

**Charlottesville Redevelopment and Housing Authority  
Board of Commissioners Virtual Meeting**

Monday, July 26, 2021

Minutes

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

**I. Call to Order**

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

*Reading of Code § 2.2-3708.2(A)(3)*

**Roll Call of Commissioners**

	<b><u>Present</u></b>	<b><u>Absent</u></b>
Ms. Katrina Cooper, Commissioner		X
Ms. Laura Goldblatt, Commissioner	X	
Ms. Lisa Green, Commissioner	X	
Ms. Maddy Green, Commissioner	X	
Dr. A’lelia Henry, Commissioner	X	
Brigid Jackson, Commissioner	X	
Mayor Nikuyah Walker, Commissioner	X	

**Staff Present:**

John Sales, Executive Director

**Moment of Silence**

Mayor Walker called for a moment of silence.

**General Announcements**

Safety Committee Meetings: Every other Tuesday, August 3<sup>rd</sup> & August 17<sup>th</sup> at 6:00 p.m.

Redevelopment Committee Meetings: 1<sup>st</sup> Thursday at 4:00 p.m.

CRHA Regular Board Meeting: Monday, August 23<sup>rd</sup> at 6:00 p.m.

Board Work Sessions: Thursday, August 12<sup>th</sup> at 5:00 p.m.

Resident Services Committee: Every 2<sup>nd</sup> Tuesday at 1:00 p.m.

**II. Welcome and Introduction of New Commissioner**

A. Commissioner Brigid Jackson: Ms. Jackson recently returned to Charlottesville. She is excited to be part of the Board and thanked Mr. Sales for taking her on a tour of the public housing sites.

B. Commissioner Katrina Cooper: Ms. Cooper is a public housing resident of the Madison Avenue community. She was absent.

### III. Public Comments Followed by PHAR Comments

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

### IV. CRHA Board of Commissioner Officer Appointments

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

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry				X
Jackson	X			
Walker	X			

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green				X
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

**V. Updates from Commissioners**

**A. Approval of Minutes**

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson				X
Walker	X			

**B. Safety Committee Update**

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

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

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

**VI. CRHA Board of Commissioner Committee Appointments**

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

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

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

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

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

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

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

**IX. CRHA Resolution No.: 1428 CRHA Video Surveillance**

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

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry				X
Jackson	X			
Walker		X		

Mr. Sales that cameras are already installed at Crescent Halls. Mayor Walker discussions about camera installation has always been about stopping violence on CRHA sites.

Dr. Henry expressed concerns about potentially recording information about minors’ criminal behavior.

**X. Department Updates**

**A. Eviction Prevention Discussion**

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

**XI. Executive Director Update**

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

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

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

Mr. Sales explained that if the building is deemed unoccupiable, the CRHA must make alternate lodging arrangements for the residents. An unfavorable decision would create challenges including relocating residents and additional hurdles for the contractors.

Lisa Green inquired if Crescent Hall could maintain sustainability in the event of a move out. Mr. Sales stated that project would be sustainable with a combination of public housing tenants and Project-Based Voucher holders. He mentioned that there is a small chance that all the Project-based Voucher holders may not return.

## **XII. Redevelopment Update**

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

### **Crescent Halls**

- Crisis: A pipe burst at Crescent Halls and a considerable amount of damage was caused by the flooding. Tomorrow, a company will perform x-ray inspection of a randomly selected number of cooper solder pipe joints. Depending on that decision, CRHA will decide to keep and reuse the existing cooper piping or replace the main piping. It was estimated that the piping had a 70-100 useful life remaining.
- Site Plan Amendment: City requested that the site plan be modified to add 32 bike racks. CRHA complied with the request. A second review of the site amendment called for adding lockable indoor bike storage to the design. The delay has limited GMA's use of the construction yard.
- Construction Schedule: There has been some impact on the work and ability to utilize the construction site. The discovery of asbestos and mold have led to changes in the scope of the renovation. All drywall in the corridors and apartment walls will be replaced. Some of the work is taking longer than expected. GMA is working on an updated construction schedule.
- The HUD REAC inspection will determine whether GMA will proceed with a tower approach to redevelopment or a stack (floor-by-floor) approach. If all residents must be relocated and the whole building is turned over the construction team, it would accelerate completion of the project.

### **South First Street**

- Site Plan Amendment: Discovered a storm/sewer replacement location issue that could have an impact on the contractor's scope. It will be a significant change and will involve separate submission for offsite utilities.

- Other Budget Item : The site is now requiring a separate water meter for the community center.
- Supply Chain Issue: Breeden Construction learned of a delivery shortage of building materials. The materials are schedule to be delivered mid-August.

#### Funding: Jeff Meyers

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

### **XIII. Public Comments**

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

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

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

### **XIV. Board Closed Session Meeting**

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			

Walker X

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

#### CERTIFICATION OF CLOSED SESSION

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

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

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Cooper			X	
Goldblatt	X			
L. Green	X			
M. Green	X			
Henry	X			
Jackson	X			
Walker	X			

#### **XV. Adjournment**

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

**The Charlottesville Redevelopment and Housing Authority Board of Commissioners approved the July 26, 2021, Meeting Minutes on \_\_\_\_\_.**

\_\_\_\_\_  
Mr. John Sales, Executive Director

\_\_\_\_\_  
Date

Recorded by:

\_\_\_\_\_  
Leslie Deane, Administrative Assistant

\_\_\_\_\_  
Date