

**CRHA Redevelopment Committee Meeting Minutes**  
**January 13, 2009**  
**South First St. Community Center**

Present: Jason Halbert, Dave Norris, Sherri Clarke, Joy Johnson, Hosea Mitchell, John Conover, Emily Dreyfus, Karen Shepard, Justin Walton, Peter Loach, Randy Bickers, Amy Kilroy

**Summary of topics/action items discussed:**

1. Staff update on current projects –
  - RFP – review update
  - Resident outreach on Redevelopment
  - Trips to visit other redeveloped Housing Authorities
  - Youth Initiatives for redevelopment
  - Residents Bill of Rights
  
2. Discussion of Master Planning Scope of Work

**Recommendations:**

- Committee members will review the proposal of Wallace, Roberts & Todd (the current leading applicant) and will offer suggestions of items to include in the contract, to staff, by Thursday, January 22<sup>nd</sup>.

**Minutes:**

- No introductions were needed at the start of this meeting.
- Minutes of the November 11<sup>th</sup> meeting were reviewed and approved.
- Amy gave a brief update on staff activities:
  1. RFP review update – Interviews of the top 4 teams were conducted over two days on Jan. 7<sup>th</sup> and 8<sup>th</sup>. Scores have been tabulated and staff have consulted with legal counsel about the next steps in the process. Randy will begin negotiations with the lead team, Wallace, Roberts & Todd (WRT), shortly. In the meantime, it is asked that the name of the leading firm be kept quiet as it has not been released to the public yet.
  2. Resident outreach on redevelopment – Monthly redevelopment updates have been scheduled at each of the sites with community centers. This list of meetings will start to expand as new meeting venues are arranged. PHAR and Legal Aid have offered to help get the word out about these meetings. Amy will send Emily a copy of the flyer that goes out in the rent statement. Also, Randy and Amy appeared on Dave's monthly talk-show to discuss the Housing Authority and the redevelopment project.
  3. Youth Initiatives & Redevelopment – Three committee members, Joy Johnson, Justin Walton and Kathy Galvin, have been working on a small Youth Initiatives committee creating ways for our middle-school and high-school youth to get involved with the redevelopment efforts. Several points were made about this topic:
    - We will look to tie our youth initiatives into the program(s) that Charlottesville High School is creating.

- In the meantime, we will look to have a launch meeting in February to announce the different projects that we will have available to work on.
  - The group has been working with Tammy Cavanaugh to coordinate these programs with her existing programs. Also will be looking to include Lighthouse since they have already been doing work with our youth.
  - The ultimate goal will be to have the adults help set up the framework and then step back so that the youth are running their own meetings etc. with adult support.
4. Trips to visit other Housing Authorities – Housing Authorities in Hagerstown, Maryland and Norfolk, VA are the next two leads in terms of figuring out where to go. In addition, several local, non-housing authority projects were mentioned during the Master Planning interviews which folks have expressed an interest in visiting.
5. Residents Bill of Rights – The Bill of Rights has been adopted unanimously by both the Housing Authority Board and the City Council. Copies of the approved document were handed out during the meeting, and will be made available to anyone who would like a copy. Thanks to all who had a hand in getting this document written and approved.
- The other item of discussion was the contract negotiations with WRT. Members of the interview panels liked portions of several groups’ presentations and it has been suggested that we try to incorporate those portions into our contract with WRT. Copies of the WRT proposal were handed out and any suggestions from the Committee will be welcomed until Jan 22<sup>nd</sup>. Comments received during discussion included:
    - Multiple members of the panels liked the resident engagement piece from the Barton Partners proposal, and their use of the drawings and maps during the residents interview.
    - TAG Associates has strong experience with consulting on overall management of housing authorities.
    - All four groups mentioned using Section 3 and providing resident employment opportunities
    - Joy made sure to ask each group about their willingness to work with our youth during redevelopment – no group said that wasn’t feasible
    - To prepare for the consultant arriving we will take our first trip to Hagerstown, MD and visit with their staff and residents. Staff will also check the WRT references and speak with the City about their experience working with them.
    - Staff will also conduct phone interviews with the other firms on the WRT team to get some background information on their experience.

There being no other business, the meeting was adjourned. Next meeting is Tuesday, February 10, 2009 at 10:00 am in the South First St. Community Center.