

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING

February 18, 2025
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, January 21, 2025.
4. Communications
5. New Business
 - a. Consider a resolution authorizing the award of Project Based Vouchers to Eagle Landing Trace II VA, LLC
 - b. Consider a resolution authorizing the sale of a vacant lot located at 1128 22nd Street
 - c. Consider a resolution authorizing the waiver of late fees accrued by Tradition Brewing Company
6. Report to the Board/Annual Report to the City
7. **Closed Session** in accordance with the Virginia Freedom of Information Act, Code of Virginia, Section 2.2-3711 (A) (5)
8. Consider adoption of a resolution certifying a Closed Meeting in conformity with Virginia law.
9. Any other business to come before the Board.
 - Comments from the Public: *(Time Limit 3 Minutes)*
10. Adjournment

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
January 21, 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 8:32 a.m. on Tuesday, January 21, 2025.

**Pledge of
Allegiance**

Ms. Call 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 the Chairperson, and those present were as follows:

Commissioners present: -

Dr. Lisa Wallace-Davis
Thaddeus Holloman
Barbara Holley
Lou Call
William Black
George Knight
Kenneth Penrose

Also present:

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

Lysandra M. Shaw
Executive Director

Valarie Ellis, Director
Administrative Services

Lisa Dessoify, Director
Finance

Tera Lockley, Director
Housing

David Staley, Director
Community Development

Kayonia Betts
Executive Assistant

Yvette Thompson
HCV Manager

Tricia Wilson
City of Newport News

Justin Ori
NNRHA IT Department

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
January 21, 2025**

**Approval of
Minutes December
17, 2024**

Commissioner Knight moved that the minutes of the regular meeting of the Board of Commissioners held on December 17, 2024 be approved. The motion was seconded by Commissioner Black and passed with a unanimous vote.

**Election of
Officers**

Commissioner Black made a motion to nominate Lisa Wallace-Davis to the position of Chairman. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Commissioner Black made a motion to nominate Thaddeus Holloman to the position of Vice Chairman. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

No other nominations were made from the floor.

Commissioner Black made a motion to reaffirm the appointment of Lysandra Shaw to the position of Secretary-Treasurer. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Commissioner Black made a motion to reaffirm the appointment of Kayonia Betts to the position of Assistant Secretary-Treasurer. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Communications

The following communications were provided to the Board and reviewed by the Executive Director. The Authority received an invitation from the Baltimore City Resident Advisory Board, with the support of the The Housing Authority of Baltimore City, inviting the NNRHA staff to attend the Regional Public Housing Conference. This professional development event will feature specialized workshops and presentations on housing, public housing tours and networking opportunities. This correspondence was forwarded to the Housing Director for further staff communication and interest in attending the conference.

New Business

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing the
Housing Choice
Voucher Payment
Standards- Agency
Plan Amendment**

The Board was provided copies of a resolution authorizing an amendment to the Housing Choice Voucher Payment Standards - Agency Plan. The Administrative Plan has been amended to reflect The Department of Housing and Urban Development's (HUD) mandate of the use of the Small Area Fair Market Rents to determine the annual Payment Standards. The Housing Authority will establish Payment Standards based on the zip codes in the Newport News area on an annual basis when the new FMRs are published. In addition to ensuring the payment standards are always within the "basic range" the Housing Authority will consider other factors when determining whether an adjustment should be made to the

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
January 21, 2025**

payment standard schedule like funding availability, rent burden of participating families, quality of units selected, changes in rent to owner, unit availability and lease-up time and success rate.

Ms. Shaw recommended the approval of the attached resolution authorizing the amendment to the Housing Choice Voucher Payment Standards - Agency Plan be approved and become effective January 21, 2025.

Commissioner Holloman made a motion to approve the resolution. Commissioner Penrose 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 Update
to the Mainstream
Vouchers in the
Housing Choice
Voucher Administrative
Plan**

The Board was provided copies of a resolution approving the update to the Mainstream Vouchers in the Housing Choice Voucher Administrative Plan. The Administrative Plan has been updated to reflect The Department of Housing and Urban Development's (HUD) regulation that requires an initial search term of at least 60 days and establishes an alternative requirement that the initial search term for a Mainstream Voucher must be at least 120 days. HUD waives the ability for PHAs to grant first extensions at its discretion and establishes an alternative requirement for the process of requesting search extensions. Each extension must be for a minimum of 90 days. The PHA must approve the first extension request, regardless of how the request is made (written or verbal) or when it is made, as long as the request is made on or before the term expiration date and is consistent with applicable requirements. Subsequent requests should be processed in accordance with the PHA's administrative plan. The PHA must, on at least one occasion after voucher issuance, notify the family prior to the initial term expiration to remind them of the term expiration date, the process for requesting an extension, and to inquire if the family is in need of assistance with their housing search.

Ms. Shaw recommended the approval of the attached resolution approving the update to the Mainstream Vouchers in the Housing Choice Voucher Administrative Plan be approved and become effective January 21, 2025.

Commissioner Knight 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.

**Report to the
Board**

A Report to the Board for January 2025 had been provided to the Commissioners. A copy of the subject report is on file in the office of the Executive Director.

Ms. Lockley reported the NNRHA Controlled Multi-Family Properties Waitlist data as follows: There are 854 Public Housing applications, 74 of which are approved leaving 780 pending applications. The Housing Choice Voucher program has 8582 applications, of which 39 were approved with 8543 pending. During December, the Public Housing program housed 15 new applicants. The Public Housing program is currently occupied at 93% and the Housing Choice Voucher program is currently at 90%. The MOD Rehab Program, which includes Warwick SRO, is 98% occupied. All of the apartment affordable housing communities are occupied at 92% on average.

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
January 21, 2025**

Ms. Lockley also reported that the Community Resources Department sponsored several holiday events in the community, including the Shop 'Til You Drop event at Marshall Courts, the senior luncheon at Spratley House, Ashe Manor, and Pinecroft Apartments, as well as the Annual Christmas Bicycle Giveaway, where 40 bicycles were donated to children in NNRHA Public Housing communities. Additionally, St. Vincent De Paul Catholic Church and Omega Psi Phi Fraternity donated various items to some of the Public Housing families.

Ms. Dessoffy reported that all housing programs are now operating on a calendar year basis. Leasing has risen as the staff has put in significant effort to manage this transition. The HUD funding for FY 2024 amounted to \$27,751,535, but was slightly exceeded, necessitating a draw from the HUD reserves. We expect to draw additional funds as leasing continues to increase.

Ms. Ellis reported On December 13th, we held our annual holiday and service award luncheon at the Holiday Inn, a cherished tradition that allows us to express gratitude to our dedicated employees. The event highlighted those who have reached significant service milestones, celebrated in five-year increments, showcasing the strength and loyalty of our workforce.

Mr. Staley reported that the SPARC program enables buyers using a Virginia Housing loan to reduce their interest rate by 1%. The program also allows for Down Payment Assistance to qualified buyers with expanded funding. SPARC allocations are approved annually, with the current program year running from July 1, 2024, to June 30, 2025. So far, the NNRHA has spent \$2,486,439 of the initial \$3 million awarded, and in December 2024, Virginia Housing provided an additional \$1 million to support Newport News residents.

The Marshall-Ridley Residential Facade Program is a \$2.1 million grant program to assist owner-occupied homeowners in the Choice Neighborhood Initiative area with exterior home improvements. This program has been very successful with a total of 113 applications received with 87 having been processed. There have also been 51 cases completed to date.

The Orcutt Townhomes I RAD conversion project has been completed and residents have started moving back in on December 19th. It is anticipated that the property will be fully occupied by late January, early February with the exception of several accessible units experiencing delays due to lift installation.

Ms. Shaw reports that the Lift and Rise occupancy is currently at 95%. A new maintenance supervisor started on January 6, 2025. The Pennrose property management team is actively recruiting for the property manager role. The former property manager left last month.

CNI III-R phase construction is complete and Temporary Certificates of Occupancy (TCOs) have been secured. Residents have started to move into the property and this will continue throughout the month. The second phase of this project is anticipated to be completed towards the beginning of February.

CNI IV-R construction is 99% complete and the infrastructure is approximately 95% complete. The Wellness Trail is 66% complete and the Seafood Market's construction documents are 95% complete. A ribbon cutting ceremony for Legacy Landing, to include HUD, Board Members, City personnel and NNRHA staff will take place later this year.

**Minutes of a Meeting of the
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Ms. Shaw reminded the Board of the staff turnovers which lead to issues with the recertification process that ultimately prompted NNRHA to hire a third party to help solve those issues. Ms. Shaw introduced the new HCV Program Manager, Yvette Thompson to the Board and highlighted her experience at the Norfolk Housing Authority and her knowledge in Housing Choice and Public Housing programs. She also acknowledged her success with the recertification project.

Ms. Thompson discussed some challenges encountered during the recertification project; however, her extensive knowledge and skills will be invaluable in navigating the process. She also noted that the HCV team is close to completing their goals. Ms. Thompson assured the Board that the job of bringing recertifications current will get done.

Ms. Shaw spoke about the Authority's push to upgrade technology and highlighted the Finance Department and asked Ms. Dessoify to elaborate on Finance's recent technology upgrade.

Ms. Dessoify reported that both the Finance and Administrative Services departments are currently utilizing the Pay Scan module in the Yardi software system. This module is capable of scanning received invoices and sending them electronically through a workflow approval process. In the future, this system will be implemented across all departments to facilitate faster approval of invoices.

Ms. Shaw expressed her gratitude to all departments for their contributions to the success of NNRHA.

Mr. Knight inquired whether the lighting and cameras at Legacy Landing on 16th Street would remain on the property. Ms. Shaw clarified that the lighting and cameras are temporary installations mandated by the City until permanent lighting is installed.

Mr. Holloman inquired about the progress of leasing the commercial space at the Lift and Rise. Ms. Shaw reported that there have been issues with obtaining permits. There was an electrical issue which the developer promised would be resolved this month.

Mr. Holloman asked if there are specific businesses being considered for occupying the retail space. Ms. Shaw reported that uses are being reviewed but not restricted and will be discussed with the City during the application process. Large scale restaurants would not be considered as the space isn't designed for that type of business.

Ms. Shaw expressed her gratitude to Commissioner Call and Commissioner Penrose for their dedicated service to the NNRHA Board.

Ms. Call expressed that she enjoyed her time serving on the board and she will miss everyone.

Mr. Penrose expressed his joy in working alongside everyone for the last 8 years and thanked the Board for the opportunity to serve.

No Closed Session

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
January 21, 2025**

Adjournment

There being no other business to come before the Board, the Chairman adjourned the meeting at 8:59am.

Secretary-Treasurer

ITEM NO. 4
Communications



City of Newport News
Office of the City Manager
2400 Washington Avenue, 10th Floor
Newport News, VA 23607

January 29, 2025

Dear Resident:

Can you believe spring is just around the corner? That means the 11th Annual Newport News One City Marathon Weekend, presented by the Newport News Shipbuilding, is just a month away (**February 28-March 2**), and we want you to be informed! This event is an exciting way to showcase our city, celebrate our community pride, and encourage healthy living, while displaying our world-class hospitality to all!

The races kick-off on Saturday, March 1, at City Center with the Nautical Mile, presented by Ferguson, and the Maritime 5K, presented by Sentara Health Plans. Following the races, all are welcome for the post-race festivities at Tradition Brewing Company, our host for Saturday's One City Celebration.

On Sunday, March 2, runners will come from near and far to take a "tour" of our city on a USA Track and Field certified course that starts at Newport News Park. The One City Marathon takes runners past cultural amenities, educational institutions and businesses, through neighborhoods, and ends in the downtown Yard District at the Victory Arch. For those looking for a slightly shorter race, the BayPort Credit Union Half Marathon also takes place on Sunday, starting at Menchville High School and, like the Marathon, culminates at the Victory Arch.

The Marathon is a wonderful opportunity for you to showcase your neighborhood and celebrate the great things that are happening in Newport News. There is something for everyone throughout the city during the entire marathon weekend. Several events are free and open to the entire community, including the pre-race health and wellness series in the weeks leading up to the race, as well as the One City Celebrations in City Center and the Yard District. Additionally, we have a range of volunteer opportunities for groups, families, or individuals. Volunteering or coming to one of the events is a great way to show your community spirit!

Resident
Page 2
One City Marathon
January 29, 2025

Of course, safety is of utmost concern, and we realize there will be some inconveniences. With that said, the race courses have been carefully planned to minimize disruption of traffic and activities of residents, and efforts to ensure access to Sunday Services have been made. We encourage you to view the race routes, information on course preparations, traffic impacts, and the expected runner timelines by visiting our website at: www.onecitymarathon.com/plan-your-race (QR code below).

City staff is continually reaching out to the community, along with civic associations for opportunities to share information about the marathon. Updated information will be provided on message boards, street signs in designated areas, and announcements on social media, NNTV, the City's website, through the Newport News Now e-newsletter, and at www.onecitymarathon.com in the coming days.

If you should have any questions about the Marathon and related activities or how these events may impact your neighborhood, please do not hesitate to call **Newport News 311 at 933-2311** or email **311@nnva.gov**. You may also visit **www.onecitymarathon.com**.

I hope to see you, along with your friends and family, at one of our free events, running, or volunteering on race day. Together we can make the 11th One City Marathon weekend our most spirited event to date!

Sincerely,



Alan K. Archer
City Manager



ITEM NO. 5

New Business

- a. Consider a resolution authorizing the award of Project Based Vouchers to Eagle Landing Trace II VA, LLC
- b. Consider a resolution authorizing the sale of a vacant lot located at 1128 22nd Street
- c. Consider a resolution authorizing the waiver of late fees accrued by Tradition Brewing Company

5a

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: February 12, 2025
TO: All Members, Board of Commissioners
FROM: Lysandra M. Shaw, Executive Director *ms*
SUBJECT: Award of Project Based Vouchers

The Authority issued a Request for Proposals for up to 40 units of project-based vouchers on January 28, 2025 with responses due February 7, 2025.

One application was received from Eagle Landing Trace VA II, LLC which is also requesting Low Income Housing Tax Credits (LIHTC) from Virginia Housing (formerly VHDA) next month in the annual 9% LIHTC round.

The project will consist of the new construction of 60 units off of Youngs Mill Lane just north of Warwick Blvd & Oyster Point Road (see attached map).

The proposal was evaluated and scored, based on published criteria by the Executive Director and the Director of Housing. The score sheet is attached.

It is proposed that units will be made available to households in the 30%, 50%, 60% and 80% of the area's median income. The developer offers the Authority \$2,000 of their developer fee for each PBV awarded.

Based on proposal scoring and the quality of the proposed development, I am recommending award of 6 Project Based Vouchers to Eagle Landing Trace II VA, LLC and Board approval of the attached resolution.

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT
NEWS REDEVELOPMENT AND HOUSING AUTHORITY APPROVING
PROJECT BASED VOUCHERS FOR EAGLE LANDING TRACE II VA LLC FOR
EAGLE LANDING TRACE APARTMENTS**

WHEREAS, Eagle Landing Trace VA II LLC plans to construct a 96-unit complex in upper Newport News; and

WHEREAS, Eagle Landing Trace VA II LLC has responded to a Request for Proposals issued by the Newport News Redevelopment and Housing Authority (NNRHA) in a timely manner that meets the Authority's review criteria; and

WHEREAS, Eagle Landing Trace will have an on-site manager who will schedule educational and counseling programs and establish partnerships with local service providers; and

WHEREAS, Eagle Landing Trace VA II LLC will provide information for a subsidy layering analysis and environmental review which must be approved by the U. S. Department of Housing and Urban Development (HUD); and

WHEREAS, the developer is offering NNRHA a share of the developer fee; and

WHEREAS, the project is applying for Low Income Housing Tax Credits from Virginia Housing (formerly VHDA) in the 2025 application round.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the NNRHA does hereby award 6 project-based vouchers to Eagle Landing Trace VA II LLC to be used at Eagle Landing Trace Apartments contingent upon their compliance with all requirements set forth in its application to the Authority for project-based vouchers. This commitment is for a 15-year period, subject to continued funding of NNRHA by HUD for housing choice voucher assistance. Such assistance may be extended for an additional period deemed mutually acceptable to NNRHA and Eagle Landing Trace VA II LLC at any time deemed appropriate by both parties. This approval is subject to and contingent upon the successful review by HUD of the subsidy layering analysis and environmental review documents and the award of Low-Income Housing Tax Credits by the VHDA in 2025.

Summary Score of Proposal

Committee
Members

Eagle Landing Trace II

Lysandra M. Shaw 70

Tera Lockley 75

Average Score 73

Number of
Vouchers Requested 6

Number of
Vouchers
Recommended 6

5b

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
MEMORANDUM

DATE: February 12, 2025
TO: All Members, Board of Commissioners
FROM: Lysandra M. Shaw, Executive Director *lms*
SUBJECT: Sale of Real Property at 1128 22nd Street

Attached for the Board of Commissioner's consideration is a resolution authorizing the sale of real property located at 1128 22nd Street.

The purpose of this resolution is to authorize Lysandra M. Shaw, Executive Director, to negotiate and enter into a Purchase Agreement with Janet Heffernan and Paul Anderson, to purchase 1128 22nd Street. The sales price is equal to the tax assessed value of \$10,000.

The lot at 1128 22nd Street is 25 x 100 and, given its size, it is not a buildable lot. The vacant lot is situated next door to the property owned by Janet Heffernan and Paul Anderson.

Board approval of the attached resolution is recommended.

**A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING
AUTHORITY AUTHORIZING THE SALE OF A VACANT LOT LOCATED AT 1128
22ND STREET**

WHEREAS, Newport News Redevelopment and Housing Authority, owns a vacant lot located at 1128 22nd Street with the following legal description: Ward 3, PARID: 307040210; 49 and PART ALLEY; and

WHEREAS, the Janet Heffernan and Paul Anderson, the owners of the adjacent property at 1126 22nd Street wish to purchase the vacant lot; and

WHEREAS, the vacant lot has an assessed value of \$10,000; and

WHEREAS, the dimensions of the vacant lot are 25x100 and not suitable for redevelopment; and

WHEREAS, the sale of the vacant lot will add a property to the City of Newport News' tax roll; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Executive Director, Lysandra M. Shaw, to execute a contract and all other documentation as required to sell the vacant lot located at 1128 22nd Street for the tax assessed value of \$10,000.



NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: February 12, 2025

TO: All Members, Board of Commissioners

FROM: Lysandra M. Shaw 
Executive Director

SUBJECT: Tradition Brewing Company

REQUEST:

Attached for the Board of Commissioner's consideration is a request to waive the late fees accrued by Tradition Brewing Company (TBC) in the amount of \$396.65 related to their NNUDAG (Newport News Urban Development Action Grant) term loan. The monthly late fee is \$79.33.

The late fees are a result of TBC's bankruptcy filing in January 2023. *TBC exited bankruptcy in April 2023 with debt payments resuming to NNRHA in July 2023.* TBC is five (5) debt payments in arrears totaling \$13,221.20. As long as there is an outstanding balance due, late fees will continue to accrue.

The Board Chairman and CFO, Pax Goodson, has indicated TBC is not able to pay the full amount that is in arrearage. TBC fulfills their monthly obligation as scheduled. Thus, Mr. Goodson has asked to have the accrued late fees totaling \$396.65 waived.

BACKGROUND:

In April 2016, TBC closed on a \$250,000 term loan through the NNUDAG loan program. Proceeds were used to purchase brewery equipment, furniture and fixtures for the establishment of a full-time craft brewery located at 700 Thimble Shoals in Newport News, Virginia. The debt was structured with a 10-year maturity and interest only payments during the first twelve (12) months. Our loan is secured and is supported by the personal guaranty of eight (8) individuals.

Since the debt's inception, there have been subsequent amendments to the debt's repayment structure approved by NNRHA's Board of Commissioners.

TBC has made their regularly scheduled loan payments on time since they came out of bankruptcy. The loan is scheduled to be paid in full on or around

November 1, 2026. The loan balance as of January 29, 2025 is \$111,461. TBC's monthly payment is \$2,644.24. Additionally, we propose to forfeit both the accumulated late fees of \$396.65 and any late fees associated with the outstanding past due loan balance.

It is recommended that the attached resolution be approved.

Attachment

A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE WAIVER OF LATE FEES ACCRUED BY TRADITION BREWING COMPANY

WHEREAS, the Newport News Redevelopment and Housing Authority has reviewed the request to waive accrued loan fees by Tradition Brewing Company; and

WHEREAS, Tradition Brewing Company has met their monthly principal and interest obligation to the Newport News Redevelopment and Housing Authority since exiting Chapter 11 bankruptcy; and

WHEREAS, the Board of Commissioners has considered the circumstances surrounding the late fees and have determined that the request to waive \$396.65 in accrued late fees is reasonable; and

WHEREAS, the Board of Commissioners also agrees to forfeit any late fees associated with the outstanding past due loan balance;

WHEREAS, THE Board of Commissioners acknowledges late fees will only be incurred by TBC in the event they are late making future loan payments; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority the request to waive \$396.65 in accrued late fees and to forfeit any late fees associated with the outstanding past due loan balance for Tradition Brewing Company is hereby approved to become effective on February 18, 2025.



REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

February 2025

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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BOARD OF COMMISSIONERS

Lisa Wallace-Davis – Chairperson
Thaddeus Holloman – Vice Chairman

William Black
George Knight
Barbara Holley
Andrea Diggs
Raymond Suttle, Jr., Attorney

STAFF

Lysandra M. Shaw, Executive Director
Secretary-Treasurer
Kayonia M. Betts, Assistant Secretary-Treasurer

Valarie Ellis, Director of Administrative Services
Tera Lockley, Director of Housing Operations
Lisa Dessoffy, Director of Finance
David Staley, Director of Community Development

PUBLIC AND ASSISTED HOUSING OCCUPANCY REPORT

| Total Waiting List Applications | |
|---------------------------------|------|
| Public Housing | 771 |
| Approved/Eligible | 79 |
| Pending | 692 |
| Housing Choice Voucher | 4619 |
| Approved/Eligible | 36 |
| Pending | 4583 |

The pending application numbers for the Public Housing Program (989) and the Housing Choice Voucher Program (8562) 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 | 9 |
| Housing Choice Voucher | 29 |
| Mod-Rehab (SRO) | 2 |
| Total | 40 |
| Occupancy Statistics: | |
| Public Housing Program | 93% |
| Housing Choice Voucher Program | 90% |
| Mod-Rehab Program (Warwick SRO) | 93% |
| Mod-Rehab (Warwick SRO) | 81 |
| Avg. # Leasing Days (PH) | 17 |
| Avg. Rent for Move-Ins (PH) | \$260 |
| New Mod-Rehab (SRO) participants | \$155 |
| Total Public Housing | 799 |
| Housing Choice Vouchers | 2,936 |
| Lease Rate – January 2025 | 90% |

| Average Family Rent Contribution for Move-ins Last Month: | |
|---|--------|
| Public Housing | \$260 |
| Housing Choice Voucher | \$305 |
| Warwick SRO | \$155 |
| Cumulative Percentage of Section 8 Budget Authority Utilized January 2025 | 102.4% |

HOMEOWNERSHIP PROGRAM

Since the Inception of Program

198 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 | 69 | \$6,675,318 |
| PH Families | 56 | \$5,852,540 |
| HCV-V Home-ownership | 73 | \$12,377,488 |

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

HCV-V numbers reflect current program participants.

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

| Property | Occupancy Rate | Approved/Eligible | Pending | Total |
|-----------------------|-----------------------|--------------------------|----------------|--------------|
| Orcutt Townhomes III | 90% | 0 | 0 | 0 |
| Orcutt Townhomes I | 35% | 0 | 70 | 70 |
| Cypress Terrace | 89% | 0 | 0 | 0 |
| Oyster Point/Brighton | 93% | 0 | 0 | 0 |
| Great Oak | 94% | 286 | 197 | 483 |
| Lofts on Jefferson | 72% | 0 | 2 | 2 |
| Jefferson Brookville | 96% | 2 | 20 | 22 |
| Lassiter Courts | 88% | 0 | 249 | 249 |
| Spratley | 92% | 0 | 38 | 38 |

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 January 2025.

| Participants | Public Housing | Housing Choice Voucher | TOTAL |
|---|----------------|------------------------|------------|
| Total number in FSS Program | 40 | 97 | 137 |
| Employed | 16 | 70 | 86 |
| Currently not working | 18 | 20 | 38 |
| Attending Thomas Peninsula Comm. College | 0 | 0 | 0 |
| Attending Christopher Newport Univ. | 0 | 0 | 0 |
| Enrolled in NNRHA Computer Training/GED | 2 | 1 | 3 |
| Enrolled in other Training Programs | 2 | 3 | 5 |
| Employed and going to school | 2 | 3 | 5 |
| | | | |
| Total Number of participants with escrow accounts | 18 | 54 | 72 |

COMMUNITY RESOURCES

COMMUNITY RESOURCES

Newport News Public Library Bookmobile is Back!

The Newport News Redevelopment and Housing Authority (NNRHA) has enjoyed a fantastic partnership with the Newport News Public Library's Outreach Department for the past two years, and residents have eagerly anticipated the arrival of the new bookmobile. The Outreach staff kicked off this New Year in style by introducing this excellent service.

Seniors living at Spratley House, Ashe Manor, and Pinecroft Apartments had the opportunity to browse a wide variety of fiction and non-fiction books. The staff ensured a selection that catered to different reading levels. They set up a checkout system and provided library cards to those who did not already have one.

Demonstrating their commitment to service, the staff surveyed the seniors to learn about their interests and even took book requests for future visits. Residents are already looking forward to the next month's arrival of the bookmobile.



Computer Lab Grand Opening

On January 16, the community resource department held a grand opening for its new computer lab, which is designed to support residents of public housing and RAD properties in their job search efforts. The lab provides resources and strategies for career exploration, including using social media to find jobs, conducting job searches, networking, practicing for interviews, and researching potential employers. Residents will also receive training on how to navigate job sites, utilize job search engines, and complete online applications. During the event, one resident successfully completed her resume.



Budgeting 101 Personal Finance Workshop

On January 30, participants learned about the budgeting process, how to set financial goals, and strategies for planning for the future. The workshop took place at Marshall Courts and Aqueduct Apartments, sponsored by HRCAP Inc. and led by Thomas Sentz. Participants shared their key takeaways from the session.



FINANCE

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

| | | CY Housing Choice 2025 Annual Budget Authority | | Final 99.5% proration | | | | | | | | |
|---------|----------------------------|--|---------------------------|-----------------------|--------------------------------|------------------------------------|---|------------------|----------------|------------------------|---------------------------|--------------------------|
| | | Housing Choice Voucher Funding | | \$ 28,885,626 | | | | | | | | |
| | | Mainstream Voucher Program Funding | | \$ 1,202,431 | | | | | | | | |
| | | Emergency Housing Voucher Program Funding | | \$ 369,505 | | | | | | | | |
| | | | | Final - 100% | | | | | | | | |
| | | | | Final - 100% | | | | | | | | |
| | HCV Units | | 2507 | | | | | | | | | |
| | VASH units | | 54 | | | | | | | | | |
| | CNI tenant protection | | 247 | | | | | | | | | |
| | Marshall tenant protection | | 88 | | | | | | | | | |
| | Warwick SRC - RAD2 | | 88 | | | | | | | | | |
| | Baseline HCV count | | 2984 | | | | | | | | | |
| | Mainstream Vouchers | | 141 | | | | | | | | | |
| | Emergency Housing Vouchers | | 32 | | | | | | | | | |
| | Total Vouchers | | 3157 | | | | | | | | | |
| 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 Of Funds | NRHA Held Reserve Balance | HUD Held Reserve Balance |
| January | HCV 2592 | 86.9% | \$ 2,297,289.00 | \$ 886.30 | 53,685.00 | 102.4% | 102.4% | \$ 2,243,604.00 | | \$ | (837,536.00) | 3,941,199.50 |
| | MS 132 | 93.6% | \$ 109,312.00 | \$ 828.12 | 10,140.00 | 110.2% | 110.2% | \$ 99,172.00 | | | (120,331.00) | (7,776.50) |
| | EHV 29 | 90.6% | \$ 25,443.00 | \$ 877.34 | 4,550.00 | 121.8% | 121.8% | \$ 20,893.00 | | | 27,522.00 | 90,012.58 |

ADMINISTRATIVE SERVICES

ADMINISTRATIVE SERVICES

SAFETY AND SECURITY DIVISION

Providing a safe, enjoyable and comfortable work and living environment for our residents and staff is a major goal for the agency. We utilize several methods to achieve this goal including:

- camera surveillance systems
- no trespassing signs
- residents can report criminal activity through use of an anonymous tip line/hot spot cards
- entranced controlled doors
- electronic key entry systems
- ban list (individuals who are banned from the properties for criminal activity)
- enhanced lighting
- NNPD provides extra patrols across our properties
- NNPD installed shot spotter (Marshall Courts, Aqueduct and Cypress)
- We will continue to explore resources and partnerships that assist us with creating a safe and secure environment.

COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

Community Development Block Grant (CDBG)

A total of 21 applications for CDBG funding were received this year. Of the applications received, 16 were non-profit entities and 5 of those were first-time applicants. The application binders have been prepared and will be delivered to the CDBG Application Review Committee members on Friday, February 7, 2025.

Sponsoring Partnerships & Revitalizing Communities (SPARC)

The SPARC program allows those buyers utilizing a Virginia Housing loan product to buy down their interest rate by 1%. With the addition of SPARC funding, we are able to expand our reach and offer Down Payment Assistance to qualified buyers. SPARC allocations are approved on an annual basis. This current program year for SPARC funding began July 1, 2024, and will conclude June 30, 2025. NNRHA has expended \$2,717,832 of the total \$4M awarded to serve the citizens of Newport News.

REDEVELOPMENT & HOMEOWNERSHIP

NNRHA administers the Citywide, Down Payment Assistance Program for first-time homebuyers through the HOME Investment Partnerships Program (HOME). This program assists eligible first-time homebuyers in purchasing a home in the City.

| Down Payment Assistance (DPA) | | | | | |
|--|--------|--|---------------------------------|----------------------------|----------|
| Fiscal Year: July 1, 2024 – June 30, 2025 | | | | | |
| (Completed) | Denied | Pending Additional Documentation | Current Month (Completed) | Underwriting in Process | Withdrew |
| 3 | 4 | 5 | 0 | 1 | 1 |

| New DPA Applications January 2025 | Total DPA Applications Received for July 1, 2024 – June 30, 2025 |
|-----------------------------------|---|
| 0 | 13 |

| Total Housing Rehabilitation Activity for January 2025 | |
|---|----------------------------|
| | Residential Repair Program |
| Projects Completed | 1 |
| Projects in Underwriting | 13 |
| Projects Pending Approval | 0 |
| Projects Ongoing | 1 |
| Projects Ineligible | 0 |
| Total | 15 |

| New Housing Rehabilitation Applications for January 1, 2025-January 31, 2025 | Total New Housing Rehabilitation Applications Received for July 1, 2024 - June 30, 2025 |
|---|--|
| 1 | 21 |

| Total Housing Rehabilitation Activity for Fiscal Year July 1, 2024 – June 30, 2025 | |
|---|----------------------------|
| | Residential Repair Program |
| Projects carried over from Previous Fiscal Year | 9 |
| Projects Completed | 13 |
| Projects Ineligible | 8 |
| Total | 30 |

MARSHALL-RIDLEY RESIDENTIAL FACADE PROGRAM

The Marshall-Ridley Residential Facade Program is a \$2.1 million grant program to assist owner-occupied homeowners in the Choice Neighborhood Initiative area with exterior home improvements. The grant allows for exterior improvements up to \$20,000 for each property. A total of 113 applications were received and 87 have been processed and are currently at varying stages as indicated in the chart below:

Marshall-Ridley Residential Facade Program Activity Tracker

| | |
|------------------|-----|
| Total Applicants | 113 |
| Finance Review | 92 |
| Inspected | 80 |

| | |
|------------------|----|
| Codes Review | 72 |
| Contract Pending | 2 |
| Contracted | 5 |
| Completed | 62 |
| Ineligible | 30 |

CAPITAL ACTIVITY

Marshall Courts – Phase VII Demolition of 88 Units

Permitting for the demolition of 88 apartment units at Marshall Courts is nearing completion. All residents have been relocated with the exception of one family that is moving in mid-February. A notice to proceed will be issued to the contractor shortly thereafter with a timeframe of 250 calendar days to complete the project.

Orcutt Townhomes I

The fabrication of accessible lift systems for the 6 accessible apartments at Orcutt Townhomes I is underway. It is anticipated that installation of the lifts will begin in mid to late March of 2025. After the lift installations are complete, the City and Virginia Housing will conduct final inspections of those units.

Aqueduct Apartments

The repaving project for Aqueduct Apartments was awarded to Centennial Contractors. The anticipated start date is mid to late March of 2025. The project is weather dependent and the start date may change.

DJG Inc. Architects has provided NNRHA with an estimate for the window replacement project at Aqueduct. Upon final review with NNRHA staff, DJG Inc. will assemble plans and specifications along with scope of work in preparation for contractor solicitation.

Marshall Courts Apartments

Centennial Contractors is performing exterior renovations for Marshall Courts Phase I. The contractor is securing materials for the project in anticipation of a March of 2025 commencement date.

Southeastern Family Project (2351 Terminal Ave.)

Electrical and plumbing rough-in inspections are completed. Submittals are 80% complete. The security monitoring system is being evaluated to determine if it needs to be upgraded.

Ashe Manor

An internal meeting will be held during the week of February 10th, 2025 with procurement, CD staff members, and the architect to discuss the bids that were submitted for the Ashe Manor kitchen cabinet replacement project.

Pinecroft Apartments

An internal capital improvement plan has been initiated for Pinecroft Apartments. Once this plan is thoroughly reviewed and prioritized, we will request DJG Inc. to provide specifications along with a scope of work that can be used to assemble a bid package for contractor solicitation.

A capital improvement plan is being developed for Pinecroft Apartments.

**CHOICE
NEIGHBORHOOD
INITIATIVE
(CNI)**

CHOICE NEIGHBORHOOD INITIATIVE (CNI)

Lift and Rise on Jefferson

Lift and Rise on Jefferson, which includes the 2700 and 2800 buildings, currently maintains a 93% occupancy rate. There are five affordable (tax-credit) units and one market-rate unit available for rent.

Personnel Updates

Our partners, Pennrose’s Property Management Company (PMC), have hired full-time Property Managers for both Lift and Rise on Jefferson and Legacy Landing. These managers are dedicated to overseeing daily operations and ensuring efficient property management at each site. Additionally, new Maintenance Supervisors have been appointed to improve property maintenance and operations at both locations.

Legacy Landing

Phase III-R move-ins began on January 24, 2025. Since obtaining the Temporary Certificates of Occupancy (TCOs), the Pennrose Property Management Team and the Newport News Redevelopment and Housing Authority (NNRHA) have been actively facilitating a smooth transition for residents. Their efforts include completing Home Quality Standards (HQS) inspections, Home Assistance Payment (HAP) contracts, Request for Tenancy Approval (RFTA), in-person briefings/meetings, relocation assistance, and lease signings. The team remains fully committed to helping families move back home to Legacy Landing. Lease-up report as follow:

| Legacy Landing Lease Up Report | Updated as of February 2025 | | |
|---|-----------------------------|-------------------------|--------------------|
| | Phase III- R 71 units | Phase IV- R 84 units | Total 155 units |
| Total Units Occupied | 5 | | 5 |
| Total Applications Approved for Move in: | 11 | | 11 |
| Applications from General Public | 350 | | 350 |
| Applications from Former Ridley Residents | 50 | | 50 |
| Total Applications in Process: | 47 | | 47 |
| Returning Ridley Residents | | | |
| Applications Approved for Move-in: | 11 | | 11 |
| Moved- in | 3 | | 3 |
| Applications In-process | 30 | | 30 |
| Awaiting processing | 3 | | 3 |
| Application Cancelled or Denied | 3 | | 3 |

CNI IV-R - Construction is approximately 99% completed

Site work:

- Fine grading: Preparing the site to ensure proper drainage.
- Topsoil installation: Placing and spreading topsoil to promote landscaping.
- BMP (Best Management Practices) pump station installation: Setting up storm water management systems to control runoff and prevent flooding.
- Wellness trail concrete: Pouring and setting concrete for the wellness trail
- 12th Street parking lot: Paving, striping, and installation

Construction Updates

- Infrastructure: 96% complete.
- Wellness Trail: 71% complete.
- Seafood Market: Construction drawings (CD) are 95% complete, with ground breaking slated to begin in the summer of 2025.
- Retail: 100% complete.

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

On February 18, 2025, WRT will be presenting at the Citizen Advisory Committee (CAC) meeting. During this session, WRT will be showcasing the latest design improvements, including the integration of picket railings and other key design changes. This will give the community an opportunity to review and discuss these updates as part of the ongoing Phase V development process.

Urban Strategies, Inc.

As of January 2025, the USI Newport News team has made significant progress, completing assessments for 209 families, demonstrating their commitment to supporting the Marshall Ridley community. This month's success story highlights a single father of two who overcame employment challenges after a personal loss. In July 2024, he joined Youth Build, gaining construction

skills and industry knowledge. Nearing completion, he pursued further training in welding and is now set to begin certification at the Youth Workforce Development Center with New Horizons.

With OSHA and NCCR certifications already secured, he aims to complete his welding certification by April 2025 and work at Huntington Ingalls, Newport News Shipyard. His daughter is thriving at Discovery STEM Academy, and his son begins Early Childhood instruction at HRCAP in February. Both children also attended a summer program at the House of Refuge Worship Center.

Newport News Redevelopment & Housing Authority Annual Activity Report – 2024

I. Community Development and Capital Improvements

- NNRHA's request for set aside of low income housing tax credits (LIHTC) from the Virginia Housing Authority for the Orcutt Townhomes I Rental Assistance Demonstration Project was approved. Receipt of this essential funding component for the revitalization effort enabled NNRHA to initiate preparation of plans and specifications and other studies required by HUD prerequisite to the conversion and renovation of this property. Orcutt Townhomes I consists of 40 three bedroom townhouse style apartments. Initial closing on this endeavor and initiation of comprehensive interior and exterior renovations began on November 1, 2023 and the project was completed on November 30, 2024. Residents began returning to the property on December 19, 2024.



Orcutt Townhomes I

- NNRHA has completed 6 phases of renovations at Marshall Courts from 2011 – 2024. The NNRHA Agency Plan calls for the demolition of the remaining 12 buildings (88 apartments) at Marshall Courts. Demolition plans, a feasibility study, environmental and historical reviews have been completed. Tenant protection vouchers have been issued to each family affected by the demolition. The demolition contract was awarded in December of 2024. Demolition will begin in February 2025.

Newport News Redevelopment & Housing Authority

Annual Activity Report – 2024

- The City of Newport News and the Newport News Redevelopment and Housing Authority held a series of virtual public meetings in 2024 to discuss the Annual Action Plan for Program Year 2024-2025 for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) entitlement funds. The Annual Action Plan for the period from July 1, 2024 to June 30, 2025 reflects proposed activities in the fifth and final program year of the 2020-2024 Five-Year Consolidated Housing and Community Development Plan. After receiving citizen input, the Annual Action Plan was prepared and submitted to the U.S. Department of Housing and Urban Development for formal approval.
- NNRHA administers the citywide, Down Payment Assistance Program for first-time homebuyers through the City's HOME Investment Partnership Program (HOME). Down payment assistance was provided to six (6) eligible new homeowners through the City's HOME program. The Maximum assistance under the program is \$14,500.
- The Residential Rehabilitation program is designed to provide home repairs to eligible low and moderate-income homeowners for emergency repairs or handicap accessibility improvements for owner occupied houses in the city. This assistance is made possible through the City of Newport News' Community Development Block Grant Program, which is administered by NNRHA. The program is designed to provide assistance of up to \$25,000 to eligible homeowners. Types of repairs include: roofing, address hazardous electrical wiring, plumbing, heating and air conditioning, and accessibility modifications such as ramps, stair lifts, and tub/shower conversions. In 2024, the Authority completed the rehabilitation of seventeen (17) owner-occupied homes utilizing NNRHA Community Development Block Grant funding.
- The Authority approved the issuance of \$16,000,000 of Multifamily Housing Revenue Bonds to assist a developer in financing a portion of the cost of acquiring, constructing, and equipping two multifamily residential rental housing communities. In November, 2024 a request was approved by the NNRHA Board for the issuance of up to \$8,000,000 in bonds for The Coile Phase I Apartments, 31 units. In November, 2024 a request was approved by the NNRHA Board for the issuance of up to \$8,000,000 in bonds for The Coile Phase II Apartments, 31 units.

Newport News Redevelopment & Housing Authority

Annual Activity Report – 2024

- SPARC (Sponsoring Partnerships & Revitalizing Communities) is a special allocation of reduced rate funding made available by Virginia Housing. Funds are allocated to sponsor organizations based on applications submitted by the housing agency to Virginia Housing. It is a 1.00% adjustment to the interest rate below Virginia Housing Interest rates on comparable eligible products. The SPARC program year began on July 1, 2024 and concludes on June 30, 2025. NNRHA was awarded \$3M in SPARC funding and has expended \$2,486,439 through December 31, 2024. Due to the program's success, Virginia Housing awarded an additional \$1M to NNRHA.
- The Marshall-Ridley Residential Façade Program is a \$2.1 million grant program to assist owner-occupied homeowners in the Choice Neighborhood Initiative area with exterior home improvements. The grant allows for exterior improvements up to \$20,000 for each property. A total of 113 applications were received and 59 cases were completed in 2024.

II. Housing Management

The Authority currently owns and manages 799 units of public housing and another 705 units of project-based Section 8 and other affordable housing for a total of 1,504 units. Also, NNRHA administers 3,157 Housing Choice Vouchers (Section 8 tenant-based housing).

NNRHA 2024 Housing Activities:

- The tenant-based Section 8 Voucher Program has been designated as a Standard Performer by the Department of Housing and Urban Development.
- Housing Choice Vouchers (HCV) issued one hundred eighty-eight (188) vouchers to families under Housing Choice Vouchers, Project Based and Emergency Housing Voucher programs.
- Leased public housing units to ninety-nine (99) new families in 2024.
- The public housing lease rate for the year was 95.00%.
- There were 910 public housing applications and 4571 Section 8 applications processed in 2024.

Newport News Redevelopment & Housing Authority

Annual Activity Report – 2024

- The Authority's Maintenance Department completed 8675 work orders in public and assisted housing units in 2024.
- On December 31, 2024 there were 105 families on the Section 8 and Public Housing waiting lists combined.

III. Community Services

The Authority provides a number of services and programs for its residents. Program accomplishments and related awards are listed below:

- **Neighborhood Education Program** - In May 2024, the Scholarship Program generated \$29,225 for scholarships and financial aid assistance for residents living in public housing and housing choice voucher clients. Twelve individuals, 6 graduating high school students and 6 adults, received scholarships to continue their education.
- **The Family Self Sufficiency** - (FSS) programs enrolled nineteen (19) Public Housing and fifteen (15) HCV new participants during the year of 2024. Two (2) HCV participants purchased homes.
- **Line Dance Luncheon for Residents 62 and Older** - On August 13, 2024, a Line Dance Luncheon was held from 12:00 noon to 1:30 PM at the Marshall Courts Recreation Center. This event brought together residents aged 62 and older for an afternoon filled with fun, fitness, and friendship. Attendees enjoyed a delicious meal while participating in energetic line dancing led by American Legion Vice CDR Deloris Todman. Fifteen participants made lasting memories through music, dance, and community spirit.
- **Skills Connect Hiring Event** - The Skills Connect Hiring Event was held on September 25, 2024, from 10:00 AM to 2:00 PM. It attracted 20 employers and over 200 job seekers. Participants had the opportunity to showcase their skills, leading to interviews and job offers. Job seekers also received assistance with resumes, practice interviews, and access to appropriate interview attire. This event created valuable connections, benefiting job seekers and employers while bridging the gap between talent and opportunity.

Newport News Redevelopment & Housing Authority

Annual Activity Report – 2024

- **Resident Council Elections** - The Resident Council Elections took place on November 19, 2024, from 9:00 AM to 6:00 PM across the communities of Aqueduct, Ashe Manor, Brighton, Cypress Terrace, Great Oak, Jefferson Brookville, Lassiter Courts, Lofts on Jefferson, Marshall Courts, Oyster Point, Orcutt Townhomes I & III, Pinecroft, and Spratley House. A special thank you goes out to our third-party volunteers from the American Legion Department of Virginia Third District, Parents in Action, Inc., The Victor Program, and others for their support.
- **Personal Care Aide Training** - On March 9, 2024, and August 13, 2024, from 9:00 am to 2:00 pm, Kim Hobbs, CEO of All Ways There Home Care, and Sheila Everett, Administrator of Allegiance Home Care, provided a free two-week Personal Care Aide training to 13 residents of Marshall Courts and four residents of Aqueduct Apartments, with nine completing the program and seven securing jobs.
- **Domestic Violence Awareness** - The Newport News Police Department (NNPD) partnered with the Newport News Redevelopment and Housing Authority (NNRHA) to provide valuable information about domestic violence to the residents of Brighton Apartments, Aqueduct, and Pinecroft Apartments. An empowering training session educated participants on domestic violence prevention, recognizing the signs of abuse, supporting those in abusive relationships, breaking the culture of silence, and understanding where and how to seek help.
- **Medicare Enrollment Education (seniors)** - In 2024, Medicare open enrollment education was provided by licensed independent insurance agents representing 6 companies. Seniors from Spratley House, Ashe Manor, Pinecroft and Great Oak Apartments attended educational sessions focused on plan changes and benefits. Seniors had the opportunity to meet individually with the agents to discuss their needs and which plan suits them best.
- **Case Management (seniors)** - In 2024, Community Resources staff assisted senior and disabled residents 137 times with applying for or maintaining benefits, 129 times with coordinating health care services and 71 times with addressing mental health needs. Community Resources staff coordinated with NNDHS, H-NNCSB, NNFD Community Paramedicine, InnovAge PACE, Jencare, PAA, Riverside Hospital, physicians, home health companies, and other community partners in order to provide needed services.

Newport News Redevelopment & Housing Authority

Annual Activity Report – 2024

- **Education and Social Engagement (seniors)** – In 2024, Community Resources staff coordinated with the Peninsula Agency on Aging (PAA) to provide health education sessions, blood pressure screenings, and Farmer’s Market Vouchers to seniors. A strong partnership continues with the Newport News Public Library which offered regular onsite enrichment services to seniors. Virginia Cooperative Extension (VEC) continues to offer onsite nutritional programming. The partnership with Serve the City (STC) has provided monthly, onsite social engagement opportunities for seniors at Spratley House and Ashe Manor. STC volunteers have also hosted special events throughout the year such as the building of raised garden beds at Spratley House. Community Resources regularly coordinates with other community partners to include: Legal Aid, InnovAge/PACE, Riverside Health Systems, Benefit Plan Services, etc. and other community partners to provide health and financial education, and social engagement opportunities.
- **St. Vincent De Paul Catholic Church** – During the holiday season in 2024, Community Resources staff coordinated with St. Vincent’s and delivered 15 complete Thanksgiving baskets for NNRHA families. Staff coordinated again with St. Vincent’s to provide Christmas gifts to 18 families.
- **Vaccination Clinics (seniors)** – In the fall of 2024, COVID/Flu clinics were held at Pinecroft Apartments, Great Oak Apartments, Spratley House and Ashe Manor. Community Resources partnered with Cindy Williams, Chief Pharmacy Office for Riverside Health Systems, and PAA to offer 2023/2024 flu and Pfizer COVID-19 vaccines to the senior communities. Riverside nurses, pharmacists and physicians were present to administer vaccines.
84 total residents served
120 total vaccines provided
- **Legal Aid Society of Eastern Va.** – Peninsula Agency on Aging (PAA) and Legal Aid of Eastern Virginia partnered with the Community Resources Department to provide important legal documents to a total of 17 seniors at Spratley House, Ashe Manor, and Pinecroft Apartments. An attorney met individually with residents to review and finalize Wills, Power of Attorney and/or Advanced Medical Directive documents.
- **Shop Til You Drop** – The Community Resources team hosted the 19th ShopTil You Drop event on December 6, 2024, at the Marshall Courts Recreational Center. Residents from all Public Housing and RAD properties were invited to shop and enjoy the festivities. Over 70 residents attended, and everyone left with bags of items that they hand-selected. We received donations from staff, Omega Psi Phi, and The Knights of Columbia.

Newport News Redevelopment & Housing Authority Annual Activity Report – 2024

- **Holiday Donations** – Kappa Iota Iota Chapter of Omega Psi Phi, Inc. coordinated with NNRHA Community Resources staff and delivered Thanksgiving greetings and food baskets to 20 public housing and RAD residents. They also donated 20 families Christmas food baskets and gifts for public housing and RAD residents.
- **Senior Holiday Lunches** –The Dominion Coal Terminal generously provided holiday lunches to the senior residents of the Newport News Redevelopment and Housing Authority's east-end communities. The NNRHA Community Resource Team organized four events for seniors at Marshall Courts, Spratley House, Ashe Manor, and Pinecroft Apartments. These events included hot meals, games, music, and prizes, creating a festive and enjoyable atmosphere for the attendees. Approximately 100 seniors participated in the events and expressed their gratitude for the thoughtful holiday celebrations
- **Annual Bicycle Giveaway** - the Rotary Club donated 40 bicycles to children of Newport News Redevelopment and Housing Authority Public Housing and RAD (Rental Assistance Demonstration) communities as part of their annual Christmas gift-giving initiative. The bicycles were given to children aged 5 to 12, bringing immense joy to the recipients and their families. The children were excited to receive their new bikes. Parents expressed their gratitude, highlighting how the bicycles brought holiday cheer.

IV. Choice Neighborhood Implementation (CNI)

- The Lift & Rise on Jefferson Ave represents the first phase of CNI housing. The community is located on the 2700 and 2800 blocks of Jefferson Ave. Together, these buildings provide 81 residential units, which have consistently achieved high occupancy rates since the commencement of the lease-up process. As of December 2024, the occupancy rate stands at 95%.



Newport News Redevelopment & Housing Authority Annual Activity Report – 2024

- The second phase of the Choice Neighborhood Initiative (CNI) is located at the former Ridley Circle Neighborhood site, which was demolished and spanned between 18th Street and 12th Street and between Jefferson Avenue and Ivy Avenue. This area has been redeveloped into a mixed-use housing community now known as Legacy Landing, a name chosen by the community. The first phase, consisting of 71 units located north of 16th Street, was completed in November 2024, with a Temporary Certificate of Occupancy obtained in December 2024. Lease-up is underway, and move-ins began in January 2025. The second portion of the phase, situated south of 16th Street, will include 84 units comprising of flats and townhomes. Construction for this phase is expected to be completed in February 2025, with move-ins anticipated to start in the summer 2025.



Construction at the former Ridley Place site – Legacy Landing

Newport News Redevelopment & Housing Authority

Annual Activity Report – 2024

- The final phase of the Choice Neighborhood Initiative (CNI), known as the Downtown phase, entered the design and development stage in April 2024. This phase will include a four-story building at 28th and Washington Avenue, featuring 73 residential units. Groundbreaking is scheduled for June 2025. The Newport News Redevelopment and Housing Authority (NNRHA), in partnership with its development partner Pennrose LLC, has secured funding from multiple permanent sources to support the development of the Downtown site. These sources include Tax Credit Equity, Permanent Debt, CNI Funds, NNRHA Funding, City of Newport News Funding, Department of Housing and Community Development – Virginia Housing Trust Fund (DCHD-VHTF), HOME, National Housing Trust Fund (NHTF), Deferred Developer Fee, and 45L Energy Efficiency Credits.
- Urban Strategies, Inc. (USI) continues to serve as the People Lead for the Choice Neighborhood Initiative (CNI), actively engaging with 209 families as of December 2024. USI remains committed to supporting CNI families by providing access to essential services and resources, ensuring their needs are met and fostering opportunities for long-term success and stability.

V. Finance

NNRHA's Finance Department has celebrated many accomplishments over the years. Last year, the following achievements were made:

- Continued timely submission of independent audit reports to the Department of Housing and Urban Development
- Continued to establish appropriate fiscal policies to carry out the housing authority's programs
- Unmodified (clean) audit opinion on the Authority's financial statements, there were no material weaknesses or significant deficiencies identified
- Continuously reviewed business workflows and developed and/or upgraded systems, applications, and processes to achieve greater efficiencies within Finance
- Leveraged emerging technologies to make data and information easily accessible to NNRHA leadership and users. The agency is currently in process of implementing a pay-to-scan function to more efficiently process accounts payables.
- Examined critical fiscal policies to identify and implement opportunities to improve accuracy, effectiveness, and transparency.

ITEM NO. 7

Closed Session

MR HOLLOMAN READ:

I move the Board enter into a Closed Session for the purposes of:

Discussion of the Authority's Legal Services Contract which is consistent with Virginia Code 2.2-3711 (A) (5).

MR HOLLOMAN READ

I make a motion to certify that:

- 1. 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.**
- 2. I request approval of the resolution certifying adherence to the Virginia Freedom of Information Act.**

ITEM NO. 8

**RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING
AUTHORITY CERTIFYING TO A CLOSED MEETING IN CONFORMITY WITH
VIRGINIA LAW**

WHEREAS, the Newport News Redevelopment and Housing Authority Board of Commissioners convened a closed meeting on February 18, 2025 pursuant to an affirmative recorded vote in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 Code of Virginia requires a certification by this Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Newport News Redevelopment and Housing Authority Board of Commissioners certifies that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Commissioners of the Newport News Redevelopment and Housing Authority.

AYES

VOTE

NAYS

Any departure from the requirements of said Act are hereby described:

* * * *

ITEM NO. 9
Other Business

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
January 21, 2025**

**Approval of
Minutes December
17, 2024**

Commissioner Knight moved that the minutes of the regular meeting of the Board of Commissioners held on December 17, 2024 be approved. The motion was seconded by Commissioner Black and passed with a unanimous vote.

**Election of
Officers**

Commissioner Black made a motion to nominate Lisa Wallace-Davis to the position of Chairman. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Commissioner Black made a motion to nominate Thaddeus Holloman to the position of Vice Chairman. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

No other nominations were made from the floor.

Commissioner Black made a motion to reaffirm the appointment of Lysandra Shaw to the position of Secretary-Treasurer. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Commissioner Black made a motion to reaffirm the appointment of Kayonia Betts to the position of Assistant Secretary-Treasurer. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Communications

The following communications were provided to the Board and reviewed by the Executive Director. The Authority received an invitation from the Baltimore City Resident Advisory Board, with the support of the The Housing Authority of Baltimore City, inviting the NNRHA staff to attend the Regional Public Housing Conference. This professional development event will feature specialized workshops and presentations on housing, public housing tours and networking opportunities. This correspondence was forwarded to the Housing Director for further staff communication and interest in attending the conference.

New Business

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing the
Housing Choice
Voucher Payment
Standards- Agency
Plan Amendment**

The Board was provided copies of a resolution authorizing an amendment to the Housing Choice Voucher Payment Standards - Agency Plan. The Administrative Plan has been amended to reflect The Department of Housing and Urban Development's (HUD) mandate of the use of the Small Area Fair Market Rents to determine the annual Payment Standards. The Housing Authority will establish Payment Standards based on the zip codes in the Newport News area on an annual basis when the new FMRs are published. In addition to ensuring the payment standards are always within the "basic range" the Housing Authority will consider other factors when determining whether an adjustment should be made to the