

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING

January 20, 2026
8:30 a.m.
227-27th Street, Newport News

1. Pledge of Allegiance to the Flag of the United States of America
2. Roll Call
3. Consider approval of minutes of regular meeting, December 16, 2025.
4. Election of Officers of Board of Commissioners
 - a. Chairman
 - b. Vice-Chairman
5. Consider motion affirming appointments
 - a. Secretary-Treasurer
6. Communications
7. New Business
 - a. Consider a Resolution Authorizing the Submission of the FY 2025 Section 8 Management Assessment Certification (SEMAP).
 - c. Consider a Resolution Authorizing the Formation of the Orcutt TH 30 LLC as Successor Limited Partner in the Orcutt Townhomes III L.P. and Requesting Newport News City Council Approval of the Proposed Entity.
8. Report to the Board
9. Closed session in accordance with the Virginia Freedom of Information Act, Code of Virginia, Section 2.2-3711
10. Any other business to come before the Board.
 - Comments from the Public: (*Time limit 5 Minutes*)
11. Adjournment

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
December 16, 2025**

Having duly given public notice, the Board of Commissioners of the Newport News Redevelopment and Housing Authority met at 227 27th Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, December 16, 2025.

**Pledge of
Allegiance**

Mr. Knight led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

Roll Call

The meeting was called to order by Chairperson Davis, and those present were as follows:

Commissioners present: -

Dr. Lisa Wallace-Davis
Thaddeus Holloman
George Knight
William Black
Barbara Holley
Alonzo Bell

Also present:

Raymond H. Suttle, Jr.
Kaufman & Canoles, P.C.

Lysandra M. Shaw
Executive Director

Ronald Jackson
Deputy Executive Director

Lisa Dessoify
Director of Finance

Tera Lockley, Via ZOOM
Director of Housing

Felicia Simmons
Director of Administrative Services

Kayonia M. Betts
Executive Assistant

Tricia Wilson Via Teams
City of Newport News

Justin Orie
NNRHA IT Department

**Minutes of a Meeting of the
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December 16, 2025**

**Approval of
Minutes November
18, 2025**

Commissioner Bell moved that the minutes of the regular meeting of the Board of Commissioners held on November 18, 2025, be approved. The motion was seconded by Commissioner Knight and passed with a majority vote.

Communications

Public Hearing

Dr. Davis announced a Public Hearing was being held to receive comments on the Public Housing Flat Rents Agency Plan Amendment for Fiscal Years 2026-2029 which includes the Annual Plan for Fiscal Year 2026, Housing Choice Voucher Payment Standards Agency Plan Amendment, the Revised Utility Allowances for Public Housing and the Section 8 HCV program and Amendments to the 5-year plan.

A notice advertising the Public Hearing was posted in the lobby of the Authority at 227 27th Street, Newport News and appeared in the Daily Press on November 2, 2025 and December 7, 2025 and the Tidewater Hispanic newspaper on November 6, 2025 stating the proposed amendments were available for public examination at the Authority's office at 227 27th Street, Newport News, VA, Public Housing Management Office.

No public comments or emails were made or received.

Commissioner Bell made a motion to close the Public Hearing. Commissioner Knight seconded the motion which passed with a majority vote.

New Business

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Approving the Housing
Choice Voucher
Program Payment
Standards and
Amendment to the
Five-Year/Annual Plan**

The Board was provided with copies of the resolution for the Housing Choice Voucher Program Payment Standards and Amendment to the Five-Year Annual Plan. The Housing Choice Voucher Payment Standard is used to calculate the housing assistance payment for families participating in the Housing Choice Voucher program and is the maximum monthly assistance payment allowable. In accordance with HUD regulations, and at the Housing Authority's (HA) discretion, the Voucher Payment Standard amount may be set by the HA between 90 percent and 110 percent of the HUD published Fair Market Rent (FMR). The HA reviews the appropriateness of the Payment Standard annually when the new FMR is published and adopts a payment standard for our jurisdiction. This schedule is a component of our Agency Plan.

HUD has mandated that Housing Choice Voucher Payment Standards reflect the small area Fair Market rents (FMR) according to zip codes. These changes will be effective for current HCV clients at each family's next regular re-examination. If approved, this change will become effective January 1, 2026.

The attached resolution is recommended for approval.

Commissioner Holloman made a motion to approve the resolution. Commissioner Bell seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing
Amendment to the
Five-Year Annual Plan
and Establishing Flat
Rents**

The Board was provided with copies of a resolution authorizing an amendment to the Five-Year Annual Plan and Establishing Flat Rents. The Department of Housing and Urban Development (HUD) regulations require housing authorities to develop a flat rent schedule for each public housing complex. The flat rent is based on the market rent charged for comparable units in the private, unassisted rental market. These schedules are a component of NNRHA's Agency Plan.

An Authority may set their flat rents no lower than 80% of the fair market rent (FMR) in their metropolitan area. NNRHA currently has four of the 799 families in public housing paying the Flat Rent. The proposed Flat Rent Schedule is attached.

To address hardships by any increased rent, NNRHA will ask staff to continue to phase in the flat rent increase by \$50 quarterly until the new amount is achieved.

The attached resolution is recommended for approval.

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Commissioner Bell made a motion to approve the resolution. Commissioner Knight seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing Revised
Utility Allowances for
Public Housing and the
Section 8 HCV Program
and Amendment to the
5 Year-Plan**

The Board was provided with copies of a resolution authorizing revised utility allowances for Public Housing and the HCV Program and the amendment to the 5-Year Plan. The Authority contracted with Management Resource Group, Inc. to review and update utility allowances for the Housing Choice Voucher (HCV) Program and for each NNRHA Public Housing community. This study establishes, by community and unit size, an estimate of reasonable utilities consumption levels by an energy conserving household of modest circumstances. HUD regulations require a revision of allowances for a utility category rate change by 10% or more since the last review. The utility that changed by 10% or more was electricity.

Ms. Shaw recommended NNRHA adopt the rate schedules to better reflect actual utility costs to the Authority and to NNRHA public housing and Housing Choice Voucher clients.

A proposed utility allowance schedule was attached for each public housing complex and for the Housing Choice Voucher Program. Utility allowances for the HCV Program include single family units, mobile homes, duplexes/townhouses and garden/high-rise apartments.

Ms. Shaw recommends approval of the resolution authorizing the new schedules be approved and to become effective on January 1, 2026.

Commissioner Bell made a motion to approve the resolution. Commissioner Black seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing Charge Off
of Tenants' Accounts
Receivable**

The Board was provided with copies of a resolution authorizing charge off of tenants' accounts receivable. The list of proposed charge-offs of Tenants' Accounts Receivable was attached for review and approval. There are 63 accounts recommended for charge-off action with a total dollar value \$80,402.09 for the period of May 1, 2025 – September 30, 2025. The average amount per vacated account is \$1,276.22. Recoveries from previously charged-off accounts total \$26,771.10, primarily through the tax setoff program. Additional recoveries also occur when former tenants move to other communities either within or outside NNRHA communities and repay outstanding balances. After recoveries, the net loss for the year is \$53,630.99, which represents 2.6% of anticipated rental revenue. For comparison, the Authority budgeted 2% of net rental revenue for collection losses.

Historically, charge-off amounts have been higher. In 2022, total charge-offs were \$216,329.88, and in 2023, they were \$189,901.65. When combining the October charge-offs with the proposed charge-offs for May through September 2025, the total is just over \$100,000. As illustrated in the charts presented, the total charge-off amount for 2025 is slightly lower, and overall, NNRHA is seeing a downward trend in average charge-off amounts.

Ms. Shaw recommends the adoption of the resolution authorizing the charge-off in the total amount of \$80,402.09 for the five-month period ending September 30, 2025.

Commissioner Bell made a motion to approve the resolution. Commissioner Knight seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Approving the Central
Office Cost Center and
Public Housing**

The Board was provided with copies of a resolution for the Central Office Cost Center and Public Housing Operating Budget for Calendar Year 2026 and authorizing the Chairperson to sign HUD Form 52574. Attached for your review and approval are the public housing budgets and Central Office Cost Center (COCC) budget. The budgets are based on an estimated 98.78% of our eligible subsidy from HUD, consistent with the proration available to the Authority for 2025.

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Operating Budget for
Calendar Year 2026 and
Authorizing the
Chairperson to Sign
HUD Form 52574

The projected total housing revenue for the year is \$7,346,577, an estimated overall decrease of \$92,302 from last year. The projected net operating subsidy of \$4,240,963 makes up the bulk of the total revenue and is down \$441,344 from last year due to the demolition of 88 housing units at Marshall Courts. Additionally, NNRHA received the final installment of the Asset Repositioning Fee for Ridley Place in 2025. The net rental revenue collected from tenants projected for this fiscal year is \$2,435,342. This amount is \$390,778 more than last year due to more accurate rent forecasting utilizing our current average rent rolls, which is based on current household income. All properties are projected to have occupancy rates of 97-99%.

Projected investment income is up significantly due to increased earnings on the VML/VACO Net Asset Value Stable Fund Investments. The current dividend rate averages around 4.09%. The total revenue for all Asset Managed Projects (AMPs) is \$7,346,577. This is less than CY25 (\$92,302 or 1.2%) mainly because the Authority removed 88 public housing units from inventory.

The total estimated operating expense of our public housing properties is \$6,853,562, which is an increase of \$332,302 over last year's budget. NNRHA continues to experience increases in the purchase of all goods and services. Expenses for utilities for public housing properties are projected to increase overall by \$184,000, which is 10.02% more than last year. This increase is due to increases in electric, water, sanitation costs, and stormwater fees. HRSD costs have continued to increase annually.

This year, total maintenance expenditures are budgeted to increase by \$68,306 to \$1,741,930. The budgeted insurance line items have increased 8.7%, mostly due to overall market conditions. The Authority's General Expense includes such items as the Payment-in-lieu-of-taxes (PILOT) and collection losses (2% of rents) which are both a function of total rental income and have increased slightly from last year.

The Asset Management fees the AMPs pay to the COCC is projected to be \$85,320. The fees are based on total housing units and are paid only when the AMPs have a positive cash flow. All AMPs are projected to pay the fee in 2026.

This budget projects the Authority's public housing operating reserve to increase by approximately \$493,015 in CY 2026. This budget projects the Authority's public housing operating reserve to increase by approximately \$493,015 in CY 2026.

The revenue for the COCC is made up of fees allowed to be assessed to all programs administered by the Authority. The total projected revenue is \$2,826,600 which is approximately \$123,505 less than in CY25. Overall, grants and Housing Choice Voucher fees decreased this year. Since the Authority conservatively budgeted the number of vouchers issued this year, the fee received from the Housing Choice Voucher program decreased as well. There were a few grant programs that ended this year; the CDBG CARES and the HOME American Rescue Plan (ARP) programs ended in 2025, therefore the administrative fees associated with these programs have ended. The CNI grant will conclude in September 2026; therefore, positions funded from this grant will end, and the management fee and the fee associated with the Infrastructure and Wellness Trail projects have also ended. The CNI Accountant position in Finance will end in September 2025 and the vacant Procurement Supply Specialist will not be filled at this time.

In 2025, Great Oaks Apartments completed its 15-year compliance period. At that time, the investor member exited the partnership and NNRHA created a new entity, GO Senior LLC, to replace the investor member. This change enabled Great Oaks Apartments to start paying on a promissory note that it has with the Authority. Annual interest payments of \$72,361 will be paid to the COCC for the next nineteen years.

The expenses to the COCC are all typical administrative functions of the Authority including program management functions of the Executive Office, and the Finance, Administrative Services, and Community Development Departments, specialized maintenance services and housing program oversight. Overall COCC expenses total \$2,805,696 leaving a positive cash flow of \$20,904.

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Due to the loss of the grants and programs, the COCC was required to reduce costs. We have implemented cost containment meetings with all departments to ensure the Authority is reducing costs and enhancing revenue when available.

Salary increases are applied authority-wide, all programs and properties must be able to afford the increase. Unfortunately, some programs cannot afford a salary increase. However, NNRHA can provide a \$500 bonus to full-time employees and a \$250 bonus for part-time staff to ease the increased cost of living, which can be disbursed in January 2026.

Ms. Shaw recommends approval of the resolution approving the Public Housing and Central Office Cost Center budgets.

Commissioner Bell made a motion to approve the resolution. Commissioner Knight seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

The Board was provided with copies of a resolution for the operating budget for the Section 8, Housing Choice Voucher, Mainstream Voucher and Emergency Housing Voucher Program.

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Approving the
Operating Budget for
Section 8 Housing
Choice Voucher,
Mainstream Voucher
and Emergency
Housing Voucher
Program**

This budget provides an annual Housing Assistance Payment (HAP) amount of \$31,872,107. These payments are made directly to Newport News landlords who lease to eligible voucher holders. This program will assist an average of 2,902 families per month at an average HAP payment of \$915.05 per unit per month, an increase of \$77.05 from the average monthly payment budgeted in the current year.

The Authority has not been notified of the Budget Authority for the year 2026; it is estimated that 99.5 and 100 percent funding will be received at a proration depending upon the program.

The Authority's budget includes 54 vouchers to Veterans under the Veteran's Affairs Supportive Housing (VASH) program, 141 Mainstream Vouchers, and 30 Emergency Housing Vouchers to assist low-income households that include people with disabilities. The budget also includes funding for the 247 CNI Tenant Protection Vouchers, 88 Marshall Tenant Protection Vouchers and 88 vouchers for the Warwick Single Room Occupancy (SRO) program, which assists formerly homeless individuals.

While maintaining the Housing Choice Voucher program to serve the 2,902 families authorized by HUD, we will need to access \$1,811,952 of our Housing Assistance Payment reserves which are currently being held by HUD. During this past year, HUD-held reserves have increased due to increased funding and a slight decrease in leasing. The leasing rate has not been optimal primarily due to problems with agency staffing. The Authority is encouraged by HUD to use the reserves to maximize leasing to families. HUD provides an online forecasting tool that is used to assist with planning and managing the program under various funding models. Scenarios are ran monthly, based on current leasing levels and project funding to determine voucher issuance levels. When HUD sees that our expenses to serve all families authorized is exceeding HUD funding, an increase may be authorized.

In addition to HAP, the Authority receives \$2,960,498 in administrative fees to operate and manage the voucher program. We anticipate Congress will fund at least 91.1% of the fee that Public Housing Authorities are eligible to receive for the year 2026. Since leasing is not at 100%, we have reduced our administrative fee revenue to 92% of the eligible fee to be more in line with actual leasing activity.

NNRHA estimates that it will receive \$201,852 to administer the Family Self Sufficiency Homeownership programs through December 31, 2026. This program is funded on a calendar year basis and we will be advised soon regarding 2026 funding.

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In addition to fees, the Authority receives revenue from interest which brings the total Administrative Revenue to \$3,185,350 for the 2026 calendar year. NNRHA is able to avoid the use of administrative reserves this year to balance the administrative budget even with the 91.1% proration of fees.

Expenses to administer the program are projected to be \$2,679,462 providing for an operating cash flow of \$505,889. The Section 8 program has owned the Ballou-Palmer building (115 28th Street) for numerous years. This building was recently sold in November 2025. The proceeds from the sale were returned to the Section 8 program and can be used for administrative purposes. In addition, the utility and insurance costs to maintain the building that were included in previous budgets, have been deleted from the 2026 budget.

As previously mentioned, salary increases are applied authority-wide, all programs and properties must be able to afford the increase. Unfortunately, some properties cannot afford a salary increase. However, we can provide a \$500 bonus to be given to staff (excluding the Executive Director) to ease the increased cost of living.

Ms. Shaw recommends for approval the bonuses be given at the start of the first pay period in January 2026.

Commissioner Bell made a motion to approve the resolution. Commissioner Knight seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing the
Executive Director to
Execute the Funding
Agreement to Facilitate
the Development of the
Choice Neighborhood
V Project and Related
Physical Site
Improvements**

The Board was provided with copies of a resolution authorizing the Executive Director to execute the funding agreement to facilitate the development of the Choice Neighborhood V Project and related physical site improvements.

The City of Newport News is providing funding to NNRHA for the redevelopment of the Choice Neighborhood V Project. The funding, in an amount not to exceed \$5,304,365.00 will support site development costs, design and amenities and development of commercial space. Final allocations among these components are still being determined. The City of Newport News has been very supportive financially in advancing the CNI initiative.

Site construction activities will be completed by Harkins Builders under a construction contract administered by NNRHA and the developer, Pennrose.

Ms. Shaw recommends for approval the funding agreement with the City, subject to review and approval by legal counsel.

Commissioner Bell made a motion to approve the resolution. Commissioner Knight seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

**Report to the
Board**

Mr. Jackson reported that the Housing Authority administers HUD CDBG and HOME funds on behalf of the City. Execution of agreements for the upcoming program year is pending HUD's release of funds. Estimated allocations are approximately \$1.15 million in CDBG funds and \$844,000 in HOME funds, including associated program income.

Virginia Housing awarded NNRHA SPARC funds, which support eligible homebuyers through interest rate buy-downs. The Housing Authority has been allocated approximately \$4 million. As of November, approximately \$1.4 million has been utilized, representing a 51% increase in usage during the month of November.

Total housing rehabilitation activity for the calendar year through November includes 17 completed projects, with total projects increasing from 24 in October to 28 projects, including completed and eligible projects.

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The Marshall–Ridley Façade Improvement Program has received a total of 163 applications. As of the end of October, approximately \$1.5 million has been spent.

Marshall Courts Phase VII demolition of 88 units is approximately two-thirds complete, with completion anticipated in early January 2026.

The Community Development team is developing a strategic plan to evaluate redevelopment options for Aqueduct Apartments and will return with recommendations following further analysis and review with the Executive Director.

Lastly, the emergency repair items at Pinecroft Apartments will be addressed immediately; while remaining non-emergency items will be packaged into a formal bid anticipated to be issued in January 2026.

Ms. Lockley reported the NNRHA Controlled Multi-Family Properties Waitlist data as follows: There are 298 Public Housing applications, 50 of which are approved leaving 248 pending applications. The Housing Choice Voucher program has 4,242 applications, of which 78 were approved with 4,164 pending. During the month of June, there were a total of 33 new applicants housed between the Public Housing, Housing Choice Voucher and Mod Rehab (SRO) programs. The Public Housing program is currently occupied at 95% and the Housing Choice Voucher program is currently at 84%. The MOD Rehab Program, which includes Warwick SRO, is 97% occupied. All the apartment affordable housing communities are occupied at 95% on average.

Ms. Lockley also reported that Community Resources hosted community events which included a Thanksgiving dinner hosted by The Feel-Good Crew for Seniors at Spratley House and Ashe Manor Apartments. St. Vincent Church donated Thanksgiving baskets to NNRHA families at Aqueduct, Spratley House, Ashe Manor and Pinecroft Apartments.

Ms. Dessoify reported that NNRHA will need to access \$1,811,952 of the Authority's housing assistance payment reserves, which are currently held by HUD. During this past year, HUD held reserves have increased due to increased funding and a slight decrease in leasing. The leasing rate has not been optimal, primarily due to problems with fully staffing the agency. NNRHA is encouraged by HUD to use the reserves to maximize leasing families. There's also a plan to hire an additional staff person to assist with leasing efforts.

Ms. Simmons reported that Administrative Services completed a review of the Authority's mobile services and cellular vendor. During this review, several cellular lines with no usage were identified and disconnected, resulting in monthly cost savings of approximately \$420. Ms. Simmons also noted that existing cellular devices (iPhone SE models) were outdated and experiencing performance issues. On November 20th, the Housing Authority received 43 iPhone 16 devices at no cost, which will replace the existing devices. This initiative supports cost savings, improved staff accessibility, and operational continuity.

Ms. Simmons reported that Requests for Proposals (RFPs) for legal services closed on November 10th, roofing repairs closed on November 21st, and the RFP for Phase II of the Marshall Courts Façade Project closed on the previous Friday.

Lastly, the implementation of Yardi, the Housing Authority's real estate and property management platform was discussed. The agency is currently in the pre-implementation phase of Yardi Marketplace, which will streamline purchasing workflows, improve tracking, and enhance financial efficiency through automated purchase order creation. The pilot go-live date is scheduled for December 19th. An initial training session was conducted and was well received. Additional training will be provided at no cost by Yardi prior to full implementation.

Ms. Shaw reported that the Lift & Rise on Jefferson building 2700 is 92% occupied and the 2800 building is 90% occupied. A portion of the retail space has been leased to Operation Breakthrough, an organization that provides safe and nurturing environments for children living in poverty while empowering families through

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advocacy, emergency assistance and educational and emotional support. Legacy Landing Phase III-R is fully occupied, and Phase IV-R continues to address stormwater infrastructure improvements and is anticipated to be fully leased by January 2026. There are 33 applications pending for the IV-R phase. CNI IV-R will remain 99% complete until the stormwater and infrastructure work which is at 93% complete are done. The Wellness trail is 90% complete and the retail space is 100% complete. The Downtown Phase is expected to close by the end of the month, with a groundbreaking in January 2026.

As part of their ongoing efforts with the Choice Neighborhoods Initiative, USI completed comprehensive assessments for 210 families and continues to help them through the development of the CNI housing phases. Lastly, the third Ridley Homecoming Celebration was held on November 22nd in partnership with the Community Advisory Committee (CAC). The event brought together former residents, community stakeholders, and USI staff and included project updates.

Closed Session

Dr. Davis proposed the Board enter a closed session for the purpose of discussion of a personnel matter consistent with Virginia Code 2.2-3711 (A) (1). Mr. Bell motioned, and Mr. Holloman seconded the motion, which passed with a majority vote.

Coming out of closed session, Dr. Davis certified that only public business matters lawfully exempted from open meeting requirements by Virginia Law and only those matters as identified in the motion were discussed in the closed meeting today. Dr. Davis requested approval of the resolution certifying adherence to the Virginia Freedom of Information Act.

Mr. Bell motioned, and Mr. Holloman seconded the motion, which passed with a majority vote.

Other Business

**Minutes of a Meeting of the
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Adjournment

There being no other business to come before the Board, the Chairperson adjourned the meeting at 9:34am.

Secretary-Treasurer

ITEM NO. 4

Election of Officers of Board of Commissioners

- a. Chairman
- b. Vice-Chairman

ITEM NUMBER 5

Consider motion affirming appointments

- a. Secretary-Treasurer

ITEM NO. 6
Communications
(No communications for January 2026)

ITEM NO. 7
New Business

- a. Consider a Resolution Authorizing the Submission of the FY 2025 Section 8 Management Assessment Certification (SEMAP).

- c. Consider a Resolution Authorizing the Formation of the Orcutt TH 30 LLC as Successor Limited Partner in the Orcutt Townhomes III L.P. and Requesting Newport News City Council Approval of the Proposed Entity.

7a

DEPARTMENT OF PUBLIC AND ASSISTED HOUSING

MEMORANDUM

DATE: January 7, 2026
TO: Board of Commissioners
FROM: Lysandra M. Shaw *LMS*
Executive Director
SUBJECT: Section Eight Management Assessment Program (SEMAP)

The U.S. Department of Housing and Urban Development (HUD) requires the Authority to submit Section 8 Management Assessment Program (SEMAP) certifications within 60 calendar days after the end of each fiscal year. The SEMAP Program examines 14 key performance measures of the housing choice voucher program. The indicators of performance and our self scoring on each element are:

	<u>Indicator</u>	<u>Possible Points</u>	<u>FY 2025 NNRHA</u>
1	Selection From the Waiting List	15	15
2	Determination of Reasonable Rent	20	20
3	Determination of Adjusted Income	20	20
4	Utility Allowance Schedule	5	5
5	HQS Quality Control Inspections	5	5
6	HQS Quality Control Enforcement	10	10
7	Expanding Housing Opportunities	5	5
8	Establishing Payment Standards	5	5
9	Completing Annual Reexaminations	10	10
10	Correct Tenant Rent Calculations	5	5
11	Pre-Contract HQS Inspections	5	5
12	Annual HQS Inspections	10	10
13	Lease-Up Rate	20	0
14	Family Self Sufficiency Enrollment & Escrow Account Balance	<u>10</u>	<u>10</u>
		145	125
	Deconcentration Bonus	<u>5</u>	<u>0</u>
	Total	150	125

The attached certification documents the self-assessment of our performance from January 1, 2025 – December 31, 2025. Our score is 125 out of a possible 145. The Department of Housing and Urban Development (HUD) will review our submission and assign the Authority a rating on each indicator and an overall performance rating of high, standard or troubled based on the total possible points. A high-performance rating is 90% and above; a standard rating is 60 to 89% and a troubled rating is assigned for scores below 60%. This year we are certifying our score at 125 points or 86% which is a standard performer rating. This is subject to a HUD confirmatory review.

For the period ending December 31, 2025, our program is graded at 125 points; scored at 86% and regarded by HUD as a standard performer.

The attached certification must be approved by a board resolution and signed by the Executive Director and Board Chairman and submitted through PIC no later than March 1, 2025.

The attached resolution is recommended for your approval.

Attachments

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE SUBMISSION OF THE FY 2025 SECTION 8 MANAGEMENT ASSESSMENT CERTIFICATION

WHEREAS, the Newport News Redevelopment and Housing Authority (NNRHA) has completed the review of all fourteen Section Eight Management Assessment Program (SEMAP) Indicators for the Authority's performance under the Housing Choice Voucher program for the period of January 1, 2025 – December 31, 2025; and

WHEREAS, the FY 2025 SEMAP certification score is 125 of a possible 145 points or 86%; and

WHEREAS, a data analysis confirms that NNRHA does not meet the requirements to receive the extra 5 point bonus for Deconcentration; and

WHEREAS, the NNRHA submission qualifies the Authority as a Standard Performer; and

WHEREAS, it is necessary for the Executive Director and Chairman to sign HUD 52648, Section 8 Management Assessment Program (SEMAP) Certification for FY 2025;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the execution of this certification by the Executive Director is hereby authorized.

Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0215
(exp. 12/31/2026)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
Newport News Redevelopment & Housing Authority	12/31/2025	01/31/2026

Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

- Selection from the Waiting List.** (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No
- Reasonable Rent.** (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response At least 98% of units sampled 80 to 97% of units sampled Less than 80% of units sampled
- Determination of Adjusted Income.** (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response At least 90% of files sampled 80 to 89% of files sampled Less than 80% of files sampled
- Utility Allowance Schedule.** (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No
- HQS Quality Control Inspections.** (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes No
- HQS Enforcement.** (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response At least 98% of cases sampled Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

8. Payment Standards. The PHA has adopted payment standards schedule(s) in accordance with § 982.503.

PHA Response Yes No

Enter FMRs and payment standards (PS)

0-BR FMR <u>1475</u>	1-BR FMR <u>1483</u>	2-BR FMR <u>1696</u>	3-BR FMR <u>2361</u>	4-BR FMR <u>2809</u>
PS <u>1548</u>	PS <u>1557</u>	PS <u>1780</u>	PS <u>2479</u>	PS <u>2949</u>

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes No

11. Initial HQS Inspections. Newly leased units pass HQS inspection within the time period required. This includes both initial and turnover inspections for the PBV program. (24 CFR 982.305; 983.103(b)-(d)).

PHA Response Yes No

12. Periodic HQS Inspections. The PHA has met its periodic inspection requirement for its units under contract (982.405 and 983.103(e)).

PHA Response Yes No

13. Lease-Up. The PHA executes housing assistance contracts for the PHA's number of baseline voucher units, or expends its annual allocated budget authority.

PHA Response Yes No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

24

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

89

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

1

Percent of FSS slots filled (b + c divided by a)

3.75

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305) Applies only to PHAs required to administer an FSS program .

Check here if not applicable

PHA Response Yes No

48

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify under penalty of perjury that, to the best of my knowledge, the above responses are true and correct for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.



NEWPORT NEWS REDEVELOPMENT & HOUSING AUTHORITY

MEMORANDUM

DATE: January 20, 2026

TO: Board of Commissioners

FROM: Lysandra M. Shaw
Executive Director

SUBJECT: Authorization to form Orcutt TH 30, LLC as successor limited partner in the Orcutt Townhomes III, L.P.

The 30-unit Orcutt Townhomes III property located at 32nd Street and Orcutt Avenue in the Southeast area of the City was placed in service in 2011 in accordance with tax credit regulations. Low Income Housing Tax Credits (LIHTC) were obtained by NNRHA to undertake this mixed finance development.

The required fifteen (15) year LIHTC compliance period has been fulfilled and the existing investor (limited) partner and special limited partner in the Orcutt Townhomes III, L.P. (owner of the property) have requested to voluntarily withdraw from the partnership.

The investor partner, Housing Equity Fund of Virginia XIV L.L.C. and the special limited partner, Virginia Affordable Housing Management Corporation, have met their obligations in accordance with the partnership agreement.

In order to continue the operation of the Orcutt Townhomes property, the withdrawing entities must be replaced with a successor limited partner. Thus, in accordance with Title 36 of the Code of Virginia, which governs actions of PHAs in the State, this proposed resolution requests that the Board of Commissioners consider the formation of the Orcutt TH 30 L.L.C., and their recommendation that the City Council likewise approve this proposed action. This entity will be wholly owned by NNRHA.

The general (managing) partner of the Partnership will continue to be the Orcutt Townhomes Phase III Development Corporation, which is governed by a board of directors comprised of the members of the NNRHA Board of Commissioners. The NNRHA Executive Director will continue to serve as President of the corporation, similar to previous tax credit developments in the community. A concurrent meeting of the corporation will be held on January 20, 2026 to consider the entry of the Orcutt TH 30 L.L.C. into the partnership subject to Board and City Council approval of this entity.

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS
REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE FORMATION
OF THE ORCUTT TH 30 LLC AS SUCCESSOR LIMITED PARTNER IN THE
ORCUTT TOWNHOMES III L.P. AND REQUESTING NEWPORT NEWS CITY
COUNCIL APPROVAL OF THIS PROPOSED ENTITY**

WHEREAS, the Orcutt Townhomes (hereinafter the Project) community provides safe, decent, affordable housing to low-income families and individuals in the City of Newport News; and

WHEREAS, the federal Low Income Housing Tax Credit (LIHTC) program proceeds from the sale of such tax credits, in combination with capital funds, were utilized to develop this mixed finance project which was placed in service in 2011; and

WHEREAS, the required fifteen (15) year LIHTC compliance period has been fulfilled, and the limited (investor) partner and the special limited partner wish to withdraw from the Orcutt Townhomes III L.P.; and

WHEREAS, a successor limited partner (Orcutt TH 30 LLC) must be created to replace the current (investor) partner and special limited partner in the Partnership to enable the Project to continue to operate as affordable housing to families and individuals in the city; and

WHEREAS, Title 36 of the Code of Virginia requires that the formation of legal entities by local public housing authorities be approved by the local governing body.

WHEREAS, continuation of the Orcutt Townhomes III L.P. and the operation of the Orcutt Townhomes housing community is in the best interests of the residents of the city and furtherance of the housing goals of the community.

NOW THEREFORE BE IT RESOLVED:

- (1) That in accordance with Title 36 of the Code of Virginia the Board of Commissioners authorizes the creation of the Orcutt TH 30 LLC and the Executive Director is hereby authorized to take the necessary actions to form this entity in accordance with applicable requirements.
- (2) BE IT FURTHER RESOLVED that the Board of Commissioners requests that the Newport News City Council likewise approve the formation of this entity.

The provisions in the existing partnership agreement will remain in full force and effect. However, in conjunction with this transfer, a \$20,000 transfer fee will be paid by the Orcutt Townhomes III L.P. to the withdrawing limited partner to cover legal and transfer costs. These non-federal funds will be paid from the property's operating reserve fund.

Accordingly, the attached resolution presented for your consideration authorizes the formation of the Orcutt TH 30 L.L.C. as the successor limited partner to the withdrawing investor and special limited partners and requests that similar action be taken by Newport News City Council.

The formation of this proposed entity is essential to the continued operation of the Orcutt Townhomes property and Board approval of the attached resolution is recommended.



REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

January 2026

The mission of the Newport News Redevelopment & Housing Authority (NNRHA) is to create affordable housing, viable neighborhoods, and opportunities for self-sufficiency that enhance the quality of life for all citizens of Newport News.

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PUBLIC AND ASSISTED HOUSING OCCUPANCY REPORT

Total Waiting List Applications	
Public Housing	235
Approved/Eligible	52
Pending	183
Housing Choice Voucher	4242
Approved/Eligible	78
Pending	4164

The pending application numbers for the Public Housing Program (183) and the Housing Choice Voucher Program (4164) represent the total number of applications being processed for eligibility for housing assistance. Some of these families will be determined ineligible based on income, landlord references or criminal activity. Therefore, these numbers will fluctuate each month.

New Applicants Housed	
Public Housing Program	6
Housing Choice Voucher	27
Mod-Rehab (SRO)	0
Total	33
Occupancy Statistics:	
Public Housing Program	95%
Housing Choice Voucher Program	84%
Mod-Rehab Program (Warwick SRO)	98%
Mod-Rehab (Warwick SRO)	85
Avg. # Leasing Days (PH)	51
Avg. Rent for Move-Ins (PH)	\$183
New Mod-Rehab (SRO) participants	\$0
Total Public Housing	799
Housing Choice Vouchers	2,984
Lease Rate – December 2025	84%

Average Family Rent Contribution for Move-ins Last Month:	
Public Housing	\$183
Housing Choice Voucher	\$453
Warwick SRO	\$0
Cumulative Percentage of Section 8 Budget Authority Utilized December 2025	96.9%

HOMEOWNERSHIP PROGRAM

Since the Inception of the Program 201 Housing Choice Voucher and Public Housing clients have completed their goal of homeownership as follows:

FSS		
Program	Number of Families	Total Cost of Homes Purchased
HCV Families	70	\$6,946,738
PH Families	56	\$5,852,540
HCV-V Home-ownership	75	\$12,850,988

In this chart the number of HCV and PH families represent past participants.

HCV-V numbers reflect current program participants.

**Other NNRHA Controlled Multi-Family Properties
Waiting Lists as of December 2025**

Property	Occupancy Rate	Approved/Eligible	Pending	Total
Orcutt Townhomes I (Lease Up)	100%	0	357	357
Orcutt Townhomes III	100%	0	0	0
Cypress Terrace	82%	0	0	0
Oyster Point/Brighton	83%	6	79	85
Great Oak	99%	289	179	468
Lofts on Jefferson	100%	0	0	0
Jefferson Brookville	96%	2	20	22
Lassiter Courts	91%	3	143	146
Spratley	98%	0	32	32

FAMILY SELF-SUFFICIENCY (FSS)

The following is a current breakdown of the status of FSS participants in the Public Housing and Housing Choice Voucher Programs for the month of December 2025.

Participants	Public Housing	Housing Choice Voucher	TOTAL
Total number in FSS Program	46	94	140
Employed	31	62	93
Currently not working	11	18	29
Attending Virginia Peninsula Comm. College	0	2	2
Attending Christopher Newport Univ.	0	0	0
Enrolled in NNRHA Computer Training/GED	0	3	3
Enrolled in other Training Programs	1	5	6
Employed and going to school	3	4	7
Total Number of participants with escrow accounts	22	46	68

COMMUNITY RESOURCES

COMMUNITY RESOURCES

Community Resources • Resident Relations • Senior Residents

Omega Psi Phi Fraternity, Inc. – Kappa Iota Iota Chapter

The Newport News Redevelopment and Housing Authority (NNRHA) acknowledges and appreciates the generosity of Omega Psi Phi Fraternity, Inc., Kappa Iota Iota Chapter, led by Chapter President McKeal Rodgers.

During the holiday season, the Kappa Iota Iota Chapter donated Christmas baskets and winter coats to twenty NNRHA public housing residents. These donations provided essential support, warmth, and holiday assistance to families in need, helping residents celebrate the season with dignity.

NNRHA is grateful for Omega Psi Phi Fraternity's continued commitment to community service and values the positive impact of this partnership on the Newport News community.



FINANCE

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
2025 Housing Choice and Mainstream Voucher Program Utilization Report - Actual
For the Year Ending December 31, 2025

Month	# of Vouchers Utilized	Lease Rate	HAP Payments to Landlords	Avg HAP	Monthly +/- Dollar Utilization	Monthly Amount of Funding Utilized	Year to Date Amount of Funding Utilized	Funding From HUD	Fraud Recovery	Other Sources	NMRHA Held Reserve Balance	HUD Held Reserve Balance	
													Final - 100%
CY Housing Choice 2025 Annual Budget Authority \$ 28,432,110 Final 99.5% provision Housing Choice Voucher Funding \$ 28,432,110													
Mainstream Voucher Program Funding \$ 1,286,538 Final - 100% Emergency Housing Voucher Program Funding \$ 366,362 Final - 100%													
HCV Units 2507 WASH units 94 CNI tenant protection 247 Marshall tenant protection 88 Warwick SRO - RAD2 82 Baseline HCV count 2884 Mainstream Vouchers 141 Emergency Housing Vouchers 30 Total Vouchers 3155													
January	HCV 2523	84.6%	\$ 2,425,639.00	\$ 961.37	\$ 181,935.00	108.1%	108.1%	\$ 2,243,604.00		\$	(1,207,983.00)	3,846,645.00	
	MS 127	90.1%	\$ 114,128.00	\$ 898.65	\$ 14,956.00	115.1%	115.1%	\$ 99,172.00		\$	(1,389,918.00)	3,941,199.50	
	EHV 28	93.5%	\$ 27,159.00	\$ 969.96	\$ 6,266.00	130.0%	130.0%	\$ 20,893.00		\$	(127,965.00)	47,776.50	
February	HCV 2539	85.0%	\$ 2,477,626.00	\$ 976.98	\$ 148,397.00	106.4%	107.2%	\$ 2,329,239.00		\$	(1,638,305.00)	3,934,404.00	
	MS 128	90.6%	\$ 108,725.00	\$ 849.41	\$ 9,553.00	109.6%	112.4%	\$ 99,172.00		\$	(137,518.00)	(11,376.50)	
	EHV 28	93.3%	\$ 26,836.00	\$ 922.71	\$ 3,853.00	117.5%	123.6%	\$ 21,963.00		\$	26,470.00	97,248.94	
March	HCV 2539	85.1%	\$ 2,463,281.00	\$ 970.18	\$ 141,451.00	106.1%	108.9%	\$ 2,321,830.00		\$	(1,678,765.00)	3,891,114.40	
	MS 128	90.8%	\$ 105,356.00	\$ 830.91	\$ 4,459.00	104.4%	108.6%	\$ 101,897.00		\$	(141,977.00)	(17,699.50)	
	EHV 28	93.3%	\$ 25,072.00	\$ 931.14	\$ 21,642.00	96.5%	167.1%	\$ 4,430.00		\$	4,828.00	122,824.50	
April	HCV 2555	85.6%	\$ 2,316,747.00	\$ 908.75	\$ (2,902.00)	99.9%	105.1%	\$ 2,319,649.00		\$	(1,676,854.00)	3,834,297.90	
	MS 127	90.1%	\$ 102,127.00	\$ 804.15	\$ 230.00	100.2%	107.3%	\$ 101,897.00		\$	(142,207.00)	(24,023.50)	
	EHV 28	93.3%	\$ 26,522.00	\$ 947.21	\$ (6,985.00)	79.2%	130.7%	\$ 33,508.00		\$	11,914.00	119,323.50	
May	HCV 2557	85.7%	\$ 2,422,533.00	\$ 947.41	\$ 88,886.00	103.8%	104.7%	\$ 2,333,677.00		\$	(1,765,710.00)	3,778,924.00	
	MS 126	89.4%	\$ 59,847.00	\$ 792.44	\$ (11,779.00)	89.4%	103.4%	\$ 11,626.00		\$	(130,428.00)	48,711.50	
	EHV 28	93.3%	\$ 26,492.00	\$ 946.14	\$ (11,716.00)	89.3%	111.0%	\$ 38,208.00		\$	23,530.00	111,907.58	
June	HCV 2637	85.0%	\$ 2,368,333.00	\$ 933.52	\$ 8,826.00	100.4%	104.6%	\$ 2,355,507.00		\$	(1,774,536.00)	3,910,204.75	
	MS 123	87.2%	\$ 102,034.00	\$ 829.54	\$ (8,868.00)	92.0%	101.4%	\$ 110,900.00		\$	(121,562.00)	40,940.50	
	EHV 28	93.3%	\$ 34,276.00	\$ 1,224.14	\$ 17,504.00	204.4%	122.8%	\$ 16,772.00		\$	6,026.00	125,927.88	
July	HCV 2517	84.3%	\$ 2,304,353.00	\$ 915.60	\$ (1,359,083.00)	62.9%	95.5%	\$ 3,663,848.00	\$ 1,570.50	\$ 1,570.50	(413,872.50)	2,737,346.50	
	MS 124	87.9%	\$ 106,862.00	\$ 847.44	\$ 912.00	100.9%	101.3%	\$ 104,170.00		\$	(122,474.00)	39,859.50	
	EHV 28	93.3%	\$ 26,269.00	\$ 902.11	\$ 4,794.00	123.1%	122.5%	\$ 20,555.00		\$	1,292.00	136,194.75	
August	HCV 2484	83.2%	\$ 2,376,620.00	\$ 956.37	\$ 9,348.00	100.4%	96.1%	\$ 2,385,272.00		\$	(423,220.50)	2,861,852.25	
	MS 122	86.5%	\$ 107,487.00	\$ 881.04	\$ 5,490.00	105.3%	101.8%	\$ 102,037.00		\$	(127,924.00)	40,891.50	
	EHV 28	86.7%	\$ 24,465.00	\$ 940.58	\$ (3,085.00)	88.8%	117.5%	\$ 27,540.00		\$	4,377.00	139,446.83	
September	HCV 2491	83.6%	\$ 2,318,584.00	\$ 929.88	\$ (201,587.00)	92.0%	95.0%	\$ 2,518,141.00		\$	(221,665.50)	2,834,509.00	
	MS 122	86.5%	\$ 108,244.00	\$ 870.85	\$ 4,207.00	104.1%	102.0%	\$ 102,037.00		\$	(132,131.00)	42,083.50	
	EHV 26	86.7%	\$ 23,995.00	\$ 921.35	\$ (2,417.00)	90.8%	114.2%	\$ 26,372.00		\$	6,794.00	143,866.91	
October	HCV 2486	83.6%	\$ 2,310,213.00	\$ 929.17	\$ (63,452.00)	97.3%	95.8%	\$ 2,392,665.00		\$	(159,211.50)	2,821,186.00	
	MS 121	85.8%	\$ 107,210.00	\$ 888.03	\$ 3,135.00	103.0%	102.1%	\$ 104,075.00		\$	(135,266.00)	41,137.50	
	EHV 26	86.7%	\$ 22,940.00	\$ 892.31	\$ (42,472.00)	35.1%	95.4%	\$ 65,412.00		\$	49,266.00	109,241.00	
November	HCV 2509	84.1%	\$ 2,350,080.00	\$ 938.65	\$ (74,694.00)	86.9%	95.9%	\$ 2,424,754.00		\$	(83,817.50)	2,784,753.00	
	MS 119	84.4%	\$ 402,074.00	\$ 857.76	\$ (5,110.00)	85.2%	101.5%	\$ 107,184.00		\$	(130,156.00)	37,083.50	
	EHV 25	83.3%	\$ 22,418.00	\$ 898.72	\$ (11,858.00)	66.4%	92.1%	\$ 34,276.00		\$	61,124.00	105,763.08	
December	HCV 2508	84.0%	\$ 2,325,559.00	\$ 927.26	\$ (189,747.00)	92.5%	95.6%	\$ 2,515,305.00	\$	\$	(106,229.50)	2,642,867.00	
	MS 118	83.7%	\$ 102,441.00	\$ 868.14	\$ (4,743.00)	101.0%	101.6%	\$ 107,194.00		\$	(125,413.00)	33,029.50	
	EHV 26	86.7%	\$ 24,174.00	\$ 929.77	\$ (10,102.00)	89.8%	89.8%	\$ 34,276.00		\$	71,226.00	102,278.17	
											\$ 31,373,835.00	\$ 1,570.50	\$ 1,570.50

ADMINISTRATIVE SERVICES

ADMINISTRATIVE SERVICES

Requests For Proposals (RFP)

The Request for Proposals (RFP) for Phase II of the Marshall Courts Façade Project closed on December 12th.

Yardi Platform

The Pilot Go Live date for Yardi Marketplace occurred on December 19, 2025. A select group began practicing order placement in the training database. This will allow for feedback and the identification of any issues prior to a full-scale rollout. This process ensures a smoother transition to the final launch. Yardi will provide extensive training free of charge to ensure staff are fully equipped to utilize the new system effectively.

COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

In December 2025, the Community Development Department prepared for the 2026 calendar year. Integrated Disbursement & Information System (IDIS) accounts for HUD housing programs were reviewed and either updated or closed as appropriate. Task schedules for the CDBG application process were developed, and a public announcement of the application process was prepared for publication.

Sponsoring Partnerships & Revitalizing Communities (SPARC) and Down Payment Assistance (DPA)

The SPARC program provides eligible homebuyers who use a Virginia Housing loan product with a 1% reduction in their mortgage interest rate. By leveraging SPARC funding, NNRHA is able to expand its capacity to offer Down Payment Assistance to qualified applicants. SPARC allocations are approved on an annual basis, with the current program year running from July 1, 2025, through June 30, 2026. As of this reporting period, NNRHA has utilized \$3,900,000 of the \$4,000,000 total allocation to support homeownership opportunities for Newport News residents, representing 97.5% of the available funding expended.

Redevelopment & Homeownership

The Newport News Redevelopment and Housing Authority (NNRHA) administers the Citywide Down Payment Assistance (DPA) Program for first-time homebuyers through the HOME Investment Partnerships Program (HOME), providing financial support for home purchases within Newport News. For calendar year 2025, 18 applications were received, including 3 new applications in December. Of these, 5 were completed, 1 was denied, 6 are pending additional documentation, 1 was completed in the current month, 4 are in underwriting, and 1 was withdrawn. These efforts resulted in financial assistance being provided to support multiple first-time homebuyers in achieving homeownership within the city.

Down Payment Assistance (DPA)					
Calendar Year: January 1, 2025 – December 31, 2025					
(Completed)	Denied	Pending Additional Documentation	Current Month (Completed)	Underwriting in Process	Withdrew
5	1	6	1	4	1

New DPA Applications December 2025	Total DPA Applications Received for January 1, 2025 – December 31, 2025
3	18

Total Housing Rehabilitation Activity for December 2025	
Residential Repair Program	Cases
Projects Completed	2
Projects in Underwriting	3
Projects Pending Approval	1
Projects Ongoing	1
Projects Ineligible	11
Total	18

New Housing Rehabilitation Applications for December 1, 2025- December 30, 2025	Total New Housing Rehabilitation Applications Received for January 1, 2025 - December 31, 2025
3	31

Total Housing Rehabilitation Activity for Calendar Year January 1, 2025 – December 31, 2025	
Projects Completed	18
Projects Ineligible	11
Total	28

Marshall-Ridley Residential Facade Program

The Marshall-Ridley Residential Facade Program has reviewed a total of 163 applications across two funding rounds, demonstrating strong program utilization and production. During Round One, 113 applications were processed, resulting in 76 completed facade improvement projects.

In Round Two, the program processed 50 applications, leading to 10 completed projects to date. Program activity remains active, with 18 inspections completed, 17 applications reviewed for code compliance, 18 reviewed by finance, 11 contracts executed, and 6 contracts currently pending execution. Eleven applications in this round were deemed ineligible. No applications in either round required administrative review, allowing staff to maintain efficient processing timelines.

To date, the program has expended \$1,629,792.35, with \$462,272.65 remaining to support continued facade improvements within the Marshall-Ridley community.

Marshall-Ridley Residential Facade Program Activity Tracker

	First Round – Completed	Second Round (7/21/25)
Total Applicants	113	50
Administrative Review	0	0
Finance Review	0	18
Inspected	0	18
Codes Review	0	17
Contract Pending	0	6
Contracted	0	11
Completed	76	10
Ineligible	37	11

CAPITAL ACTIVITY

Marshall Courts – Phase VII Demolition of 88 Units

Debris removal remains for 4 of the 13 buildings that make up Phase VI of Mashall Court. There are 4 buildings that are awaiting demolition. The new anticipated completion for this project is sometime during the month of February 2026. Upon completion, the site will remain green space until any future development is decided.

Marshall Courts Apartments Phase II

All bids have been reviewed, and the contract for the Phase II façade improvements at Marshall Courts Apartments has been awarded to Centennial. Construction is anticipated to begin in mid-March 2026. The façade improvements will focus on durability along with the exterior enhancements of the property, The revitalization of Marshall Courts will continue and enhance the surrounding area and unify the overall look of its community.

Aqueduct Apartments

The executive team is currently evaluating the most appropriate path forward for the renovation of Aqueduct Apartments. Strategic decisions related to budgeting, prioritization, and project scheduling must be finalized before work can begin. This deliberate planning approach is intended to ensure project success and extend the useful life of the property for decades.

Ashe Manor

Ongoing maintenance activities at Ashe Manor continue to progress. Current reviews are focused on the replacement of the chiller and trash compactor. Following completion of those improvements, the replacement of shutdown valves and new HVAC systems for each unit will be evaluated. Maintenance staff continue to support daily operations while ensuring the ongoing upkeep of residents' living spaces.

Pinecroft Apartments

A bid package addressing the capital needs of Pinecroft Apartments is expected to be developed soon. In the interim, the property maintenance team continues to address and manage the day-to-day needs of the community.

Roof Projects

Progressive Roofing has been selected as the contractor for the roof replacement projects. The contractor is currently finalizing required documentation with the procurement manager. Once weather conditions permit, a start date and project timeline will be established. Upon completion, these improvements will significantly extend the longevity and performance of the affected properties.

**CHOICE
NEIGHBORHOOD
INITIATIVE
(CNI)**

CHOICE NEIGHBORHOOD INITIATIVE (CNI)

Lift and Rise on Jefferson

Leasing Update:

Leasing activity at Lift and Rise on Jefferson remains strong, with steady progress across the development. The 2800 Building is nearing full occupancy at 90%, with 38 of 42 units leased, while the 2700 Building is nearly fully leased at 95%, with 36 of its 38 units occupied.

Legacy Landing -Phases – III-R and IV-R

Leasing updates:

As of January 2026, lease-up at Legacy Landing continues to show strong progress across both phases. Phase III-R is fully leased, with all 71 units occupied. Phase IV-R has 37 of 84 units occupied, with an additional three applications approved and pending HQS inspections, which will further increase occupancy once completed. Overall, 108 units are currently occupied across the site. There are 64 returning Ridley resident households occupying the site through PBV and HCV replacement units, reflecting steady advancement toward Right to Return goals.

Construction Updates:

- CNI IV-R - 99% complete
- Infrastructure: 93% complete
- Wellness Trail: 90% complete
- Retail: 100% complete

Legacy Landing Lease Up Report	January 2026		
Category	Phase III- R 71 units	Phase IV- R 84 units	Total
Total Units Occupied	71	37	108
Applications approved and awaiting HQS inspections	0	3	3
Returning Ridley Residents (PBV+HCV Replacement Units) Occupied	30	34	64

Phase V - Downtown Phase (28th Street and Washington Avenue)

Phase V – Downtown Phase groundbreaking and financial closing are now scheduled for the mid- of February 2026. The timeline was adjusted due to outstanding funding obligations required by the funding source prior to closing, which necessitated a brief delay in moving the project forward.

Urban Strategies, Inc.

USI Inc. has assessed 210 families and continues proactive outreach to engage additional households. These efforts support housing stability and connect families to education, health and wellness resources, and other essential social services.

Event Update:

On December 18, 2025, USI hosted a virtual resident meeting to provide updates, share important information, and engage residents in ongoing Choice Neighborhood Initiative activities. The meeting offered an opportunity for residents to ask questions, receive program updates, and stay informed about available resources and upcoming initiatives.

ITEM NO. 9

No Closed Session

ITEM NO. 10
Other Business