

**CRHA Redevelopment Committee Meeting Minutes**  
**July 8, 2008**  
**South First St. Community Center**

Present: Joy Johnson, Karen Waters, Dave Norris, Howard Evergreen, Edith Good, Kathy Galvin, Karen Shepherd, Alex Gulotta, Wendy Marshall, Raymond Mason, Rachana Dixit, Noah Schwartz, Amy Kilroy

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

1. Staff update on current projects –
  - RFP
  - “Big picture” timeline
  - 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
- 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 final draft of the RFP was circulated to members of the committee via e-mail before the meeting. Comments about the draft have been received by e-mail from committee members who cannot attend today’s meeting. Additional comments will be collected from the group later in the meeting.
  2. A drafted timeline with dates and deadlines for the next three months was handed out at the meeting. Dates are subject to change based on how the discussion goes during the meeting.
  3. Resident training component is still being worked on. Initial dates for some community update meetings (trainings) have been included on the calendar. Dates are subject to change based on how the discussion goes during the meeting.
- Amy gave an overview of the comments received to date on the most recent draft of the RFP:
  1. Will the Guiding Principles section be adopted by the Board? – yes, these principles are for Redevelopment only, but will be sent back to the Board for formal endorsement.
  2. CRHA will need someone to be held accountable (on staff) to ensure that Section 3 requirements are being met.
  3. Additional principles will be added by residents and community members during the Phase 2 Visioning Workshops.
  4. Public housing units will be replaced 1-for-1 with like kind units and will be targeted at very-low and extremely-low income families. (the words “as appropriate” will be removed from that Guiding Principle)
  5. Would like to see the results of the Master Planning effort provide a range of options that residents and community members can choose from, rather than having scenarios that people are either for or against.
  6. Staff will add a qualifying statement to the Design Elements section about “not legislating specific architectural styles” during this portion of the process. More specific detail will be flushed out with the designers after the Master Plan is complete and CRHA moves on to the next phase.
  7. Language of “Phase 3” will be changed to reflect a list of pros and cons instead of presenting a preference.

8. In the cost-estimate, want to see some flexibility and a range of options there too, not just one choice.
  9. Discussion about resident trainings vs. community updates vs. educational classes (i.e. Albemarle County's Citizen Planning Academy). Great concern about this component not being fully developed, falling through the cracks – especially at the expense of speeding up the timeline, performing more from a community organizing perspective than a training perspective.
  10. Need to provide a specific amount of time for how long it will take staff to answer questions about the RFP. (within \_\_\_ business days)
  11. July and August are difficult months to expect people to respond to an RFP. Can we bump back the due date to the beginning of September to allow for more time to work on it?
  12. Recommended to include a Pre-Proposal Conference – can make it during the beginning part of August. Will give firms the opportunity to see CRHA properties and get questions answered about the RFP.
- Several comments were made about hiring a community organizer to do some heavy-duty recruiting and resident training. Needs to be done effectively and thoroughly. Also need to train the staff and the Board.
  - Also a need to do some one-on-one interviews with residents before the trainings begin to start getting them acquainted. Small groups will work well for initial updates.
  - Additional comments will be provided by David Neuman, University Architect, and by the Attorney's office. RFP cannot be released until the Attorney's office signs off on the draft.
  - Mr. Mason asked if CRHA plans to do relocation as part of redevelopment. The answer is yes. Also mentioned that there is a large amount of trash regularly located at Westhaven.

There being no other business, the meeting was adjourned. Next meeting is Tuesday, August 12, 2008 at 8:30am in the South First St. Community Center.