

**NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING**

**March 17, 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, February 17, 2026
4. Communications
5. New Business
 - a. Consider a Resolution Authorizing the Executive Director to Execute a Contract for Services Between the City of Newport News and the Newport News Redevelopment and Housing Authority to Administer the Program Year 2025-2026 Community Development Block Grant
 - b. Consider a Resolution Authorizing the Executive Director to Enter into Contracts for Services with Hampton Roads Community Action Program, Inc., House of Refuge Worship Center, Boys and Girls Clubs of the Virginia Peninsula, Inc., Freedom Outreach Center, Inc., Link of Hampton Roads, Inc., Transitions Family Violence Services, Inc., Peninsula Agency on Aging, Inc., and Menchville House Ministries, Inc., for Program Year 2025-2026
 - c. Consider a Resolution Authorizing the Executive Director to Execute a Contract Between the City of Newport News and the Newport News Redevelopment and Housing Authority to Administer the Program Year 2025-2026 HOME Investment Partnership Program
 - d. Consider a Resolution Authorizing the Executive Director to Execute a Contract for Public Housing Asset Repositioning Advisor Services
 - e. Consider a Resolution Adopting the Operating Agreement for Orcutt TH 30 LLC
6. Report to the Board
7. Closed session in accordance with the Virginia Freedom of Information Act, Code of Virginia, Section 2.2-3711
8. Consider adoption of 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 5 Minutes*)
10. Adjournment

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
February 17, 2026**

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 8:34 a.m. on Tuesday, February 17, 2026.

Pledge of Allegiance

Chairman Holloman 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 Chair, Mr. Holloman, and those present were as follows:

Commissioners present: -

Thaddeus Holloman
William Black
George Knight
Barbara Holley

Also present:

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

Lysandra M. Shaw
Executive Director

Ronald Jackson
Executive Deputy Director

Lisa Dessoffy, Director
Finance

Tera Lockley
Director of Housing

Felicia Simmons, Director
Administrative Services

Kayonia M. Betts
Executive Assistant

Tricia Wilson
City of Newport News Via Teams

Danny C. Yates
Kaufman & Canoles, P.C.

Justin Orié
NNRHA IT Department

**Approval of Minutes
January 20, 2026**

Commissioner Black moved that the minutes of the regular meeting of the Board of Commissioners held on January 20, 2026, be approved. The motion was seconded by Commissioner Knight and passed with a majority vote. Commissioner Holley abstained as she was not present at the January 20, 2026, meeting.

Communications

The following communications were provided to the Board and reviewed by the Executive Director. Ms. Shaw communicated that the R.E.D. Academy has expanded its operations into the Hampton Roads region. This expansion brings the Academy's 18-month training and mentorship program to the cities of Norfolk and Portsmouth. Classes are scheduled to begin in March. Newport News will host the final sessions, as the program's graduation ceremony is planned to take place in Newport News.

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
February 17, 2026**

New Business

**The Board of
Commissioners of
the Newport News
Redevelopment and
Housing Authority
Evidencing the
Authority's Intent to
Establish and
Implement Artificial
Intelligence (AI)
Policy**

The Board was provided copies of a resolution evidencing the Authority's intent to establish and implement an Artificial Intelligence (AI) Policy. This memorandum provides background and context regarding the proposed resolution. As technology continues to evolve, AI tools are increasingly utilized by public agencies to enhance operational efficiency, data analysis, service delivery, and internal workflows. While AI offers opportunities to improve productivity and effectiveness, it also raises important considerations related to data privacy, cybersecurity, ethical use, transparency, and regulatory compliance. The proposed resolution does not authorize the immediate implementation of specific AI tools. Rather, it formally acknowledges the Authority's intent to develop a comprehensive AI policy that will establish clear guidelines for evaluating, approving, and governing the use of AI technologies across the organization.

The proposed policy is intended to ensure that any future AI implementation aligns with the Authority's mission, safeguards sensitive information, and complies with applicable federal, state, and local requirements.

Ms. Shaw recommended the attached resolution and accompanying AI policy for approval.

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.

**The Board of
Commissioners of
the Newport News
Redevelopment and
Housing Authority
Authorizing the
Administration of
Additional HOME
Investment
Partnerships –
American Rescue
Plan (HOME – ARP)
Funding**

The Board was provided copies of a resolution authorizing the administration of unallocated HOME Investment Partnerships – American Rescue Plan (HOME-ARP) funding. The Newport News Redevelopment and Housing Authority (NNRHA) is allocating \$1,917,514 in additional HOME-ARP funds. HOME-ARP funds are authorized under Section 3205 of the American Rescue Plan Act of 2021 and are governed by 24 CFR Part 92, as modified by CPD-21-10 and subsequent guidance.

These funds are designated to assist individuals and families experiencing homelessness, those at risk of homelessness, and other vulnerable populations impacted by COVID-19. The purpose of the resolution is to formally authorize NNRHA to administer unallocated HOME-ARP funding in compliance with all applicable federal regulations.

Eligible activities include the development of affordable rental housing, supportive services, nonprofit operating assistance and capacity building, and program administration. Administration of these funds will require execution of agreements, compliance monitoring, environmental review, oversight, financial management, and required reporting.

Administrative costs will be funded within the allowable HOME-ARP administrative cap as established by HUD regulations. No additional local funds are required to accept this allocation, and the resolution does not amend the Authority's budget.

The attached documentation includes a chart outlining the initial funding requests from various organizations, the recommended award amounts, the purpose of each program, and the anticipated impact on city residents. Several of the agencies listed have previously received CDBG allocations in prior years.

Ms. Shaw recommended approval of the attached resolution.

Commissioner Black 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.

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
February 17, 2026**

Report to the Board

Mr. Jackson reported that the Annual Action Plan process formally commenced on Tuesday, February 10th, with a virtual public meeting. The purpose of the meeting was to orient applicants to the major programs included in the Annual Action Plan, as well as to provide an overview of current and past housing and community development initiatives.

During the meeting, staff reviewed proposal criteria and application requirements with prospective applicants. The deadline for submission of proposals is Friday, February 20, 2026.

The meeting also provided an opportunity to receive public comments and address questions regarding the application and planning process. The Annual Action Plan process, which began last week, will conclude with a presentation to City Council for consideration and approval, anticipated at the end of June.

The Marshall–Ridley Residential Façade has been administered in two rounds. Across both rounds, a total of 163 applications were received, resulting in 90 completed rehabilitation projects to date.

Approximately \$1.7M has been expended under the program, with approximately \$423,000 remaining available for additional projects. The average cost per completed project is approximately \$18,500.

A Request for Proposals was issued for a professional asset (housing development) repositioning advisor to assist the Authority in evaluating options for its remaining 711 public housing units. Proposals are due this week, after which staff will conduct due diligence and select a consultant.

Once engaged, the selected firm will have 60 days to develop and submit a repositioning proposal. Staff will collaborate throughout the process, and a formal presentation will be made to the Board. Any recommended course of action will require Board approval prior to implementation.

This proactive effort is in response to the long-term decline in federal public housing funding and the broader shift in affordable housing production since the 1970s toward alternative financing mechanisms such as tax credits and bonds. Given continued funding constraints and national trends showing significant loss of public housing units due to deferred maintenance and insufficient capital funds, the Authority is positioning itself to preserve and sustain its portfolio effectively.

Mr. Jackson also reported that the Authority currently has units under the Rental Assistance Demonstration (RAD) program. To ensure optimal performance and compliance, staff will procure a consultant to conduct a comprehensive Management and Occupancy Review (MOR) of the RAD properties.

The review will assess financial performance, rent structuring, operational practices, and compliance with evolving HUD RAD requirements. This proactive assessment will help ensure the properties are managed efficiently and are financially sustainable, particularly as the Authority considers potential repositioning of additional units. An RFP for these consulting services is anticipated prior to the next Board meeting.

Maintenance and capital improvement efforts are ongoing across multiple properties. At Ashe Manor, an engineer is evaluating capital improvement needs, including mechanical and infrastructure components. Specifications are being prepared to issue an RFP for construction services. A bid package addressing capital improvements at Pinecroft Apartments is expected to be developed soon, while routine maintenance continues in the interim. Project start dates and timelines will be established once evaluations are complete. Improvements will enhance the long-term performance and durability of the properties.

Ms. Lockley reported the NNRHA Controlled Multi-Family Properties Waitlist data as follows: There are 179 Public Housing applications, 42 of which are approved leaving 137 pending applications. The Housing Choice Voucher program has 4193 applications, of which 105 were approved with 4088 pending. During the month of January, the Public Housing program housed 8 new applicants. The Housing Choice Voucher Program housed 16 new applicants for a total of 26 new applicants housed. The Public Housing program is currently occupied at 96% and the Housing Choice Voucher program is currently at 84%. The MOD Rehab Program, which includes

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February 17, 2026**

Warwick SRO, is 98% occupied. All of the apartment affordable housing communities are occupied at 91% on average.

Ms. Lockley also reported that in January, the Community Resources Department conducted several resident-focused initiatives. An information-gathering session was held to solicit resident feedback regarding desired programs, services, and additional informational resources. The session was intended to better understand resident needs and identify opportunities for enhanced support and engagement.

In addition, a "Clear Vision – Creative Hands" workshop was hosted for residents at the Authority's elderly properties. The workshop focused on eye care education and provided information to help residents maintain and protect their vision.

Ms. Dessoify reported that tax credit audits are underway for the Authority's RAD properties. Corresponding tax returns will also be prepared and issued.

The annual Housing Authority audit is progressing as scheduled. Auditors will be on-site beginning March 9, 2026, to conduct single audit testing. The programs under review this year include the Section 8 Housing Choice Voucher (HCV) Program, the Low-Income Public Housing Program, and the Community Development Block Grant (CDBG) Program. Audit activities will include tenant file reviews and related compliance testing.

The Authority previously converted its fiscal year end to December. However, HUD has not updated the fiscal year end in its REAC system, which is used to submit unaudited and audited financial statements. Ms. Dessoify will follow up with HUD to determine the status of this update, as approval for the fiscal year change was received approximately two years ago.

Lastly, Ms. Dessoify reported that staff is also preparing for the Authority's annual insurance renewal. Coverage includes property insurance, general liability, workers' compensation, vehicle insurance, Section 8 lead liability, executive director liability, property management coverage, and other related policies.

The Authority works with an insurance broker who markets the portfolio to secure competitive rates. Required documentation will be submitted to the broker in the coming weeks to facilitate the renewal process.

Ms. Simmons reported that the Invitation for Bid (IFB) for the Oyster Point fire repair project closed on February 6, 2026. Three bids were received and are currently under review. Ms. Simmons will provide an update once the evaluation process is complete.

Contracts were executed on February 11, 2026, with Progressive Roofing for capital and non-capital roofing work. Additionally, a contract was signed with Centennial Enterprises for Marshall Courts Phase II. Work under both contracts is expected to begin by the end of March.

Budgeting and job cost training for the Yardi financial platform was conducted during the week of February 9th. The training covered job budgeting, contract setup, transaction processing, expense reporting, and the draw and reporting functions. The training was provided to enhance staff understanding of current financial processes and to support improved budgeting and contract management for future projects.

Ms. Shaw reported that occupancy at the Lift and Rise on Jefferson remains strong and exceeds expectations. One commercial space has a signed lease, and a prospective tenant is expected to sign a lease on March 1st. An announcement will be made once it is finalized and additional information will be provided at a later date. A maintenance supervisor is sharing responsibilities between Legacy Landing and the Lift and Rise with an additional maintenance technician joining the team.

Legacy Landing Phase III-R is fully leased with all 71 units occupied, while Phase IV-R has 37 of 84 units leased. Temporary Certificates of Occupancy (TCOS) have been issued for the entire community, with permanent certificates pending completion of stormwater and trail work.

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CNI IV-R construction is 99% complete and the infrastructure is approximately 94% complete. The Wellness Trail is 93% complete, and all retail spaces are 100% finished. Community engagement will begin to name the final site, Phase V – Downtown following the previous citizen-input model. Closing is now scheduled for mid-March.

USI has assessed 210 families and continues outreach to engage additional families, supporting housing stability and connecting residents to education, health, wellness, and social services.

No Closed Session

Other Business

Mr. Chairman inquired about the rent comparables between the Lift and Rise and Legacy Landing. Ms. Shaw responded that the appeal between the two properties is not primarily financial and incentives are considered two-fold. Returning Ridley residents have a strong attachment to the original site and the appeal of new development continues to attract residents. The Chairman also inquired about the progress of the seafood market. Ms. Shaw reported that the project is progressing and that the City is leading the initiative with ongoing meetings taking place to monitor updates.

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Adjournment

There being no other business to come before the Board, the Chairman adjourned the meeting at 9:04am.

Secretary-Treasurer

ITEM NO. 4

No Communications

ITEM NO. 4

No Communications

ITEM NUMBER 5

New Business


- a. Consider a Resolution Authorizing the Executive Director to Execute a Contract for Services Between the City of Newport News and the Newport News Redevelopment and Housing Authority to Administer the Program Year 2025-2026 Community Development Block Grant
- b. Consider a Resolution Authorizing the Executive Director to Enter into Contracts for Services with Hampton Roads Community Action Program, Inc., House of Refuge Worship Center, Boys and Girls Clubs of the Virginia Peninsula, Inc., Freedom Outreach Center, Inc., Link of Hampton Roads, Inc., Transitions Family Violence Services, Inc., Peninsula Agency on Aging, Inc., and Menchville House Ministries, Inc., for Program Year 2025-2026
- c. Consider a Resolution Authorizing the Executive Director to Execute a Contract Between the City of Newport News and the Newport News Redevelopment and Housing Authority to Administer the Program Year 2025-2026 HOME Investment Partnership Program for Authorization to Administer Second Round of HOME – American Rescue Plan (ARP) Funding
- d. Consider a Resolution Authorizing the Executive Director to Execute a Contract for Public Housing Asset Repositioning Advisor Services
- e. Consider a Resolution Adopting the Operating Agreement for Orcutt TH 30 LLC

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: March 17, 2026

TO: All Members, Board of Commissioners

FROM: Lysandra M. Shaw, Executive Director 

SUBJECT: Contract for Services between the NNRHA and City of Newport News for the administration of the Community Development Block Grant Program for 2025-2026

Attached is a resolution authorizing the Executive Director to execute contracts for services between the City of Newport News and the Newport News Redevelopment and Housing Authority for the administration of the Community Development Block Grant (CDBG) for the 2025-2026 program year. The City Council approved the Consolidated Plan for Housing and Community Development and the Annual Action Plan on August 12, 2025, and authorized the City Manager to execute contracts with NNRHA.

The Authority administers the CDBG program on behalf of the City of Newport News. The CDBG program is a flexible US Department of Housing and Urban Development (HUD) entitlement program that provides communities with resources to address a wide range of unique community development needs. The City receives annual entitlement grant funds to provide decent, affordable housing, services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

The CDBG contract outlines all CDBG activities to include program related administrative services and programs the Authority undertakes as a subrecipient to the City, including housing rehabilitation, real property acquisition, and commercial loan activities. The resolution also authorizes the NNRHA Executive Director to execute any necessary extensions for prior-year CDBG contracts where funding has not been fully expended, ensuring previously awarded funds can continue to be utilized in accordance with HUD program requirements.

The 2025-2026 Annual Action Plan budget for CDBG activities consists of approximately \$1,304,472 in 2025-2026 CDBG Entitlement Funds and \$160,000 in estimated program income under the CDBG program for a combined total of \$1,464,472.

Board approval of the attached resolution is recommended to continue important community development initiatives in the City of Newport News.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS FOR SERVICES BETWEEN THE CITY OF NEWPORT NEWS AND THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY TO ADMINISTER THE FISCAL YEAR 2025-2026 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, it is anticipated that the Department of Housing and Urban Development (HUD) will provide the City of Newport News Community Development Block Grant (CDBG) entitlement funds in the approximate amount of \$1,304,472.00 for the program year ending June 30, 2026, to carry out eligible CDBG activities; and

WHEREAS, additional funding in the amount of \$160,000 in estimated CDBG program income will be available as part of the FY 2025-2026 CDBG program; and

WHEREAS, the City Manager is authorized to execute contracts with the Newport News Redevelopment and Housing Authority to:

1. Administer specific programs for which the Authority has administrative and program responsibilities; and
2. Carry out subrecipient program activities, including housing rehabilitation, real property acquisition, and commercial loan programs, as approved by HUD, subject to City Attorney review; and

WHEREAS, the Newport News Redevelopment and Housing Authority administers the Community Development Block Grant Program (CDBG) on behalf of the City of Newport News and may need to execute extensions for prior-year CDBG contracts where funding has not been fully expended, ensuring that previously awarded funds continue to be utilized in accordance with HUD program requirements.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the Executive Director is authorized to execute all contracts for services between the City of Newport News and the Newport News Redevelopment and Housing Authority for the 2025-2026 CDBG program, subject to the City Manager's signature, Authority attorney review, funding availability, and any necessary extensions for prior-year contracts.

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: March 17, 2026

TO: All Members, Board of Commissioners

FROM: Lysandra M. Shaw, Executive Director *ms*

SUBJECT: Contract for Services between the Authority and the following eight (8) non-profit agencies: Hampton Roads Community Action Program, Inc., House of Refuge Worship Center, Boys and Girls Clubs of the Virginia Peninsula, Freedom Outreach Center, Inc., LINK of Hampton Roads, Inc., Transitions Family Violence Services, Inc., Peninsula Agency on Aging, Inc., and Menchville House Ministries, Inc.

Attached is a resolution authorizing the Executive Director to enter into contractual agreements with the above eight (8) non-profit organizations for program year 2025/2026, contingent upon the City Manager's signature of the 2025/2026 Consolidated Housing and Community Development Agreement between the City and the Authority.

Copies of the contracts were submitted to Mr. Ray Suttle for his review and approval.

Adoption of the attached resolution is recommended to enable the Newport News Redevelopment and Housing Authority to fulfill its Consolidated Plan administrative contractual obligations with the City of Newport News.

2025 - 2026 NON-PROFIT CONTRACT SUMMARY

RECIPIENT, FUNDING, AMOUNT

MAJOR SCOPE OF SERVICES

**Boys and Girls Club of the
Virginia Peninsula, Inc.**

Funding: CDBG

Amount: \$52,000

The Boys and Girls Club of the Virginia Peninsula shall provide the following services:

- a) Safe Children Program – to include organized group activities lead by adult leaders. During the power hour segment of this program, all children are required to study and complete homework assignments. The Technology Center provides computers to assist the children with the completion of their homework.
- b) Life-Enhancement and Teen Center Programs – to include personal and educational development, citizenship and leadership development, cultural enrichment, health and physical education, social recreation and outdoor and environment education for approximately 2,500 youth.
- c) Literacy learning to include school subject tutoring and homework assistance, standards of learning, mentoring and arts and crafts.
- d) Community wellness to include physical fitness, organized team sports, football, basketball, cheerleading, swimming, game room activities, health education and hygiene, SMART Moves, a Prevention Program, and SMART Smiles a conflict resolution Gang Prevention.
- e) Teen Center Program – meets the needs of the teenagers by providing them a place of their own Mondays thru Fridays from 6:00 pm to 9:00 pm. The age range is from 13 to 18 years of age.
- f) These services will be provided at the Boys and Girls Clubs of the Virginia Peninsula to meet the broad national objective benefiting low and moderate-income persons as a limited clientele activity on a city-wide basis.

2025 - 2026 NON-PROFIT CONTRACT SUMMARY

RECIPIENT, FUNDING, AMOUNT

MAJOR SCOPE OF SERVICES

LINK of Hampton Roads, Inc.

Funding: CDBG

Amount: \$30,670

LINK shall provide the following services:

- a) Coordinate with churches participating in the Congregation Program located in the East End, Denbigh area and the downtown areas of Newport News to open their facilities for persons who need shelter and food.
- b) Ensure the provision of safe and accessible shelter, toiletries, dinner and breakfast for approximately five hundred fifteen (515) persons during the winter months from November 2025 to March 2026.
- c) Coordinate participating congregations' provision of shelter for seven nights, from Wednesday to Wednesday on a rotating weekly basis for twenty (20) weeks.
- d) This activity meets the broad national objective of benefiting low- and moderate-income persons as a limited clientele activity on a city-wide basis.

2025 - 2026 NON-PROFIT CONTRACT SUMMARY

RECIPIENT, FUNDING, AMOUNT

MAJOR SCOPE OF SERVICES

The Center shall provide the following services to former inmates and young adults exhibiting the potential for entry and/or re-entry into the criminal justice system, youth, adults and families:

- a) Fatherhood Program
- b) Former Inmate Assistance
- c) Families-at-Risk Counseling
- d) Job Counseling
- e) Vocational Training
- f) Drug Intervention and Prevention
- g) Crime Intervention and Prevention
- h) Food Assistance Program
- i) Clothes Giveaways
- j) Referral Services
- k) In-Office Volunteer Program
- l) Drop-In Activities
- m) Networking with Other Agencies
- n) Emergency/Temporary Shelter Referral
- o) This program will be administered to meet the broad national objective benefiting low- and moderate-income persons as a limited clientele activity.

Freedom Outreach Center, Inc.

Funding: CDBG

Amount: \$20,000

Hampton Roads Community Action Program, Inc.

Funding: CDBG

**Housing Counseling
Amount: \$20,000**

**Clean Comfort
Amount: \$27,000**

**Fair Housing
Amount: \$7,000**

Total Amount: \$54,000

The Hampton Roads Community Action Program, Inc. shall provide the following services:

- a) Clean Comfort - Provides supportive services for the homeless population (showering facilities, clean clothing and referral services). The broad national objectives for this activity is a benefit to low- and moderate-income persons as a limited clientele on a city-wide basis.
- b) Provide assistance, classes and one on one counseling to those seeking to build credit, prepare for purchasing a home, preparing to rent a home, or facing eviction or Foreclosure
- c) This program will meet the broad national objective benefiting low-and-moderate income persons

2025 - 2026 NON-PROFIT CONTRACT SUMMARY

RECIPIENT, FUNDING, AMOUNT

MAJOR SCOPE OF SERVICES

<p>Peninsula Agency on Aging, Inc.</p> <p>Funding: CDBG</p> <p>Amount: \$15,000</p>	<p>Peninsula Agency on Aging Inc. shall provide the following services:</p> <p>a) Funds will be provided to this non-profit agency to assist with operating expenses to provide Meals on Wheels for approximately 15 to 20 frail at-risk seniors living in five (5) Newport News income-based complexes.</p> <p>b) This program will meet the broad national objective benefiting low and moderate persons as a limited clientele activity on a city-wide basis.</p>
<p>Transitions Family Violence Services</p> <p>Funding: CDBG</p> <p>Amount: \$40,000</p>	<p>Transitions Family Violence Services shall provide the following services:</p> <p>a) Transitions shall provide the services necessary to benefit approximately 400 victims of domestic violence, who reside in a 29-bed Emergency Shelter facility.</p> <p>b) Transitions shall provide counseling and/or referral services to clients residing in emergency housing to include:</p> <ol style="list-style-type: none"> 1. Employment 2. Education 3. Housing 4. Survival Skills 5. Any other services as may be appropriate. <p>c) The nature of this activity requires the locations remain confidential.</p> <p>d) The broad national objective for this activity is benefits to low and moderate-income persons as a limited clientele activity on a city-wide basis.</p>

2025 - 2026 NON-PROFIT CONTRACT SUMMARY

RECIPIENT, FUNDING, AMOUNT

MAJOR SCOPE OF SERVICES

<p>Menchville House Ministries, Inc.</p> <p>Funding: CDBG</p> <p>Amount: \$10,000</p>	<p>Menchville House Ministries, Inc. shall provide the following services:</p> <ul style="list-style-type: none"> a) Funds will be used to assist this non-profit organization with operating costs at the Menchville House Group Home. b) This facility is to be utilized as a shelter providing housing to approximately 300 adults and children in crisis situations. In addition, a life assistance program will be provided which will enable families and single women to become independent, capable of caring and providing for themselves without public assistance and becoming contributing members of the community. c) These services will be provided at the Menchville House Group Home facility, formerly known as Fairfield Apartments, located at 13658 Boulevard. d) The services will be provided to meet the broad national objective benefiting low-moderate income persons as a limited clientele on a city-wide basis.
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<p>House of Refuge Worship Center</p> <p>Funding: CDBG</p> <p>Amount: \$5,000</p>	<p>House of Refuge Worship Center shall provide the following services through it Youth Leadership Development Program:</p> <ul style="list-style-type: none"> a) Funds will be used to assist this non-profit organization with operating costs of its Summer Camp, Annual Youth Retreat, After School Programs, Community Drill Team, Activity and Learning Center, Friday Night Lights Reborn and The Good News March, These activities are designed and intended to develop leadership skills, personal growth and a sense of community among the participants. b) These services will be provided to meet the broad national objective benefiting low and moderate-income persons as a limited clientele (youth) activity in the CNI area.
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A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS FOR SERVICES WITH HAMPTON ROADS COMMUNITY ACTION PROGRAM, INC., HOUSE OF REFUGE WORSHIP CENTER, BOYS AND GIRLS CLUBS OF THE VIRGINIA PENINSULA, INC., FREEDOM OUTREACH CENTER, INC., LINK OF HAMPTON ROADS, INC., TRANSITIONS FAMILY VIOLENCE SERVICES, INC., PENINSULA AGENCY ON AGING, INC., AND MENCHVILLE HOUSE MINISTRIES, INC. FOR PROGRAM YEAR 2025-2026

WHEREAS, the Newport News Redevelopment and Housing Authority wishes to enter into contractual agreements with Hampton Roads Community Action Program, Inc., House of Refuge Worship Center, Boys and Girls Clubs of the Virginia Peninsula, Inc., Freedom Outreach Center, Inc., LINK of Hampton Roads, Inc., Transitions Family Violence Services, Inc., Peninsula Agency on Aging, Inc., and Menchville House Ministries Inc., for the provisions of certain programs; and

WHEREAS, the Council of the City of Newport News approved the 2025–2026 Annual Action Plan on August 12, 2025, which included Community Development Block Grant (CDBG) funding allocations for non-profit organizations; and

WHEREAS, such funding will assist with the projects identified on the attached Non-Profit Contract Summary;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the Executive Director is hereby authorized to execute contractual agreements between the Authority and (1) Hampton Roads Community Action Program, Inc., (2) House of Refuge Worship Center, (3) Boys and Girls Clubs of the Virginia Peninsula, Inc., (4) Freedom Outreach Center, Inc., (5) LINK of Hampton Roads, Inc., (6) Transitions Family Violence Services, Inc., (7) Peninsula Agency on Aging, Inc., and (8) Menchville House Ministries, Inc. This action is subject to the City Manager’s approval of the contract for services between the City of Newport News and Newport News Redevelopment and Housing Authority for the administration of the Community Development Block Grant program for 2025-2026, funding availability, and review by the NNRHA attorney.

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: March 17, 2026

TO: All Members, Board of Commissioners

FROM: Lysandra M. Shaw, Executive Director *LMS*

SUBJECT: Contract for Services between the NNRHA and City of Newport News for the administration of the HOME Investment Partnership Program for PY 2025-2026

Attached is a resolution authorizing the Executive Director to execute a contract for services between the City of Newport News and the Newport News Redevelopment and Housing Authority for the administration of the HOME Investment Partnerships (HOME) for the 2025-2026 program year. The City Council approved the Consolidated Plan for Housing and Community Development and the Annual Action Plan on August 12, 2025, and authorized the City Manager to execute a contract with NNRHA.

The City of Newport News' Consolidated Plan for Housing and Community Development is a planning requirement of the U.S. Department of Housing and Community Development (HUD) for the receipt and use of HOME Investment Partnerships (HOME) funds. As a recipient of these funds, the City is required to prepare a long-range consolidated plan that identifies housing, community, and economic development needs; determines priorities; establishes strategic goals; and allocates resources for programs funded by HUD and administered by the City. The Authority manages HOME program administration and programmatic functions on behalf of the City.

The overall objective of the HOME program is to expand the supply of safe, decent, and affordable housing in the community. This encompasses a wide range of activities, including building, buying, and rehabilitating affordable housing for rent or for homeownership, and providing payment assistance to low-income people. The HOME program also helps expand the capacity of non-profit Community Housing Development Organizations (CHDOs).

The 2025-2026 HOME budget consists of approximately \$794,525.14 in entitlement funding from the Department of Housing and Urban Development (HUD) and \$50,000 in additional program income. Administrative costs are set at 10% of the total HOME budget, and at least 15% of funds must be set aside for specific activities to be undertaken by approved CHDOs.

The contract outlines specific programs for which the Authority has administrative and program responsibilities. The resolution also authorizes the NNRHA Executive Director to execute any necessary extensions for prior-year HOME contracts where funding has not been fully expended, ensuring previously awarded funds can continue to be utilized in accordance with HUD program requirements.

Attorney Suttle has reviewed and approved the Contract.

Board approval of the attached resolution is recommended to continue important community development initiatives in the City of Newport News.

**PROGRAM YEAR 2025-2026 HOME Investment Partnership Program
(HOME) Activities**

City of Newport News/NNRHA HOME Initiatives				
HOME PROGRAM ACTIVITIES	HOME Entitlement 2025-2026	PROGRAM INCOME (Anticipated)	Total Funds	Units
HOME DPA	\$150,000.00		\$150,000.00	10
Provide down payment and closing cost assistance to first-time homebuyers				
HOMEcare	\$50,000.00		\$50,000.00	2
Low-interest loan program for owner occupied home repairs				
HOMEvestor II	\$310,073.00	\$50,000.00	\$360,073.00	32
Acquisition, renovation and preservation of multi-family rental housing				
Community Housing Development Organizations (CHDOs)	\$200,000.00		\$200,000.00	4
Assis qualified CHDOs with the acquisition, development or sponsorship of affordable housing				
HOME Administration	\$84,452.10		\$84,452.14	N/A
Provides for the costs of planning, monitoring, marketing and administering the HOME program				
Total Funds Available	\$794,525.14	\$50,000.00	\$844,525.14	
Total Number of Units				48

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT FOR SERVICES BETWEEN THE CITY OF NEWPORT NEWS AND THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY TO ADMINISTER THE PROGRAM YEAR 2025-2026 HOME INVESTMENT PARTNERSHIP PROGRAM

WHEREAS, it is anticipated that the Department of Housing and Urban Development (HUD) will provide the City of Newport HOME Investment Partnerships (HOME) entitlement funds in the amount of \$794,525.14 for the program year ending June 30, 2026 to carry out eligible HOME activities; and

WHEREAS, additional funding in the amount of \$50,000.00 in HOME estimated program income will be available as part of the HOME program; and

WHEREAS, the City Manager is authorized to execute a contract with the Newport News Redevelopment and Housing Authority to administer the HOME program as approved for FY 2025-2026 and carry out sub-recipient program activities subject to funding approval by HUD and contract review and approval by the City Attorney; and

WHEREAS, the Newport News Redevelopment and Housing Authority administers the HOME Investment Partnerships (HOME) Program on behalf of the City of Newport News and may need to execute extensions for prior-year HOME contracts where funding has not been fully expended to ensure the continued use of previously awarded funds in accordance with HUD program requirements;


NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the Executive Director is authorized to execute contracts for services between the City of Newport News and the Newport News Redevelopment and Housing Authority for the HOME Investment Partnerships program subject to the City Manager's signature, Authority attorney review and funding availability.

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: March 17, 2026

TO: All Members, Board of Commissioners

FROM: Lysandra M. Shaw, Executive Director 

SUBJECT: Contract for Services between the NNRHA and AH Forward LLC for Public Housing Asset Repositioning Advisor Services

Attached is a resolution authorizing the Executive Director to execute a contract for Public Housing Asset Repositioning Advisor Services between the AH Forward LLC and the Newport News Redevelopment and Housing Authority.

As NNRHA's properties continue to age, so will their capital needs, while HUD funding for capital upkeep continues to decline. In this predicament, NNRHA would like to be more proactive in addressing its public housing capital needs by considering all available repositioning (financing) options to maintain clean, safe, and sanitary communities for the residents. With that, NNRHA issued a procurement request for public housing asset positioning advisors to develop a strategic plan for repositioning its remaining public housing developments over the next 3 to 5 years. The plan will also prioritize the capital needs of each development over that same period.

The Request for Bid was released on February 3 and closed on February 19, with only two of the three qualified firms contacted responding with proposals. The proposal review committee evaluated and ranked the two proposals received, and AH Forward LLC received the highest score by the committee, based on their experience in providing similar services to other housing authorities and their professional qualifications.

Board approval of the attached resolution is recommended for NNRHA to contract with AH Forward LLC for its Public Housing Asset Repositioning Advisor Services.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT FOR PUBLIC HOUSING ASSET REPOSITIONING ADVISOR SERVICES

WHEREAS, The Newport News Redevelopment and Housing Authority (NNRHA) seeks a consultant to analyze the repositioning options of its public housing portfolio consisting of four developments of 711 public housing units: Marshall Courts (259 units), Aqueduct Apartments (262 units), Pinecroft Apartments (140 units), and Ashe Manor (50 units); and

WHEREAS, from the analysis, the Repositioning Advisors will develop a mid-to long-term asset repositioning strategic plan that will also assist with prioritizing the capital needs of each development during that period; and

WHEREAS, the Request for Bid (RFB) was released February 3 and closed February 19; and

WHEREAS, the proposal review committee evaluated and ranked the two proposals received, and AH Forward LLC received the highest score from the committee and recommends that NNRHA contract with AH Forward LLC for Asset Repositioning Advisor Services for a firm-fixed price of Nine thousand and Six-hundred dollars (\$9,600).

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Newport News Redevelopment and Housing Authority that the Executive Director is authorized to execute contracts for services between AH Forward, LLC and the Newport News Redevelopment and Housing Authority for its Public Housing Asset Repositioning Advisor Services for a firm-fixed price of Nine thousand and Six-hundred dollars (\$9,600).

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: March 17, 2026

TO: All Members, Board of Commissioners

FROM: Lysandra M. Shaw, Executive Director *LMS*

SUBJECT: Approval of Operating Agreement and Organization for Orcutt TH 30, LLC

In January 2026, the NNRHA Board of Directors took the necessary action to form the Orcutt TH 30, LLC. This successor limited partner needed to be created to replace the current investor partners in the Orcutt Townhomes III, LLC.

As required by Title 36 of the Commonwealth of Virginia, the Newport News City Council was requested to consent to the formation of the Orcutt TH 30, LLC. That action was taken by the City Council at their February 24, 2026 meeting. Mr. Suttle has prepared the attached Operating Agreement for Orcutt TH 30, LLC. It addresses organizational matters to include membership, meetings, management, liability and accounting and tax matters.

NNRHA will be the member of the Orcutt TH 30, LLC, which will own 99.99% of the Orcutt Townhomes III, LLC.

I recommend adoption of the attached resolution which approves the Operating Agreement and the appointment of the NNRHA Executive Director as President of the LLC.

**OPERATING AGREEMENT
OF
ORCUTT TH 30 LLC**

THIS OPERATING AGREEMENT, dated as of March ____, 2026, by the undersigned party, who by its execution of this Operating Agreement has become the sole member of ORCUTT TH 30 LLC, a Virginia limited liability company (the "Company"), provides as follows:

RECITALS:

The undersigned party has caused the Company to be organized as a limited liability company under the laws of the Commonwealth of Virginia effective as of the date hereof, and it wishes to enter into this Operating Agreement to set forth the terms and conditions on which the management, business and financial affairs of the Company shall be conducted.

AGREEMENT:

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual promises, covenants and conditions herein contained, the receipt and sufficiency of which are hereby acknowledged, the party does hereby covenant and agree as follows:

**ARTICLE I
DEFINITIONS**

1.01 The following terms used in this Operating Agreement shall have the following meanings (unless otherwise expressly provided herein):

(a) "Act" shall mean the Virginia Limited Liability Company Act, Va. Code Ann. § 13.1-1000 et seq., as amended and in force from time to time.

(b) "Articles" shall mean the articles of organization of the Company, as amended and in force from time to time.

(c) "Authorized Representative" shall have the meaning set forth in Section 5.03.

(d) "Capital Account" shall mean as of any given date the amount calculated and maintained by the Company for the Member as provided in Section 6.04 hereof.

(e) "Capital Contribution" shall mean any contribution to the capital of the Company by a Member in cash, property or services, or a binding obligation to contribute cash, property or services, whenever made. "Initial Capital Contribution" shall mean the

initial contribution to the capital of the Company by the Member, as determined pursuant to Section 6.01 hereof.

(f) "Code" shall mean the Internal Revenue Code of 1986 or corresponding provisions of subsequent superseding federal revenue laws.

(g) "Company" shall refer to Orcutt TH 30 LLC.

(h) "Entity" shall mean any general partnership, limited partnership, limited liability company, corporation, joint venture, trust, business trust, cooperative or other association.

(i) "Board of Managers" shall mean the board of managers of the Company, whose rights, powers and duties are specified in Article V hereof.

(j) "Member" shall mean each Person that is identified as an initial Member in Article III hereof or is admitted as an additional Member. A Person shall cease to be a Member at such time as it no longer owns any Membership Interest.

(k) "Membership Interest" shall mean the ownership interest of a Member in the Company, which may be expressed as a percentage equal to such Member's Capital Account divided by the aggregate Capital Accounts of all Members. The Membership Interests may be recorded from time to time on a schedule attached to this Operating Agreement.

(l) "Operating Agreement" shall mean this Operating Agreement, as originally executed and as amended from time to time.

(m) "Person" shall mean any natural person or Entity, and the heirs, executors, administrators, legal representatives, successors, and assigns of such Person where the context so admits.

ARTICLE II

PURPOSES AND POWERS OF COMPANY

2.01 Purposes. The purposes of the Company shall be to:

(a) Own, acquire, manage, develop, operate, buy, sell, exchange, finance, refinance, and otherwise deal with commercial real estate investments, personal property, and any type of business, as the Board of Managers may from time to time deem to be in the best interests of the Company; and

(b) Acquire, own, buy, sell, invest in, trade, manage, finance, refinance, exchange, or otherwise dispose of stocks, securities, partnership interests, CDs, mutual funds, commodities, and any and all investments whatsoever, that the Board of Managers may from time to time deem to be in the best interests of the Company;

(c) Engage in such other activities as are related or incidental to the foregoing purposes.

2.02 Powers. The Company shall have all powers and rights of a limited liability company organized under the Act, to the extent such powers and rights are not proscribed by the Articles.

ARTICLE III
NAME, ADDRESS AND MEMBERSHIP INTERESTS
OF INITIAL MEMBER; PRINCIPAL OFFICE

3.01 Name, Address and Membership Interests of Initial Member. The name, address and Membership Interests of the initial Member is as follows:

Name and Address

Newport News Redevelopment and Housing Authority (NNRHA)
100%
227 27th Street
Newport News, VA 23607

3.02 Principal Office. The principal office of the Company shall initially be at 227 27th Street, Newport News, VA 23607. The principal office may be changed from time to time by the Board of Managers.

ARTICLE IV
VOTING POWERS, MEETINGS, ETC. OF MEMBER

4.01 General. The Member shall be entitled to participate in the day-today affairs and management of the Company.

4.02 Actions Requiring Approval of Members.

(a) Notwithstanding any other provisions of this Operating Agreement, the approval of the Member shall not be required in order for any actions to be taken on behalf of the Company.

(b) Unless the express terms of this Operating Agreement specifically provide otherwise, the Board of Managers shall be entitled to approve or consent to any matters on behalf of the Company, including, but not limited to, financing, sale, lease or refinancing of the property or assets.

4.03 Action by Member. In exercising its rights, the Member shall act through meetings and/or written consents as provided in this Article.

4.04 Annual Meetings and Social Meetings. The Annual Meeting of the Member and Board of Managers will be held on the third Tuesday in January commencing in 2027. Special meetings of the Member, for any purpose or purposes, unless otherwise prescribed by statute, may be called by the Board of Managers, and shall be called by the Board of Managers at the request of the Member.

4.05 Place of Meeting. The place of any meeting of the Member shall be the principal office of the Company, unless another place, either within or outside the Commonwealth of Virginia, is designated by the Member.

4.06 Notice of Meetings. Written notice stating the place, day and hour of any meeting of the Member and, if a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than 3 nor more than 30 days before the date of the meeting, either personally or by mail or facsimile, by or at the direction of the Board of Managers, to each Member, unless the Act or the Articles require different notice.

4.07 Conduct of Meetings. All meetings of the Member shall be presided over by a chairperson of the meeting, who shall be a member of the Board of Managers. The chairperson of any meeting of the Member shall determine the order of business and the procedure at the meeting, including regulation of the manner of voting and the conduct of discussion, and shall appoint a secretary of such meeting to take minutes thereof.

4.08 Waiver of Notice. When any notice of a meeting of the Member is required to be given, a waiver thereof in writing signed by a Member entitled to such notice, whether given before, at, or after the time of the meeting as stated in such notice, shall be equivalent to the proper giving of such notice.

4.09 Action by Written Consent. To the extent provided by law, any action required or permitted to be taken at a meeting of the Member may be taken without a meeting if one or more written consents to such action are signed by the Member who is entitled to vote on the matter set forth in the consents and who constitute the requisite number or percentage of such Members necessary for adoption or approval of such matter on behalf of the Company. By way of example and not limitation, the Member holding a majority of the Membership Interests may take action as to any matter specified in Section 4.02 hereof by signing one or more written consents approving such action, without obtaining signed written consents from any other Members. Such consent or consents shall be filed with the minutes of the meetings of the Members. Action taken under this Section shall be effective when the requisite Members have signed the consent or consents, unless the consent or consents specify a different effective date.

ARTICLE V

BOARD OF MANAGERS

5.01 Powers of the Board of Managers. Except as expressly provided otherwise in the Act, the Articles or this Operating Agreement, the powers of the Company shall be

exercised by or under the authority of, and the business and affairs of the Company shall be managed by, a Board of Managers, who shall be the Board of Commissioners for the Newport News Redevelopment and Housing Authority ("NNRHA"). The powers so exercised shall include but not be limited to the following:

(a) Entering into, making and performing contracts, agreements and other undertakings binding the Company that may be necessary, appropriate or advisable in furtherance of the purposes of the Company.

(b) Opening and maintaining bank accounts, investment accounts and other arrangements, drawing checks and other orders for the payment of money, and designating individuals with authority to sign or give instructions with respect to those accounts and arrangements. Company funds shall not be commingled with funds from other sources and shall be used solely for the business of the Company.

(c) Collecting funds due to the Company.

(d) Acquiring, utilizing for the Company's purposes, maintaining and disposing of any assets of the Company.

(e) To the extent that funds of the Company are available therefor, paying debts and obligations of the Company.

(f) Borrowing money or otherwise committing the credit of the Company for Company activities, and voluntarily prepaying or extending any such borrowings.

(g) Employing from time to time persons, firms or corporations for the operation and management of various aspects of the Company's business, including, without limitation, managing agents, contractors, subcontractors, architects, engineers, laborers, suppliers, accountants and attorneys on such terms and for such compensation as the Board of Managers shall determine, notwithstanding the fact that the Board of Managers or any Member may have a financial interest in such firms or corporations.

(h) Making elections available to the Company under the Code.

(i) Registering the Company as a tax shelter with the Secretary of the Treasury and furnishing to such Secretary lists of investors in the Company, if required pursuant to applicable provisions of the Code.

(j) Obtaining general liability, property and other insurance for the Company, as the Board of Managers deem proper.

(k) Doing and performing all such things and executing, acknowledging and delivering any and all such instruments as may be in furtherance of the Company's purposes and necessary and appropriate to the conduct of its business.

5.02 Election, Etc. of Board of Managers.

(a) The Member hereby unanimously elects the Commissioners of the NNRHA to serve as the members of the Board of Managers of the Company, each to serve until his successor shall be duly elected and qualified as a Commissioner of the NNRHA.

5.03 Execution of Documents and Other Actions. The Member or the Board of Managers may delegate to one or more of their number the authority to execute any documents or take any other actions deemed necessary or desirable in furtherance of any action that they have authorized on behalf of the Company as provided in this Operating Agreement. Such person will be known as the Authorized Representative.

(b) The Member hereby unanimously elects the President of the NNRHA to serve as the Authorized Representative for the Company, to serve until his successor shall be duly elected and qualified as the President of the NNRHA.

5.04 Board of Managers' Expenses and Fees. The Company shall reimburse the Board of Managers for reasonable out-of-pocket expenses that were or are incurred by the Board of Managers on behalf of the Company with respect to the start-up or operation of the Company, the on-going conduct of the Company's business, or the dissolution and winding up of the Company and its business.

5.05 Competition. During the existence of the Company, the Board of Managers shall devote such time to the business of the Company as may reasonably be required to conduct its business in an efficient and profitable manner. The Board of Managers, for their own account and for the account of others, may engage in business ventures, including the acquisition of real estate properties or interests therein and the development, operation, management and/or syndication of real estate properties or interests therein, which may compete with the business of the Company. Each Member hereby expressly consents to the continued and future ownership and operation by the other Members or the Board of Managers of such properties and waives any claim for damages or otherwise, or rights to participate therein or with respect to the operation and profits or losses thereof.

5.06 Indemnification. The Company shall indemnify the Authorized Representative and each member of the Board of Managers, whether serving the Company or, at its request, any other Entity, to the full extent permitted by the Act. The foregoing rights of indemnification shall not be exclusive of any other rights to which the Authorized Representative and the Board of Managers may be entitled. The Board of Managers may, upon the approval of the Member, take such action as is necessary to carry out these indemnification provisions and may adopt, approve and amend from time to time such resolutions or contracts implementing such provisions or such further indemnification arrangements as may be permitted by law.

5.07 Liability of Board of Managers. So long as the Board of Managers act in good faith with respect to the conduct of the business and affairs of the Company, no member of the Board of Managers shall be liable or accountable to the Company or to the Member, in damages or otherwise, for any error of judgment, for any mistake of fact or of law, or for any other act or thing that he may do or refrain from doing in connection with the business and affairs of the Company, except for willful misconduct or gross negligence or breach of fiduciary duty, and further except for breaches of contractual obligations or agreements between the Board of Managers and the Company.

ARTICLE VI

CONTRIBUTIONS TO THE COMPANY AND DISTRIBUTIONS

6.01 Initial Capital Contributions. Each Member, upon the execution of this Operating Agreement, shall make as an initial Capital Contribution the amount shown on Exhibit A, which is attached hereto. The initial Capital Contribution to be made by any Person who hereafter is admitted as a Member and acquires his Membership Interest from the Company shall be determined by the Member.

6.02 Additional Capital Contributions. No Member shall be required to make any Capital Contribution in addition to his Initial Capital Contribution. Otherwise, the Members may make additional Capital Contributions to the Company only if such additional Capital Contributions are made pro rata by all the Members or all the Members consent in writing to any non-pro rata contribution. The fair market value of any property other than cash or widely traded securities to be contributed as an additional Capital Contribution shall be (a) agreed upon by the contributing Member and a majority in interest of the Members before contribution, or (b) determined by a disinterested appraiser selected by the Members. Notwithstanding the above or any other provisions of this Operating Agreement by the affirmative vote of the Members holding a majority of the Membership Interests, a cash call may be made and if a Member is unable or unwilling to make his pro rata share of any additional capital, his percentage of Membership Interest shall be reduced proportionately. If the cash call is not met within a year, at the option of an affirmative vote of the Members holding a majority of the Membership Interests, the non-complying Member shall forfeit his Membership Interest. If the cash call is met within the year, the Member's Membership Interest shall be restored to its original percentage prior to the cash call.

6.03 Interests and Return of Capital Contribution. No Member shall receive any interest on his Capital Contribution. Except as otherwise specifically provided for herein, the Members shall not be allowed to withdraw or have refunded any Capital Contribution.

6.04 Capital Accounts. Separate Capital Accounts shall be maintained for each Member in accordance with the following provisions:

(a) To each Member's Capital Account there shall be credited the fair market value of such Member's Initial Capital Contribution and any additional Capital

Contributions, such Member's distributive share of profits, and the amount of any Company liabilities that are assumed by such Member.

(b) To each Member's Capital Account there shall be debited the amount of cash and the fair market value of any Property distributed to such Member pursuant to any provision of this Operating Agreement, such Member's distributive share of losses, and the amount of any liabilities of such Member that are assumed by the Company or that are secured by any property contributed by such Member to the Company.

(c) In the event any interest in the Company is transferred in accordance with the terms of this Operating Agreement, the transferee shall succeed to the Capital Account of the transferor in proportion to the percentage of the transferor's interest transferred.

(d) The Capital Account shall also include a pro rata share of the fair market value of any property contributed by a person who is not a Member, such value to be the same value reported for federal gift tax purposes if a gift tax return is filed, and if not, the value in the case of real property shall be determined by an independent MAI appraiser actively engaged in appraisal work in the area where such property is located and selected by the Members, and otherwise by the certified public accountant or accountants then serving the Company.

(e) If any Member makes a non-pro rata Capital Contribution to the Company or the Company makes a non-pro rata distribution to any Member, the Capital Account of each Member shall be adjusted to reflect the then fair market value of the assets held by the Company immediately before the Capital Contribution or distribution, which resulted in the non-pro rata status of the Member's Capital Contribution or distribution.

6.05 Loans to the Company. If the Company has insufficient funds to meet its obligations as they come due and to carry out its routine, day-to-day affairs, then, in lieu of obtaining required funds from third parties or selling its assets to provide required funds, the Company may, but shall not be required to, borrow necessary funds from one or more of the Members; provided that the terms of such borrowing shall be commercially reasonable and the Company shall not pledge its assets to secure such borrowing.

6.06 Effect of Sale or Exchange. In the event of a permitted sale or other transfer of a Membership Interest in the Company, the Capital Account of the transferor shall become the Capital Account of the transferee in proportion to the percentage of the transferor's interest transferred.

6.07 Distributions. All distributions of cash or other property (except upon the Company's dissolution, which shall be governed by the applicable provisions of the Act and Article IX hereof) shall be made to the Members in proportion to their respective Membership Interests. All distributions of cash or property shall be made at such time and in such amounts as determined by the Members. All amounts withheld pursuant to the

Code or any provisions of state or local tax law with respect to any payment or distribution to the Members from the Company shall be treated as amounts distributed to the relevant Member or Members pursuant to this Section.

6.08 Allocations. Except as otherwise provided in Section 6.09 hereof, all items of income, gain, loss, deduction and credit, whether resulting from the Company's operations or in connection with its dissolution, shall be allocated to the Members for federal, state and local income tax purposes in proportion to their respective Membership Interests.

6.09 Allocation with Respect to Property. If, at any time during the Company's existence, any Member contributes to the Company property with an adjusted basis to the contributing Member which is more or less than the agreed fair market value and such property is accepted by the Company at the time of its contribution, the taxable income, gain, loss, deductions and credits with respect to such contributed property for tax purposes only (but not for purposes of calculating the Members' respective Capital Accounts) shall be shared among the Members so as to take account of the variation between the basis of the property to the Company and its agreed fair market value at the time of contribution, pursuant to Section 704(c) of the Code.

6.10 Like-Kind Exchange. If, at any time, a majority of the Membership Interest chooses to sell the Company's property, then it shall be considered the unanimous consent of the Membership Interest. Thereafter, if a majority of the Membership Interest chooses to seek the benefit of the Internal Revenue Code 1031, the Company's property shall transfer as such. Then if a Member, prior to such closing, chooses not to participate in the like-kind exchange, the Company shall purchase the Membership interest from the non-participating Member. Once the non-participating Member has sold his Membership Interest, the remaining Members shall effect the 1031 Like-Kind Exchange.

ARTICLE VII RECORDS, REPORTS, ETC.

7.01 Records. The Company shall maintain and make available to the Members its records to the extent provided in the Act.

7.02 Financial and Operating Statements and Tax Returns. The Board of Managers shall keep or cause to be kept complete and accurate books and records of the affairs of the Company at its principal office. Each Member shall have the right to inspect such records at reasonable times. Within seventy-five (75) days from the close of each fiscal year of the Company, the Board of Managers shall cause to be delivered to each Member a statement setting forth such Member's allocable share of all tax items of the Company for such year, and all such other information as may be required to enable each Member to prepare his federal, state and local income tax returns in accordance with all then applicable laws, rules and regulations. The Board of Managers also shall cause to be prepared and filed all federal, state and local income tax returns required of the Company for each fiscal year.

7.03 Banking. The funds of the Company shall be kept in one or more separate bank accounts in the name of the Company in such banks or other federally insured depositories, or shall otherwise be invested in the name of the Company in such manner and upon such terms and conditions as may be designated by the Board of Managers. All withdrawals from any such bank accounts or investments established by the Board of Managers hereunder shall be made on such signature or signatures as may be authorized from time to time by the Board of Managers. Any account opened for the Company shall not be commingled with other funds of the Board of Managers or other interested persons.

7.04 Power of Attorney.

(a) Each Member does hereby irrevocably constitute and appoint the Board of Managers serving in office from time to time, and each of them, as such Member's true and lawful attorney, in his name, place and stead, to make, execute, consent to, swear to, acknowledge, record and file from time to time any and all of the following:

(i) Any certificate or other instrument that may be required to be filed by the Company or the Members under the laws of the Commonwealth of Virginia or under the applicable laws of any other jurisdiction in order to conduct business in any such jurisdiction, to the extent the Board of Managers deem any such filing to be necessary or desirable.

(ii) Any amendment to the Articles adopted as provided in this Operating Agreement.

(iii) Any certificates or other instruments that may be required to effectuate the dissolution and termination of the Company pursuant to the provisions of this Operating Agreement.

(b) It is expressly understood, intended and agreed by each Member for himself, his successors and assigns that the grant of the power of attorney to the Board of Managers pursuant to subsection (a) is coupled with an interest, is irrevocable, and shall survive the death or legal incompetency of the Member or such assignment of his Membership Interest.

(c) One of the ways that the aforementioned power of attorney may be exercised is by listing the names of the Members and having the signature of the members of the Board of Managers, as attorney-in-fact, appear with the notation that the signatory is signing as attorney-in-fact of the listed Members.

ARTICLE VIII
DISSOLUTION AND TERMINATION

8.01 Events of Dissolution. The Company shall be dissolved upon the first to occur of the following:

- (a) Any event that under the Articles requires dissolution of the Company;
- (b) The unanimous vote of the Member's Interest to the dissolution of the Company; and
- (c) The entry of a decree of judicial dissolution of the Company as provided in the Act.

8.02 Liquidation. Upon the dissolution of the Company, it shall wind up its affairs and distribute its assets in accordance with the Act by either or a combination of both of the following methods as the Members shall determine:

- (a) Selling the Company's assets and, after the payment of Company liabilities, distributing the net proceeds therefrom to the Members in proportion to their Membership Interests and in satisfaction thereof; and/or
- (b) Distributing the Company's assets to the Member in kind with the Member accepting an undivided interest in the Company's assets, subject to its liabilities, in satisfaction of its Membership Interest. The interest conveyed to each Member in such assets shall constitute a percentage of the entire interests in such assets equal to such Member's Membership Interest.

8.03 Liquidation. A reasonable time not to exceed twelve (12) months shall be allowed for the orderly liquidation of the assets of the Company and the discharge of liabilities to the creditors so as to minimize any losses attendant upon dissolution.

8.04 Distributions. Upon liquidation, the Company assets (including any cash on hand) shall be distributed in the following order and in accordance with the following priorities:

- (a) First, to the payment of the debts and liabilities of selling the Company and the expenses of liquidation, including a sales commission to the selling agent, if any; then
- (b) Second, to the setting up of any reserves that the Board of Managers (or the person or persons carrying out the liquidation) deem reasonably necessary for any contingent or unforeseen liabilities or obligations of the Company. At the expiration of such period as the Board of Managers (or the person or persons carrying out the liquidation) shall deem advisable, but in no event to exceed 12 months, the Company shall distribute the balance thereof in the manner provided in the following subsection; then
- (c) Third, to the Members in proportion to their respective Membership Interests.

(d) In the event of a distribution in liquidation of the Company's property in kind, the fair market value of such property shall be determined by a qualified and disinterested MAI appraiser, selected by the Members (or the person or persons carrying out the liquidation), and each Member shall receive an undivided interest in such property equal to the portion of the proceeds to which he would be entitled under the immediately preceding subsection if such property were sold at such fair market value.

8.05 Taxable Gain or Loss. Taxable income, gain and loss from the sale or distribution of Company property incurred upon or during liquidation and termination of the Company shall be allocated to the Members as provided in Section 6.08 above.

8.06 No Recourse Against Members. Except as provided by law, upon dissolution, each Member shall look solely to the assets of the Company for the return of his Capital Contribution. If the Company property remaining after the payment or discharge of the debts and liabilities of the Company is insufficient to return the Capital Contribution of each Member, such Member shall have no recourse against any other Member.

ARTICLE IX

MISCELLANEOUS PROVISIONS

9.01 Arbitration. All disputes and controversies between the parties hereto arising out of or in connection with this Agreement shall be submitted to arbitration pursuant to the following procedure. Either party may, by written notice to the other within twenty (20) days after the controversy has arisen hereunder, appoint an arbitrator who shall be either an attorney or accountant. The other party shall, by written notice, within ten (10) days after receipt of such notice by the first party, appoint a second arbitrator who shall also be an attorney or accountant, and in default of such second appointment the first party shall apply to the Circuit Court for the City of Newport News, to appoint the second arbitrator pursuant to the provisions of Section 8.01-581.03 of the Code of Virginia (1950). When two arbitrators have been appointed as hereinabove provided, they shall agree on a third arbitrator and shall appoint him by written notice signed by both of them and a copy mailed to each party hereto within fifteen (15) days after such appointment. On appointment of three arbitrators as hereinabove provided, such arbitrators shall hold an arbitration hearing within thirty (30) days after such appointment. At the hearing the three arbitrators shall allow each party to present his case, evidence, and witnesses, if any, in the presence of the other party, and shall render their award, including a provision for payment of costs and expenses of arbitration to be paid by one or both of the parties hereto, as the arbitrators deem just. The decision of the majority of the arbitrators shall be binding on the parties hereto (although each party shall retain his right to appeal any questions of law arising at the hearing), and judgment may be entered thereon in any court having jurisdiction.

9.02 Attorneys' Fees. In the event any Member brings an action to enforce any provisions of this Operating Agreement against the Company or any other Member, whether such action is at law, in equity or otherwise, the prevailing party shall be entitled,

in addition to any other rights or remedies available to it, to collect from the non-prevailing party or parties the reasonable costs and expenses incurred in the investigation preceding such action and the prosecution of such action, including but not limited to reasonable attorneys' fees and court costs.

9.03 Notices. Whenever, under the provisions of the Act or other law, the Articles or this Operating Agreement, notice is required to be given to any Person, it shall not be construed to mean exclusively personal notice unless otherwise specifically provided, but such notice may be given in writing, by mail, addressed to the Company at its principal office from time to time and to any other Person at his address as it appears on the records of the Company from time to time, with postage thereon prepaid. Any such notice shall be deemed to have been given at the time it is deposited in the United States mail. Notice to a Person may also be given personally or by telegram or telecopy sent to his address as it appears on the records of the Company. The addresses of the initial Members as shown on the records of the Company shall originally be those set forth in Article III hereof. Any Person may change his address as shown on the records of the Company by delivering written notice to the Company in accordance with this Section.

9.04 Application of Virginia Law. This Operating Agreement, and the interpretation hereof, shall be governed exclusively by its terms and by the laws of the Commonwealth of Virginia, without reference to its choice of law provisions, and specifically the Act.

9.05 Amendments. No amendment or modification of this Operating Agreement shall be effective except upon the written consent of a majority of the Membership Interest of the Members.

9.06 Construction. Whenever the singular number is used in this Operating Agreement and when required by the context, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders, and vice versa.

9.07 Headings. The headings in this Operating Agreement are inserted for convenience only and are in no way intended to describe, interpret, define, or limit the scope, extent or intent of this Operating Agreement or any provision hereof.

9.08 Waivers. The failure of any party to seek redress for violation of or to insist upon the strict performance of any covenant or condition of this Operating Agreement shall not prevent a subsequent act, which would have originally constituted a violation, from having the effect of an original violation.

9.09 Rights and Remedies Cumulative. The rights and remedies provided by this Operating Agreement are cumulative and the use of any one right or remedy by any party shall not preclude or waive the right to use any or all other remedies. Such rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

9.10 Severability. If any provision of this Operating Agreement or the application thereof to any Person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this Operating Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

9.11 Heirs, Successors and Assigns. Each and all of the covenants, terms, provisions and agreements herein contained shall be binding upon and inure to the benefit of the parties hereto and, to the extent permitted by this Operating Agreement, their respective heirs, legal representatives, successors and assigns.

9.12 Creditors. None of the provisions of this Operating Agreement shall be for the benefit of or enforceable by any creditor of the Company.

9.13 Counterparts. This Operating Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

9.14 Entire Agreement. This Operating Agreement sets forth all of the promises, agreements, conditions and understandings between the parties respecting the subject matter hereof and supersedes all prior negotiations, conversations, discussions, correspondence, memoranda and agreements between the parties concerning such subject matter.

The undersigned, being the sole Member of the Company, hereby agrees, acknowledges and certifies that the foregoing Operating Agreement constitutes the sole and entire Operating Agreement of the Company, unanimously adopted by the Member of the Company as of the date first written above. The Member further declares that the percentage Membership Interest specified below is its ownership interest in the Company.

SIGNATURES ON FOLLOWING PAGE

SOLE INITIAL MEMBER:

Newport News Redevelopment and Housing
Authority

By: _____

EXHIBIT A

Initial Capital Contribution

Newport News Redevelopment and Housing Authority: \$ _____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS
REDEVELOPMENT AND HOUSING AUTHORITY ADOPTING THE OPERATING
AGREEMENT OF ORCUTT TH 30 LLC**

WHEREAS, the Board of Commissioners for the Newport News Redevelopment and Housing Authority (the "Authority") previously adopted a resolution forming Orcutt TH 30, LLC; and

WHEREAS, City Council for the City of Newport News approved the formation of Orcutt TH 30, LLC on February 24, 2026; and

WHEREAS, the purpose of Orcutt TH 30, LLC is to hold the investment membership interests of Orcutt Townhomes III, LLC; and

WHEREAS, the Authority is the sole member of Orcutt TH 30, LLC; and

WHEREAS, it is appropriate for the member of Orcutt TH 30, LLC to adopt an operating agreement;

NOW THEREFORE IT BE RESOLVED that the Board of Commissioners as the sole member of Orcutt TH 30, LLC adopt the attached operating agreement.

AND IT FURTHER BE RESOLVED that the Board appoint, as set forth in the operating agreement, the Executive Director of the Authority as president of Orcutt TH 30, LLC.



REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

March 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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BOARD OF COMMISSIONERS

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Lisa Dessoffy, Director of Finance
Tera Lockley, Director of Housing Operations
Felicia Simmons, Director of Administrative Services

COMMUNITY DEVELOPMENT

A public announcement regarding the 2026-2027 Annual Action Plan was posted on the City of Newport News and the Newport News Redevelopment and Housing Authority websites. Additionally, advertisements were placed in the *Daily Press* and via email distribution. This launched the development of the Annual Action Plan for the 2026–2027 Program Year (July 1, 2026 – June 30, 2027). A virtual public meeting was held on Tuesday, February 10, 2026, to gather community input, provide guidance on the application process, and highlight key dates. Applications from public service organizations across Newport News were due by Friday, February 20, 2026. Applicants were invited to a virtual meeting on Wednesday, March 5, 2026, at 9:30 a.m. to review Public Service proposals. Following this, the committee convened to evaluate the proposals and provide funding recommendations. It is anticipated that HUD will award entitlement funding during the second or third quarter of 2026. Once CDBG and HOME funding for program year 2026/2027 is disbursed, funds will be allocated to the approved non-profit organizations, and the approved Annual Action Plan activities will be funded.

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

The SPARC Program provides eligible homebuyers using a Virginia Housing loan product with a 1% reduction in their mortgage interest rate, helping make homeownership more affordable. For the current program year (July 1, 2025 – June 30, 2026), NNRHA was allocated \$4,000,000 in SPARC funding. As of this reporting period, approximately \$3,900,000 (98%) has been utilized, leaving \$100,000 remaining to support additional homeownership opportunities.

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 2026, seven (7) applications have been received, including two (2) new applications submitted in February. Of the seven applications received, two (2) projects have been completed, two (2) were determined to be ineligible, and one (1) is currently in the underwriting process. The remaining applications are incomplete and are awaiting documentation from the applicants to determine eligibility before the underwriting process can begin.

To date, \$50,000 in HOME funding has been expended to assist eligible first-time homebuyers in achieving homeownership within the City.

Down Payment Assistance (DPA)				
Calendar Year: January 1, 2026 – December 31, 2026				
(Completed)	Denied	Current Month (Completed)	Underwriting in Process	Withdrew
2	2	0	1	0
New DPA Applications February 2026			Total DPA Applications Received for January 1, 2026 – December 31, 2026	
2			7	

Residential Rehabilitation Program

February 2026 Housing Rehabilitation Activity:

Total Housing Rehabilitation Activity for February 2026	
Residential Repair Program	Cases
Projects Completed	1
Projects in Underwriting	2
Projects Pending Approval	0
Projects Ongoing	1
Projects Ineligible	0
Total	4

Calendar Year 2026 (January 1, 2026 – December 31, 2026):

New Housing Rehabilitation Applications for January 1, 2026 – January 31, 2026	Total New Housing Rehabilitation Applications Received for January 1, 2026 – January 31, 2026
4	11

Marshall-Ridley Residential Facade Program

A total of 163 applications for the Marshall-Ridley Residential Facade Program across two funding rounds have been reviewed. During Round One, 113 applications were processed, resulting in 76 completed facade improvement projects. In Round Two, 50 applications were processed, leading to 13 completed projects to date. Program activity remains active, with 18 inspections completed, 17 applications reviewed for code compliance, 24 reviewed by finance, 5 contracts executed, and 6 contracts currently pending execution. Eleven (11) applications in this round were deemed ineligible. No applications in either round require administrative review, allowing staff to maintain efficient processing timelines. To date, the program has expended \$1,735,239.02 of the \$2.1M granted by the City of Newport News, with \$357,835.98 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	24
Inspected	0	18
Codes Review	0	17
Contract Pending	0	6
Contracted	0	5
Completed	76	13
Ineligible	37	11

CAPITAL ACTIVITY

Asset Repositioning Strategic Plan for Public Housing Portfolio

Professional asset (housing development) repositioning advisors will be tasked to develop a strategic plan for repositioning its remaining 4 public housing developments (711 units) over the next 3 to 5 years, prioritizing the capital needs of each development during that period. The advisors will conduct a comprehensive review of all public housing developments and assess capital needs and the financial position. The deadline for proposal submission was February 18th, with 2 proposals being submitted. After the review committee's evaluation and ranking of the proposals, the committee recommends that NNRHA enters into a contract with AH Forward, LLC for the Public Housing Asset Repositioning Advisor services. After board approval AH Forward, LLC will arrange a kick-off meeting to provide an overview of their engagement, including milestones and expectations for staff contributions required for the development of the Asset Repositioning Strategic Plan.

RAD Properties Management, Operations and Fiscal Management (MOR) Review

NNRHA will seek the services of a professional consulting firm with experience in the operations of RAD developments within the Project-based Rental Assistance (PBRA) program to assess the management, operations, and fiscal management of NNRHA's 6 RAD developments, comprising 498 units.

The HUD Multifamily office monitors owners and management for compliance through the Management and Occupancy Review (MOR). None of NNRHA's RAD properties has undergone such a review. To be proactive, the Authority will issue an RFP for professional consultants experienced with MOR assessments to review NNRHA's management and operations, as well as the financial management of its RAD developments. The goal of this review is to ensure the RAD developments are operating satisfactorily. And if not, corrective actions will be implemented based on the consultants' recommendations. After the review and noted deficiencies have been corrected, NNRHA should be prepared for any future HUD MOR assessment.

The RFP will be posted Friday, March 13, 2026.

Marshall Courts – Phase VII Demolition of 88 Units

Demolition is nearly complete, with only one building remaining. Removal of the final building will conclude the demolition of all 13 buildings in Phase VII of Marshall Courts Apartments. The project total has remained on budget. Once all debris is removed, site work will begin, including hydroseeding and tree planting. Anticipated completion is the end of March 2026. The finished site work will expand green space in the community and preserve the property until future development is determined.

Marshall Courts Apartments – Phase II

Centennial Contractors is expected to begin façade improvements for Phase II the week of March 23, 2026. Work will focus on exterior repairs, painting, and enhancing overall durability. These improvements will unify the appearance of the complex and strengthen community aesthetics.

Aqueduct Apartments

Ongoing maintenance continues at Aqueduct Apartments. Leaf removal services have been contracted with work starting March 14, 2026. An internal maintenance write-up addressing repairs, painting, building washing, and safety concerns in common areas is under review and will be submitted to procurement for bid solicitation by March 9, 2026. Maintaining the property remains a top priority.

Ashe Manor

The scope of work has been reviewed and approved for procurement's review and eventual posting of an RFP before the end of March. While awaiting A&E services, common areas were painted and floors stripped and waxed. Future improvements under consideration include upgrading the fire control system and entry door mechanisms to ensure the facility's longevity and resident safety.

Pinecroft Apartments

The project will address community needs including replacement of the cooling tower platform, plumbing repairs, isolation valves, kitchen renovations, and interior painting of common areas, among other improvements. These enhancements aim to improve facility conditions and daily the living environment of residents. The scope of work has been reviewed and approved for procurement's review and eventual posting of an RFP before the end of March.

Roof Projects

Three capital roof projects are planned. The contractor is currently preparing submittals and coordinating project logistics.

PUBLIC AND ASSISTED HOUSING OCCUPANCY REPORT

Total Waiting List Applications	
Public Housing	105
Approved/Eligible	33
Pending	72
Housing Choice Voucher	4100
Approved/Eligible	63
Pending	4037

The pending application numbers for the Public Housing Program (72) and the Housing Choice Voucher Program (4037) 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	5
Housing Choice Voucher	16
Mod-Rehab (SRO)	0
Total	21
Occupancy Statistics:	
Public Housing Program	96%
Housing Choice Voucher Program	85%
Mod-Rehab Program (Warwick SRO)	97%
Mod-Rehab (Warwick SRO)	85
Avg. # Leasing Days (PH)	54
Avg. Rent for Move-Ins (PH)	\$216
New Mod-Rehab (SRO) participants	\$0
Total Public Housing	799
Housing Choice Vouchers	2,984
Lease Rate – February 2026	85%

Average Family Rent Contribution for Move-ins Last Month:	
Public Housing	\$245
Housing Choice Voucher	\$199
Warwick SRO	\$49
Cumulative Percentage of HCV Budget Authority Utilized February 2026	95.6%

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 February 2026**

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	87%	97	159	256
Great Oak	98%	289	179	468
Lofts on Jefferson	100%	0	0	0
Jefferson Brookville	98%	0	22	22
Lassiter Courts	93%	3	169	172
Spratley	96%	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 February 2026.

Participants	Public Housing	Housing Choice Voucher	TOTAL
Total number in FSS Program	45	90	135
Employed	30	57	87
Currently not working	13	19	32
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	2	4	6
Total Number of participants with escrow accounts	13	52	65

COMMUNITY RESOURCES

COMMUNITY RESOURCES

Community Resources • Resident Relations • Senior Residents

Boots, Beats & Better Hearts: Go Red for Women

The *Boots, Beats & Better Hearts* event on February 26, 2026, was a success, drawing community participation and delivering meaningful heart-health education in an engaging format. Marian D. Clifton, MA, CWDP, Virginia Peninsula Community College, provided an informative and motivating presentation on women's cardiovascular health, while entertainment by Deloris Todman and the *Step by Step Line Dancers* energized the residents and reinforced the event's wellness theme. Tiffany Franklin from InnovAge/PACE contributed valuable support and engagement, helping strengthen community connections and awareness of resources.

The program featured heart-health education, interactive wellness activities, a fashion show, and a lively "Boots & Beats" atmosphere. Residents enjoyed food, fun, and a variety of prizes, all of which contributed heart-health awareness and strengthened partnerships within the community.



Senior Residents Get Their Blood Pumping



Keia Dowling with Inspired Home Health partnered with Community Resources to provide Chair Zumba to residents at Spratley House, Ashe Manor and Pinecroft Apartments. Each community was treated to this fun exercise class twice this month. Keia lead the groups with gentle aerobic movements aimed at improving flexibility and range of motion. Participants enjoyed the music and movement (*most of them singing along with the music*). There were a total of 34 residents that attended the event.

CenterWell Bingo Fun



Liz Oglesby, CenterWell Senior Primary Care, hosted lively bingo games with great prizes at Spratley House, Ashe Manor and Pinecroft Apartments. Residents had a great time while learning a about this new primary care service in their area. CenterWell provides PCP, pharmacy, behavioral health, onsite activities and more. They reportedly spend 50% more one-on-one time with patients. There were a total of 51 residents that attended the events.

NNPL Celebrates Mardi Gras



Jennifer with NNPL's Outreach Department hosted fun Mardi Gras themed programs this month at Spratley House, Ashe Manor and Pinecroft. Residents enjoyed playing Mardi Gras (picture) Bingo. Residents enjoyed pralines and wore their beads while shouting "Bingo!" There were a total of 48 residents that attended the event.

FINANCE

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
2026 Housing Choice and Mainstream Voucher Program Utilization Report - Actual
For the Year Ending December 31, 2026

CY Housing Choice 2026 Annual Budget Authority		\$ 28,432,110	Final 99.5% proration
Housing Choice Voucher Funding		<u>\$ 28,432,110</u>	
Mainstream Voucher Program Funding		\$ 1,288,558	Final - 100%
Emergency Housing Voucher Program Funding		\$ 347,889	Final - 100%
HCV Units		2507	
WASH units		54	
CNI tenant protection		247	
Marshall tenant protection		88	
Warwick SRO - RAD2		88	
Baseline HCV count		2984	
Mainstream Vouchers		141	
Emergency Housing Vouchers		29	
Total Vouchers		<u>3154</u>	

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		Other Sources Of Funds	NRRHA Held Reserve Balance	HUD Held Reserve Balance
								From HUD	Fraud Recovery			
January	HCV 2511	84.1%	\$ 2,347,362.00	\$ 934.83	\$ (189,001.00)	92.5%	92.5%	\$ 2,536,363.00	\$	\$	106,229.50	2,642,967.00
	MS 118	83.7%	\$ 102,880.00	\$ 871.86	\$ (5,489.00)	94.9%	94.9%	\$ 108,369.00	\$	\$	295,230.50	2,479,169.00
	EHV 26	89.7%	\$ 23,815.00	\$ 915.96	\$ (10,461.00)	69.5%	69.5%	\$ 34,276.00	\$	\$	(119,924.00)	35,218.50
February	HCV 2520	84.5%	\$ 2,391,181.00	\$ 948.88	\$ (110,635.00)	95.6%	94.1%	\$ 2,501,816.00	\$	\$	405,865.50	2,349,898.00
	MS 118	83.7%	\$ 102,293.00	\$ 866.88	\$ (6,076.00)	94.4%	94.7%	\$ 108,369.00	\$	\$	(113,848.00)	29,818.50
	EHV 26	89.7%	\$ 25,519.00	\$ 981.50	\$ (8,757.00)	74.5%	72.0%	\$ 34,276.00	\$	\$	90,444.00	90,308.33
								<u>\$ 5,323,469.00</u>	\$	-	<u>\$</u>	

ADMINISTRATIVE SERVICES

ADMINISTRATIVE SERVICES

Invitation for Bid (IFB)

The Invitation for Bid for the Oyster Point fire repair closed on February 6, 2026. A preconstruction meeting was held during the week of March 9th.

The Invitation for Bid for Cleaning Vacant Apartment Units is due to close on March 30, 2026. A pre-bid meeting was held on March 10, 2026, regarding these services.

Informal Bids

An informal bid is a type of solicitation for goods or services that typically involves lower dollar amounts, below \$250,000, is competitive regarding price or best value received and does not require a formal bidding process

Over the past month, six informal bids have been conducted.

- The Asset Repositioning Strategic Plan Advisor Services bid closed on February 24, 2026.
- The Marshall Courts Phase I (Buildings A & B) Concrete and Downspouts bid closed on February 18, 2026.
- The Green Area Cleaning at Aqueduct Apartments closed on February 20, 2026.
- The Pressure Washing and Window cleaning of Ashe and Wilbern bid closed on March 2, 2026.
- The Aqueduct Common Area and Exterior Repairs bid is scheduled to close on March 24, 2026.
- The Pre-Management & Occupancy Review is scheduled to close on April 10, 2026.

Section 3

There has been an ongoing review of all Section 3 processes and procedures to ensure the agency maintains accurate, complete and compliant documentation.

Telephone Services

The Administrative Services Department has worked closely with T-Mobile, to review and optimize our data plan and mobile devices. All tablets and hotspots were identified, and lines that were not in use were cancelled. In addition, all Inspectors have been issued iPads to conduct business more efficiently in the field.

**CHOICE
NEIGHBORHOOD
INITIATIVE
(CNI)**

CHOICE NEIGHBORHOOD INITIATIVE (CNI)

Lift and Rise on Jefferson

Leasing Update:

Leasing at Lift and Rise on Jefferson remains strong, with 2800 Building 97% occupied and the 2700 Building 90% occupied.

Staff Update:

Pennrose has hired a new Impact Community Coordinator this month to oversee operations at Lift and Rise and Legacy Landing. She will manage resident services, coordinate community engagement initiatives, and support programs that enhance resident well-being and neighborhood development.

Event Update:

The Property Manager will conduct an in-service session this month to educate residents on the importance of timely rent payments, review lease compliance expectations, and address any resident questions or concerns. In addition, staff are planning a St. Patrick’s Day resident appreciation event to encourage community engagement and foster positive relationships among residents.

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

Leasing updates:

As of March 2026, Legacy Landing’s lease-up is progressing steadily. Phase III-R, with 71 units, is fully occupied, while Phase IV-R has 74 of 84 units leased, totaling 148 units across both phases. Seven applications have been approved and are awaiting HQS inspections. Among

Legacy Landing Lease Up Report	March 2026		
	Phase III- R 71 units	Phase IV- R 84 units	Total
Total Units Occupied	71	55	126
Applications approved and awaiting HQS inspections	0	18	18
Returning Ridley Residents (PBV+HCV Replacement Units) Occupied	30	11	41

the occupied units, 42 are returning Ridley residents.

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

Phase V (Downtown Phase) is now set to break ground and complete financial closing in late March 2026. The schedule was briefly adjusted to address pending funding requirements, ensuring all obligations are met before the project moves forward. The Harkins Construction team has already secured the site with fencing and is ready to mobilize once closing is finalized.

Urban Strategies, Inc.

In February 2026, USI provided services and support to numerous families in the community, successfully accessing 210 families. Through outreach events, direct consultations, and connections to resources, USI helped families access employment opportunities, housing assistance, and other critical community services, strengthening overall engagement and support within the Newport News area.

Event Update:

On March 5, 2026, USI partnered with Newport News Public Schools (NNPS) to participate in the March Madness Job Fair at Brook Crossing. The event aimed at connecting job seekers with employers and providing access to valuable community resources.

ITEM NO. 7

Closed Session

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 March 17, 2026, 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 concerning 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 is hereby described:

* * * *

ITEM NO. 9

Other Business