

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Board Meeting

Mr.

January
2024

Absent

- I. Call to Order
Roll Call of Commissioners

Dr. Wes Bellamy, Chair

Brigid Wicks, Commissioner

Laura Goldblatt, Commissioner

Michael Payne, Commissioner

Judy Sandridge, Commissioner

Javier Raudales, Commissioner

Alice Washington, Commissioner

X

X

X

Moment of Silence

General Announcements / Meeting Dates / Reminders

- II. Public Comments followed by PHAR Comments

Emily Dryfus:

- Interns visited city hall and spoke with Sam Saunders about the budget
- Interns attended a Budget forum at Carver Rec and offered input about the architect
- One stop to network
- Civic participation presentation with Bill Harris
- Outreach in the neighborhoods (starting at West Haven) to speak about issues

- III. Updates from Commissioners and Discussion

- IV. Approval of Board Minutes from 11/27/23 & 12/19/23

Attachment A

Commissioner Goldblatt motioned to approve the 11/27/23 & 12/19/23 minutes. Commissioner Wicks seconded.

Ayes Nays Abstain Absent

Dr. Wes Bellamy, Chair	X
Brigid Wicks, Commissioner	X
Judy Sandridge, Commissioner	X
Laura Goldblatt, Commissioner	X
Michael Payne, Commissioner	X
Javier Raudales, Commissioner	X
Alice Washington, Commissioner	X

V. Closed Session: Property Acquisition and Disposition

Attachment B

Commissioner Rauales motioned to approve the closed session, and Commissioner Goldblatt seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Judy Sandridge, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			
Alice Washington, Commissioner	X			

Commissioner Wicks motioned to end the closed session, and Commissioner Goldblatt seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Judy Sandridge, Commissioner	X			

Laura Goldblatt, Commissioner	X
Michael Payne, Commissioner	X
Javier Raudales, Commissioner	X
Alice Washington, Commissioner	X

VI. Resolution 1468 Authorizing the Acquisition of Real Estate

Attachment C

Commissioner Goldblatt motioned to approve Resolution 1468, and Commissioner Wicks seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Judy Sandridge, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			
Alice Washington, Commissioner	X			

VII. Resolution 1469 Authorizing the Disposition of Real Estate

Attachment D

Commissioner Payne motioned to approve Resolution 1468, and Commissioner Raudales seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Judy Sandridge, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			

Javier Raudales, Commissioner X

Alice Washington, Commissioner X

VIII. Scheduling of Board Retreat

Dr. Bellamy proposed a board retreat on March 6th from 5:30 p.m. to 8:00 p.m. He also asked Commissioner Goldblatt to assist with the draft agenda by February 21st.

IX. Finance Update

Attachment E

TC Nicholas (Controller)

- Public Housing- Tenant rent month to date is 98,000, larger than projected in the budget. Due to more residents moving in.
- The operations grant is 0; no money was received from HUD for operating funds in December due to the surplus from Amp 9 and 10. HUD overpaid Crescent Halls 300,000 and 74,000 overpayments to South 1st St phase 1. HUD decided to hold all operating money for all the other properties. CRHA is currently waiting on the reallocation.
- Due to the flooding in the old building and theft of parts, the water bills were high. The city was contacted to try and deduct some of the owed amount.
- Bottom line: Net loss in December due to the fact we did not get the operating funds, and the YTD was still healthy even with allocation
- HCV- HAP Earned 521 housing assistance payments from HUD, and we paid out more than what HUD gave (we have a larger budget capacity). The vouchers increased the dollar amount.
- Bottom line: -\$7422, which was what was overspent with housing assistance from what we received from HUD
- Central office: 3 payrolls in December, which is why we were operating at a net loss of \$346, and the YTD is still at a net income of \$88613

X. Housing Department Update

Attachment F

Vacancies:

- Westhaven – 0
- Madison – 0
- Riverside – 0
- Ridge Street - 0
- Michle – 2
- 6th Street – 1
- South First Street – 0
- Dogwood Portfolio – 3

Relocation:

- We currently have 14 units released for occupancy through the 4th floor. Ten of those units are preleased, and paperwork is currently being processed.

- The new SFS is 100% occupied now, including building 3. All the previous residents of the old SFS have been relocated. Redevelopment will prepare it for demolition once the electricity is shut off to all units.

Staffing:

- No staffing issues currently.

Delinquency-Implemented a new resident delinquency program:

- Westhaven - 64,829
- SFS - \$58,348
- Crescent Halls - \$25,873
- 6th Street - \$17,091
- Michie - \$9,774
- Madison - \$16,183
- Riverside - \$8,506
- Montrose - \$368
- Ridge - \$6,165
- Dogwood Portfolio - \$48,830

XI. Housing Choice Voucher (HCV) Update

Attachment G

Numbers for CRHA HCV programs:

- **hcv - Housing Choice Voucher:** Tenant count-540, Waitlist-1710
- **msv (Mainstream Vouchers)** Tenant count-39, Waitlist-1
- **pbv-crh (CRHA Crescent Halls (HUD Subsidy))** Tenant count-30, Unlisted-22
- **pbv-sfp1 (PBV for SFS Phase I)** Tenant count-24, Waitlist 2
- **tc (The Crossings)** Tenant count-20, Waitlist-17
- **ehv -(EMERGENCY HOUSING VOUCHERS)** 14, Waitlist 1
- **tpv (Tenant Protection Voucher)** Tenant count-12
- **trv (Tenant Relocation Vouchers - CH)** Tenant count-11
- **va (VASH)** Tenant count- 5 (FULL)
- **fyi - Fostering Youth Independence** Tenant count-9
- **Portable Vouchers** Tenant count-18
- **Family Self Sufficiency Program- Escrow 3,**
- **CSRAP-Charlottesville Supplemental Rental Assistance Program** Tenant count-63

Additional Vouchers - Referrals from the Department of:

- Vouchers on the Street 38
- New Admissions 13

XII. Public Comments

No public comments.

XIII. Adjournment

Dr. Bellamy motioned to adjourn, and Commissioner Wicks seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Judy Sandridge, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			
Alice Washington, Commissioner	X			

CRHA Meeting Announcements

CRHA Board Work Session:

Thursday, February 8, 2024, at 6:00 pm

CRHA Board Regular Meeting:

Monday, February 26, 2024, at 6:00pm

Redevelopment Committee Meeting: Every 1st Thursday of the month at

Join Zoom Meeting: <https://zoom.us/j/94663021086?pwd=ZEhHZ3U0VGdnczZFIENkR3cDU2ZzI>

One tap mobile. +13017158592,,94663021086#

February 1st 3:00pm Regular CRHA Redevelopment Meeting

February 15th 1:00pm CRHA Admin Redevelopment Meeting

Resident Services Committee: February 13th at 1:00 pm

Join Zoom Meeting:

<https://zoom.us/j/95147780948?pwd=YUEyYmZCOVBQUkQ3cy9zZ1NVYkg2UT09>

One tap mobile: +16465588656,,95147780948#

Kathleen Glenn-Matthews, matthewsk@cvilleha.com; 434-987-9639

**Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Board Meeting
Monday, February 26, 2024 at 6:00 pm**

Agenda

- I. Call to Order
Reading of Code § 2.2-3708.2(A)(3)
Roll Call of Commissioners

	Present	Absent
Dr. Wes Bellamy, Chair	X (Sub late)	
Brigid Wicks, Commissioner	X	
Laura Goldblatt, Commissioner	X	
Michael Payne, Commissioner	X	
Judy Sandridge, Commissioner	X	
Javier Raudales, Commissioner		X
Alice Washington, Commissioner	X	

Moment of Silence

General Announcements / Meeting Dates / Reminders

- II. Public Comments followed by PHAR Comments
Cam:

- The Internship program continues to meet weekly

- III. Updates from Commissioners and Discussion

Commissioner Goldblatt:

- Planning nonprofit status
- Will contact Mr. Sales and other individuals to obtain more information and clarity.

- IV. Board Retreat Planning- Chair Dr. Bellamy and Commission Goldblatt

Attachment A

Commissioner Goldblatt:

- Slated to be on March 6th from 5:30p-7:30p
- Intention setting want to work towards a vision for the agency and a sense of how the Board can carry this vision
- Discuss communication plans, priorities, and responsibilities with the board and staff.
- Review mission statement

- Mr. Sales discussed critical opportunities and areas for concern.
- A collective initial draft of a short (5-year) and longer-term (10-year) vision for CRHA
- Discussion of a communications plan
- Discussion of questions of legal representation: who do we use for legal questions and issues?
- Discussion of procedures for the Executive Director's annual review and metrics to be used to measure success.
- Delegate committee to look at other evaluation procedures to norm ours with best practices.
-

V. Closed Session: Personnel Discussion

Attachment B

Commissioner Wicks motioned to go into a closed session, and Dr. Bellamy seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			
Alice Washington, Commissioner	X			

VI. Finance Update

Attachment C

TC:

- Central office, City housing portfolio, Public housing, and HCV office
 - Income numbers are currently updated, but salary and utilities are missing as we transition from paper to online records.
 - We recently hired a new certified public accountant (CPA), bringing our team to three accountants.

VII. Housing Department Update

Attachment D

Vacancies:

- Westhaven-2
- Madison-0
- Riverside-1
- Ridge Street-1
- Michie-2
- 6th Street-1
- South First Street-0
- Dogwood Portfolio-2

Crescent Halls update:

- There are currently 60 units filled at Crescent Halls as of 2/22/2024, with an additional 3 schedule to move in by the end of the month. Our relocation team has expressed an issue with some applicants having trouble getting their deposit money, which we are assisting them with finding resources, as well as some moves being rescheduled due to bed bug issues

Staffing:

- We hired a new Facilities Director, as well as a maintenance lead. In addition, our new pest control staff members appear to be doing well as residents have been very complimentary and pleased with their services. To date, all CRHA units have been treated at least once by in-house pest control as long as we were able to gain entry.

Delinquencies:

- Westhaven – \$66,842
- SFS - \$44,851
- Crescent Halls - \$27,549
- 6th Street - \$15,801
- Michie - \$7349
- Madison - \$17,269
- Riverside - \$16,572
- Montrose - \$1125
- Ridge - \$471
- Dogwood Portfolio – \$60,82

VIII. Housing Choice Voucher (HCV) Update CRHA -HCV STASTS

Attachment

Programs:

- hcv - Housing Choice Voucher Tenants 493, waitlist 1708
- msv (Mainstream Vouchers) Tenants 39, waitlist 1
- pbv-crh (CRHA Crescent Halls (HUD Subsidy) Tenants 31
- pbv-sfp1 (PBV for SFS Phase I) Tenants 24, waitlist 2
- tc (The Crossings) Tenants 20
- ehv -(EMERGENCY HOUSING VOUCHERS) Tenants 15, waitlist 1
- ev- (Enhanced Vouchers) Tenants 9,
- tpv (Tenant Protection Voucher) Tenants 12
- trv (Tenant Relocation Vouchers - CH) Tenants 11
- va (VASH) Tenants 5, Waitlist FULL
- fyi - Fostering Youth Independence Tenants 10, Waitlist 10
- Portable Vouchers Tenants 19
- Family Self Sufficiency Program- Escrow - 3
- TOTAL Tenants 688
- CSRAP-Charlottesville Supplemental Rental Assistance Program Tenant 62

Additional Vouchers:

- Human Services Tenants 6
- Vouchers on the Street Tenants 38
- New Admissions Tenants 13

HQS Inspections Completed:

- Initial- 37
- Annuals- 95

- Special- 4

Recertification:

- Annual Recertifications- 22
- Recertification Spending/Past Due- 5

IX. Public Comments

Kathleen:

- Katrina Bitz was hired as a grant coordinator three months ago. She has been successful in her role far. Currently, she is planning to increase the Economic Opportunity Program (Section 3) and will hire a coordinator for that. Furthermore, she is pursuing grant funding to ensure the success of this program.

X. Adjournment

Commissioner Wicks motioned to adjourn the meeting, and Dr. Bellamy seconded.

	Ayes	Nays	Abstain	Absent
Dr. Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			
Alice Washington, Commissioner	X			

CRHA Meeting Announcements

CRHA Board Work Session:

Thursday, March 14, 2024, at 6:00 pm

CRHA Board Regular Meeting:

Monday, March 25, 2024, at 6:00pm

Redevelopment Committee Meeting: Every 1st Thursday of the month at

Join Zoom Meeting: <https://zoom.us/j/94663021086?pwd=ZEhHZ3U0VGNXdnczZFhENkR3cDU2ZzI=>

One tap mobile. +13017158592,,94663021086#

March 7th at 3:00pm Regular CRHA Redevelopment Meeting

March 21st at 1:00pm CRHA Admin Redevelopment Meeting

Resident Services Committee: March 12th at 1:00 pm

Join Zoom Meeting:

<https://zoom.us/j/95147780948?pwd=YUEYmZCOVBQUkQ3cy9zZ1NVYkg2UT09>

**Charlottesville Redevelopment and Housing Authority
Board of Commissioners Virtual Board Meeting
Monday, February 26, 2024 at 6:00 pm**

Agenda

- I. Call to Order
Reading of Code § 2.2
Roll Call of Commissioners

February
2024

Absent

Dr. Wes Bellamy, Chair

Brigid Wicks, Commissioner

Laura Goldblatt, Commissioner

Michael Payne, Commissioner

Judy Sandridge, Commissioner

Javier Raudales, Commissioner

X

Alice Washington, Commissioner

X

Moment of Silence

General Announcements / Meeting Dates / Reminders

- II. Public Comments followed by PHAR Comments
Cam:

- The internship program continues to meet weekly

- III. Updates from Commissioners and Discussion

Commissioner Goldblatt:

- Planning nonprofit status
- Will contact Mr. Sales and other individuals to obtain more information and clarity.

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Attachment A

Commissioner Goldblatt:

- Slated to be on March 6th from 5:30p-7:30p
- Intention setting want to work towards a vision for the agency and a sense of how the Board can carry this vision
- Discuss communication plans, priorities, and responsibilities with the board and staff.
- Review mission statement

- There are currently 60 units filled at Crescent Halls as of 2/22/2024, with an additional 3 scheduled to move in by the end of the month. Our relocation team has expressed an issue with some applicants having trouble getting their deposit money, which we are assisting them with finding resources, as well as some moves being rescheduled due to bed bug issues

Staffing:

- We hired a new Facilities Director, as well as a maintenance lead. In addition, our new pest control staff members appear to be doing well as residents have been very complimentary and pleased with their services. To date, all CRHA units have been treated at least once by in-house pest control as long as we were able to gain entry.

Delinquencies:

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- Riverside -\$16,572
- Montrose - \$1125
- Ridge - \$471
- Dogwood Portfolio – \$60,82

**VIII. Housing Choice Voucher (HCV) Update
CRHA -HCV STASTS**

Attachment E

Programs:

- hcv - Housing Choice Voucher Tenants 493, waitlist 1708
- msv (Mainstream Vouchers) Tenants 39, waitlist 1
- pbv-crh (CRHA Crescent Halls (HUD Subsidy) Tenants 31
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- ev- (Enhanced Vouchers) Tenants 9,
- tpv (Tenant Protection Voucher) Tenants 12
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Additional Vouchers:

- Human Services Tenants 6
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- New Admissions Tenants 13

HQS Inspections Completed:

- Initial- 37
- Annuals- 95

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting

March
2024

- I. Call to Order
- Reading of Code § 2.2
- Roll Call of Commissioners

Wes Bellamy, Chair

Brigid Wicks, Commissioner

Laura Goldblatt, Commissioner

Michael Payne, Commissioner

Javier Raudales, Commissioner

X

Alice Washington, Commissioner

X (Sub late)

Moment of Silence

General Announcements / Meeting Dates / Reminders

- II. Public Comments followed by PHAR Comments

Emily Dryfus: PHAR

- Restarting youth programming in the next two weeks
- Working on the spring fling that will take place at the middle or end of April
- The graduation of the PHAR interns is at 5 pm on April 17th at city space.
- UVA students who have been working with Joy Johnson on community development presented to City council on February 20th (watch the recording if possible)
- Appreciate the improvements in maintenance staffing

- III. Updates from Commissioners and Discussion

Commissioner Wicks:

- Requested an update on the REACT score and the major issues,

Mr. Sales:

- The REACT has changed to INSPIRE, the scores have not yet been finalized. This was the first year of the INSPIRE inspection. SFS passed, AMP 4 (Michie, Madison, Riverside, and scattered houses) did not pass, and Westhaven will be the next site to be inspected. The overall score will consider management, financial operations, physical conditions, and capital funds.

Commissioner Goldblatt moved to adopt Resolution 1474, and Commissioner Raudales Seconded.

	Ayes	Nays	Abstain	Absent
Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Alice Washington, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			

Commissioner Raudales:

- Inquired about a consultant who could help complete the SOP for CRHA.

John Sales:

- Money is needed for a consultant to do the SOP and additional money is needed for the attorney to assist with the process.
- RFP and wait for companies to respond (typically 30 days), then an internal review for the company and hiring firm
- 90 days from today if CRHA completes SOP or 90 days after the firm is hired (possibly July 1)
-

Commissioner Goldblatt moved to adopt Resolution 1474, and Commissioner Raudales Seconded.

	Ayes	Nays	Abstain	Absent
Wes Bellamy, Chair	X			
Brigid Wicks, Commissioner	X			
Alice Washington, Commissioner	X			
Laura Goldblatt, Commissioner	X			
Michael Payne, Commissioner	X			
Javier Raudales, Commissioner	X			

Redevelopment Committee Meeting: Every 1st Thursday of the month at -Updated Time

Join Zoom Meeting: <https://zoom.us/j/94663021086?pwd=ZEhHZ3U0VGNXdnczZFIENkR3cDU2Zz09>

One tap mobile. +13017158592,,94663021086#

April 4st 3:00pm Regular CRHA Redevelopment Meeting

April 18th 1:00pm CRHA Admin Redevelopment Meeting

Safety Committee every other Wednesday at 4:00pm

March 27th at 4:00pm

April 10th at 4:00 pm

Resident Services Committee: April 9th at 1:00 pm

Join Zoom Meeting:

<https://zoom.us/j/95147780948?pwd=YUExYmZCOVBQUkQ3cy9zZ1NVYkg2UT09>

One tap mobile: +16465588656,,95147780948#

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY

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CHARLOTTESVILLE, VIRGINIA 22902

TELEPHONE: (434) 326-4672
www.cvillva.org



April
2024

Authority
19

The Board of Commissioners
("Housing Authority") held the
Wes Bellamy presiding.

Authority, (hereinafter "CRHA" or the
a City Council Chambers with Chair

I. Call to Order

Commissioner V meeting to order at approximately 6:00 p.m. on April 22, 2024.

Roll Call of Commissioners

	<u>Present</u>	<u>Absent</u>
Mr. Wes Bellamy, Chair	X, <i>subsequent arrival</i>	
Ms. Brigid Wicks, Commissioner	X	
Ms. Laura Goldblatt, Commissioner	X	
Mr. Michael Payne, Commissioner	X	
Ms. Alice Washington, Commissioner	X	
Mr. Javier Raudales, Commissioner		X

Staff Present:

John Sales, Executive Director
Kathleen Glenn-Matthews, Deputy Director
Brandon Collins, Redevelopment Coordinator
Zoe Parakuo, Housing Choice Voucher Program Manager

Moment of Silence:

and that they were actively working on it.

Commissioner Goldblatt mentioned that this has been an ongoing issue and informed that they have reached out to Dominion regarding the lights on our sites. Commissioner Payne encouraged anyone with further questions or concerns about the lights to reach out to the City Council or the Commissioners. Mr. Sales informed the commissioners that CRHA has been in communication with the residents to determine their preferences for the lights at each site. Commissioner Bellamy expressed gratitude to the CRHA staff for prioritizing this issue.

V. **Housing Director Update**

Terry Beaver; Senior Property Manager stated:

Vacancy numbers as of 4/22/2024:

-Westhaven – 2, Madison-1, Riverside-1, Ridge Street-1, 6th Street-1, Ridge Street – 1, Michie – 4 (2 applications ready for move in), 6th Street – 1, South First Street – 1, Dogwood Portfolio – 5 all ready for move in

Relocation Update Crescent Halls:

-24 Vacant units at CH, 15 on the 2nd floor (waiting on floor to be released), All other units have approvals just waiting for Move In

Delinquency Snapshot – Delinquent balances as of 4/22/2024:

Westhaven – \$59,017, SFS - \$46,811, Crescent Halls - \$19,925, 6th Street - \$19,409, Michie - \$9253, Madison - \$21,570, Riverside -\$22,292, Montrose - \$1493, The Ridge - \$251 – 1 resident, Dogwood Portfolio – 59,775

Current Staff Training (Ongoing):

VHDA & HUD Training for Staff Ongoing, Yardi Training in May, Uniform Relocation Assistance ongoing webinars

Mr. Sales indicated that CRHA will engage in collaborative efforts with residents, arranging meetings with Claudette Greene, the Eviction Divergent Coordinator, to establish mutually agreed-upon payment plans before considering eviction as a course of action. Additionally, local churches and other agencies have partnered with CRHA in aiding assistance.

VI. **HCV Program Manager Update**

Zoe Parakuo, Housing Choice Voucher Program Manager; asserts that the inspections have been

proceeding well and confidently anticipates being ahead of schedule by the end of this month. Only one recertification was overdue this month, and all participants were assigned to a caseworker, eliminating the previous practice of one person handling it all.

VII. **Executive Director Update (Verbal)**

Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
June 24, 2024 at 6:00 pm

The Board of Commissioners of the
"Housing Authority") held the Board Meeting
Wes Bellamy presiding.

Authority, (hereinafter "CRHA" or the
City Council Chambers with Chair

I. **Call to Order**

Chair Bellamy called the meeting to order at 5:00 p.m. on June 24, 2024.

Roll Call of Commissioners

Absent

Mr. Wes Bellamy

Ms. Brigid Wicks, Commissioner X

Ms. Laura Goldblatt, Commissioner X

Mr. Michael Payne, Commissioner X

Ms. Alice Washington, Commissioner X

Mr. Javier Raudales, Commissioner X

Staff Present:

John Sales, Executive Director

Kathleen Glenn-Matthews, Deputy Director

TC Nichols, Controller

Maria Carey, Executive Assistance

Zoe Parakuo, Housing Choice Voucher Program Manager

Quentia Taylor, Development Manager

Moment of Silence:

Chair Bellamy called for a moment of silence.

General Announcements / Meeting Dates / Reminders

Safety Committee every other Wednesday at 4:00pm: Next meetings: July 3, at 4:00pm & July 17, at 4:00 pm

Resident Services Committee: July 9th at 1:00 pm

CRHA Board Work Session: Thursday, July 11, 2024, at 6:00 pm

CRHA Board Regular Meeting: Monday, July 22, 2024, at 6:00pm

IV. Maintenance Update (Verbal Update)

John Sales: Executive Director CRHA

- The maintenance department is almost fully staffed, and two additional individuals were hired for the turn team. They will work on capital funds projects that are coming down the pipeline.
- working on moving two techs for each site to work on preventative maintenance and work orders
- modifying the work vans to secure them due to recent break-ins.

V. Housing Director Update

John Sales: Executive Director CRHA

Vacancy numbers as of 4/22/2024:

The housing Director position is currently vacant, and the job will be posted.

- New compliance specialist will be starting at the end of July.
- 2 vacant property manager positions open
- Community Ambassador at Crescent Halls will start in July
- Security started at Crescent Halls last week

Vacancies:

- Westhaven – 15 (evictions due to back rent and violent incidents), Amp4 – 4, South First Street – 2 (evictions and lease violations)

VI. HCV Program Manager Update

Zoe Parakuo, Housing Choice Voucher Program Manager: The New administrative assistant started today, and HCV is fully staffed. They are receiving referrals for the SIS wrap program from the Department of Social Services and the Department of Human Rights (home to Hope). They partnered with Albemarle County to host a landlord event to inform the landlords of the new standards. They are currently working on an electronic payment system because the postal services are slower than normal.

TC Nichols, Controller: elaborated on the new electronic payment system and explained how it will work. Also, the FDS report was submitted, and they were one point away from a perfect score (24 out of 25)

VII. Executive Director Update (Verbal)

John Sales provided an update on the SOP; a vendor has been selected and is currently negotiating. They came in a little below the budget, so he is looking into some training opportunities to utilize the remaining \$5,000. Signatures should be obtained by the end of the week. Also, \$1.2M in capital funds was received for the parallel track work at Michie, Madison, and Riverside. \$250,000 was received for the ROSS grant for service coordination. There are four different grant allocations: Dogwood Preservations to replace roofs quotes for \$300,000, and the city will provide \$150,000 towards this project. Eviction diversion programs, an economic opportunity program, a homeownership program for public housing, and the voucher program to provide down payment assistance over the next year to assist five families. Additionally, CRHA is looking strategically at what investments must be taken to address safety issues.

Charlottesville Redevelopment and Housing Authority

Board of Commissioners

JULY 2024

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") held the Board meeting on July 22, 2024, at the Council Chambers with Chair Wes Bellamy presiding.

Charlottesville Redevelopment and Housing Authority, (hereinafter "CRHA" or the "Housing Authority") held the Board meeting on July 22, 2024, at the Council Chambers with Chair Wes Bellamy presiding.

I. Call to Order

Chair Bellamy called the meeting to order on July 22, 2024.

Roll Call of Commissioners

Mr. Wes Bellamy, Chair

Mrs. Brigid Wicks, Commissioner X

Mrs. Laura Goldblatt, Commissioner X

Mr. Michael Payne, Commissioner X

Mrs. Alice Washington, Commissioner X

Mr. Javier Raudales, Commissioner X

Mr. Earl Hicks, Commissioner X

Staff Present/Virtual:

John Sales, Executive Director

Maria Carey, Executive Assistance

Quentia Taylor, Development Manager

Lynn Vogt, Marketing and Communications

Moment of Silence:

Chair Bellamy called for a moment of silence

General Announcements / Meeting Dates / Reminders

Commissioner Goldblatt addressed the resident's safety concerns and discussed partnering with resident services and safety committee to seek additional resources from the city council.

CRHA Board Work Session: Thursday, August 8, 2024, at 6:00 pm

CRHA Board Regular Meeting: Monday, August 26, 2024, at 6:00pm

Redevelopment Committee Meeting: Every 1st Thursday of the month

Safety Committee every other Wednesday at 4:00pm

Resident Services Committee: August 13th at 1:00 pm

II. Public Comments followed by PHAR Comments

- **Staffing:** Currently hiring for a Director of Property management and HCV Program Manager
- Awarded Jobs Plus Grant 4.6 million, 3 ½ positions for that and currently hiring, two maintenance positions and a new Compliance Manager has been hired. Also awarded 250,000 for Ross Grant
- In conversation with UVA School of Nursing for the new clinic at Crescent Halls
- The SOP contract has been awarded, with an estimated 60–90-day turnaround
- Reviewing security bidders' anticipation of returning to the board on August 8th with a selection.
- Will meet with the City Manager and PHAR ED about safety concerns and request that the police chief will attend.
- Meeting with Ridge Street residents about what we are doing to address the safety issues
- Five pending evictions based upon safety concerns (shootings)
- Crescent Halls are 99% complete; the South First Street phase 2 demo is 40% complete and should be complete by the end of August. 6th Street Phase I waiting for HUD's final approval, and the decision was made to bring back some public housing
- Porch lights at West Haven are completed

VII. Adjournment

Chair Bellamy motioned to adjourn the meeting at 6:48 p.m.; Commission Goldblatt moved to adjourn the meeting, and Commissioner Radales seconded.

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Bellamy	X			
Wicks	X			
Goldblatt	X			
Payne	X			
Washington			X	
Radales	X			

CRHA Meeting Announcements

CRHA Board Work Session: Thursday, August 8, 2024, at 6:00 pm
CRHA Board Regular Meeting: Monday, August 26, 2024, at 6:00pm

Redevelopment Committee Meeting: Every 1st Thursday of the month at -Updated Time

Join Zoom Meeting: <https://zoom.us/j/94663021086?pwd=ZEhHZ3U0VGdnczZFIENkR3cDU2Zz09>

One tap mobile. +13017158592,,94663021086#

August 1st 3:00pm CRHA Redevelopment Comm. Meeting

August 15th 1:00pm CRHA Admin Redevelopment Meeting

Safety Committee every other Wednesday at 4:00pm

July 31st at 4:00pm

August 14th at 4:00 pm

Resident Services Committee: August 13th at 1:00 pm

Join Zoom Meeting:

<https://zoom.us/j/95147780948?pwd=YUEyYmZCOVBQUkQ3cy9zZ1NVYkg2UT09>

One tap mobile: +16465588656,,95147780948#

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY

P.O. BOX 1405

CHARLOTTESVILLE, VIRGINIA 22902

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CRHA Redevelopment Committee
3:00 pm, Thursday, August 1, 2024
<https://zoom.us/j/9588556349>

MINUTES

I. Attendees

CRHA Committee Members: John Sales, Joy Johnson, Nikuyah Walker, Emily Dreyfus
CRHA: Brandon Collins, Quentia Taylor, Kevin Fallin (owner's rep)
PHAR: Dr. William Harris
Westhaven Nursing Clinic: Shelly Bryant, Christina Feggans
Other: Jeff Meyer (VCDC), Trinity Hughes (FJN)

II. Follow Ups:

- Lauren Song from National Housing Law project presented to a small group, Brandon or Emily can send documents she sent afterwards. What are next steps? Emily reported that the plan is to present to the PHAR Board. Emily thinks that Ms. Song may not be able to help much with how to deal with Faircloth as the issue is about subsidy. Interested in presenting to PHAR, perhaps PHAR can include committee members in those presentations. The presentation may have been recorded, Emily will share if so. We need to be able to do some workshops to get residents to better understand what the challenges are and we need to understand what we can do with HUD to get our public housing back.
- SFSP1 traffic calming- staff working to get permission for speed bumps. Signage is in the works.

III. Quick Updates

- a. Crescent Halls: Working towards project completion and final VH inspection, will be done very soon. Remaining items are minor. "Our" items still in the works- Gazebo- pad is poured, delivery late Sept., furniture chosen. Traffic Gate- working with City EMS/CAT etc to make sure all good, install TBD. Elevator Panels- scheduled for Aug 7-9. Washers have temporary valves until replacement of defective parts. Resident Working Group is done, shifting towards regular meetings with Property Management.
- b. SFSP2: Demolition is underway, should be complete August 30. Unsure of where contracts stand and how quickly can mobilize. Recent resident meeting very productive- re-engaging with BRW, will re-evaluate community center furnishes and interior finishes. Will begin work with landscape architects on outdoor spaces. School bus tweaks made based on resident direction, stops at Hartman's Mill and S. 1st. Were there any issues with people squatting in the buildings? Kick off meeting met with police and contractor, police requested to be on standby, one woman showed up twice and had to be escorted off twice. Had found some evidence of someone recently moving some mattresses into one of the buildings but they check every morning. No one is arrested just escorted off property.
- c. Sixth St- Building A Virginia Housing submission comments have been received, not very much to respond to. Submission to HUD underway. Waiting on HUD to move anything else forward, hope to start in late Fall. Phase 2 will be re-engaging Grimm and Parker on full design after evaluating changes from zoning with residents. Can we describe the changes, shared the proposed new site plan, minor



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.





2024 CRHA “Lessons Learned” Report

Objective

In 2018 CRHA began planning for the first of its resident-led redevelopment projects. In 2021 construction began on the first redevelopment sites, Crescent Halls and South First Street. Since then, CRHA has started redevelopment projects at each of its other sites including, South First Street Phase I (SFSP1), South First Street Phase II (SFSP2), Sixth Street, Westhaven, and “parallel tracks” (Madison, Michie, and Riverside). This report covers the challenges faced during resident-led planning and redevelopment and the lessons CRHA has learned from redevelopment progress up until this point. The final column outlines the actions that CRHA is currently taking to respond to these challenges of the redevelopment process.

Lessons Learned Breakdown

I. Engagement

Issue	Lessons Learned	Actions
It was difficult to communicate with residents whose first language is not English.	• Many residents have a first language other than English. • Residents would prefer to have updates communicated to them in their native language. • Need to be able to solicit input from residents who do not speak English.	• CRHA has hired a Language Access Coordinator to create and implement the Language Access Plan • We are currently exploring AI and live interpretation programs and services. • The Language Access Coordinator is working to hire tenants to assist with translation and interpretation services.

	to be very important for decision making, value engineering, and keeping everyone informed.	input and decision making when needed. We are continuing planners meetings after construction starts at Phase 2 and Sixth Street.
SFSP2 engagement was almost solely based on the 12 resident planners with some occasional broader input through polling and updates by CRHA and PHAR.	- PT polling is very successful and has increased participation all around. 6th St is open to all because it is smaller – we are seeing increased participation and understanding of process.	- We have increased polling and increased written updates, and now regularly conduct full-site community events to give all residents an opportunity to engage. - At Westhaven we have specifically identified the involvement of the full community as being important for the professional design team to help with and use best practices. The design team is contracted to address this specifically.

II. Design and Planning Stage

Issue	Lessons Learned	Action
It took a long time to build trust with partners.	It is important that we maintain our relationship with partners and continue to increase trust.	We are continuing to maintain communication and improve transparency.
Too many items came up after the fact for SFSP1 that were design related, including playgrounds, sourcing the centers, maintenance and	We need to know about these items in advance.	We have set a schedule with the design team to address these items in SFSP2

Site plan approvals took a lot longer than expected.	• We need to expect site plans to take a long time to get approved. • We should consider what factors may affect site plan approval.	• We have built in more time in timelines for 6th St and Westhaven for site plan approval and thus for LIHTC targets. • Engineers are now considering how phasing affects other phases from City perspective and design perspective.
Need a better trash collection plan.	• We had excess trash and not enough dumpsters.	• We communicate with architects and engineers our occupancy expectations, which are often higher than theirs, to ensure that there are enough dumpsters for the expected number of residents. • We have added more dumpsters to the site plan for SFSP2. • We have developed the trash plan for 6th street Building A and 6th street Phase 2 based on CRHA occupancy expectations. • We will clearly define the trash collection plan in the Westhaven Master Plan.
Cost increases between planning, LIHTC, contractor selection and construction.	• Most cost issues at CH and SFSP1 were unforeseen (Covid etc.) or contractor issues. • Multiple realizations of deep cost increases at SFSP2 caused us to	• We are adding the additional capacity needed and services needed to contract to ensure we are assessing the price throughout the pre-development process.

There was not enough communication from contractors.	We need to ask contractors for more transparency and be clear with our expectations.	- CRHA now requires frequent reporting, communication, and coordination from contractors to ensure transparency. - CRHA now has owner's representation for all redevelopment projects.
Pricing Issues	Must assess price based upon design more frequently to ensure we are designing within budget.	CRHA has added additional capacity needed and services needed to contract to ensure we are assessing the price throughout the pre-development process.

IV. Delays

Issue	Lessons Learned	Action
HUD demo/dispo takes a lot of time.	- We need to start earlier and expect delays from HUD. - Involving Senator Kaine's office was effective in getting the 6th St approval delivered after lengthy HUD delay.	- We now plan for demo/dispo delays by starting earlier so that there is time built-in for possible delays. - We will start the process for Westhaven much earlier than we had started for previous projects.
Site plan amendments lead to delays.	This is somewhat unavoidable; however, we recognize that any change can lead to the need for a site plan amendment.	- The design teams are working to avoid site plan amendments, anticipate potential changes and reduce potential delays. - We are working to group any necessary changes together to limit the frequency of site plan amendments needed.

		public and provide updates. • We are developing a plan to intentionally keep the public informed in all redevelopment and development efforts
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VI. Occupancy and CRHA

Issue	Lessons Learned	Action
Residents were forced to fill out documents multiple times due to funding streams and expiration dates on forms.	• This issue has had a negative financial impact on residents who were forced to find transportation or pay for the documents.	• CRHA's new HOTMA regulations will allow us to use the forms from the LIHTC program. This does not go into effect until January 1, 2025.
There was excessive damage to units and corridors during the moving process.	• Moving contracts need to be revised to limit damage.	• We are improving moving contracts to include a damage clause to limit the damage caused by moving furniture.
Need to limit bedbugs.	• The current bedbug inspection seems to be effective.	• We are continuing the requirement for bedbug inspection before move-in. • CRHA has hired two licensed certified pest technicians who will be responsible for approving units for relocation going forward. The previous process had large gaps between the inspection and moving dates.
There is not enough space for CRHA flyers on redeveloped sites.	• Flyer space should be considered during the design phase.	• We have asked the design teams to create more signage and bulletin board space for flyers.

Summary

- CRHA has hired a Language Access Coordinator to create and implement a new **language access plan** which will increase community engagement.
- CRHA is continuing its policy where resident planners receive **stipends** for attending meetings and meeting the designated **participation criteria** as this has correlated with an increase in participation at planners meetings.
- CRHA is increasing **polling, written updates, and community events** at all sites.
- CRHA is working to plan for programming in community spaces during the design stage, establishing **dedicated program spaces** where necessary.
- CRHA is working towards establishing **MOUs** with partner organizations.
- CRHA is developing a list of **Section 3** contractors which we will provide to all contractors moving forward.
- CRHA is in the planning stages of creating **training programs** based on the contractor's work schedule instead of generalized training.
- CRHA is maintaining **transparency** and constant **communication** with residents, contractors, and the public.
- CRHA is developing a plan to **keep the public informed** in all redevelopment and development efforts with the help of the newly hired Communications and Marketing Director.
- CRHA's new **HOTMA regulations** will allow us to use the forms from the LIHTC program starting January 1, 2025.
- CRHA is improving moving contracts to include a **damage clause** to limit damage caused by moving furniture.
- CRHA is working on a **QR code badge** to install on all sites for residents to scan and stay informed.

**Charlottesville Redevelopment and Housing Authority
Board of Commissioners Board Meeting
Monday, August 26th, 2024 at 6:00 pm
City Council Chambers**

The Board of Commissioners of the Charlottesville Redevelopment and Housing Authority (hereinafter "CRHA" or the "Housing Authority") held the Board Meeting on Monday, August 26th, 2024 at 6:00 pm in the City Council Chambers, with Commissioner Wicks presiding.

Authority (hereinafter "CRHA" or the "Housing Authority") held the Board Meeting on Monday, August 26th, 2024 at 6:00 pm in the City Council Chambers, with Commissioner Wicks presiding.

I. Call to Order

Commissioner Wicks presided over the meeting.

Meeting began at 6:04 p.m. on August 26th, 2024.

Roll Call of Commissioners

Absent

Bellamy, Chair

X

Wicks, Commissioner

Goldblatt, Commissioner

X

Payne, Commissioner

X (virtual)

Hicks, Commissioner

X

Raudales, Commissioner

X(virtual)

Washington, Commissioner

X

Staff Present:

Kathleen Glenn-Matthews, Deputy Director

Maria Carey, Executive Assistance

Moment of Silence:

Commissioner Wicks called for a moment of silence.

General Announcements / Meeting Dates / Reminders

Safety Committee every other Wednesday at 4:00pm: Next meetings: September 11th, at 4:00pm and September 25th, at 4:00 pm

Resident Services Committee: September 10th at 1:00 pm

CRHA Board Work Session: Thursday, September 12th, 2024, at 6:00 pm

CRHA Board Regular Meeting: Monday, September 23rd, 2024, at 6:00pm

II. Public Comments followed by PHAR Comments

Kathleen Glenn-Matthews: update on Jobs Plus Grant:

- Hired a program manager to start on September 3rd.

- Will be attending HUD training for the program.

Syleethia Carr:

- Would like to bring up safety concerns during the maintenance meeting and maintenance concerns at the safety meeting.
- Commissioner Wicks and Commissioner Goldblatt agreed with Ms. Carr.

III. Updates from Commissioners and Discussion

No updates from Commissioners

A. Approval of Board Minutes from July 22nd , 2024,

Commissioner Wicks motioned to approve the minutes of the Board of Commissioners meeting held on August 26th, 2024. 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(virtual)			
Washington, Commissioner	X			

IV. Resolution # 1478 Authorizing Security Contract

Commissioner Wicks motioned to approve the Authorizing Security contract, 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(virtual)			
Washington, Commissioner	X			

V. Housing Director Update

A. Per Kathleen:

CRHA has received a 91% on Crescent Halls INSPIRE inspection

All the violations have been completed. 90% of the violations were from contractors’ work.

Preparing for inspections at 6th Street and Westhaven in September.

VI. Adjournment

Commissioner Wicks motioned to adjourn the meeting at 6:04 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(virtual)		
Washington, Commissioner	X		