

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

**July 16, 2024
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, June 18, 2024.
4. Communications
5. New Business
 - a. Tenants' Accounts Receivable Charge-off, Seven Months, Ending April 30, 2024 – All Public Housing Properties
 - b. CNI Presentation
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 a resolution certifying a Closed Meeting in conformity with Virginia law.
9. Any other business to come before the Board.
 - Comments from the Public: (*Time Limit 3 Minutes*)
10. Adjournment

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
June 18, 2024**

Having duly given public notice, the Board of Commissioners of the Newport News Redevelopment and Housing Authority met at 227 27th Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, June 18, 2024.

**Pledge of
Allegiance**

Karen Wilds 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 Chairman, and those present were as follows:

Commissioners present: -

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

Also present:

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

Karen R. Wilds
Executive Director

Lysandra M. Shaw
Deputy Executive Director

Valarie Ellis, Director
Administrative Services

Lisa Dessoify, Director
Finance

Tera Lockley, Director
Housing

Kayonia Betts
Executive Assistant

David Staley
Community Development

Justin Orie
NNRHA IT Department

Tricia Wilson - via ZOOM
City of Newport News, Department of Development

**Approval of
Minutes May 21,
2024**

Commissioner Holloman moved that the minutes of the regular meeting of the Board of Commissioners held on May 21, 2024 be approved. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Communications

The following communications were provided to the Board and reviewed by the Executive Director. The Executive Director communicated that on June 14, HUD's Public and Indian Housing (PIH) Office of the Assistant Secretary sent an email to PHAs stating that **the National Standards for the Physical Inspection of Real Estate for Vouchers (NSPIRE-V) implementation compliance deadline has been extended until October 1, 2025**. The email notes that this extension is being granted because it understands that simultaneously implementing the multiple new regulatory requirements that HUD has promulgated has been difficult for PHAs.

Closed Session

Commissioner Holloman moved to enter the board into a closed session for the purpose of discussion of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, consistent with Virginia Code 2.2-3711 (A) (3).

Commissioner Knight seconded the motion which passed with a unanimous vote.

Coming out of closed session Mr. Holloman made a motion to certify that only public business matters lawfully exempted from open meeting requirements by Virginia Law and only those matters as identified in the motion were discussed in the closed meeting today. Commissioner Holloman requested approval of the resolution certifying adherence to the Virginia Freedom of Information Act. The motion was seconded by Mr. Knight, and passed the vote with Mr. Penrose abstaining.

New Business

Public Hearing

Dr. Davis announced a Public Hearing was being held June 18, 2024 to receive comments on the proposed Central Office Cost Center and Public Housing Operating Budgets for FY 2024-2025 and authorizing the Chairman to sign HUD form 52574. Copies of the budgets are posted on our website at www.nnrha.com.

No public comments or emails were made or received.

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

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Approving the Central
Office Cost Center and
Public Housing
Operating Budgets for
FY 2024-2025 and
Authorizing the
Chairman to sign HUD
form 52574**

The Board has been provided copies of a resolution approving the Public Housing budgets and Central Office Cost Center (COCC) budget for FY 2024-2025. The Executive Director reported that the projected total housing revenue for the year is \$7,656,488, an estimated overall decrease of \$362,447 from last year. The Executive Director reports that this should be the last year of decreased revenue and the projected net operating subsidy of \$4,960,497 makes up the bulk of our total revenue and is down \$290,662 from last year, due to the conversion of Orcutt Townhomes to the Rental Assistance Demonstration (RAD) program and the demolition of 88 housing units at Marshall Courts. We continue to receive the Asset Reposition Fee for Ridley Place and will begin to receive the fee for the Marshall units that are to be demolished.

The total revenue for all Asset Managed Projects (AMPs) is \$7,656,488. This is less than FY24 (\$362,447 or 4.5%) mainly because the Authority removed 128 public housing units from inventory. The total estimated operating expense for public housing properties is \$6,505,394, a decrease of \$23,494 from last year due to the removal of some public units. Despite this, costs for goods and services continue to rise. The Executive director then outlined remaining revenue and operating costs.

The budget for the Central Office Cost Center (COCC) projects total revenue of \$3,156,778, which is \$87,660 less than FY24. This revenue comes from fees charged to all programs administered by the Authority, including a management fee of \$76.89 per public housing unit. Grants and Housing Choice Voucher fees increased due to higher grant funding. COCC expenses, covering administrative functions and program oversight, total \$3,144,294, which is 2.05% less than last year, resulting in a positive cash flow of \$12,484. Cost savings were achieved by not filling the Deputy Executive Director position.

A comprehensive compensation study by CBIZ Compensation Consulting found the Authority's salary structure to be low for many positions. It is recommended to bring all salaries up to the new minimum ranges and address compression issues in phases. This year's budget includes increases up to \$3000 for employees and 50% of any increase over \$3000 for longer-term employees. These salary adjustments will be implemented at the start of the first pay period in July 2024.

Commissioner Holloman 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 consider a resolution approving the proposed budget for section 8 Housing Choice Voucher, Mainstream Voucher, and Emergency Housing Voucher Programs

The Executive Director reports that the budget provides \$30,893,644 for Housing Assistance Payments (HAP), assisting an average of 3,157 families per month with an average payment of \$815 per unit, up \$50 from last year. In 2023, the program assisted 3,054 families. The funding for 2024 will be at 99.5% and 100% proration, depending on the program.

Total administrative revenue, including interest and rent, is \$3,294,408 for 2024/25. The program avoids using administrative reserves, projecting administrative expenses at \$2,562,127, resulting in an operating cash flow of \$732,281.

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

The Board of Commissioners of the Newport News Redevelopment and Housing Authority approving the contract for services between the NNRHA and City of Newport News for the administration of the HOME Investment Partnerships Program for PY 2024-2025

The Board has received a resolution authorizing the Executive Director to execute contracts between the City of Newport News and the Newport News Redevelopment and Housing Authority (NNRHA) for administering the HOME Investment Partnerships (HOME) program for 2024-2025. The City Council approved the Consolidated Plan for Housing and Community Development and the Annual Action Plan on June 11, 2024, authorizing the City Manager to execute contracts with NNRHA. The HOME program aims to expand the supply of safe, decent, and affordable housing through building, buying, rehabilitating housing, and providing homeownership down payment assistance to low-income people. It also supports non-profit Community Housing Development Organizations (CHDOs). The Executive Director stated that 10% of the grant is allocated to administrative costs and 15% to community development housing organizations, including Habitat for Humanity. The Director recommended Board approval of the resolution to continue important community development initiatives. The Board's approval will allow the Executive Director to execute the activities in the agreements, pending HUD's formal approval. The contracts specify the programs for which the Authority has administrative and program responsibilities, and Attorney Suttle has reviewed and approved them.

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

The Board of Commissioners of the Newport News Redevelopment and Housing Authority approving the contract for services between the NNRHA and City of Newport News for the administration of the Community Development Block Grant (CDBG) for the 2024-2025 fiscal year

The Authority administers the Community Development Block Grant (CDBG) program for the City of Newport News. This flexible HUD program provides resources for community development needs, including affordable housing, services for vulnerable populations, and job creation through business expansion and retention. One contract details the programs for which the Authority has administrative and program responsibilities, while the second contract covers housing rehabilitation, real property acquisition, and commercial loan activities undertaken by the Authority as a sub-recipient to the city. Two public meetings were held on December 14, 2023, and May 15, 2024, as part of developing the Annual Action Plan, and were advertised in the Daily Press newspaper. The 2024-2025 Annual Action Plan for CDBG activities includes \$1,345,362 in entitlement funding and \$140,000 in projected program income, totaling \$1,485,362. Board approval of the attached resolution is recommended to continue important community

The Board of Commissioners of the Newport News Redevelopment and Housing Authority approving the contract for services between the NNRHA and the following eight (8) non-profit agencies

development initiatives. This approval will enable the Executive Director to implement the activities outlined in the agreements, pending HUD's formal approval.

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.

The Executive Director reported that the administration of contracts to non-profit organizations to apply for funding for the purpose of carrying out specific activities to benefit low-moderate income people. Black BRAND is the newest edition to the organization list and is located on Jefferson. Tricia Wilson reported that Black BRAND has been facilitating entrepreneurial workshops at Brooks Crossing. Contracts and activities are monitored by Finance and the community development staff.

Commissioner Black made a motion to approve the resolution. Commissioner Holloman 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 issued a request for proposals for up to 20 units of project-based vouchers on May 24, 2024 with responses due June 11, 2024.

The Executive Director reported that on May 24, 2024, the Authority issued a Request for Proposals for up to 20 units of project-based vouchers, with responses due by June 11, 2024. Two applications were received from 311 - 33rd Street LLC (Coile I) and 100 - 29th Street LLC (Coile II), both of which are also seeking 4% Low Income Housing Tax Credits (LIHTC) from Virginia Housing later this summer. The proposed units will be available to households earning 30% to 80% of the area's median income.

Each project involves constructing 31 new units in downtown locations. The Executive Director and the Director of Housing Operations evaluated and scored the proposals. The scoring sheet is attached.

These projects have been in development since 2019 when the NNRHA approved seven project-based vouchers. The Board approved the award in February 2019, but financing issues due to the pandemic and site problems caused delays. The developer has since acquired additional land for parking, restructured the financing, created two ownership entities, converted to a 4% LIHTC financing scenario, and secured Federal Home Loan Bank support.

The developer requested to refresh the previously awarded seven PBVs as part of the new request for 16 PBVs, resulting in 11 new PBVs if approved. The scoring sheet includes a provision for possible Ridley replacement units, but this property does not qualify. The scoring category will be adjusted in the future to avoid penalizing projects that cannot address this provision.

Based on the proposal scores and the quality of the developments, it is recommended to award eight PBVs to each of the two projects, totaling 16 PBVs, and to seek Board approval of the attached resolution.

**Resolution of the
Newport News
Redevelopment and
Housing Authority
recognizing Karen R.
Wilds, Executive
Director**

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

Ms. Shaw read the recitals for the Resolution of Recognition for Karen R. Wilds, Executive Director. The Board of Commissioners recognized the significant professional achievements of Karen and expressed their sincere gratitude for the invaluable contributions she has made to the Newport News Redevelopment and Housing Authority and to the City of Newport News. Dr. Wallace presented Karen with a special gift of appreciation.

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

Report to the Board

A Report to the Board for June, 2024 had been provided to the Commissioners. A copy of the subject report is on file in the office of the Executive Director.

Ms. Lockley reported the NNRHA Controlled Multi-Family Properties Waitlist data as follows; There are 1460 Public Housing applications, 33 of which are approved. There are 302 Housing Choice Voucher applications, of which 75 are approved. Public Housing is currently occupied at 96% and the Housing Choice Voucher Program is currently at 95%. There's a total of 196 Housing Choice Voucher and Public Housing clients that have completed their goal of homeownership. The Housing Choice Voucher waiting list will open on July 31, 2024.

Ms. Dessoify reported that the HUD Held Reserve balance is almost \$1.5 million, and it is imperative that the money is spent to avoid it being recaptured by HUD. Ms. Dessoify also thanked Karen for all of her support over the years.

Ms. Shaw reported that the Lift and Rise community, including the 2700 and 2800 buildings, continues to maintain a high occupancy rate of 96%.. USI is continuing to do a really good job of working with the residents of the Lift and Rise.

Legacy Landing has two phases of work, III-R and IV-R. We are at 94% completion for III-R. The project is still scheduled to be completed by the end of July, still working through some stormwater issues and hopefully there will be some resolution to report.

CNI IV-R construction project has reached approximately 70% completion. We are anticipating completion before the end of the year. Infrastructure is approximately 84% completed.

Downtown Phase 28th and WashingtonAt the upcoming CAC meeting, the architect firm WRT would like to deliver a presentation. Their primary agenda is to reintroduce the Downtown phase of the project and offer an overview of the schematic design, with a specific focus on discussing the exterior aspects of the mixed-use building. WRT will also introduce the upcoming design charrette scheduled for July.

Based on the USI monthly report for Marshall Ridley, April 29th –May 30th, 2024, the USI Newport News team ended May with 201 families assessed.

On June 4, 2024, USI organized a meeting at Downing Gross, bringing together approximately 35 former Marshall Ridley families for a "Right to Return" session and dinner. The purpose of the gathering was to discuss the leasing process for the first phase of completion III-R that comprises buildings A, B, C, and an apartment building, totaling 71 units. Representatives from NNRHA, the City, Pennrose, and USI all delivered presentations during the event signifying a significant step.

Ms.Shaw also reported some estimated completion dates for some of the neighborhood components. The seafood market design will be completed in late summer with construction starting in the late fall and will be completed by the end of 2025.

Ms. Ellis reported that the Community Resources staff have been very active in the

community, participating in various resident events detailed in the written report to the Board. She also noted that the Benefits open enrollment for the period effective July 1, 2024, has been completed. Fortunately, we are able to continue offering medical, dental, and vision insurance, long and short-term disability, Aflac, and flexible spending accounts for both medical and dependent care that allow employees to use pre-tax dollars.

Mr. Staley reported that Virginia Housing awarded NNRHA \$2 million in SPARC funding (Sponsoring Partnerships And Revitalizing Communities) for the program year from July 1, 2023, to June 30, 2024. This funding allows buyers using a Virginia Housing loan product to reduce their interest rate by 1% and enables NNRHA to offer Down Payment Assistance to qualified buyers. This program creates an opportunity for people who may not qualify otherwise. The funds for the current program year have been fully utilized, assisting nine (9) home buyers with a total of \$2,062,853.. NNRHA has applied for \$3 million in SPARC funds for the next program year starting July 1, 2024.

Marshall Courts - The City is in the final stages of reviewing the plans and specifications for the demolition of 88 apartment units at Marshall Courts. Project bid packages are being prepared for contractor solicitation. It is anticipated that the procurement process for selection of a general contractor will begin by the end of June.

The Orcutt Townhomes I RAD conversion project is 80% complete and inspections of completed units are scheduled to start today. There are a total of eight (8) units that are nearing completion on 35th Street, four (4) of those units are at a stage where the architect and NNRHA staff are completing inspections for a final punch list. We anticipate being able to occupy those units within the next 30 days. Karen added that the first 8 applicants have been approved and also elaborated on the equity dividing process.

Ms. Wilds also reported that the City of Newport News was awarded an extra day off in conjunction with receiving the All American City Award. The authority will benefit as well by being off on July 5th.

Commissioner Holloman inquired about the Community engagement process regarding leasing opportunities for residents that were moved from redevelopment projects. Mrs. Shaw responded that the residents receive a Section-8 Voucher and elect to move somewhere else. We also sent surveys asking former residents if they were interested in moving back into the community once the project was complete. USI has done a great job with case management by ensuring residents were equipped with the information and resources needed to successfully continue to have the best quality of life wherever they go. Karen reported that the HUD obligation is to give everyone the opportunity to move back into the community.

Public Comment

Adam Morrow of Newport News, Virginia inquired about the demolition of a playground located at Marshall Courts. He reported that he sent a Foia request via email to the City but did not get a response. Karen responded by saying I am aware

of this request and I'm unsure of which playground you were referring to. I have the property manager investigating to gain more information. We will get back to you with a response.

Adjournment

There being no other business to come before the Board, the Chairman adjourned the meeting at 10:08am.

Secretary-Treasurer

ITEM NO. 4

COMMUNICATIONS

ITEM NUMBER 5

New Business

- a. Tenants' Accounts Receivable Charge-of, Seven Months,
Ending April 30, 2024 - All Public Housing Properties
- b. CNI Presentation


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NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: July 8, 2024

TO: Members, Board of Commissioners

FROM: Lysandra M. Shaw, Executive Director 

SUBJECT: Tenants' Accounts Receivable Charge-off, Seven Months,
Ending April 30, 2024 – All Public Housing Properties

The attached listing of proposed charge-offs of Tenants' Accounts Receivable is presented for your review and approval.

There are 41 accounts recommended for charge-off action with a total dollar value \$100,468.33 for the period of October 1, 2023 – April 30, 2024. The average amount per vacated account is \$2,450.44.

Recoveries from previously charged-off accounts are \$36,565.71 for the 12 months ending April 30, 2024. In December 2023, the Board approved charge-offs for May 1 – September, 2023 in the amount of \$47,846.22. This reduces our actual loss to \$111,748.84 this fiscal year representing 5.2% of anticipated rents. We budget 2% of our net rental revenue as a collection loss.

As comparison, previously we have charged-off the following amounts (excludes collections):

		Monthly Average
Oct 2020 – Sept 2021	\$ 74,424.06	\$ 6,202.01
Oct 2021 – Sept 2022	\$ 76,264.77	\$ 6,355.39
Oct 2022 – Sept 2023	\$216,329.88	\$ 18,027.49

Proposed:		
Oct 2023 – April 2024	\$ 100,468.33	\$ 14,352.61

Adoption of the attached resolution authorizing the charge-off in the total amount of \$100,483.33 for the seven-month period ending April 30, 2024 is recommended.

LMS/LKD

Attachments

**A RESOLUTION OF THE
NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
AUTHORIZING CHARGE OFF OF TENANTS'
ACCOUNTS RECEIVABLE**

WHEREAS, there has been presented to the Board of Commissioners of the Newport News Redevelopment and Housing Authority and attached hereto a listing of recommended Charge Offs of Tenants' Accounts Receivable for the seven months ending April 30, 2024 for Project Nos. VA 3-2 through 3-24; and

WHEREAS, it is in the best interest of the Authority to pursue the collection of said accounts:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the Executive Director be authorized to grant approval for the total charge-offs of \$100,468.33 of tenant accounts receivable for the above stated properties.

CHARGE-OFF OF TENANTS' ACCOUNTS RECEIVABLE

October 2023 to April 2024

Name	Project	Accounts	TOTAL
Marshall Courts	VA 3-2	22	63,580.73
Aqueduct	VA 3-11	13	34,376.61
Pinecroft	VA 3-13	5	511.80
Ashe Manor	VA 3-24	1	1,999.19
GRAND TOTAL			

41	\$ 100,468.33
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Collection Losses Budgeted FY 2024	\$ 42,786.00
Estimated Rental Income 2024	2,139,295.00

Approval Granted for Charge-off Amount:

Total Charge-offs for May - April 2024	148,314.55
Total Charge-off Recoveries thru 04/30/24	36,565.71

Net Collections Losses	\$ 111,748.84
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Lysandra M. Shaw
Executive Director



REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

July 2024

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

COMMUNITY DEVELOPMENT

Community Development Block Grant (CDBG)

The Consolidated Housing Annual Action Plan for PY 2024-2025 has been uploaded and awaits final review by the City. Once approved by the City, the Annual Action Plan will be submitted to HUD for their formal review and approval. CDBG agreements between NNRHA, the City and the non-profit organizations have been updated and approved by the attorney and the City. They will be sent out for signatures once the AAP has been approved by HUD.

Sponsoring Partnerships & Revitalizing Communities (SPARC)

Virginia Housing awarded NNRHA with \$2 million in SPARC funding. The SPARC program allows those buyers utilizing a Virginia Housing loan product to buy down their interest rate by 1%. With the addition of SPARC funding, we are able to expand our reach and offer Down Payment Assistance to nine (9) qualified buyers. SPARC allocations are approved on an annual basis. For the upcoming program year, NNRHA has applied for SPARC funds in the amount of \$3M.

Total Housing Rehabilitation Activity for Fiscal Year July 1, 2023 – June 30, 2024	
	Residential Repair Program
Projects Completed	23
Projects in Underwriting	12
Projects Pending Approval	1
Projects Ongoing	0
Projects Denied	27
Total	63

New Housing Rehabilitation Applications for April 1, 2024 - March 31, 2024	Total New Housing Rehabilitation Applications Received for July 1, 2023 - June 30, 2024
3	36

REDEVELOPMENT

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

Down Payment Assistance (DPA) Fiscal Year: July 1, 2023 – June 30, 2024					
(Completed)	Denied	Pending Additional Documentation	Current Month (Completed)	Underwriting in Process	Withdrew
3	10	4	0	5	2

New DPA Applications May 2024	Total New DPA Applications Received for July 1, 2023 - June 30, 2024
3	24

CAPITAL ACTIVITY

Marshall Courts – Phase VII Demolition of 88 Units

The City's review of plans and specifications for the demolition of the 88 units for Marshall Courts Phase VII is nearing completion. Final calculations for stormwater management are being reviewed and it is anticipated that we will move forward with contractor solicitation pending stormwater management plan approval from the City.

Orcutt Townhomes I

The Orcutt Townhomes I RAD project is approximately 88% complete. Inspections have been performed on 8 units along 35th St. by the architect and NNRHA staff. The architect has provided the contractor with a punch list. The next 4 units fronting on 34th St. are scheduled to be inspected on July 9, 2024.

Paving Projects

Ashe Manor and Pinecroft parking lots have been completed. Marshall Courts parking lot repaving commenced on July 10th. The Wilbern Building parking repaving is scheduled for the weekend of July 20th, 2024.

Southeastern Family Project (2351 Terminal Ave.)

Value engineering options for the project have been finalized with the architect and general contractor. The contract is forthcoming and it is anticipated that a notice to proceed will be issued to the general contractor later this month.

Future Capital Projects

Ashe Manor Apartments kitchen renovations are an upcoming future project.

Marshall Court exterior renovations will be completed in phases.

Aqueduct Apartments parking lot repaving is anticipated to begin later this summer.

MARSHALL-RIDLEY RESIDENTIAL FACADE PROGRAM

The Marshall-Ridley Residential Facade Program is a \$2.1 million grant program to assist owner-occupied homeowners in the Choice Neighborhood Initiative area with exterior home improvements. The grant allows for exterior improvements up to \$20,000 for each property. A total of 113 applications were received and 82 have been processed and are currently at varying stages as indicated in the chart below.

Marshall-Ridley Residential Facade Program Activity Tracker

Total Applicants	113
Finance Review	82
Inspected	62
Codes Review	62
Contract Pending	9
Contracted	0
Completed	41
Not Eligible	16

CHOICE NEIGHBORHOOD INITIATIVE (CNI)

Lift and Rise on Jefferson

The Lift and Rise complex, maintains an occupancy rate of 96%, with two affordable units and one market-rate unit currently available for rent.

The Property Management Group, Pennrose, has hired a new Maintenance Supervisor who will work hybrid between the Lift and Rise and Legacy Landing.

On July 1, 2024, new notices were distributed to residents at the Lift and Rise complex. These notices informed all residents of a new emergency hotline, which can be used when management is not on-site. This hotline is intended to provide residents with an additional layer of support and ensure that any urgent issues can be addressed promptly, even outside of regular management hours.

Commercial Space Update

The Lift and Rise commercial space has obtained all necessary permits, and the contractor is currently mobilizing. This progress has the project slated for completion by the first week of August 2024. The Realtor Group, Abbitt Realty, has been informed of the change and is actively seeking tenants for the space.

Legacy Landing

Former Ridley Place Site-(12th-18th Street between Jefferson and Ivy Ave)

There are two phases of work, III-R and IV-R

CNI III-R phase

NNRHA and the City of Newport News have organized a two-hour hard hat tour to showcase 2510 Jefferson Avenue and Legacy Landing on July 10th for the CNI Community Advisory Committee (CAC) members.

Leasing, overseen by Pennrose, our Property Management group is scheduled to begin in September 2024 pending the completion of construction and the city's issuance of the Temporary Certificate of Occupancy expected by August 2024.

Regarding the construction updates for the first phase (buildings A, B, C, and mixed-use/apartment), the project involves installing storefront hardware, finishes, bathroom accessories, appliances, cabinets, and countertops. Additionally, buildings A, B, and C are receiving interior finishes, exterior trim and soffits, porch railings, and paint enhancements.

CNI IV-R

Construction is approximately 70% completed. Construction is scheduled to be completed by January 2025. Following this, lease-up will commence for the final phase of Legacy Landing.

CNI IV-R construction update includes:

- Buildings K, L, M, N, P: Framing punch and rough-ins underway.
- Building J: Sheetrock installation in progress.
- Building D: Slab has been poured; wall framing scheduled to commence the week 7/15/2024.

Downtown Phase 28th and Washington

The architect firm WRT and developers Pennrose are gearing up for a Design. This session aims to finalize project design through collaborative stakeholder input and decision-making.

Urban Strategies, Inc.

Based on the USI monthly report for Marshall Ridley, June 2024:

- 203 families has been accessed USI Newport News team

- USI Newport News achieved a 60% employment rate among CNI participants.
- 70% of participants have successfully obtained a bank account.
- Six (6) CNI youth are participating in the city's Youth Career Program (YCP), gaining valuable career insights alongside professionals.
- On June 13, 2024, USI organized a "Health is Wealth" meeting at Brooks Crossing. The event partnered with the Virginia Peninsula Foodbank and YMCA. Activities included food distribution, blood pressure and heart rate monitoring, and light yoga sessions.

PUBLIC AND ASSISTED HOUSING OCCUPANCY REPORT

Total Waiting List Applications	
Public Housing	1423
Approved/Eligible	38
Pending	1385
Housing Choice Voucher	296
Approved/Eligible	81
Pending	215

The pending application numbers for the Public Housing Program (1385) and the Housing Choice Voucher Program (215) 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	12
Housing Choice Voucher	21
Mod-Rehab (SRO)	2
Total	35
Occupancy Statistics:	
Public Housing Program	95%
Housing Choice Voucher Program	95%
Mod-Rehab Program (Warwick SRO)	97%

Mod-Rehab (Warwick SRO)	86
Avg. # Leasing Days (PH)	34
Avg. Rent for Move-Ins (PH)	\$263
New Mod-Rehab (SRO) participants	\$172
Total Public Housing	799
Housing Choice Vouchers	2,936
Lease Rate – June 2024	94%

Average Family Rent Contribution for Move-ins Last Month:	
Public Housing	\$263
Housing Choice Voucher	\$267
Warwick SRO	\$172
Cumulative Percentage of Section 8 Budget Authority Utilized June 2024	109.4%

HOMEOWNERSHIP PROGRAM

197 Housing Choice Voucher and Public Housing clients have completed their goal of homeownership as follows:

FSS		
Housing Choice Voucher Families-FSS	69	\$6,675,318
Public Housing Families/FSS	56	\$5,852,540
HCV-V Homeownership	72	\$12,144,572
Total	197	\$24,672,430

NEW HOMEOWNER

A HCV-V Participant purchased a single-family home. The total cost of the home is \$234,650.

**Other NNRHA Controlled Multi-Family Properties
Waiting Lists as of May 2024**

Property	Occupancy Rate	Approved/Eligible	Pending	Total
Orcutt Townhomes III	97%	0	0	0
Cypress Terrace	95%	10	19	29
Oyster Point/Brighton	97%	10	43	53
Great Oak	95%	208	234	442
Lofts on Jefferson	97%	0	45	45
Jefferson Brookville	96%	2	26	28
Lassiter Courts	100%	7	137	144
Spratley	97%	0	11	11

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 June 2024.

Participants	Public Housing	Housing Choice Voucher	TOTAL
Total number in FSS Program	33	102	135
Employed	17	82	99
Currently not working	13	15	28
Attending Thomas Nelson Comm. College	0	1	1
Attending Christopher Newport Univ.	0	0	0
Enrolled in NNRHA Computer Training/GED	0	0	0
Enrolled in other Training Programs	1	2	3
Employed and going to school	2	2	4
Total Number of participants with escrow accounts	9	58	67

COMMUNITY RESOURCES

HUD Strong Families Summer Block Party



The 2024 HUD Strong Families Summer Block Party was hosted at Aqueduct Gym and Marshall Court. This event brought the community together for fun, food, and festivities. It included music, games, and activities for all ages and aimed to strengthen community bonds and promote unity among residents. The event is a summer highlight for families in the area, as everyone comes together to celebrate. Vendors in attendance included Asher Barber, Mental Health Resolutions, LLC, C. Waldo Scott Center, Changing Phases International, HRCAP, C & F Bank, Newport News Public Library, and the Victor Program.

Family Self -Sufficiency First Time Homeowners Seminar



The Family Self-Sufficiency First Time Homeowners Seminar was a comprehensive guide for first-time homebuyers, providing them with the knowledge and confidence to make informed decisions. Ten (10) attendees left with a clear understanding of the homebuying process, how to prepare financially, and the necessary steps to achieve successful homeownership. Each participant also received a resource folder, enjoyed light snacks, and took home giveaways.

Resident Relations • Senior Resident

Diabetes Education at Senior Communities

In June, the Peninsula Agency on Aging's (PAA) Community Health Department provided diabetes education to residents at Great Oak, Ashe Manor, and Spratley. SaRoya Walton and Camelia Hahn from PAA facilitated programs in these communities to discuss the different types of diabetes, its symptoms and causes, and how to manage the disease. The participants were very engaged and asked excellent



Additional Community Resources events in June:

- Serve the City (STC) volunteers visited Ashe Manor and Spratley House to provide games, snacks, and fellowship.
- Ken Hodge hosted a Medicare Question & Answer session and Bingo at Great Oak, Ashe Manor, Spratley, and Pinecroft.

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
2024 Housing Choice and Mainstream Voucher Program Utilization Report - Actual
For the Year Ending December 31, 2024

CY Housing Choice 2024 Annual Budget Authority													\$ 28,885,626	Final 99.5% provision
Housing Choice Voucher Funding													<u>\$ 28,885,626</u>	
Mainstream Voucher Program Funding													\$ 1,202,431	Final - 100%
Emergency Housing Voucher Program Funding													\$ 369,505	Final - 100%
HCV Units													2507	
VASH units													54	
CNI tenant protection													247	
Marshall tenant protection													88	
Warwick SRO - RAD2													88	
Baseline HCV count													2984	
Mainstream Vouchers													141	
Emergency Housing Vouchers													32	
Total Vouchers													3157	
Month	# of Vouchers Utilized	Lease Rate	HAP Payments to Landlords	Avg HAP	Monthly +/- Dollar Utilization	Monthly Amount of Funding Utilized	Year to Date Amount of Funding Utilized	Funding From HUD	Fraud Recovery	Other Sources Of Funds	NNRHA Held Reserve Balance	HUD Held Reserve Balance		
January	HCV 2747 MS 132 EHV 32	94.2% 83.8% 100.0%	\$ 2,169,088.00 \$ 100,058.00 \$ 29,317.00	\$ 789.62 \$ 758.02 \$ 916.16	(128,783.00) (3,236.00) (2,705.00)	94.4% 96.9% 91.6%	94.4% 96.9% 91.6%	\$ 2,298,871.00 \$ 103,294.00 \$ 32,022.00	195.50 - -	195.50 - -	270,561.50 (109,561.00) 13,002.00	1,122,761.00 32,454.08 88,486.58		
February	HCV 2734 MS 133 EHV 31	83.1% 84.3% 86.9%	\$ 2,191,730.00 \$ 102,919.00 \$ 27,040.00	\$ 801.66 \$ 773.83 \$ 872.26	(122,843.00) 11,858.00 (4,981.00)	94.7% 113.0% 84.4%	94.5% 104.4% 88.0%	\$ 2,314,573.00 \$ 91,061.00 \$ 32,021.00	195.00 \$ \$	195.00 \$ \$	393,699.50 (121,419.00) 17,983.00	1,094,045.00 41,596.67 87,257.67		
March	HCV 2718 MS 134 EHV 32	81.9% 85.0% 100.0%	\$ 2,119,316.00 \$ 100,217.00 \$ 29,580.00	\$ 779.73 \$ 747.89 \$ 924.38	(107,387.00) (3,686.00) 4,486.00	95.2% 96.5% 117.9%	94.7% 101.7% 96.4%	\$ 2,226,703.00 \$ 103,902.00 \$ 25,094.00	\$ \$ \$	- \$ \$	500,986.50 (117,734.00) 13,497.00	1,204,957.00 37,896.25 92,955.75		
April	HCV 2701 MS 137 EHV 32	80.8% 97.2% 100.0%	\$ 2,196,223.00 \$ 100,291.00 \$ 27,865.00	\$ 813.11 \$ 732.05 \$ 870.78	(46,182.00) (3,611.00) 2,771.00	97.9% 96.5% 111.0%	95.5% 100.3% 99.6%	\$ 2,242,405.00 \$ 103,902.00 \$ 25,094.00	431.50 \$ \$	431.50 \$ \$	547,600.00 (114,123.00) 10,726.00	1,427,589.00 34,196.83 98,653.83		
May	HCV 2701 MS 136 EHV 31	90.5% 96.5% 96.9%	\$ 2,192,825.00 \$ 97,468.00 \$ 28,652.00	\$ 811.86 \$ 716.68 \$ 924.26	(124,834.00) (6,434.00) (28,256.00)	94.6% 93.8% 50.3%	95.3% 99.0% 83.2%	\$ 2,317,659.00 \$ 103,902.00 \$ 56,908.00	\$ \$ \$	- \$ \$	672,434.00 (107,689.00) 38,982.00	1,479,405.00 30,497.42 72,537.92		
June	HCV 2681 MS 134 EHV 31	90.1% 96.0% 96.9%	\$ 2,101,003.00 \$ 98,513.00 \$ 31,349.00	\$ 783.66 \$ 735.17 \$ 1,011.26	181,136.00 (1,646.00) 2,441.00	109.4% 98.4% 108.4%	97.4% 98.9% 86.9%	\$ 1,919,865.00 \$ 100,159.00 \$ 28,908.00	\$ \$ \$	- \$ \$	491,296.00 (106,043.00) 36,541.00	2,063,134.67 30,541.00 74,422.00		
			\$ 13,743,464.00					\$14,126,343.00		\$ 822.00				

ITEM NO. 7

Closed Session

MR. HOLLOMAN READ:

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

Discussion of personnel matters consistent with Virginia Code 2.2-3711 (A)
(1)

MR HOLLOMAN READ

I make a motion to certify that:

- 1. Only public business matters lawfully exempted from open meeting requirements by Virginia Law and only those matters as identified in the motion were discussed in the closed meeting, today.**
- 2. I request approval of the resolution certifying adherence to the Virginia Freedom of Information Act.**

ITEM NO. 8

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

WHEREAS, the Newport News Redevelopment and Housing Authority Board of Commissioners convened a closed meeting on June 18, 2024 pursuant to an affirmative recorded vote in accordance with the provisions of The Virginia Freedom of Information Act; and

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

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

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

AYES

VOTE

NAYS

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

* * * *

ITEM NO. 9
Other Business