

CRHA Redevelopment Committee Meeting Minutes
June 10, 2008
South First St. Community Center

Present: Rick Jones, Jason Halbert, Joy Johnson, Karen Waters, Bob Stevens, Dave Norris, John Conover, Tammy Cavanaugh, Howard Evergreen, Holly Hatcher, Mandy Burbage, Deirdre Gilmore, Edith Good, Frank Dukes, Lenore Dukes, Noah Schwartz, Amy Kilroy

Summary of topics/action items discussed:

1. Staff update on current projects –
 - RFP
 - “Big picture” timeline
 - Orientation Binder & Glossary
 - Resident training program for redevelopment
2. Review drafted sections of the RFP

Recommendations:

- None

Minutes:

- Meeting began with a round of introductions for everyone at the table
- Please send any comments or changes about last meeting’s minutes to Amy for inclusion – 2 spelling errors were noted during the meeting and will be corrected
- Amy gave a brief overview about several projects that staff is either currently working on, or will be coming up in the very near future:
 1. A draft of the RFP is underway. The drafted Table of Contents was presented to show which sections of the RFP are being vetted to the Committee for comments and which sections are going to be boiler plated from other CRHA RFPs. The Committee has now seen all of the sections for comment at least once, and changes are being incorporated into the draft. Boiler plate sections are roughly 85% pulled together. Draft of full document will be presented to Committee when completed.
 2. Noah reviewed a document describing in more detail how the remainder of the RFP process will play out. One significant change to the Evaluation Process, which is highlighted in this document, is that residents serving on the Community Evaluation Team will not be named in advance, but rather will be named to the Team after they have participated in both the training session(s) and the review process. Hopefully this will make the process more flexible and will allow for increased resident participation.

Comments raised during discussion:

 - Need to make sure training sessions are available to a broad range of residents. Figure out a way to hold the sessions at different locations.
 - Send information about trainings to the Section 8 residents too
 - Need to find residents to serve as leaders on both the Technical and Community Evaluation Teams. Want to make sure we have strong representation on both Teams.
 - Add timeline to the document to show how long/when each item will happen
 - Want to include the topic of Conflict of Interest during the trainings
 3. Draft of the Glossary was circulated for comment. Send Amy any terms you would like to see added to the list. This Glossary will be included as part of the larger orientation binder which will be made available to the Board and Committee members.

Comments raised during discussion:

- Review the terms to make their definitions more readable. Karen and Susan Erno can help provide clarification.
4. Noah provided an update on the redevelopment training and RFP training pieces during his review of the overall RFP process. More information will be provided as soon as it is ready.
- Drafted Sections of the RFP for discussion:
 1. Table of Contents – shows which sections are for comment and which sections are boiler plate from other CRHA RFPs. No comments received.
 2. Purpose of the Master Plan – Comments received are listed below:
 - *Guiding Principle #3* – add text about “units of like size, as determined by the market study”
 - Add more information to the Guiding Principles about integrating the CRHA communities into the surrounding neighborhoods
 - Add text about a goal of “providing employment and training opportunities for residents” in line with HUD Section 3 requirements. Holly will draft language to send to Amy.
 3. Scope of Work – Comments received are listed below:
 - Include language about committing to providing community spaces and additional public amenities on site, where appropriate. Holly will draft language to send to Amy.
 - Are Guiding Principles #2 and #6 necessary for the consultant to know about/perform work? Don’t want to see CRHA bear the full burden for the issues in the housing market. Would like to see us work with other members of the housing community to meet these needs. Staff will add a tiered/priority system to the Guiding Principles to help rank the principles we deem most appropriate for our Master Planning process.
 - Credit counseling is an issue for many of our residents who may want to move out of Public Housing into either Section 8 or market units. How to get our residents better plugged into the resources available to help them with this need?
 - Don’t emphasize the Design Elements so much within the Scope. Shift the sections around to place the Process sections first followed by the Design Elements. Not every property of ours will be torn down and redeveloped completely. Some will only be rehabbed.
 - Add a component into the Design Elements about making the properties easy to maintain – both structures and landscapes
 - Add language to the Mixed-Use sections about providing greater access to commercial services, spell it out more clearly. Incorporate HUD Section 3 where appropriate.
 - One-third of all units as accessible may be too high. Lower it to Universal Design criteria instead – focus on allowing residents to age in place.
 - How can we educate our youth during the Redevelopment Process? Can high-school youth serve on the Evaluation Committee?
 - A number of community groups are already partnering with youth in the community (i.e. Lighthouse) – look to partner with them to help serve our youth. Holly has a copy of documentary made by CRHA residents’ children about their thoughts on redevelopment. Holly will get the movie to Jason so he can see it, and any others who are interested.
 - Westhaven Community Day is August 2nd. Could have a redevelopment booth/table at the Community Day to provide information and seek opinions about the process.

There being no other business, the meeting was adjourned. Next meeting is Tuesday, July 8, 2008 at 9:30am in the South First St. Community Center.