

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

**December 19, 2023  
8:30 a.m.  
227-27<sup>th</sup> 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, October 17, 2023.
4. Communications
5. New Business
  - a. **PUBLIC HEARING** – To receive comments on the Public Housing Flat Rents Agency Plan Amendment for Fiscal Years 2024-2028 which includes the Annual Plan for Fiscal Year 2023, Housing Choice Voucher Payment Standards Agency Plan Amendment, the Revised Utility Allowances for Public Housing and the Section 8 HCV program and Amendments to the 5-year plan.
  - b. Consider a resolution authorizing the Public Housing Flat Rents – Agency Plan Amendment
  - c. Consider a resolution authorizing the Housing Choice Voucher Payment Standards – Agency Plan Amendment
  - d. Consider a resolution authorizing Revised Utility Allowances for Public Housing and the Section 8 HCV program and amendment to the 5-year plan
  - e. Consider a resolution authorizing Charge off of Tenants' Accounts Receivable
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  
October 17, 2023**

Having duly given public notice, the Board of Commissioners of the Newport News Redevelopment and Housing Authority met at 227 27<sup>th</sup> Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, October 17, 2023.

**Pledge of Allegiance**

Lou Call led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

**Roll Call**

The meeting was called to order by the Chairman, and those present were as follows:

Commissioners present: -

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

Also present:

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

Karen R. Wilds  
Executive Director

Lysandra Shaw  
Deputy Executive Director

Carl V. Williamson  
Director of Housing

Valarie Ellis, Director  
Administrative Services

Lisa Dessoffy, Director  
Finance

David Staley, Director  
Community Development

Teresa Bennett  
Executive Assistant

Torkeesha Brooks  
Deputy Executive Assistant

Justin Orié  
NNRHA IT Department

Tricia Wilson – via Zoom  
City of Newport News, Department of Development

**Approval of Minutes,  
September 19, 2023**

Commissioner Black moved that the minutes of the meeting of the Board of Commissioners held on September 19, 2023 be approved. The motion was seconded by Commissioner Knight and passed with a majority vote. Commissioner Holloman abstained as he was not present at the meeting.



**Minutes of a Meeting of the  
Newport News Redevelopment and Housing Authority  
October 17, 2023**

**New Business**

**The Board of  
Commissioners of the  
Newport News  
Redevelopment and  
Housing Authority  
Authorizing the award of  
a contract for Internal  
Audit Services**

The Board had been provided copies of a resolution authorizing the execution of a contract for Fee Accountant/Internal Auditor services with the firm of Barfield and Kinkead, LLC for services required by the Authority. On August 21, 2023, the Newport News Redevelopment and Housing Authority issued a Request for Proposal (RFP) seeking proposals for internal audit services to provide assistance with (1) closing of the general ledges, preparation of the unaudited Financial Data Schedule (FDS), financial statements and all REAC submissions to be completed within HUD due dates including the submission of the audited FDS by March 31 of each year; (2) reviewing an evaluating existing operations and procedures and making recommendations to improve efficiency and effectiveness; (3) providing recommendations and reports to the appropriate level of management and (4) providing assistance with accounting for fixed assets and capital improvements.

The Authority undertakes this process at least every five years. We received one proposal from Barfield Kinkead, LLC. The firm has provided services for the NNRHA since 2008 on an hourly fee arrangement. A staff review panel made up of Ms. Wilds, Ms. Ellis and Ms. Dessoffy, reviewed the proposal according to the published criteria. A copy of the criteria was provided to the Board.

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

**The Board of  
Commissioners of the  
Newport News  
Redevelopment and  
Housing Authority  
Authorizing the award of  
a contract for External  
Audit Services**

The Board had been provided copies of a resolution authorizing the execution of a contract for external audit services with the firm of Clifton, Larson and Allen, LLP for the term of the contract for services required by the Authority. On September 11, 2023, the Authority issued a Request for Proposals (RFP) for external audit services. The Authority undertakes this process at least every five years. As a result of the solicitation, we received proposals from Clifton, Larson and Allen, LLP and Rubino & Company. A staff review panel made up of Ms. Wilds, Ms. Ellis and Ms. Dessoffy interviewed the two firms on October 11, 2023 and ranked each proposal according to the published criteria. A copy of the criteria was provided to the Board. As a result, Ms. Ellis initiated negotiations with the highest ranked firm and Ms. Wilds recommended the award of a contract for services to Clifton, Larson and Allen, LLP.

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

**Report to the Board**

A Report to the Board for October, 2023 had been provided to the Commissioners. A copy of the subject report is on file in the office of the Executive Director.

Mr. Williamson reported Serve the City volunteers have been consistently holding monthly programs at Ashe Manor and Spratley House for over a year now. Often, the same volunteers come to the respective communities, therefore developing friendly relationships with residents. The News and Neighbors was provided to the Board highlighting the Job Expo being held tomorrow, October 18<sup>th</sup>.

Ms. Ellis reported the Job Expo, tomorrow, is being held at the Downing Gross Cultural Arts Center. All employment seekers, construction companies and vendors are welcome.

Mr. Staley reported Orcutt Townhomes I RAD closing documents are scheduled to be executed by the end of the month. We anticipate issuing a Notice to Proceed to OKJ Construction, the general contractor for the project, by the end of October, 2023.

Ms. Dessoffy reported we have submitted the unaudited financials to HUD last week. With the new external auditors being approved today, this will give them some time to plan the audit and do some field work.

Ms. Shaw reported the Lift & Rise is fully leased. In total, 23 former Ridley Place residents moved into the community. Pennrose and Breeden have worked through the electrical issues on site by installing updates in the GE dryers. The team continues to monitor the updates to ensure all issues have been resolved. We have been having some issues with the trash shoot. We are going to have Urban Strategies, Inc. (USI) educate residents on what you can and cannot put down the

**Minutes of a Meeting of the  
Newport News Redevelopment and Housing Authority  
October 17, 2023**

trash shoot. We will continue to monitor to keep them clean.

For the on-site activity we are working with Breeden and they have engaged with a third-party consultant to develop a new updated schedule that will incorporate percentage complete and track milestones. As soon as that is complete and becomes available the Board will be notified.

For the downtown site, we submitted our tax credit allocation application to Virginia Housing. This application allows the project to move from tax credit reservation status to an allocation of credits.

Urban Strategies, Inc. (USI) now has 178 former Ridley families enrolled in case management and family supportive services. We are currently planning a community update event for CNI on November 18<sup>th</sup>. We will invite consultants and residents to give updates on different components of the CNI project.

Ms. Wilds reported work should begin early November on the elevator.

**Closed Session**

**Other Business**

**Adjournment**

There being no other business to come before the Board, the Chairman adjourned the meeting at 8:44 a.m.

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Secretary-Treasurer



ITEM NO. 4

COMMUNICATIONS

## HUD To Preserve and Rehabilitate Affordable Rental Homes in Newport News, VA

*\$6 million transaction supports revitalization and preservation of 40 affordable housing units for low-income residents*

**WASHINGTON** – The U.S. Department of Housing and Urban Development (HUD) announced today that it has closed a Rental Assistance Demonstration (RAD) transaction with the Newport News Redevelopment and Housing Authority (NNRHA) at Orcutt Townhomes. This transaction allows NNRHA to substantially rehabilitate 40 affordable rental homes through a combination of funding from state, local, and federal sources. Through this transaction, NNRHA will be able to ensure that the property is updated and preserved so that it can continue to provide safe and affordable housing to residents for many years to come.

Orcutt Townhomes features twenty two-story duplex townhomes and is adjacent to several local amenities, including schools, a grocery store, and other businesses. A new community facility will be built across the street from the property and funded in part through the HUD Choice Neighborhoods Initiative. The property will undergo extensive rehabilitation, including structural upgrades, updating of community amenities, and significant updates to the residents' homes. Each home will feature new kitchens and appliances, windows, plumbing, and HVAC systems, as well as complete interior and bath refurbishment. Many of the improvements increase energy efficiency, thereby reducing environmental impact and utility costs.

The total construction cost for the project is \$6.05 million, or approximately \$150,000 per home, and is financed through a combination of 9 percent Low Income Housing Tax Credit Equity and funds from the HOME Investment Partnerships Program (HOME), National Housing Trust Fund, and the Virginia Department of Housing and Community Development.

### **About RAD**

This year marks the 10<sup>th</sup> anniversary of the first public housing conversion under the Rental Assistance Demonstration (RAD) program, which has revitalized nearly 200,000 public housing units and improved the living conditions for more than 500,000 individuals and families.



RAD was developed to help address the multi-billion-dollar nationwide backlog of deferred maintenance in the public housing portfolio and to stem the loss of affordable housing that could no longer be kept to decent standards. From the program's inception through September 1, 2023, RAD has facilitated more than \$17.7 billion in capital investment to improve or replace nearly 197,000 deeply rent-assisted homes, most of which house extremely low-income families, seniors, and persons with disabilities.

Under RAD, projects funded under the public housing program convert their public housing assistance to project-based Section 8 rental assistance. Residents continue to pay 30 percent of their income towards rent and the housing must continue to serve those with very low and extremely low incomes, as was the case when the property was assisted through the public housing program. Residents must be notified and consulted prior to conversion and are given a right to return to assisted housing post-construction so that they can enjoy these newly preserved and improved apartments and maintain the same fundamental rights they had as public housing residents.

### **RAD Resources**

More programmatic information is available at the [RAD website](#). Data on RAD is available at the [RAD Resource Desk](#).

**[View photo essays and read case studies](#)** where RAD is working to successfully preserve and improve public housing for low-income families.

Watch an educational [video](#) for public housing residents or those new to the RAD program.

###

*HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all.*

*More information about HUD and its programs is available at [www.hud.gov](http://www.hud.gov) and <https://espanol.hud.gov>.*

*You can also connect with HUD on [social media](#) and follow Secretary Fudge on [Twitter](#) and [Facebook](#) or sign up for news alerts on [HUD's Email List](#).*

**[HUD COVID-19 Resources and Fact Sheets](#)**

We hope that you will want to continue receiving information from HUD. We safeguard our lists and do not rent, sell, or permit the use of our lists by



## **ITEM NUMBER 5**

### **New Business**

- a. **PUBLIC HEARING** – To receive comments on the Public Housing Flat Rents Agency Plan Amendment for Fiscal Years 2024-2028 which includes the Annual Plan for Fiscal Year 2023, Housing Choice Voucher Payment Standards Agency Plan Amendment, the Revised Utility Allowances for Public Housing and the Section 8 HCV program and Amendments to the 5-year plan.
- b. Consider a resolution authorizing the Public Housing Flat Rents – Agency Plan Amendment
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- e. Consider a resolution authorizing Charge off of Tenants' Accounts Receivable



**PUBLIC HEARING**


**NEWPORT NEWS REDEVELOPMENT AND  
HOUSING AUTHORITY**

This morning a public hearing is being held to receive comments on the Public Housing Flat Rents Agency Plan Amendment for Fiscal Years 2024-2028 which includes the Annual Plan for Fiscal Year 2023, Housing Choice Voucher Payment Standards Agency Plan Amendment, the Revised Utility Allowances for Public Housing and the Section 8 HCV program and Amendments to the 5-year plan.

A notice appeared in the Daily Press on September 27, 2023 and the Tidewater Hispanic newspaper on October 5, 2023 stating the proposed amendments were available for public examination at the Authority's office at 227 27<sup>th</sup> Street, Newport News, VA, Public Housing Management Office.

I now open this public hearing and invite comments.

**NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY**  
**MEMORANDUM**

**DATE:** December 4, 2023  
**TO:** Board of Commissioners  
**FROM:** Karen R. Wilds  
Executive Director   
**SUBJECT:** Public Housing Flat Rents – Agency Plan Amendment

The Department of Housing and Urban Development (HUD) regulations require Housing Authorities to develop a flat rent schedule for each public housing complex. The flat rent is based on the market rent charged for comparable units in the private, unassisted rental market. These schedules are a component of our Agency Plan.

An Authority may set their flat rents no lower than 80% of the fair market rent (FMR) in their metropolitan area. Families' rents will change at their next income re-examination. Families still have the option of selecting the Income Based rent, which may be lower. We currently have eight of the 839 families in public housing paying the Flat Rent. The proposed Flat Rent Schedule is attached.

In order to address hardships by any increased rents, I have asked staff to continue to phase in the flat rent increase by \$50 quarterly until the new amount is achieved.

The attached resolution is recommended for approval.

Attachments



**PROPOSED**

**Newport News Redevelopment and Housing Authority  
Flat Rent Schedule for Public Housing  
January 2024**

	<u>1 BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4 BR</u>
<b>FMR FY 2024</b>	\$1,287	\$1,493	\$2,079	\$2,532
New Flat Rent (80% of FMR)	\$1,029	\$1,194	\$1,663	\$2,025

<u>Efficiency</u>	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>
N/A	\$ 982	\$1,136	\$1,599	\$1,951

**MARSHALL COURTS**  
(Deduct Utility Allowance)

1 BR	\$ 47
2 BR	\$ 58
3 BR	\$ 64
4 BR	\$ 74

<u>Efficiency</u>	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>
N/A	\$ 968	\$1,117	\$1,575	\$1,923

**AQUEDUCT**  
(Deduct Utility Allowance)

1 BR	\$ 61
2 BR	\$ 77
3 BR	\$ 88
4 BR	\$102

	<u>Efficiency</u>	<u>1 BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4 BR</u>
<b><u>*PINECROFT</u></b>	N/A	\$1,029	N/A	N/A	N/A
<b><u>*ASHE MANOR</u></b>	N/A	\$1,029	N/A	N/A	N/A

\*Utilities are included in the rent.

**A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING  
AUTHORITY AUTHORIZING AMENDMENT TO THE FIVE YEAR/ANNUAL PLAN  
AND ESTABLISHING FLAT RENTS**

WHEREAS, by federal regulation, flat rents must be no lower than 80% of the HUD Fair Market Rents (FMR) in our area; and

WHEREAS, this policy change is effective January 1, 2024 and rents will change at each family's next income reexamination; and

WHEREAS, the current flat rent requirements were included in the Agency Plan approved by the Board of Commissioners on December 21, 2022; and

WHEREAS, a notice of the amendment for Flat Rents requesting citizen comment was placed in the Daily Press on September 27, 2023 and the Tidewater Hispanic News on October 5, 2023;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the attached updated Flat Rent Schedule based on 80% of HUD published Fair Market Rents, for the Hampton Roads region, is hereby approved. The NNRHA will phase in the increase for all current flat rent tenants.



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DEPARTMENT OF PUBLIC AND ASSISTED HOUSING  
MEMORANDUM

**DATE:** December 4, 2023

**TO:** Board of Commissioners

**FROM:** Karen R. Wilds *KRW*  
Executive Director

**SUBJECT:** Housing Choice Voucher (HCV) Payment Standards – Agency Plan Amendment

The Housing Choice Voucher Payment Standard is used to calculate the housing assistance payment for families participating in the Housing Choice Voucher program and is the maximum monthly assistance payment allowable. In accordance with HUD regulations, and at the Housing Authority's (HA) discretion, the Voucher Payment Standard amount may be set by the HA between 90 percent and 110 percent of the HUD published Fair Market Rent (FMR). FMRs are gross housing cost estimates established by HUD for a metropolitan area that include both shelter rent paid by the tenant to the landlord and the cost of tenant paid utilities. The HA reviews the appropriateness of the Payment Standard annually when the new FMR is published and adopts a payment standard for our jurisdiction. This schedule is a component of our Agency Plan.

This FMR is published for the Metropolitan Statistical Area for the Hampton Roads region. On June 23, 2022 the Department of Housing and Urban Development approved a new payment standard maximum at 120% of the FMR due to rental market fluctuations, increases in family rent burdens and potential housing instability concerns. This current waiver is in effect through December 31, 2023. In an effort to provide an extension of currently approved waivers for new payment standards at 120% of FMR, we requested and were approved by HUD for an extension of FY 2023 FMRs at 120% through December 31, 2023.

A chart approving the current proposed Payment Standards is attached for your information. I am recommending the Board approve the Payment Standard which reflects current market conditions. The recently published FMRs for 2024 were adjusted from 104% to 108% in order to maintain the payment standard at current levels.

These changes will be effective for current HCV clients at each family's next regular reexamination. If approved, this change will become effective January 1, 2024.

The attached resolution is recommended for approval.

Attachment

A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING  
AUTHORITY BOARD OF COMMISSIONERS APPROVING THE HOUSING CHOICE  
VOUCHER PROGRAM PAYMENT STANDARDS AND AMENDMENT TO THE  
FIVE YEAR/ANNUAL PLAN

WHEREAS, the Board of Commissioners of the Newport News Redevelopment and Housing Authority reviewed the staff recommendations for establishing Housing Choice Voucher program rental payment standards; and

WHEREAS, a notice of the amendment for payment standards requesting citizens comments was placed in the Daily Press on September 27, 2023 and the Tidewater Hispanic News on October 5, 2023;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the attached payment standard by bedroom size of Fair Market Rent and related amendment to the Agency Plan are hereby approved to be effective January 1, 2024.

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## HUD FMRs AND NNRHA PROPOSED PAYMENT STANDARDS 2024

Bedroom Size	Current NNRHA Payment Standards based on 120% of FMR (HUD WAIVER)	HUD Published FMR 2024	Recommended Payment Standard Based on 104%-108% of FMR
	Effective 11/22/22	Effective 10/01/2023	Effective 01/01/2024
0 Bedroom	\$1,339	\$1,279	\$1,339
1 Bedroom	\$1,364	\$1,287	\$1,364
2 Bedroom	\$1,594	\$1,493	\$1,594
3 Bedroom	\$2,228	\$2,079	\$2,228
4 Bedroom	\$2,716	\$2,532	\$2,716




## NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

## MEMORANDUM

**DATE:** December 4, 2023

**TO:** Board of Commissioners

**FROM:** Karen R. Wilds   
Executive Director

**SUBJECT:** Utility Allowances

The Authority contracted with Management Resource Group, Inc. to review and update utility allowances for the Section 8 Housing Choice Voucher (HCV) Program and for each NNRHA Public Housing complex. This study establishes, by complex and unit size, an estimate of reasonable utilities consumption levels by an energy conserving household of modest circumstances.

HUD regulations require a revision of allowances for a utility category rate change by 10% or more since the last review. The utility that changed by 10% or more was Natural Gas, Fuel Oil, Electric and Propane Gas.

I am recommending we adopt the attached rate schedules to better reflect actual utility costs to the Authority and to our public housing and Housing Choice Voucher clients.

Some public housing complexes have Authority paid utilities and others require tenant paid utilities. In complexes where we have individual meters, tenants pay their utility bill directly to the utility company. These complexes are Aqueduct, and Marshall Courts. We have moved toward tenant paid utilities whenever possible because it reduces tenant accounts receivables and better promotes energy conservation. The mid-rise senior properties are master metered and have Authority paid utilities. Brighton, Oyster Point, Cypress Terrace, Orcutt III, Orcutt I and Lassiter Courts have converted to RAD.

Copies of the proposed public housing utility allowance schedule by complex were delivered to all public housing residents and posted in management offices for the review of all effected residents on September 29, 2023. This information was also posted on the website.

Attached are the proposed utility allowance schedules for each public housing complex and for the Section 8 Housing Choice Voucher Program. Utility allowances for the Section 8 HCV Program include single family units, mobile homes, duplexes/townhouses and garden/high-rise apartments.

It is recommended the attached resolution authorizing the new schedules be approved and become effective on January 1, 2024.

Attachments

**A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING REVISED UTILITY ALLOWANCES FOR PUBLIC HOUSING AND THE SECTION 8 HCV PROGRAM AND AMENDMENT TO THE 5 YEAR PLAN**

WHEREAS, the Newport News Redevelopment and Housing Authority manages the following family public housing complexes: Aqueduct and Marshall Courts.

WHEREAS, the Newport News Redevelopment and Housing Authority administers a tenant based Section 8 Housing Choice Voucher Program; and

WHEREAS, a notice of the amendment for utility allowances requesting citizen comment was placed in the Daily Press on September 27, 2023 and the Tidewater Hispanic News on October 5, 2023;

WHEREAS, notices of the proposed change were posted in management offices and hand delivered to residents on September 29, 2023; and

WHEREAS, utility allowances were recently updated by complex and unit size based on current rates and a reasonable estimate of the consumption of utilities by an energy conserving household of modest circumstances. The allowances are consistent with the requirements of a safe, sanitary and healthful living environment; and

WHEREAS, tenant paid utilities encourages self sufficiency, reduces tenant accounts receivables and promotes energy conversation; and

WHEREAS, all public housing residents were given notice of the proposed allowance schedule and an opportunity to comment;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that revised Utility Allowances for Public Housing and the Section 8 Housing Choice Voucher Program are hereby approved to be effective January 1, 2024.

# Newport News Redevelopment and Housing Authority

## Utility Allowance Estimates

FY 2024

Marshall Courts

VA 3-2	Electricity	Natural Gas	Total
1 Bedroom	24.00	47.00	\$ 71.00
2 Bedroom	26.00	58.00	\$ 84.00
2 Bedroom H/C	36.00	56.00	\$ 92.00
3 Bedroom H/C	39.00	62.00	\$ 101.00
3 Bedroom	28.00	64.00	\$ 92.00
4 Bedroom	31.00	74.00	\$ 105.00



Newport News Redevelopment and Housing Authority  
Utility Allowance Estimates  
FY 2024

Aqueduct

VA 3-11	Electricity
1 Bedroom	\$61.00
2 Bedroom	\$77.00
2 Bedroom H/C	\$76.00
3 Bedroom	\$88.00
4 Bedroom	\$102.00

# Newport News Redevelopment and Housing Authority

## Utility Allowance Estimates

FY 2024

The following development has check-meters and utility allowance estimates are provided in units of consumption for which a resident will be charged for energy consumption that exceed these estimates.

### VA 3-2

<i>Electricity</i>	Bedroom Size					
	One	Two	Two H/C	Three	Three H/C	Four
January	162	185	278	203	306	231
February	160	183	276	201	304	229
March	158	179	271	199	301	225
April	154	174	264	195	296	219
May	150	164	258	191	292	214
June	150	168	257	190	290	213
July	150	168	257	190	290	213
August	150	168	257	190	290	213
September	150	168	257	191	291	213
October	152	171	261	193	294	216
November	156	177	269	197	299	223
December	161	184	277	202	305	230

<i>Natural Gas</i>	Bedroom Size					
	One	Two	Two H/C	Three	Three H/C	Four
January	29	39	41	44	46	57
February	27	37	38	42	43	54
March	25	33	34	38	38	48
April	21	27	26	31	30	38
May	17	22	20	25	23	30
June	16	21	18	24	21	27
July	16	21	18	24	21	27
August	16	21	18	24	21	27
September	16	21	18	24	21	28
October	18	24	23	28	26	33
November	23	31	31	35	35	44
December	28	38	40	43	45	55

# Section 8 Program

## Utility Allowances Schedule

See Public Reporting and Instructions on back

U.S. DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT  
Office of Public and Indian Housing

OMB Approval No. 2577-0169  
(exp. (04/30/2026))

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances

Locality/PHA		Unit Type				Date (mm/dd/yyyy)	
Newport News Redevelopment and Housing Authority, VA		Single Family				10/01/2023	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	62	72	81	85	105	122
	Bottled Gas	93	105	120	132	155	180
	Electric	48	56	77	90	123	148
	Electric - Heat Pump	41	48	66	77	105	126
	Fuel Oil	71	85	150	181	219	263
	Other	-	-	-	-	-	-
Cooking	Natural Gas	7	8	9	11	11	12
	Bottled Gas	7	7	8	9	10	10
	Electric	6	7	7	8	9	10
	Microwave	4	4	5	6	6	7
	Fuel Oil	-	-	-	-	-	-
Other Electric		19	25	30	36	43	48
Air Conditioning		8	10	12	15	17	19
Water Heating	Natural Gas	17	22	26	35	44	53
	Bottled Gas	31	39	47	63	80	96
	Electric	27	34	41	54	68	82
	Electric - Heat Pump	20	25	31	41	51	61
	Fuel Oil	-	-	-	-	-	-
Water		20	21	27	34	40	45
Sewer		30	32	49	70	85	101
Trash Collection		29	29	29	29	29	29
Other -specify Customer Charge	Electric	7	7	7	7	7	7
	Electric Tax	3	3	3	3	3	3
	Natural Gas	15	15	15	15	15	15
	Natural Gas Tax	2	2	2	2	2	2
Range		7	7	7	7	7	7
Refrigerator		8	8	8	8	8	8
<b>Actual Family Allowances - May be used by the family to compute allowance while searching for a unit.</b>					Utility/Service/Appliance	Allowance	
Head of Household Name					Heating	\$	
					Cooking		
Unit Address					Other Electric		
					Air Conditioning		
Number of Bedrooms					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
					Range/Microwave		
					Refrigerator		
					<b>Total</b>	<b>\$</b>	

Previous versions are obsolete.

Form HUD-52667 (04/2023)



**Utility Allowances Schedule**  
See Public Reporting and Instructions on back

U.S. DEPARTMENT OF HOUSING OMB Approval No. 2577-0169  
**AND URBAN DEVELOPMENT** (exp. (04/30/2026))  
Office of Public and Indian Housing

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances

Locality/PHA		Unit Type					Date (mm/dd/yyyy)
Newport News Redevelopment and Housing Authority, VA		Mobile Home					10/01/2023
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	58	67	75	79	98	114
	Bottled Gas	86	98	112	123	144	167
	Electric	45	52	72	84	115	137
	Electric - Heat Pump	41	48	66	77	105	126
	Fuel Oil	66	79	139	169	204	245
	Other	-	-	-	-	-	-
Cooking	Natural Gas	7	8	9	11	11	12
	Bottled Gas	7	7	8	9	10	10
	Electric	6	7	7	8	9	10
	Microwave	4	4	5	6	6	7
	Fuel Oil	-	-	-	-	-	-
Other Electric		19	25	30	36	43	48
Air Conditioning		8	10	12	15	17	19
Water Heating	Natural Gas	17	22	26	35	44	53
	Bottled Gas	31	39	47	63	80	96
	Electric	27	34	41	54	68	82
	Electric - Heat Pump	20	25	31	41	51	61
	Fuel Oil	-	-	-	-	-	-
Water		20	21	27	34	40	45
Sewer		30	32	49	70	85	101
Trash Collection		29	29	29	29	29	29
Other -specify Customer Charge	Electric	7	7	7	7	7	7
	Electric Tax	3	3	3	3	3	3
	Natural Gas	15	15	15	15	15	15
	Natural Gas Tax	2	2	2	2	2	2
Range		7	7	7	7	7	7
Refrigerator		8	8	8	8	8	8
<b>Actual Family Allowances - May be used by the family to compute allowance while searching for a unit.</b>					Utility/Service/Appliance		Allowance
Head of Houshold Name					Heating		\$
					Cooking		
					Other Electric		
					Air Conditioning		
Unit Address					Water Heating		
					Water		
					Sewer		
					Trash Collection		
					Other		
Number of Bedrooms					Range/Microwave		
					Refrigerator		
					<b>Total</b>		\$

Previous versions are obsolete.

Form HUD-52667 (04/2023)



**Utility Allowances Schedule**  
See Public Reporting and Instructions on back

U.S. DEPARTMENT OF HOUSING OMB Approval No. 2577-0169  
**AND URBAN DEVELOPMENT** (exp. (04/30/2026))  
Office of Public and Indian Housing

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances

Locality/PHA		Unit Type					Date (mm/dd/yyyy)	
Newport News Redevelopment and Housing Authority, VA		Duplex/Row/Townhouse					10/01/2023	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	52	61	68	72	89	103	
	Bottled Gas	78	89	102	112	131	152	
	Electric	41	47	65	76	104	125	
	Electric - Heat Pump	35	40	55	65	89	106	
	Fuel Oil	60	72	127	154	186	223	
	Other	-	-	-	-	-	-	
Cooking	Natural Gas	7	7	9	10	11	11	
	Bottled Gas	7	7	8	9	10	10	
	Electric	5	6	7	8	9	10	
	Microwave	4	4	5	6	6	7	
	Fuel Oil	-	-	-	-	-	-	
Other Electric		19	25	30	36	43	48	
Air Conditioning		8	10	12	15	17	19	
Water Heating	Natural Gas	17	22	26	35	44	53	
	Bottled Gas	31	39	47	63	80	96	
	Electric	27	34	41	54	68	82	
	Electric - Heat Pump	20	25	31	41	51	61	
	Fuel Oil	-	-	-	-	-	-	
Water		20	21	27	34	40	45	
Sewer		30	32	49	70	85	101	
Trash Collection		29	29	29	29	29	29	
Other -specify Customer Charge	Electric	7	7	7	7	7	7	
	Electric Tax	3	3	3	3	3	3	
	Natural Gas	15	15	15	15	15	15	
	Natural Gas Tax	2	2	2	2	2	2	
Range		7	7	7	7	7	7	
Refrigerator		8	8	8	8	8	8	
<b>Actual Family Allowances</b> - May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance	Allowance		
Head of Household Name					Heating			
					Cooking			
Unit Address					Other Electric			
					Air Conditioning			
					Water Heating			
					Water			
Number of Bedrooms					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
					<b>Total</b>			

**Utility Allowances Schedule**  
See Public Reporting and Instructions on back

U.S. DEPARTMENT OF HOUSING OMB Approval No. 2577-0169  
AND URBAN DEVELOPMENT (exp. (04/30/2026))  
Office of Public and Indian Housing

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances

Locality/PHA		Unit Type					Date (mm/dd/yyyy)	
Newport News Redevelopment and Housing Authority, VA		Flat/Garden/High Rise Ap					10/01/2023	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	49	57	64	67	84	97	
	Bottled Gas	74	84	96	106	124	143	
	Electric	38	45	61	72	98	118	
	Electric - Heat Pump	33	38	52	61	83	100	
	Fuel Oil	56	68	119	145	175	210	
	Other	-	-	-	-	-	-	
Cooking	Natural Gas	7	7	9	10	11	11	
	Bottled Gas	7	7	8	9	10	10	
	Electric	5	6	7	8	9	10	
	Microwave	4	4	5	6	6	7	
	Fuel Oil	-	-	-	-	-	-	
Other Electric		19	25	30	36	43	48	
Air Conditioning		8	10	12	15	17	19	
Water Heating	Natural Gas	17	22	26	35	44	53	
	Bottled Gas	31	39	47	63	80	96	
	Electric	27	34	41	54	68	82	
	Electric - Heat Pump	20	25	31	41	51	61	
Fuel Oil		-	-	-	-	-	-	
Water		20	21	27	34	40	45	
Sewer		30	32	49	70	85	101	
Trash Collection		29	29	29	29	29	29	
Other -specify Customer Charge	Electric	7	7	7	7	7	7	
	Electric Tax	3	3	3	3	3	3	
	Natural Gas	15	15	15	15	15	15	
	Natural Gas Tax	2	2	2	2	2	2	
Range		7	7	7	7	7	7	
Refrigerator		8	8	8	8	8	8	
<b>Actual Family Allowances - May be used by the family to compute allowance while searching for a unit.</b>					Utility/Service/Appliance	Allowance		
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					<b>Total</b>			



5E

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

**DATE:** December 12, 2023

**TO:** Members, Board of Commissioners

**FROM:** Karen R. Wilds, Executive Director *KRW*

**SUBJECT:** Tenants' Accounts Receivable Charge-off, Five Months, Ending September 30, 2023 – All Public Housing Properties

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

There are 36 accounts recommended for charge-off action with a total dollar value \$47,846.22 for the period of May 1, 2023 – September 30, 2023. The average amount per vacated account is \$1,329.06.

Recoveries from previously charged-off accounts are \$3,654.52 for the current fiscal year. This reduces our actual loss to \$44,191.70 this fiscal year representing 2.06% 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 – April 2023	\$ 168,483.66	\$ 24,069.09

Proposed:

May 2023 – September 2023	\$ 47,846.22	\$ 9,569.24
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Adoption of the attached resolution authorizing the charge-off in the total amount of \$47,846.22 for the five-month period ending September 30, 2023 is recommended.

KRW/LKD

Attachments



# CHARGE-OFF OF TENANTS' ACCOUNTS RECEIVABLE

May 2023 to September 2023

Name	Project	Accounts	TOTAL
Marshall Courts	VA 3-2	8	16,708.72
Aqueduct	VA 3-11	11	17,898.49
Pinecroft	VA 3-13	5	1,501.63
Ashe Manor	VA 3-24	1	46.93
Orcutt Townhomes	VA 3-25	11	11,690.45
<b>GRAND TOTAL</b>		36	\$ 47,846.22

Collection Losses Budgeted FY 2024	\$ 42,786.00	
Estimated Rental Income 2024	<u>2,139,295.00</u>	Approval Granted for Charge-off Amount:
Total Charge-offs for May - September 2023	47,846.22	
Total Charge-off Recoveries thru 09/30/23	<u>3,654.52</u>	
Net Collections Losses	<u>\$ 44,191.70</u>	Karen R. Wilds Executive Director

**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 five months ending September 30, 2023 for Project Nos. VA 3-2 through 3-25; 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 \$47,846.22 of tenant accounts receivable for the above stated properties.



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# REPORT TO THE BOARD

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NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

## DECEMBER 2023

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**

**Kenneth Penrose, Jr. - Chairperson**  
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**Lisa Dessoffy, Director of Finance**  
**David Staley, Director of Community Development**



# COMMUNITY DEVELOPMENT

## COMMUNITY DEVELOPMENT

### Community Development Block Grant (CDBG)

In conjunction with the anticipated receipt of funding for the 2024-2025 program year, the City of Newport News and NNRHA has scheduled a virtual public meeting on Thursday, December 14th at 3 p.m. The purpose of the virtual public meeting will be to provide information about the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) to interested constituents.

#### Total Housing Rehabilitation Activity for Fiscal Year July 1, 2023 – June 30, 2024

	Residential Repair Program
Projects Completed	13
Projects in Underwriting	13
Projects Pending Approval	2
Projects Denied	8
<b>Total</b>	<b>36</b>

New Housing Rehabilitation Applications for November 1, 2023 – November 30, 2023	Total for July 1, 2023 – June 30, 2024
0	17

### 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				
Program Year 23-24 (Completed)	Denied	Pending Additional Documentation	Current Month (Completed)	Underwriting in Process
1	3	3	1	1

New DPA Applications as of September, 2023	Total New DPA Applications Received for July 1, 2023 – June 30, 2024
2	8

### CAPITAL ACTIVITY

#### Marshall Courts Phase VII Demolition

In addition to the scope of work that VIA Architects has provided for the 88-unit demolition for Marshall Courts Apartments,

D3G will need to access several vacant units to perform environmental and hazardous materials testing. Afterwards, the bid solicitation for demolition service will begin.



**Marshall Courts - Administrative Office**

There is a supply chain delay for several HVAC components with an anticipated delivery of December 11, 2023. When the components arrive, work will begin in preparation for the installation of the new heating and air conditioning system.

**Orcutt Townhomes I**

The renovation of Orcutt Townhomes I has been underway since the Notice to Proceed (NTP) was issued on November 1, 2023. OKJ Construction, Inc. is completing interior demolition of electrical, plumbing, flooring, and HVAC. Completion is anticipated to be approximately 10 months after the issuance of NTP.

**Aqueduct Apartments  
Sewer Improvement Project**

Aqueduct sewer improvement project is currently 85% complete. Backordered materials arrived recently and the project is anticipated to be completed in mid-December 2023.

**Southeastern Family Project  
2351 Terminal Avenue**

The Hampton - Newport News Community Services Board is finalizing a relocation plan for its residents in preparation for the building renovation project. When the relocation plan is finalized, the bid solicitation process will follow.

**Marshall-Ridley Residential Façade Program**

The Marshall-Ridley Residential Façade Program is a \$2.1 million dollar 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 49 have been processed and are currently at varying stages as indicated in the chart below.

**Marshall-Ridley Residential Façade Program Activity**

Total Applicants	113
Financial Review	49
Inspected	34
Codes Review	30
Contract Pending	12
Contracted	7
Completed	20
Not Eligible	13

**CHOICE NEIGHBORHOOD INITIATIVE (CNI)**

**Lift and Rise (28<sup>th</sup> and Jefferson Avenue)** – The project is at 100% occupancy. In total, 23 former Ridley Place residents moved into the community. There are no outstanding warranty items.

**Lift and Rise-Commercial** – PG Harris Construction has been hired by Pennrose to complete commercial buildout. Buildout will provide basic finished units with HVAC and bathrooms. Abbitt Realty is working with a retailer to complete lease-up on one of the spaces. There is currently one interested party for one of the spaces and marketing efforts to identify a tenant for the other space is ongoing.

**CNI III-R and IV-R Onsite Housing** – The construction is ongoing. The estimated completion date for CNI III-R is July 2024 and CNI V-R is November 2024.

The placemaking package for the Wellness Trail has been approved by the City. Breeden is working on pricing for that effort. Breeden is to provide pricing for the



Wellness Trail Placemaking portion of the project by the end of December 202

**Downtown Phase-28<sup>th</sup> and Washington -** Pennrose is still working on internal investment committee approvals in order to advance the project and begin predevelopment work. This is now estimated to occur by end of December 2023.

**CNI Housing Plan -** NNRHA will be submitting a Housing Plan revision to HUD in the coming weeks. This revision will propose a housing update which will remove the Superblock phase. The Development Team is proposing changes regarding the portion of the original Downtown 28th/Washington Avenue phase proposed in the 2018 grant submission. The request will include a proposal to build four (4) additional replacement units on the Marshall Ridley site, using \$1.5M from the recent supplemental funding award. The units would be located in duplexes with four-bedroom units, to address the housing needs of larger families; it will be proposed that the remaining 40 replacement units will be converted to project-based vouchers (PBV) "by others". NNRHA will issue RFPs annually for PBV projects within areas of opportunity.

**Community Engagement -** The City and NNRHA held a community update event on November 18<sup>th</sup>. Several members of the community attended and were able to engage with CNI project consultants.

**Urban Strategies, Inc. -** USI Inc. has currently assessed 188 families; and continues to outreach to families to provide family supportive services. USI continues to monitor residents' needs to ensure barriers are removed, and families are in a better position to reach stability and thrive. To date, they have provided 693 service linkages.

Housing. This application allows the project to move from tax credit reservation status to an allocation of credits.

Urban Strategies, Inc. (USI) continues to conduct outreach to Ridley residents, as well as complete needs assessments for each household. Currently, 178 former Ridley families are enrolled in case management and family supportive services with USI.

**PUBLIC AND ASSISTED HOUSING  
OCCUPANCY REPORT  
Total Waiting List Applications:**

Public Housing		169
Approved/Eligible	21	
Pending	148	
Section 8		348
Approved/Eligible	86	
Pending	298	

The pending numbers for the Public Housing Program (148) and the Housing Choice Voucher Program (298) represent the total number of applications being processed for eligibility for housing assistance. Some of these families will be determined to be ineligible based on income, landlord references or criminal activity. Therefore, these numbers may fluctuate each month.

**Applicants Housed in November**

Public Housing Program	12
Housing Choice Voucher	6
Mod-Rehab (SRO)	3
<b>Total</b>	<b>21</b>

**Occupancy Statistics:**

Public Housing Program (of 799 units)	96%
Section 8 Program (2,907)	95%
Warwick SRO (of 88 units)	95%

Avg. # of Leasing Days (Public Housing) 28

**Average Family Rent Contribution for Move-ins Last Month:**

1. Public Housing	\$404.
2. Housing Choice Voucher	\$306.
3. Warwick SRO	\$255.



Cumulative Percentage of Section 8  
Budget Authority Utilized Nov 2023 62.9%

### Fire Prevention Poster Contest

NNRHA hosted a Fire Prevention Poster Contest in collaboration with the HAI Group in Aqueduct. The theme was tips on preventing fires while cooking. There were 3 age groups, 6-9, 10-14, and 15-18. Out of the many kids that participated, 6 winners were chosen. NNRHA provided healthy snacks and water. The children had a great time while using their imagination to create their posters.

NNRHA issued congratulatory achievement certificates to the winners along with the certificates issued by The HAI Group this November. They were extremely excited about their accomplishment. They voiced how much they appreciate having opportunities as such to be able to showcase their artistic abilities.

### FAMILY INVESTMENT CENTER (FIC) ACTIVITIES

EMPLOYED F.I.C. PARTICIPANTS September 2023 (since 1995)	
Aqueduct	124
Ashe Manor	0
Brighton	46
Cypress	24
Dickerson	185
Harbor Homes	126
Lassiter	95
Marshall	172
Orcutt	28
Orcutt TH	10
Oyster Point	23
Pinecroft	7
Ridley	383
Section 8	72
Spratley	2
<b>Total</b>	<b>1,297</b>



### FAMILY SELF-SUFFICIENCY (FSS)

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

Housing Choice Voucher Families/FSS	69
\$6,675,318	
Public Housing Families/FSS:	56
\$5,852,540	
HCV Homeownership:	<u>71</u>
\$11,909,922	
<b>Total</b>	<b>196</b>
<b>\$24,443,780</b>	



## 2023 Fire Safety Prevention Poster Contest Winners

Ages 6-9 Winner



1<sup>st</sup> Place  
Lamiya Owens  
Age 7

Ages 10-14 Winner



1<sup>st</sup> Place  
Jaleah Johnson  
Age 12

## 2023 STEM Quest Event

NNRHA had the opportunity to collaborate with Oracle City for their annual STEM Quest Event. NNRHA assisted in gathering 12 public housing children through the Aqueduct Boys and Girls Club. This was an amazing opportunity for the children to learn about different career choices. The event highlighted youth exposure to STEM fields of study, hands-on opportunities to explore STEM products, internships programs, and admissions programs. Oracle City intends to host a STEM event yearly.

## City of Newport News Information Session for Marshall Courts Residents

On November 13th, Ms. Lisa Taylor, HR Technician with the City of Newport News shared information on "How to Apply for Jobs Online with the City of NN". She explained the recruitment process, an online application, assessment, and interview process. She also included the timeline for recruitment, opening and closing dates for applications, details about offers, internships, vacation, benefits, work opportunities, and working conditions. Ms. Taylor also, explained how to revise your resume to stand out from other applicants and provided sample interview questions. Four residents attended this presentation.



## Community Engagement

Parents In Action, Founder and Vice-President, Darlena Jennings provided two PH residents with a Thanksgiving Basket for the holiday. The baskets consisted of enough food to feed a family of four.

Bethel Miracle Temple of Deliverance, Bishop Elect Timothy Williams, provided Thanksgiving Baskets for three PH residents. The baskets consisted of enough to feed a family of four.



## COMMUNITY RESOURCES SENIOR ADULTS



### Legal Aid Society of Eastern VA

Peninsula Agency on Aging (PAA) and Legal Aid of Eastern Virginia provided important legal documents to interested seniors at Pinecroft Apartments. Susan Castle, PAA, and Claire Izah, attorney, met individually with 6 residents on November 8<sup>th</sup> to review and finalize Wills, Power of Attorney and/or Advanced Medical Directive documents. Residents signed their documents which were then notarized. These free legal services will be offered to qualifying low-income residents at other senior communities in January or February of 2024

### Heritage High School's Key Club Cares



The Key Club at Heritage High School embarked on a creative project to show seniors that they are thinking of them during the holidays. Wenda Brown, teacher/Key Club Sponsor, and Key Club participants handcrafted over 100 cards to be distributed to seniors at Ashe Manor and Spratley House. Residents were surprised and expressed being very "touched" that the students had put so much thought into the cards.

### Vaccination Clinics at Spratley House and Ashe Manor

The Community Resources Department partnered with Cindy Williams of Riverside Health Systems to offer 2023/2024 flu and Pfizer COVID-19 vaccines. Last month clinics were held at Pinecroft and Great Oak Apartments. On November 6<sup>th</sup>, Ms. Williams and several nurses provided vaccines to residents at Spratley House and Ashe Manor.

At the Spratley House, a total of 13 residents were served. 6 flu vaccines and 10 Covid-19 vaccines were provided. At Ashe Manor, a total of 13 individuals were served (including 1 NNRHA staff), 8 flu vaccines and 10 Covid-19 vaccines were provided. Please see the total below for the 4 senior communities served.

#### Total for 4 properties:

88 individuals (82 residents & 6 NNRHA staff)

41 flu vaccines

74 Covid-19 vaccines

**115 total vaccines provided**



## Omega Psi Phi Brings Thanksgiving Cheer



Keenan Williams and 19 of his Omega Psi Phi fraternity brothers generously provided well stocked Thanksgiving baskets to a total of 20 seniors at Great Oak and Pinecroft Apartments. On Saturday, November 18<sup>th</sup>, they greeted residents at both communities with "purple and gold" Thanksgiving cheer! They went in small groups of 4 or 5 and delivered the 20 baskets and presented recipients with a certificate of appreciation. There were lots of hugs and smiles. Residents were appreciative of the baskets and the personal connections that were made that day. Thank you, Omega Psi Phi.

## St. Vincent De Paul Catholic Church Blesses NNRHA Families with Thanksgiving Baskets

St. Vincent's provided 15 Thanksgiving baskets for NNRHA families in Marshall Courts and Aqueduct. Community Resources staff arrived early on November 20<sup>th</sup> to pick up these large baskets which included a turkey and a pie. Several residents shared that they had been going through difficult times and that this was an

unexpected blessing for their family. A very special thank you to Valerie Hill, coordinator, and the generous congregation of St. Vincent De Paul Catholic Church.



Newport News Public Library (NNPL) provided craft projects at Pinecroft, Ashe and Spratley. Residents enjoyed making a decorative owl wall hanging. Sandra Cherry, former Vice Mayor, hosted a game of Thanksgiving Jingo at Ashe Manor. Along with her "bubbly" personality, she provided pizza and prizes to a lively group. Serve the City (STC) hosted Bingo during their monthly visits to Spratley and Ashe Manor. Ken Hodge provided Medicare enrollment information and Bingo at Ashe, Spratley and Pinecroft.





**Other NNRHA Controlled Multi-Family Properties  
Waiting Lists as of November, 2023**

<b>Property</b>	<b>Occupancy Rate</b>	<b>Approved/Eligible</b>	<b>Pending</b>	<b>Total</b>
Orcutt Townhomes III	97%	1	2	3
Cypress Terrace	98%	5	19	24
Oyster Point/Brighton	97%	10	44	54
Great Oak	98%	119	236	355
Lofts on Jefferson	93%	3	7	10
Jefferson Brookville	100%	2	16	18
Lassiter Courts	97%	26	190	216
Spratley House	96%	6	19	25

**Family Self Sufficiency (FSS)**

Following is a current breakdown of the status of FSS participants in the Public Housing and Housing Choice Voucher Programs for the month of November, 2023.

<b>Participants:</b>	<b>Public Housing</b>	<b>Housing Choice Voucher</b>	<b>Total</b>
<b>Total</b> number in FSS Program	26	94	<b>120</b>
Employed	13	75	<b>88</b>
Currently not working	10	14	<b>24</b>
Attending Virginia Peninsula Comm. College	0	1	<b>1</b>
Enrolled in other Training Program	1	2	<b>3</b>
Employed and going to school	2	2	<b>4</b>
Participants with escrow accounts	9	57	<b>66</b>



**NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY**  
**2023 Housing Choice and Mainstream Voucher Program Utilization Report - Actual**  
**For the Year Ending December 31, 2023**

		CY Housing Choice 2023 Annual Budget Authority		Final - 100% prorated								
Housing Choice Voucher Funding		\$ 26,089,940	\$ 26,089,940									
Mainstream Voucher Program Funding		\$ 1,015,975	\$ 1,015,975									
Emergency Housing Voucher Program Funding		\$ 174,121	\$ 174,121									
HCV Units	2518											
VASH units	54											
CNI tenant protection	247											
Warwick SRO - RAD2	86											
Baseline HCV count	2907											
Mainstream Vouchers	141											
Emergency Housing Vouchers	32											
Total Vouchers	3080											
Month	# of Vouchers Utilized	Lease Rate	HAP Payments to Landlords	Avg HAP	Monthly \$-Utilization	Monthly Amount of Funding Utilized	Year to Date Amount of Funding Utilized	Funding From HUD	Fraud Recovery	Other Sources Of Funds	NRHA Held Reserve Balance	HUD Held Reserve Balance
January	2751	95.0%	\$ 2,051,002.00	\$ 745.55	(41,685.00)	98.0%	\$ 2,092,687.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	159,579.00	1,583,151.72
MS	113	80.1%	\$ 81,036.00	\$ 717.13	3,570.00	104.6%	\$ 77,466.00	\$ 18,435.00			202,264.00	1,691,973.47
EHV	27	84.4%	\$ 26,175.00	\$ 969.44	7,740.00	142.0%	\$ 18,435.00				35,304.00	184,971
February	2727	94.2%	\$ 2,069,096.00	\$ 758.74	(23,591.00)	98.9%	\$ 2,092,687.00	\$ 140.00	\$ 140.00	\$ 140.00	225,995.00	1,800,787.22
MS	115	81.6%	\$ 82,807.00	\$ 720.06	5,341.00	106.9%	\$ 77,466.00	\$ 18,435.00			29,963.00	191,576
EHV	27	84.4%	\$ 26,175.00	\$ 969.44	7,740.00	142.0%	\$ 18,435.00				(29,526.00)	169,993
March	2730	94.3%	\$ 2,095,363.00	\$ 767.53	8,417.00	100.4%	\$ 2,086,946.00	\$ 285.00	\$ 285.00	\$ 285.00	217,863.00	1,935,682.97
MS	115	81.6%	\$ 86,256.00	\$ 750.05	7,533.00	109.6%	\$ 78,723.00	\$ 48,050.00			22,430.00	198,036
EHV	27	84.4%	\$ 24,540.00	\$ 908.89	(23,510.00)	51.1%	\$ 48,050.00				(6,016.00)	136,416
April	2721	94.0%	\$ 2,140,086.00	\$ 786.51	53,140.00	102.5%	\$ 2,086,946.00	\$ 851.00	\$ 851.00	\$ 851.00	165,674.00	2,176,631.72
MS	119	84.4%	\$ 88,565.00	\$ 744.24	8,884.00	111.1%	\$ 79,681.00	\$ 79,681.00			13,546.00	203,538
EHV	29	90.6%	\$ 26,489.00	\$ 913.41	3,931.00	117.4%	\$ 22,558.00				(9,947.00)	128,331
May	2726	94.2%	\$ 2,183,916.00	\$ 801.14	318,598.00	117.1%	\$ 1,865,318.00	\$ 190.00	\$ 190.00	\$ 190.00	(152,734.00)	2,533,155.47
MS	117	83.0%	\$ 85,166.00	\$ 727.91	2,509.00	103.0%	\$ 82,657.00	\$ 82,657.00			11,037.00	212,596
EHV	27	84.4%	\$ 27,188.00	\$ 1,006.96	(15,258.00)	64.1%	\$ 42,446.00				5,311.00	100,358
June	2716	93.8%	\$ 2,192,779.00	\$ 807.36	132,221.00	105.4%	\$ 2,060,558.00	\$ 2,060,558.00			(830,956.00)	1,772,226.50
MS	123	87.2%	\$ 88,945.00	\$ 723.13	40,008.00	181.8%	\$ 48,937.00	\$ 48,937.00			(64,780.00)	70,780.50
EHV	27	84.4%	\$ 27,459.00	\$ 1,017.00	1,284.00	104.9%	\$ 26,175.00				(2,127.00)	193,628.00
July	2738	94.6%	\$ 2,171,942.00	\$ 793.26	34,672.00	101.6%	\$ 2,137,270.00	\$ 2,137,270.00			(865,628.00)	1,728,775.25
MS	122	86.5%	\$ 88,825.00	\$ 728.07	(2,236.00)	97.5%	\$ 91,061.00	\$ 91,061.00			(62,544.00)	63,398.50
EHV	31	96.9%	\$ 29,681.00	\$ 957.45	13,518.00	183.6%	\$ 16,163.00				(15,645.00)	191,938.08
August	2748	94.9%	\$ 2,210,903.00	\$ 804.55	73,633.00	103.4%	\$ 2,137,270.00	\$ 1,011.50	\$ 1,011.50	\$ 1,011.50	(938,249.50)	1,685,324.00
MS	123	87.2%	\$ 93,007.00	\$ 756.15	1,846.00	102.1%	\$ 91,061.00	\$ 32,319.00			(64,490.00)	56,016.50
EHV	32	100.0%	\$ 29,089.00	\$ 909.34	(3,220.00)	90.0%	\$ 32,319.00				(12,425.00)	174,092.17
September	2757	94.8%	\$ 2,273,425.00	\$ 824.60	76,431.00	103.5%	\$ 2,196,984.00	\$ 176.50	\$ 176.50	\$ 176.50	(1,014,504.00)	1,591,569.75
MS	123	87.2%	\$ 91,357.00	\$ 742.74	4,488.00	105.2%	\$ 96,869.00	\$ 96,869.00			(68,978.00)	52,826.50
EHV	32	100.0%	\$ 30,775.00	\$ 961.72	766.00	102.6%	\$ 30,009.00				(13,191.00)	158,556.25
October	2755	94.8%	\$ 2,319,200.00	\$ 841.81	112,785.00	105.1%	\$ 2,206,415.00	\$ 430.00	\$ 430.00	\$ 430.00	(1,126,859.00)	1,476,597.75
MS	131	92.9%	\$ 99,497.00	\$ 759.52	12,628.00	114.5%	\$ 86,869.00	\$ 86,869.00			(81,606.00)	49,636.50
EHV	31	96.9%	\$ 28,914.00	\$ 932.71	(11,713.00)	71.2%	\$ 40,627.00				(1,478.00)	132,402.33
November	2746	94.5%	\$ 2,151,941.00	\$ 783.66	(1,287,301.00)	62.9%	\$ 3,419,242.00	\$ 3,419,242.00			140,442.00	276,962.75
MS	132	93.6%	\$ 101,689.00	\$ 770.37	10,965.00	112.1%	\$ 90,724.00	\$ 90,724.00			(92,571.00)	42,591.00
EHV	30	93.8%	\$ 26,780.00	\$ 892.67	(13,846.00)	65.9%	\$ 40,626.00				12,368.00	106,249.42
												\$ 25,150,078.00
												\$ 4,184.00
												\$ 25,609,690.00

audit adjusted  
audit adjusted  
audit adjusted

**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 December 19, 2023 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**