

Housing Advisory Committee (HAC) Minutes

Wednesday, April 15th 2026

Neighborhood Development Services Conference Room 12p - 2p

HAC Members Present:

- Joy Johnson (JJ), Chair, Affordable Housing Beneficiary
- Mike Parisi (MCP), Secretary, At-Large member
- Rich Bard (RB), Affordable Housing Beneficiary
- Peppy Linden, At-Large (PL)
- Michael Payne (MP), City Councilor
- Nicole Scro (NS), Real Estate Professional
- Terry Tyree (TT), Affordable Housing Beneficiary

HAC Members Absent:

- Sunshine Mathon (AM), Vice Chair, Non-profit - Piedmont Housing Alliance
- Heather Griffith (HG), Real Estate Professional
- Dan Rosensweig (DR), Non-profit - Habitat for Humanity
- John Sales, Non-profit - Charlottesville Redevelopment & Housing Authority (JS)

Staff Attendees:

- Madelyn Metzler (MM), Acting Housing Program Manager, Neighborhood Development Services

Other attendees:

- Kathleen Glenn-Matthews, CRHA

1. Welcome

JJ: Calls meeting to order at 12:12pm.

2. Introductions and Attendance

3. Staff Updates

MM: Charlottesville Affordable Bridge Loan Program (CABL) launched, available to non-profits for new construction and rehabilitation.

- Loan amounts up to \$500,000
- Short-term financing (up to 24 months)
- Low 2% interest rate, adjusted annually
- Most loan decisions made within 30 days of receiving a completed application

HOPS (Housing Operations and Program Support) grants presented to City Council April 12, CAHF (Charlottesville Affordable Housing Fund) will be presented April 20.

Revitalization Area designation approved by Council for Westhaven, helps funding applications.

Next Council meeting: various CRHA approvals (including non-profit formation), bonds for Kindlewood.

501 Cherry Ave funding agreement approved April 6.

CSRAP (Charlottesville Supplemental Rental Assistance Program) evaluation ongoing, data collection concluding soon. MM conducting interviews with staff and other agencies.

Affordable Dwelling Unit Manual/Student Housing Study has finished, was presented to Planning Commission last night, will be presented to Council April 20.

Housing Division Assessment Report being finalized by consultant.

FY26 Budget approved by City Council, includes two funded Housing division positions (Housing Compliance Coordinator, Housing Program Manager). Kellie Brown working with HR on hiring and recruitment.

TT: What are Housing division responsibilities and needed additional capacity?

MM: Grant management, applications, administration, reports, funding disbursement. Projects like South 1st and 6th Street, Kindlewood. Need to review every application for new development for housing compliance. Will need to monitor and enforce housing requirements once new affordable units are built. Housing Program Manager yet to be advertised. Hoping to share more updates at next HAC meeting.

NS: Re: budget discussions and housing staff advocacy, how can HAC be helpful?

MP: Housing Division staffing was discussed at budget work sessions, made attempts to discuss publicly. Council aware of staff needs and HAC views. Council followed City Manager recommendation to not create any new positions city-wide. Opportunity for Council to direct City Manager to implement staffing recommendations. Possible that revenue projections next time will be higher, unexpected position vacancies, could leave funds available for a position. HAC could request being the subject of a 4p Council worksession.

Discussion of HAC communication methods/language to City Council re: staff positions.

Resolution language:

“Move that HAC affirms the needs for additional NDS housing staff capacity generally as described in the consultant’s recent reporting, and as a necessary first step the inclusion of funding within the FY28 budget cycle, if not sooner in the case of funds becoming available, for at least one additional housing staff position subject to NDS director’s discretion.”

HAC will request worksession for ~Jun 1.

4. Agenda Items

i. **February 18, 2026 HAC Meeting Minutes**

Approved.

ii. **Check In on HAC 2026 Priorities**

Items from past workplan iteration completed:

- Recruitment of lived experience members
- ADU Program language clean-up

Items not complete/paused:

- PILOT
- Landlord Risk Reduction Fund
- Tax Abatement
- Place-based Incentives
- Fee Waiver Programs
- Mid-Year Review

5. Public Comment

No public comment.

6. Next scheduled meeting: May 20, 2026 in CitySpace

MM: Will be out of town for May 20, can reschedule for Wed 13th.

7. Adjourn

Meeting adjourned 147p.

DRAFT

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- Joy Johnson (JJ), Chair, Affordable Housing Beneficiary
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HAC Members Virtual:

- Heather Griffith (HG), Real Estate Professional
- Terry Tyree (TT), Affordable Housing Beneficiary

Staff Attendees:

- Madelyn Metzler (MM), Acting Housing Program Manager, Neighborhood Development Services

Other attendees:

- Kathleen Glenn-Matthews, CRHA

HAC Members Absent:

1. Welcome

SM: Calls meeting to order at 12:11pm.

2. Introductions and Attendance

3. Staff Updates

MM: Two items:

1) Final draft of Housing Program Assessment received. (Link to files:

<https://www.charlottesville.gov/DocumentCenter/Index/1307>) Mostly in line with March presentation from Andy who recommended five dedicated housing staff positions. Current budget supports 2 FTE and a portion from another position:

- Housing Compliance Coordinator (existing position; current Housing Program Manager position formerly filled by Antoine Williams won't be filled)
- Housing Planner position: analyze housing policies, HAC liaison (newly created)
- Deputy NDS Director: leadership and strategic planning functions (newly created—will oversee housing, long-range planning, transportation, historic preservation)

Positions have already been posted and closed, applications received, possible updates on hiring next month..

JJ: Concern with community engagement in new staff structure.

MM: That will be the Housing Planner’s role, who will communicate between the community and Deputy Director. Focus will be policy, not specific projects.

Housing Planner description from Assessment:

“Given the large number of actual and potential new programs currently either approved, being studied, or being advocated for, this position will be critical to the evaluation and development of new programs and the revision of existing programs. They can also assist in the work of helping to define and coordinate the work of all the organizations that play a part in providing housing for the city’s residents. Without this position it will be extremely difficult to design and implement new programs, and to integrate them into the housing system.”

“To coordinate review and evaluation on of new and identified existing programs and provide analysis and guidance regarding overall system planning and coordination on”

4. Agenda Items

i. April 15, 2026 HAC Meeting Minutes

Approved.

ii. FY 2027 HAC Priorities Discussion

a. Staff Recruitment and On-Boarding

b. Data Dashboard/Performance Metrics

Making existing affordable housing data publicly accessible on the city website in ADA-compliant format, updated on a rolling basis. Will also track new affordable units produced under the 2024 Development Code. The city also hopes to obtain updated UVA student housing location data (last received 2018–2020).

c. Review and Update Existing Program Guidance

Reviewing and modernizing processes for the CAHF grant program and housing rehab assistance, including the reduced water/sewer fee program, which has been underused and poorly documented. The CAHF manual hasn't been updated since 2016. A specific concern raised: elderly homeowners are deterred from rehab assistance by a 20-year lien requirement; the group discussed models (e.g., age-based reduced lien schedules) to make programs more accessible.

d. HAC and CAHF Committee Governance and Training

Update by-laws including allowing CRHA head to designate a representative to the HAC.

e. ADU In-lieu Fee study

Preliminary recommendations expected by winter; developing a policy for how in-lieu fees will be reinvested, with anti-displacement and wealth-building framing discussed as priorities. This will involve community engagement through HAC and beyond.

f. Tax Abatement

City Council has signaled interest; staff will develop a concrete program proposal, likely in tandem with the in-lieu fee work.

- g. Development Partnership Policy and Program Review
Engaging outside consultants (via RFP) to help improve process reviewing requests for funding, reviewing CIP investments in affordable housing, addressing a recognized gap in financial review capacity.
- h. Affordable Housing Master Plan Update
5-Year Comp Plan Review, will include AHP as part of that, FY2028 project.

MP: Notes Council wants in-lieu fees to cover \$10M affordable housing funds, not above and beyond that commitment. Also notes that reducing in-lieu fees ranks above new anti-displacement policy, and that Council recently declined to remove a half-mile radius restriction that would have generated \$10 million more for affordable housing.

Extended discussion re: Core Neighborhoods, development, and equity concerns

- Frustration with the direction of housing policy and the disconnect between community needs and Council priorities.
- African-American homeowners in Rose Hill, Fifeville, and 10th & Page face displacement pressure from deferred maintenance, rising taxes, and large new developments. How can the City help them manage and build the wealth within their homes?
- Community members feel things are being done **to** them rather than **with** them. Staff turnover compounds the problem, making it hard to build trust and maintain institutional knowledge.
- Suggestions raised included community benefit agreements tied to large developments, making commitments to invest in specific neighborhoods including using in-lieu fees to fund neighborhood-level programs

Next steps:

Draft and approve language to request a City Council work session on the housing staffing study and HAC priorities. Will finalize language and delegate outreach at the next HAC meeting.

5. Public Comment

No public comment.

6. Next scheduled meeting: June 17, 2026 in CitySpace

7. Adjourn

Meeting adjourned 123p.