicholson on pricing for Phase 2 build out.

II. Capital Funds Program (CFP)

- The 5 Year CFP was approved by the CRHA Board of Commissioners on March 24, 2025.

II. Section 3

- Planning for Section 3 requirements for Phase II of South First Street has been ongoing. The development team is meeting with Greenwood Townhomes and UrbanCore's subcontractors once South First Street closing is complete, and construction contracts are signed. We continue to coordinate with the Economic Opportunity Program Coordinator to identify trainings that align with the work of our subcontractors.
- The Development Manager participates in monthly Economic Opportunity Program meetings with the Executive Director, Deputy Director and Resident Services Department. These meetings are to ensure that all relevant information regarding job/skill trainings and site updates for employment opportunities is communicated across the two departments.

III. HCV Homeownership

- Activity has picked up with the HCV Homeownership program while working to develop the Public Housing homeownership program. John Johnson continues to meet with voucher holders' that are interested in the program. We continue to work with our FSS coordinator and HCV department to recruit voucher holders who are interested in homeownership. We have partnered with Piedmont Housing Alliance for the required credit counseling and certified homeownership counseling needs of our participants. This chart breaks out participation in the program to date.

Month	New Participants	Applications sent	Apps received
January	4	2	2
February	4	4	1
March	3	3	1
April			
May			
June			
July			
August			
September			
October			
November			
December			
Total	**11**	**9**	**4**

V. Language Access

- The Redevelopment team continues to be fully committed to meeting the needs of our non-English speaking residents. We provide translation for all documents distributed at resident planners' meetings and have on site interpreters during the meetings.
- The Development Manager and translators collaborate with Property Management, Maintenance Department, and Resident Services to ensure that translation needs are being met across departments. This includes translating notices, leases, and on site interpretation with property managers.

CRHA Redevelopment Coordinator Monthly Report- March 2025
Prepared by Brandon Collins on April 18, 2025

Please note this report only covers activities in March 2025. March has seen major progress and resident participation from all of the sites. To move toward having resident consensus on a master plan at Westhaven, a major push was made that involved extensive doorknocking, one on one conversations on multiple occasions, making material available to the neighborhood, and holding meetings. Between the last few days of February and March 12 79% of households at Westhaven had a conversation about the proposed plan and 100% of homes received a copy of the plan with information. On March 13th a community meeting and celebration was held to approve the Master Plan design. Additionally, the warm weather allowed for broad engagement on the other sites including the Parallel Track to complete resident meetings and polling on the CFP and upcoming interior renovations.
A brief list of duties performed:

- Westhaven Design Team meetings
- S. 1st St Pre-Con meetings
- 6th St. OAC meetings resumed
- Redevelopment Committee and Prep
- Redevelopment Admin Committee
- CRHA Redevelopment Team Meeting
- Board Report
- Monthly Newsletter Update
- Resident Services meeting
- Towing Info Session attend
- CFP meeting with RAB #2
- CFP Presentation to BoC and Approved!
- S 1st St. Construction Mobilization(!)

A quick look at March engagement:

- Westhaven extensive doorknocking
- Westhaven "Open House" hours
- Westhaven Resident Consensus on Master Plan 3/13/25
- S. 1st St Resident Planners Meeting, Prep & Outreach
- Sixth Street Resident Planners meeting, Prep & Outreach
- Parallel Track and CFP Resident Meetings at Michie. Madison, Riverside, Prep and Outreach
- WH summary for report
- Engagement #s for grants manager
- SFS old bricks and CH storywall
- Ninjio Cyber Security training

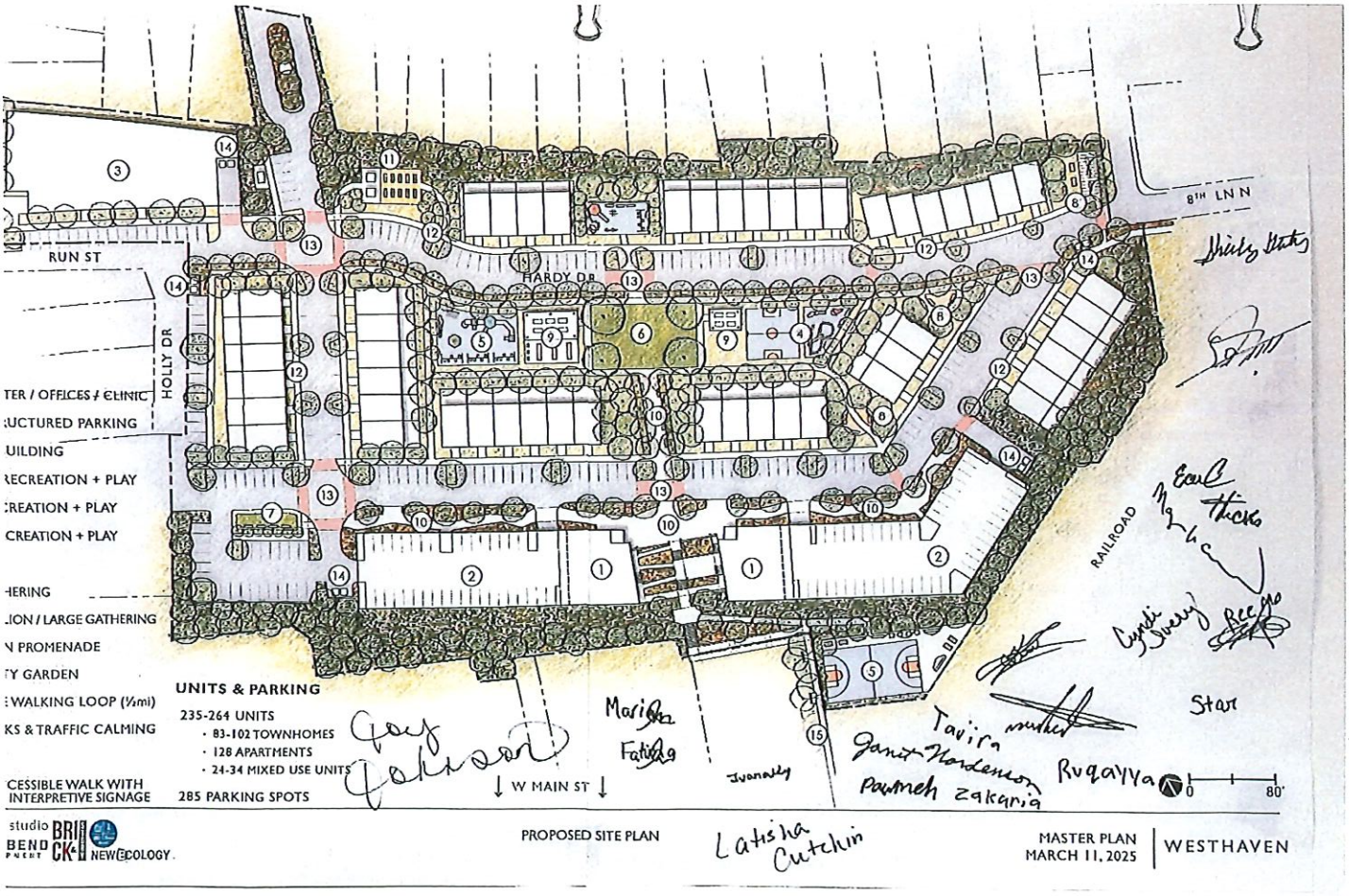
Mach	March mtg individs unique	March # of meetings	March one on ones	March note/other
S 1st St	6	1	5	
6th St	6	1	2	
Westhaven	37	2	75	95 one-on-ones if include last day of February
Parallel Track	19	3	4	
TOTAL	68	7	86	







ARNOLD
DESIGN STUDIO



studio BRIDGE BEND NEWECOLOGY

PROPOSED SITE PLAN

MASTER PLAN
MARCH 11, 2025 | WESTHAVEN

CHARLOTTESVILLE REDEVELOPMENT &
HOUSING AUTHORITY

P.O. BOX 1405

CHARLOTTESVILLE, VIRGINIA 22902

TELEPHONE/TTY/711: (434) 326-4672 FAX: (434) 971-4797

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CRHA Redevelopment Committee
3:00 pm, Thursday, March 6, 2025
https://zoom.us/j/9588556349

March Redevelopment Committee Meeting Minutes

I. Attendees
John Sales, Brandon Collins, Alex Ikefuna, Quentia Taylor, Asia Green, Latricia Giles, Bridget Moss, Shelly Bryant, Emily Dreyfus, Joy Johnson, John Johnson, Jackie Martin, Professor Harris

II. Welcome and Introduction

III. Site Updates
   a. Crescent Halls
      i. Finishing the story wall which will go by the elevators – this is a welcome sign and collage tells the history of Crescent Halls and its redevelopment and was created with input from many residents
      ii. Waiting on updates for the traffic gate, which will go on the southern end of the site
      iii. Laundry room HVAC contract has been released – this was a resident request that will address the high temperature of the laundry room
   b. South First Street Phase II
      i. Targeting March 18th for closing
      ii. Targeting April 2nd for site work to begin
      iii. Site work will continue in phases starting with the southern end closest to Phase I
      iv. Working with resident planners on brick selection and interior design
      v. CRHA has begun conversations with contractors around Section 3
   c. Sixth Street – Building A
      i. Targeting closing in about 45 days – about a month and a half behind SFSPII timeline
      ii. The Abatement of building 707 was completed February 28th

iii. Received the report March 6th
iv. Building 707 is ready for demolition
v. CRHA will be resuming outdoor resident meetings in March
vi. In January hybrid meetings were held and in February written updates were provided, and door knocking was conducted
vii. Will be updating residents on construction and looking at bricks
viii. Looking to begin demolition in early summer

d. Sixth Street Phase II
   i. Working on determining the planning schedule with residents
   ii. No longer considering submitting Sixth Street Phase II with Westhaven Phase I based on current timing of Sixth Street
   iii. Looking at a 2027 LIHTC application
   iv. Working on an updated Sixth Street Clinic schedule

e. Parallel Track
   i. Still in the Capital Fund Planning Process
   ii. Resuming resident meetings in March
   iii. Received an additional $1.5 million from HUD for interior remodel
   iv. Planning for major interior overhaul including bathroom, kitchen, interior doors, floors, and anything else that is possible with the funding
   v. Cooling units at Riverside need to be placed on ground
   vi. Working on revised electric plan for Michie
   vii. Close to an electric plan for Madison which will be contracted out and head maintenance and crew will be responsible for the HVAC installation

IV. Westhaven Planning
   a. Westhaven Master Plan Images for Red Comm 2025.03.06.docx
   b. Working towards building consensus on aspects of a master plan
   c. Close to having a master plan and being able to work with engineers to start on a site plan
   d. First phase application planned for March 2026
   e. Goal is for 100% of households to have a conversation about the proposed plan
   f. Next week we will be holding a meeting to see if we have consensus on the plan
   g. Plan includes first level parking (this will be under the buildings but NOT underground)
   h. Goal is to have over 100 townhomes, and some will be stacked townhomes
   i. Estimating 235-264 households, about 20% will be one-bedroom units, approximately 1,000 residents
   j. Targeting the ratio 0f 1.1 parking spaces per unit
   k. One building will be designated as a senior building
   l. The tallest buildings will be 4 stories above the ground level parking
   m. Working with residents to address concerns about safety

V. Next meeting

a. Next meeting is scheduled for Thursday, April 3rd, 2025, at 3pm

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
Monday, April 28, 2025 at 6:00 pm
City Council Chambers

Minutes

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") held the Board Meeting at 6:04 p.m. on April 28th, 2025, at the City Council Chambers, with Commissioner Wicks presiding.

I. Call to Order

Commissioner Wicks called the Board Meeting to order at approximately 6:04 p.m. on April 28th, 2025.

Roll Call of Commissioners

	Present	Absent
Bellamy, Chair	**X(Sub late)**	
Wicks, Commissioner	**X**	
Goldblatt, Commissioner	**X**	
Payne, Commissioner		**X**
Hicks, Commissioner	**X**	
Raudales, Commissioner	**X**	

Staff Present:

John Sales, Executive Director
Kathleen Glenn-Matthews, Deputy Director
Maria Carey, Executive Assistant
Michelle Crown, Property Accountant / Property Insurance Coordinator
TerAna Banks (Virtual), Compliance Manager/ Interim Director of Property Management
TC Nichols, Controller

Moment of Silence:

Commissioner Wicks called for a moment of silence.

General Announcements / Meeting Dates / Reminders

Safety Committee: Every 2nd Wednesday at 12:00 pm
Resident Services Committee: Every 2nd Tuesday at 1:00 pm
CRHA Board Work Session: Every 2nd Thursday at 6:00 pm
CRHA Board Regular Meeting: Every 4th Monday at 6:00 pm

II. Public Comments followed by PHAR Comments

Latricia Giles: Executive Director of PHAR

- Youth leadership is currently looking for teens 14-17 to hire and model in the way of the adult internships by mid-June
- The youth town hall at Westhaven had a great turnout

III. Approval of Board Minutes from April 28th, 2025,

Commissioner Goldblatt motioned to approve the minutes of the Board of Commissioners meeting held on April 28th, 2025. The "Ayes" and "Nays" were as follows.

	Ayes	Nays	Abstain	Absent
Bellamy, Chair				**X**
Wicks, Commissioner	**X**			
Goldblatt, Commissioner	**X**			
Payne, Commissioner				**X**
Hicks, Commissioner	**X**			
Raudales, Commissioner	**X**			

IV. Housing Update

- Still working with families and taking payments up through the eviction date (quite a few evictions have been prevented)
- Next month, the housing department will begin tracking the actual number of non-payments for families in trouble. To help keep families in place.
- The first beautification day at riverside was a success. The next one will be May 16th, with half at Madison and the other half at Michie
- Commissioner Goldblatt inquired about the 8 vacancies at the Dogwood properties. Mr. Sales informed that CRHA is prioritizing based on the subsidy and the project-based voucher units as well. The vacancies will be lower next month.
- Mr. Sales also stated that funds received to assist families to stay housed are 177,000, which is what CRHA has assisted families with to get housed or stay housed.

V. HCV update

- The program is steady with 652 families enrolled in the voucher program (all programs)
- The program is no longer facing a shortfall, and more vouchers will be pushed out.
- The admin plan will be updated to ensure that if a family loses assistance in the emergency housing program, CRHA can transition them to the voucher program if capacity is available.
- CSRP currently has 70 families, but 75 is the goal. ($75,000 from HAP to fund monthly)

VI. Finance update

- Crescent Hall's audit was complete last week with no findings
- The end-of-year financials will be available at the next Board meeting

VII. Executive Director update

- Eviction diversion update will be discussed at the May work session
- CRHA will have a meeting with the City on June 4th to give an update on the Dogwood portfolio (owned jointly with the city)
- There will be a joint meeting with the City Council in August
- CRHA will be modifying the board reports to track the strategic planning (resident services will be working on this)

Public comments:

Asia Greene- PHAR Youth Coordinator:

- SFS intern was very happy with how CRHA maintenance addressed her concerns so fast.
- PHAR internship graduation is on Wednesday at City Space from 530p-730p

VIII. Adjournment

Commissioner Raudales motioned to adjourn the meeting at 6:34 p.m., and Commissioner Hicks seconded.

	Ayes	Nays	Absent
Bellamy, Chair			**X**
Wicks, Commissioner	**X**		
Goldblatt, Commissioner	**X**		
Payne, Commissioner			**X**
Hicks, Commissioner	**X**		
Raudales, Commissioner	**X**		