

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

**June 20, 2023
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, May 16, 2023.
4. Communications
5. New Business
 - a. **Public Hearing** – Budgets for Public Housing and Central Office Cost Center
 - b. Consider a Resolution approving the Public Housing and Central Office Cost Center budgets for the Fiscal Year 2023-2024
 - c. Consider a Resolution approving Charge Off of Public Housing Tenants' Accounts Receivable, seven months, ending April 30, 2023
 - d. Consider a Resolution adopting the Housing Opportunity through Modernization Act of 2016 Section 103 Over-Income Rule
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
May 16, 2023**

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, May 16, 2023.

Pledge of Allegiance

Ray Suttle 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

Mr. Holloman's absences were excused.

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
Executive Assistant

Justin Orié
NNRHA IT Department

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

Yugonda Sample-Jones
EmPower All

DeAnna Smith
Legal Aid Society of Eastern Virginia

Jamesa Parker
Legal Aid Society of Eastern Virginia

Christina Murphy
Legal Aid Society of Eastern Virginia

Kween Kleopatra
NN Neighborhood Watch Coalition

Bill Nusbaum
Williams Mullen – via Zoom

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
May 16, 2023**

**Approval of
Minutes, April 18,
2023**

Commissioner Davis moved that the minutes of the meeting of the Board of Commissioners held on April 18, 2023 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. Ms. Wilds stated that we submitted an application for Low-Income Housing Tax Credit to Virginia Housing for our downtown phasing of CNI. We found out Thursday afternoon that the preliminary scoring has come in. We have scored number 3 out of 8 applicants in the Housing Authority pool. The highest ranked PHA is Alexandria. Their project is so large they would take up all of the credits in the Housing Authority pool. We are looking at our application. In the past the Virginia Housing Board has placed a priority on Public Housing repositioning (CNI and RAD conversions). We are very hopeful that they will fund the two CNI projects. They are giving us until the end of this week to appeal the score and see if we can recover more points. Ms. Wilds will be in discussions with Virginia Housing staff.

New Business

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing the
Executive Director to
Execute the Choice
Neighborhood Initiative
Supplemental Grant
Agreement**

The Board had been provided copies of a resolution authorizing the Executive Director to execute documents for the Choice Neighborhood Initiative Supplemental Grant. The Authority and the City of Newport News were awarded a Fiscal Year 2022 Choice Neighborhoods Supplemental Grant in the amount of \$5M to further support the development of housing associated with the Marshall-Ridley Transformation Plan. The Department of Housing and Urban Development (HUD) received 17 applications for the FY 2022 Choice Neighborhoods Supplemental Grant and awarded 16 grants totaling \$98,216,956.

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
Approving the Operating
Budget for Fiscal Year
July 1, 2023 through
June 30, 2024 for the
Section 8 Housing
Choice Vouchers,
Mainstream Voucher
and Emergency Housing
Voucher Program**

The Board had been provided copies of a resolution approving the proposed budget for the Section 8 Housing Choice Voucher, Mainstream Voucher and Emergency Housing Voucher programs. Ms. Wilds stated this budget provides an annual Housing Assistance Payment (HAP) amount of \$28,162,704. These payments are made directly to Newport News landlords who lease to eligible voucher holders. Our program will assist an average of 3,068 families per month at an average HAP payment of \$764 per unit per month, an increase of \$50. from the average monthly payment budgeted in the current year. In calendar year 2022, we were able to assist 3,054 families. We have been notified of our Budget Authority for fiscal year 2023/24; NNRHA will receive funding at 100% proration.

Our budget includes 54 vouchers to Veterans under the Veterans Affairs Supportive Housing (VASH) program, 141 Mainstream Vouchers and 32 Emergency Housing Vouchers to assist low-income households that include persons with disabilities. The budget also includes funding for the 247 CNI tenant protection vouchers and 88 vouchers for the Warwick Single Room Occupancy (SRO) program, which assists formerly homeless individuals. While maintaining our programs to serve the 3,068 families authorized by HUD, we will need to access \$920,796 of our Housing Assistance Payment reserves which are currently being held by HUD. During this past year, HUD-held reserves have increased due to increased funding and a slight decrease in HAP payments. Our leasing rate has not been optimal primarily due to lasting impacts from COVID-19 and less than full staffing for the program. We are encouraged by HUD to use these reserves to maximize leasing to families. HUD provides an online forecasting tool that we use to assist us with planning and managing our program under various funding models. The Authority receives \$2,713,732 in Administrative Fees to operate and manage the voucher program. We anticipate Congress will fund at least 89% of the fee that Public Housing Authorities are eligible to receive for fiscal year 2023/24. This is 1% more than the current year. We will receive \$168,047 to administer the Family Self Sufficiency Homeownership programs through December 31, 2023. In addition to fees, we receive revenue from interest and rent which brings our total Administrative Revenue to \$2,910,999 for fiscal year 2023/24. We are able to avoid the use of administrative reserves this year to balance the administrative budget even with the 89% proration of fees. Expenses to administer the program are projected to be \$2,568,856 providing for an operating cash flow of \$342,142.

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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 Execution of Closing Documents related to the Conversion of the Orcutt Townhomes I Project via the Rental Assistance Demonstration Program (RAD)

The Board had been provided copies of a resolution authorizing execution of closing documents related to the conversion of the Orcutt Townhomes I Project via the Rental Assistance Demonstration Program (RAD). Closing on the conversion of the Orcutt Townhomes I Project in accordance with the Department of Housing and Urban Development's (HUD) RAD is expected to occur in September, 2023. Since closing is dependent on receipt of final HUD reviews of numerous RAD program components, Ms. Wilds requested the Board's approval of certain items to enable the RAD Financing Plan to be submitted to HUD prior to receipt of a RAD Conversion Commitment (RCC). This will enable closing documents to be prepared and a related closing schedule to be established.

The resolution authorizes the Executive Director to execute, on behalf of NNRHA, agreements with HUD, Orcutt TH 40 LLC, Orcutt TH 40 Development Corporation, the Virginia Department of Housing and Community Development (DHCD), and with Virginia Community Development Corporation (VCDC) which is the equity investor in the Project. Ms. Wilds also asked the Board to consider the staff's recommendation regarding selection of a Contractor to undertake required renovations and to authorize execution of a related construction contract, an Early Start Agreement and to take related actions to effectuate and fund this conversion, including revisions to the existing operating agreement for the Project.

The Towne Bank and Old Point National Bank submitted proposals earlier this year, in response to our RFP for a construction lender. Accordingly, it is recommended that Old Point National Bank be approved as the construction lender for the Orcutt Townhomes I RAD conversion.

In conjunction with the NNRHA's participation in the Department of Housing and Urban Development's (HUD) RAD and the proposed conversion via RAD of the Orcutt Townhomes I Project, bids for the renovation of this Project were received on May 9, 2023. After reviews by the NNRHA staff and the Project architect, the lowest/acceptable bid was offered by OKJ Construction Company totaling \$5,246,000.

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 Continuation of a Scholarship Program

The Board had been provided copies of a resolution authorizing the continuation of the NNRHA scholarship program for our residents and program participants. Since 1989, we have been able to provide two scholarships annually in the amount of \$1,000 each for four years to graduating seniors or others who wish to pursue higher education who reside in public or assisted housing. Last year, a total of twelve (12) scholarships were awarded to our public housing residents and Section 8 clients. Funds are available to continue this program with two scholarships for 2023.

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 May, 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 three (3) Newport News Housing Choice Voucher (HCV) students were selected to receive the Virginia Association of Housing and Community Development Officials Scholarships. These students were selected based on their GPA and interview. The recipients received their scholarships at a luncheon in Norfolk on May 11, 2023. Also, he indicated that a single-family home was purchased by an HCV-V participant in Newport News and that information on Voter Registration was provided in the News and Neighbors newsletter to residents.

Ms. Dessoify reported we are currently working on the Public Housing and Central Office Cost Center budget and will be providing this information at the next Board meeting. Reporting on the Section 8 budget, she indicated that we have updated all of the numbers as adopted in the previous Board action today. In the far-right corner is

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
May 16, 2023**

the HUD held balance, which is approximately \$2.1M now. We have budgeted to use some of that reserve as HUD encourages us to use that reserve, if not we could lose it.

Ms. Shaw reported, last month that the Lift and Rise received Temporary Certificates of Occupancy (TCOs) but we are still awaiting the final Certificate of Occupancy from the City. However, the Temporary Certificates of Occupancy does allow us to lease up those units. We are expecting the commercial spaces to be completed in late July. When those spaces are completed, they will be ready for lease. Site work at Ridley is fully underway. The elevator and stair towers are in place. For the downtown site we are waiting for the tax credit application. That will be a 73 unit, 4 story building. USI is continuing to work with family's and do family assessments.

Ms. Ellis reported last month we advised the Board we had issued a Request for Proposals for a compensation study to determine if our current compensation schedule is competitive with our local employment market as well as review our internal relationships to assist with identifying any equity concerns. We received responses from three (3) consulting firms which were evaluated by a panel including Lysandra Shaw, LaSandra Wingate and Valarie Ellis. The proposals were scored on a 75-point scale. We conducted successful interview with CBIZ Compensation Consulting and determined they met our criteria. The fee for this service is \$34,750.00 and we anticipate starting by the end of this month.

Mr. Staley reported the Marshall/Ridley Façade program has been very well received. We currently have 84 residential rehab and façade cases that are in various stages of workflow progress. We anticipate completion of the Phase I Environmental Site Assessment and Historic Review Process later this month. Demolition of the Marshall Courts Phase VII has been reviewed by the City. The Section 18 Demolition application will be submitted to HUD later this month. We anticipate moving forward with the Aqueduct sewer line improvement project later this month. This will alleviate the current sewer issues at the apartment complex. We are also working on the Southeastern Family Project. The building will undergo extensive renovation in coming months. The Authority has been collaborating with the Hampton-Newport News Community Service Board (HNNCSB) to develop specifications for the project. Improvements will include a new HVAC system, new energy efficient windows and exterior doors, a new kitchen, new flooring and painting throughout.

Closed Session

Mr. Knight moved the Board enter into a Closed Session for the purpose of: Discussion or consideration 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 in compliance with Virginia Code 2.2-3711 (A) (3). The motion with seconded by Mr. Black which passed with a unanimous vote.

Coming out of Closed Session Dr. Davis made a motion certifying only public business matters lawfully exempted from open meeting requirements by Virginia Law and only those matters as identified in the motion were discussed in the closed meeting, today. Dr. Davis requested approval of the resolution certifying adherence to the Virginia Freedom of Information Act. The motion was seconded by Mr. Knight which passed with a unanimous vote.

Other Business

The Board of Commissioners of the Newport News Redevelopment and Housing Authority Authorizing the Execution and delivery of a first Supplemental Trust indenture and other Certificates, Instruments and Documents Relating to its \$10,250,000 Multifamily Housing Revenue Bonds (Sharps Landing), Series 2011 A

The Board had been provided copies of a resolution authorizing the execution and delivery of a first supplemental trust indenture and other certificates, instruments and documents relating to its \$10,250,000 multifamily housing revenue bonds (Sharps Landing), Series 2011 A. Ms. Wilds stated Mr. Nusbaum reached out to us concerning Sharps Landing. This is a complex that we issued bonds for in 2011. The owner wants to potentially redeem the bonds prior to 90 days before the bonds term. Mr. Nusbaum stated Sharps Landing is a 180-unit multifamily complex that was a 2011 acquisition and rehab financing. The client has reached out to Mr. Nusbaum because they have been in conversation with Bank of America, who holds the bonds, about possibly paying the bonds off. The original indenture did not allow for any optional redemption or prepayment of the bonds. The only option was if near the end of the 90-day fixed rate period. It is a 17-year fixed rate period that started at the time of stabilization. Without this requested resolution it would preclude

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paying off the bonds until 2030. They are still in conversation with Bank of America and there may be a prepayment penalty. They have not committed to prepaying the bond due to ongoing conversations with Bank of America. We are requesting that the Board approve a modification of the Trust Indenture to allow for the payoff of the bonds at any time. Secondly, there are some consents and waivers supplemental under the loan agreement. Mr. Nusbaum had discussed with Mr. Suttle. Mr. Suttle stated that he has reviewed the resolution as well as the amendment to the bond documents. This will not affect the Authority.

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.

Adjournment

There being no other business to come before the Board, the Chairman adjourned the meeting at 9:23 a.m.

Secretary-Treasurer

ITEM NO. 4

COMMUNICATIONS

May 25, 2023

Dear NNRHA Commissioners,

My name is Nya Cyrus and I will be attending Old Dominion University to study Psychology. It is an honor to be chosen for the Newport News Redevelopment and Housing Authority Scholarship and the NNRHA Commissioners sponsorship. My future plans are to obtain my doctoral degree.

As a low income dependent, I have witnessed my mother struggle. My goals in life coincide with making sure I have a successful future where I can help my mother financially and be a role model among my peers and the community. I have always been easily motivated and being involved in such groups as Bloom and Flourish has helped me see that it's a brighter side to life.

I am truly thankful for your generous organizations sponsorship as this will also motivate me to work hard in college and work even harder in my community as a mental health professional therapist.

Best Regards,
Nya Cyrus

RECEIVED
JUN 08 2023
NEWPORT NEWS REDEVELOPMENT
& HOUSING AUTHORITY

ITEM NUMBER 5

New Business

- a. **Public Hearing** – Budgets for Public Housing and Central Office Cost Center
- b. Consider a Resolution approving the Public Housing and Central Office Cost Center budgets for the Fiscal Year 2023-2024
- c. Consider a Resolution approving Charge Off of Public Housing Tenants' Accounts Receivable, seven months, ending April 30, 2023
- d. Consider a Resolution adopting the Housing Opportunity through Modernization Act of 2016 Section 103 Over-Income Rule

5a

Mr. Penrose Read

PUBLIC HEARING


**NEWPORT NEWS REDEVELOPMENT AND
HOUSING AUTHORITY**

**CENTRAL OFFICE COST CENTER AND PUBLIC
HOUSING OPERATING BUDGETS**

A public hearing is being held June 20, 2023 to receive comments on the proposed Central Office Cost Center and Public Housing Operating Budgets for FY 2023-2024 and Authorizing the Chairman to sign HUD form 52574.

Copies of the budgets are posted on our website at www.nnrha.com

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY**MEMORANDUM**

DATE: June 14, 2023
TO: All Members, Board of Commissioners
FROM: Karen R. Wilds, Executive Director 
SUBJECT: Public Housing and Central Office Cost Center Budgets

Attached for your review and approval are the public housing budgets and Central Office Cost Center (COCC) budget for FY 2023-2024. The budgets are based on an estimated 98% of our eligible subsidy from HUD, consistent with the proration available to the Authority for FY22-23.

REVENUE

The projected total housing revenue for the year is \$8,018,935, an estimated overall increase of \$896,585 from last year. The projected net operating subsidy of \$5,251,159 makes up the bulk of our total revenue and is up \$1,132,746 over last year, due to the increased calculated eligibility for the properties and increased funding for Ridley. The net rental revenue collected from tenants projected for this fiscal year is \$2,139,295. This is overall, \$170,296 less than last year due to a decrease in per unit tenant rents and more accurate rent forecasting utilizing our current average rents rolls, which is based on current household income. All properties are projected to have occupancy rates of 95-99%.

Projected investment income is up significantly due to increased earnings on the VML/VACO Net Asset Value Stable Fund Investments. The current dividend rate averages around 5.2%.

The total revenue for all Asset Managed Projects (AMPs) is \$8,018,935. This is more than FY23 (\$896,585 or 12.5%) mainly because the Authority will receive the Asset Repositioning Fee (ARF) for the redevelopment of Ridley Place.

OPERATING COSTS

The total estimated operating expense of our public housing properties is \$6,513,343 which is an increase of \$88,244 over last year's budget due to an increase in utility costs and resident services costs. We recently hired a full-time Community Resource Manager; the position had been vacant for a few years. There is decrease in administrative costs and maintenance costs due to the planned RAD conversion Orcutt Townhomes in October 2023.

Expenses for utilities for public housing properties are projected to increase overall by \$189,512 which is 11.6% more than last year. We continue to experience large increases in electric, water and sanitation costs. HRSD costs have continued to increase annually.

This year, total maintenance expenditures are budgeted to decrease by \$25,331 to \$1,645,264. We have experienced increased costs for our HVAC, electrical and plumbing/gas contractors while addressing property maintenance and repairs, but with the removal of Orcutt Townhomes from the public housing inventory, overall expenses have decreased slightly.

The budgeted insurance line items have increased by \$51,054 or 13.9%, mostly due to overall market conditions. We increased property and auto insurance costs, acquiring additional coverage for Property Manager Error and Omissions and Umbrella Insurance policies. We contract with an insurance broker to review all of policies to secure better pricing, ensure accurate information and that the Authority and employees are adequately insured.

Our General Expense includes such items as our Payment-in-lieu-of-taxes (PILOT) and collection losses (2% of rents) which are both a function of total rental income and are slightly down from last year.

The Asset Management fees the AMPs pay to the COCC is projected to be \$100,680. The fees are based on total housing units and are paid only when the AMPs have a positive cash flow. All AMPs are projected to pay the fee in FY23.

This budget projects the Authority's public housing operating reserve to increase by approximately \$1,505,593 in FY 2024. This is an increase of \$808,342 from FY 2023 primarily because we continue to receive the Ridley Asset Repositioning Fee.

CENTRAL OFFICE COST CENTER

Also attached, is the budget for the Central Office Cost Center (COCC). The revenue for the COCC is made up of fees allowed to be assessed to all programs administered by the Authority. The total projected revenue is \$3,244,438 which is approximately \$63,819 more than in FY23. HUD allows us to charge a management fee to the public housing properties based on occupied units and HUD approved vacant units. The fee is \$76.89 per unit, consistent with last year. Overall, grants and Housing Choice Voucher fees increased this year. Since the grant funding awarded this year increased, our fees do as well.

The expenses to the COCC are all typical administrative functions of the Authority including program management functions of the Executive Office, and the Finance, Administrative Services, and Community Development Departments, specialized maintenance services and housing program oversight.

Overall COCC expenses total \$3,210,356 (4.8% more than last year) leaving a positive cash flow of \$34,082. This increase is mostly attributed to increased payroll and health insurance costs.

Both budgets allow for a 5% salary increase to staff which is recommended to be given at the start of the fiscal year.

The attached resolution approving the Public Housing and Central Office Cost Center budgets is recommended.

**RESOLUTION OF 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 2023-2024 AND AUTHORIZING THE CHAIRMAN TO SIGN
HUD FORM 52574**

WHEREAS, the Board of Commissioners has been requested to approve an operating budget for public housing and to submit HUD Form 52574; and

WHEREAS, the budget meets all statutory and regulatory requirements; and

WHEREAS, the Newport News Redevelopment and Housing Authority (NNRHA) has sufficient operating reserves to meet the working capital needs of its developments; and

WHEREAS, the proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low income residents; and

WHEREAS, the budget indicates a source of funds adequate to cover all proposed expenditures; and

WHEREAS, NNRHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and

WHEREAS, NNRHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i),

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners hereby approves the Central Office Cost Center and Public Housing operating budgets for FY2023-2024 and authorized the Chairman to sign form HUD 52574.

NNRHA BUDGET FOR CENTRAL OFFICE COST CENTER
July 1, 2023 - June 30, 2024

REVENUE

Public Housing Management Fees	\$ 721,434
Public Housing Bookkeeping Fees	70,370
Public Housing Asset Management Fee	100,680
Capital Fund Administrative Fee	363,910
Section 8 Management Fee/Overhead Reimbursement	717,912
CDBG	285,627
CDBG - CARES	150,000
Great Oak	120,508
RAD Oyster Point-Brighton Management Fee	94,179
RAD Oyster Point-Brighton Bookkeeping Fee	17,640
RAD Cypress Terrace Management Fee	39,687
RAD Cypress Terrace Bookkeeping Fee	7,380
RAD Orcutt Townhomes III Management Fee	21,556
RAD Orcutt Townhomes III Bookkeeping Fee	2,700
RAD Lassiter Courts Management Fee	46,374
RAD Lassiter Courts Bookkeeping Fee	6,000
RAD Spratley House Management Fee	29,258
RAD Spratley House Bookkeeping Fee	4,500
Jefferson Brookville Management Fee	29,912
LOFTS	8,040
Tax Exempt Fee Program	20,649
Transition Center	8,886
City Redevelopment Services	70,694
HOME grant	35,000
HOME - American Rescue Plan (ARP) grant	31,057
Contract Mgmt fee earned/projected Infrastructure & Wellness Trail	159,834
CNI grant	55,000
Investment Income	500
Fee For Service-HVAC	25,150
Total Revenue	\$ <u>3,244,438</u>

NNRHA BUDGET FOR CENTRAL OFFICE COST CENTER
July 1, 2023 - June 30, 2024

EXPENSES

Administrative Salaries and Benefits	\$ 2,607,711
Specialized Maintenance Salaries and Benefits	60,274
Total Salaries and Benefits	2,667,985
Legal	10,000
Audit	8,600
Staff Training	20,000
Office Rent	33,789
Office Supplies	24,000
Repairs and Rentals	9,900
Printing	700
Telephone/Internet	42,000
Advertising	6,500
Sub/Periodicals	1,800
Membership Dues	9,000
Postage	7,100
Other	22,200
Furniture, Fixtures, Equipment	33,000
Contracts/Other (software/support, internal audit, insurance)	124,801
Total Administrative	\$ 353,390
Maintenance Contract Costs	29,500
Protective Service Contract	2,353
Maintenance Materials	13,000
Total Maintenance	44,853
Water	\$ 7,500
Electricity	22,000
Gas	9,500
Sanitation	10,000
Total Utilities	\$ 49,000
Workmen's Comp	40,034
Executive Protection Insurance	9,500
Fidelity Bond & Crime/Theft	4,500
Cyber Liability Insurance	8,700
Property Managers Error & Omissions Insurance	3,830
Umbrella Insurance	2,300
Auto Insurance	10,250
Terminal Leave	16,014
Total General Expenses	\$ 95,128
Total Expenses	\$ 3,210,356
Net Cash Flow	\$ 34,082

Newport News Redevelopment and Housing Authority
Site Budgets (Annual)
July 1, 2023 - June 30, 2024

Totals, Low-Rent	Marshall Courts 302	Ridley Place 304	Aqueduct 311	Pinecroft 313	Ashe Manor 324	Orcutt Townhomes 325
	Family No	Family No	Family No	Mixed No	Senior No	Family No
	1941	1953	1971	1986	2004	2006
	No	No	Yes	No	No	No
839	347	2	262	140	50	40
2	2	2	2	1	1	3
73.3%	95.0%	0.0%	97.0%	99.0%	99.0%	50.0%

Family/Elderly Scattered Site?
Year Built
Recently Renovated?
Units
Average Bedroom Size
% Occupancy

REVENUE

	223.93	189.96	159.01	308.14	315.44	286.14
						226.23

Gross Potential Rent
Less: Vacancy Loss
Net Tenant Rental Revenue
Total Subsidy Eligibility
Less: Est. Proration @ 98%
Net Operating Subsidy
Total Housing Revenue
Non-dwelling Rentals
Excess Utility Charges
Capital Fund (521) Operating (1406)
Capital Mgmt/Safety Improvements (1408)
Donations from City
Investment Income
Tenant Charges & Services
Total Revenue

\$ 2,276,658	\$ 932,445	\$ -	\$ 499,927	\$ 517,675	\$ 189,264	\$ 137,347
\$ (137,363)	\$ (46,622)	\$ -	\$ (14,998)	\$ (5,177)	\$ (1,893)	\$ (68,674)
\$ 2,139,295	885,822	-	484,930	512,498	187,371	68,674
\$ 5,358,325	2,213,420	947,640	1,462,242	501,591	154,360	79,072
\$ (107,167)	(44,268)	(18,953)	(29,245)	(10,032)	(3,087)	(1,581)
\$ 5,251,159	2,169,152	928,687	1,432,997	491,559	151,273	77,491
\$ 7,390,454	3,054,974	928,687	1,917,927	1,004,058	338,644	146,164
\$ 35,887	35,887	-	-	-	-	-
\$ 21,693	21,693	-	-	-	-	-
\$ 367,257	30,000	-	100,000	100,000	137,257	-
\$ 50,000	20,000	-	20,000	10,000	-	-
\$ 50,000	25,000	-	25,000	-	-	-
\$ 42,645	42,000	100	200	175	100	70
\$ 61,000	28,000	-	22,000	6,000	4,000	1,000
\$ 8,018,935	\$ 3,257,553	\$ 928,787	\$ 2,085,127	\$ 1,120,233	\$ 480,001	\$ 147,234

Newport News Redevelopment and Housing Authority
Site Budgets (Annual)
July 1, 2023 - June 30, 2024

Totals, Low-Rent	Marshall Courts 302	Ridley Place 304	Aqueduct 311	Pinecroft 313	Ashe Manor 324	Orcutt Townhomes 325
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EXPENSES

Administrative Salaries + Benefits	\$ 294,308	\$ -	\$ 254,146	\$ 136,391	\$ 51,944	\$ 20,664
Occupancy Salaries + Benefits	37,992	-	28,685	15,328	5,474	2,190
Rent Collection Salaries + Benefits	6,099	-	1,982	1,081	386	78
Work Order Salary + Benefits	66,493	-	-	-	-	-
Audit	12,138	-	8,900	4,900	1,800	1,354
Property Mgmt Fee \$ 76.89	304,161	-	234,490	127,883	45,673	9,227
Bookkeeping Fee \$ 7.50	29,669	-	22,873	12,474	4,455	900
Training	7,000	-	3,500	1,200	1,500	367
Advertising/Marketing	2,400	-	1,400	700	300	200
VHDA Monitoring/Tax Credit Fee	-	-	-	-	1,750	-
Travel/Local	35	-	100	50	25	25
Legal	7,000	-	4,000	2,000	500	300
Administrative/Operating	66,000	-	41,000	32,000	14,000	3,500
Total Administrative	\$ 829,767	\$ -	\$ 601,076	\$ 334,008	\$ 127,807	\$ 38,804

Resident Services Salaries+Ben	\$ 97,340	\$ -	\$ 73,496	\$ 39,272	\$ 14,026	\$ 11,221
Resident Services Activities (\$25/ea)	8,350	-	6,200	3,400	1,250	975
Neigh. Network Lab Sal. & Ben.	87,527	-	-	-	-	-
Total Tenant Services	\$ 193,217	\$ -	\$ 79,696	\$ 42,672	\$ 15,276	\$ 12,196

Gas	\$ 45,000	\$ -	\$ -	\$ 43,500	\$ 21,080	\$ 150
Electric	250,000	-	38,437	119,000	60,175	400
Water	349,260	-	130,000	44,000	11,760	500
Sanitation	892,560	-	357,000	123,000	34,560	6,000
Total Utilities	\$ 1,819,562	\$ 830,000	\$ 525,437	\$ 329,500	\$ 127,575	\$ 7,050

Maintenance Salaries + Benefits	\$ 221,951	\$ -	\$ 207,773	\$ 113,669	\$ 34,532	\$ 13,813
Overtime/Oncall (4% of salaries)	8,878	-	8,311	4,547	1,381	276
Specialized Maintenance Standard	2,400	-	100	8,000	1,800	-
FFS HVAC	7,500	-	750	6,000	5,900	-
Maintenance Materials	160,000	-	110,000	45,000	31,000	7,500
Contracts:						
Janitorial/Make Ready Cleaning	26,000	-	22,000	1,500	3,000	1,000
Grounds	43,000	-	33,000	1,500	4,000	3,150
Structure	74,000	-	12,000	6,000	9,000	1,000
Painting	19,000	-	25,000	3,500	1,000	2,500
Plumbing/Gas	80,000	-	34,000	6,000	3,500	3,000
Electric	23,000	-	10,000	6,100	5,400	700
HVAC	47,000	-	14,000	20,000	19,000	2,500

Newport News Redevelopment and Housing Authority
Site Budgets (Annual)
July 1, 2023 - June 30, 2024


	Totals, Low-Rent	Marshall Courts 302	Ridley Place 304	Aqueduct 311	Pinecroft 313	Ashe Manor 324	Orcutt Townhomes 325
Elevator	\$ 24,350	2,600	-	-	15,000	4,500	2,250
HQS Inspections \$12/unit	\$ 10,068	4,164	-	3,144	1,680	600	480
Auto Repair	\$ 12,813	7,000	-	3,500	500	1,400	413
Pest Control	\$ 48,800	21,000	-	14,000	7,300	5,000	1,500
Trash Removal	\$ 1,500	500	-	500	200	200	100
Other	\$ 9,300	8,000	-	500	500	200	100
Total Maintenance	\$ 1,645,264	\$ 727,993	\$ -	\$ 498,578	\$ 246,996	\$ 131,414	\$ 40,283
Security Salaries + Benefits	\$ 77,112	\$ 31,892	\$ -	\$ 24,080	\$ 12,867	\$ 4,595	\$ 3,676
Materials	\$ 4,600	2,000	-	1,100	1,000	400	100
Contracs/Alarm Systems	\$ 34,800	9,800	-	2,200	12,000	10,700	100
Police Services	\$ 50,000	25,000	-	25,000	-	-	-
Total Protective Services	\$ 166,512	\$ 68,692	\$ -	\$ 52,380	\$ 25,867	\$ 15,695	\$ 3,876
General Liability	\$ 47,834	\$ 21,154	\$ -	\$ 15,591	\$ 6,349	\$ 2,278	\$ 2,462
Property	\$ 313,860	197,984	-	36,844	66,582	8,351	4,099
Executive Protection	\$ 1,581	-	-	-	-	1,457	124
Property Manager Error & Omissions	\$ 2,423	1,098	-	698	390	132	105
Umbrella Insurance	\$ 10,532	4,555	-	3,524	1,513	540	400
Workmen's Compensation	\$ 33,855	13,812	-	11,051	6,139	2,039	815
Auto Insurance	\$ 6,725	2,650	-	2,600	660	450	365
Total Insurance	\$ 416,810	\$ 241,253	\$ -	\$ 70,307	\$ 81,633	\$ 15,247	\$ 8,370
PILOT	\$ 37,731	\$ 11,340	\$ -	\$ (4,051)	\$ 18,300	\$ 5,980	\$ 6,162
Terminal Leave Payments	\$ 14,543	6,000	-	4,705	2,540	885	413
Collection Loss (2% of rents)	\$ 42,786	17,716	-	9,699	10,250	3,747	1,373
Other: Sub/Mem Dues	\$ 5,983	2,600	-	1,800	1,200	320	63
Total General Expenses	\$ 101,042	\$ 37,656	\$ -	\$ 12,153	\$ 32,290	\$ 10,932	\$ 8,011
N/R Extra Ordinary Maint.	\$ 2,000	1,000	-	1,000	-	-	-
N/R Nonexpendable Equip.	\$ 2,500	1,000	-	1,000	200	-	300
Total Non Routine Expenses	\$ 4,500	\$ 2,000	\$ -	\$ 2,000	\$ 200	\$ -	\$ 300
Total Expenses (excluding Asset Management Fee)	\$ 6,428,208	\$ 2,930,579	\$ -	\$ 1,841,627	\$ 1,093,166	\$ 443,946	\$ 118,890
Asset Management Fee	\$ 100,680	\$ 41,640	\$ -	\$ 31,440	\$ 16,800	\$ 6,000	\$ 4,800
Total Expenses	\$ 6,528,888	\$ 2,972,219	\$ -	\$ 1,873,067	\$ 1,109,966	\$ 449,946	\$ 123,690
Cash Flow From Operations	\$ 1,490,047	\$ 285,334	\$ 928,787	\$ 212,060	\$ 10,267	\$ 30,056	\$ 23,544

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: June 12, 2023

TO: Members, Board of Commissioners

FROM: Karen R. Wilds, Executive Director 

SUBJECT: Tenants' Accounts Receivable Charge-off, Seven Months, Ending April 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 56 accounts recommended for charge-off action with a total dollar value \$168,483.66 for the period of October 1, 2022 – April 30, 2023. The average amount per vacated account is \$3,008.63.

Recoveries from previously charged-off accounts are \$17,345.93 for the 12 months ending April 30, 2023. In December 2022 the Board approved charge-offs for May 1 – September, 2022 in the amount of \$62,531.17. This reduces our actual loss to \$213,668.90 this fiscal year representing 9.2% 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 2019 – Sept 2020	\$ 40,220.93	\$ 3,351.74
Oct 2020 – Sept 2021	\$ 74,424.06	\$ 6,202.01
Oct 2021 – Sept 2022	\$ 76,264.77	\$ 6,355.39

Proposed:

Oct 2022 – April 2023	\$ 168,483.66	\$ 24,069.09
-----------------------	---------------	--------------

The eviction moratorium ended last summer and we began dealing with the large number of households who would not comply with a repayment agreement in the ensuing months. This has been the major factor influencing the excessive write offs for this period.

Adoption of the attached resolution authorizing the charge-off in the total amount of \$168,483.66 for the seven-month period ending April 30, 2023 is recommended.

KRW/LKD

**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, 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 \$168,483.66 of tenant accounts receivable for the above stated properties.

CHARGE-OFF OF TENANTS' ACCOUNTS RECEIVABLE

October 2022 to April 2023

Name	Project	Accounts	TOTAL
Marshall Courts	VA 3-2	23	94,633.96
Aqueduct	VA 3-11	24	38,422.86
Pinecroft	VA 3-13	4	6,528.91
Ashe Manor	VA 3-24	2	12,237.13
Orcutt Townhomes	VA 3-25	3	16,660.80
GRAND TOTAL		56	\$ 168,483.66

Collection Losses Budgeted FY 2023 \$ 46,192.00
 Estimated Rental Income 2023 2,309,591.00 Approval Granted for Charge-off Amount:

Total Charge-offs for May - April 2023 231,014.83
 Total Charge-off Recoveries thru 04/30/23 17,345.93

Net Collections Losses \$ 213,668.90
 Karen R. Wilds
 Executive Director

5d

DEPARTMENT OF PUBLIC AND ASSISTED HOUSING

MEMORANDUM

DATE: June 1, 2023
TO: Board of Commissioners
FROM: Karen R. Wilds, Executive Director 
SUBJECT: Housing Opportunity Through Modernization Act of 2016
Over Income Rule Provision – Section 103

The Department of Housing and Urban Development requires all PHA's to establish new limits regarding whether a public housing household can continue living in public housing if it's income exceeds a maximum limit set by the Department of Housing and Urban Development. Specifically, the Housing Opportunity Through Modernization Act of 2016 (HOTMA), Section 103 applies to all PHA's with 250 or more public housing units.

According to the statute, after a household's income has exceeded the over-income limit for 24 consecutive months (the "grace period"), a public housing agency (PHA) must either terminate the household's public housing tenancy within six months or charge the household an alternative non-public housing rent ("alternative rent"). The alternative rent must equal the greater of the Fair Market Rent (FMR) or the amount of monthly subsidy provided for the unit as determined by the amount of Operating and Capital Funds apportioned to a unit.

The over-income limit ("OI limit") is determined by applying a factor of 2.4 to the income limit for a "very low-income" (VLI) household. VLI varies by jurisdiction and by household size, so each PHA must calculate the OI limit for households of each size occupying their units. The OI limit must then be compared to a household's *annual* income during an annual or interim income examination. If the household's annual income is greater than

the OI limit, then it exceeds the OI limit for the program. The Newport News Redevelopment and Housing Authority (NNRHA) must update OI limits in its Admissions and Continued Occupancy Policies (ACOP) no later than 60 days after HUD publishes new income limits each year.

Once a family is determined to be over-income, NNRHA must notify the head of household. HOTMA requires PHAs to report the total number of OI households living in public housing and the total number of households on a PHA's public housing waiting list each year. The number of households living in public housing with income exceeding the over-income limitation will include the number of households in the 24 consecutive month grace period, the number in the period before termination, and the number of non-public housing over-income (NPHOI) families paying the alternative rent. NPHOI households cannot participate on a resident council or receive a HUD utility allowance.

The chart below represents the HUD defined Over Income Limits as of May 18, 2023:

Family Size	1	2	3	4	5	6	7	8
VLI	34,650	39,600	44,550	49,500	53,500	57,450	61,400	63,350
OLI	83,160	95,040	106,920	118,800	128,400	137,880	147,360	156,840

Currently, there are no public housing families adversely impacted by this rule.

The attached resolution is recommended for approval.

**RESOLUTION OF THE
NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
ADOPTING THE HOUSING OPPORTUNITY THROUGH MODERNIZATION ACT OF 2016 –
SECTION 103 OVER-INCOME RULE**

WHEREAS, the Board of Commissioners of Newport News Redevelopment and Housing Authority strives to ensure that its Admissions and Continued Occupancy Policy reflect all current HUD regulations and guidelines; and

WHEREAS, according to the 2018 Federal Register Notice, all PHAs were required to update their Admissions and Continued Occupancy Policy to implement the public housing over income limit; and

WHEREAS, the Board of Commissioners noted the intention to follow the Over-Income Rule and Over-Income Limit through the Agency Plan approved on March 19, 2019; and

WHEREAS, the Board of Commissioners are required to adopt changes to Section 103 that sets the specific income limits for families exceeding the statutory income limitation in the Public Housing program also known as the Over Income Provision; and

WHEREAS, NNRHA is required to adopt the Over-Income Limits in the Admissions and Continued Occupancy Policy no later than 60 days after HUD published new income limits each year,

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the Over Income Limits and related amendment to the Agency Plan are hereby approved as of HUD's effective date of June 14, 2023.

REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MAY, 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

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COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

Community Development Block Grant (CDBG)

The Action Plan (AAP) was presented to and formally approved by City Council on Tuesday, May 23, 2023. The AAP has been uploaded into IDIS for submission and approval by HUD.

All CDBG sub-recipients for PY 2022-2023 are on track to expend their funding by June 30th.

Total Housing Rehabilitation Activity for Fiscal Year July 1, 2022 – June 30, 2023

	Emergency Repair	Open House	HOMEcare	All Programs
Projects Completed	13	7	0	20
Projects in Underwriting	8	2	1	11
Projects Pending Approval	6	0	1	7
Projects Denied	2	1	0	3
Total	29	10	2	41

New Housing Rehabilitation Applications for May 1, 2023 – May 31, 2023	Total for July 1, 2022 – June 30, 2023
4	41

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 homes.

Down Payment Assistance (DPA) Fiscal Year: July 1, 2022 – June 30-2023				
Program Year 22-23 (Completed)	Denied	Pending Additional Documentation	Current Month (Completed)	Underwriting in Process
4	8	6	0	0

New Housing Rehabilitation Applications for May, 2023	Total for July 1, 2022 – June 30, 2023
15	37

New DPA Applications as of May 2023	Total New DPA Applications Received for July 1, 2022 – June 30, 2023
0	18

CAPITAL ACTIVITY

Marshall Courts Phase VII Demolition

The Phase I Environmental Site Assessment (ESA) and Historic Review Process are nearing completion. Marshall Courts residents will receive relocation notices and resident meetings will be held in coming months. Tenant protection vouchers will be requested from HUD to assist each family affected by the demolition. Architectural plans and specifications for the project have been reviewed and approved by the City. We anticipate the Section 18 Demolition application will be submitted to HUD later this month.

Orcutt Townhomes I

The Orcutt Townhomes I RAD Project was awarded to OKJ Construction Company. The RAD financing plan was submitted on May 19, 2023. Anticipated approval of the plan should occur around July 1, 2023 with issuance of a RAD Conversion Commitment (RCC) immediately thereafter barring unforeseen issues. Closing is projected to occur in September of 2023.

Aqueduct Apartments

A Resident Council Meeting was held on May 25, 2023 to discuss the Sewer Line Project. A Notice to Proceed was given to the contractor on June 6, 2023 with a projected timeline of 3 to 4 months for project completion. A second Resident Council meeting is scheduled for June 29, 2023.

Southeastern Family Project 2351 Terminal Avenue

The comprehensive renovation design plans for the Southeastern Family Project building are nearing completion. The Hampton-Newport News Community Services Board, lessee of the building, is currently working on a relocation plan for the residents. It is anticipated that this

project will begin in late summer or early fall of this year.

MARSHALL-RIDLEY RESIDENTIAL FACADE PROGRAM

The Marshall-Ridley Residential Facade Program is making significant progress in the Choice Neighborhood Initiative area. The \$2.1 million dollar grant program assists homeowners with exterior improvements of up to \$20,000 for owner occupied residences. The program received 113 applications, 37 have been processed and are currently at various stages of completion as indicated in the chart below.

Marshall-Ridley Residential Façade Program Activity

Total Applicants	113
Financial Review	26
Inspected	21
Codes Review	17
Contract Pending	3
Contracted	3
Completed	3
Not Eligible	11

CHOICE NEIGHBORHOOD INITIATIVE (CNI)

The Lift and Rise residential units are complete and move-ins began in late May. NNRHA must use a third-party inspection for Housing Quality Standard (HQS) inspections per HUD requirements for any Project Based Voucher or Housing Choice Voucher units. NNRHA has established a MOU with Norfolk Redevelopment and Housing (NRHA) for the inspections. HQS inspections began May 10th and as of June 6th, fifty-three (53) units have passed inspection.

Lease-up is well underway and there are currently 29 applications approved for move-

in of which 20 are former Ridley residents. Another 30 applications are currently in-process. The property manager will continue to process applications and is coordinating move-ins along with NNRHA relocation staff as the units pass HQS inspections. The Authority's HCV staff have processed the PBV applications and coordinated the Section 8 HQS inspections with Norfolk HCV/Inspection Department. As of June 6, seventeen (17) units have been leased with families moving in.

Abbitt Realty continues to market the onsite retail space and reach out to potential tenants. Further buildout on the commercial space will begin this month once permits are received from the city. Buildout will provide basic finished units with HVAC and bathrooms and be ready for tenant improvements. A revised schedule will be developed upon permit approval. The square footage is 1,420 for the north building & 1,540 square feet for the south building.

On site CNI construction is well underway for both Ridley III-R and IV-R. The foundation work, framing and plumbing is underway for the townhouses. The floor, elevator and stair towers are finishing up this month with framing for the mixed use building also set to begin. Site work is fully underway for the site infrastructure. Health and Wellness Trail final design has been submitted to the City for approval. Construction completion for Ridley North (III-R) is planned for March 2024 and for Ridley south (IV-R) by November 2024.

NNRHA and the City have been awarded \$5 million in HUD CNI supplemental development funding for construction of replacement housing. The CNI development team is still awaiting Virginia Housing action on competitive Low Income Housing Tax Credit (LIHTC) application for the Downtown Phase, a 73-unit, four-story elevator building at 28th and Washington Avenue. In the final rankings the project scored third and is

unfunded. Virginia Housing staff has indicated, however, that our application will be reconsidered for approval to the Virginia Housing brand in late June.

Urban Strategies, Inc. (USI) continues to conduct outreach to Ridley residents, as well as complete needs assessments for each household. Currently, 168 former Ridley families are enrolled in case management and family supportive services. A revised People Plan was submitted to HUD on May 17th.

PUBLIC AND ASSISTED HOUSING OCCUPANCY REPORT

Total Waiting List Applications:

Public Housing		330
Approved/Eligible	41	
Pending	289	
Section 8		408
Approved/Eligible	94	
Pending	314	

The pending numbers for the Public Housing Program (289) and the Housing Choice Voucher Program (314) 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 May

Public Housing Program	9
Housing Choice Voucher	20
Mod-Rehab (SRO)	<u>2</u>
Total	31

Occupancy Statistics:

Public Housing Program (of 839 units)	93%
Section 8 Program (2,895)	94%
Warwick SRO (of 88 units)	98%

Avg. # of Leasing Days (Public Housing) 4

Average Family Rent Contribution for Move-ins Last Month:

1. Public Housing	\$245.
-------------------	--------

- 2. Housing Choice Voucher \$310.
- 3. Warwick SRO \$150.

New Homeowner

Cumulative Percentage of Section 8 Budget Authority Utilized May 2023 117.1%

A single-family home was purchased by an HCV-V participant in Newport News recently.

FAMILY INVESTMENT CENTER (FIC) ACTIVITIES

The Family Investment Center

EMPLOYED F.I.C. PARTICIPANTS May 2023 (since 1995)	
Aqueduct	124
Ashe Manor	0
Brighton	46
Cypress	24
Dickerson	185
Harbor Homes	126
Lassiter	95
Marshall	171
Orcutt	28
Orcutt TH	10
Oyster Point	23
Pinecroft	7
Ridley	383
Section 8	72
Spratley	2
Total	1,296

On Wednesday, June 7th, Mr. Thomas Sentz, Program Manager, Housing and Financial Literacy Services (HRCAP) held a free “How to Fix Your Credit workshop” to NNRHA residents who reside in Marshall Courts apartments. The residents were given information to obtain practical skills that encourage financial planning for future expenses. Residents learned:

- How to improve credit score;
- How to establish and keep good credit;
- How credit affects loan terms;
- The common credit mistakes;
- How to avoid credit-repair scams, and much more.

COMMUNITY RESOURCES

2023 Scholarship Recipients

Nine residents received scholarship assistance from the Newport News Redevelopment and Housing Authority. In the ceremony held on June 1, 2023, Karen Wilds provided welcoming remarks, Howard Gwynn, Commonwealth Attorney for Newport News, was the guest speaker, and each student was introduced and allowed to share a few words of gratitude. NNRHA is thankful for the success of the scholarship program as it is dependent upon sponsorship and donations.

FAMILY SELF-SUFFICIENCY (FSS)

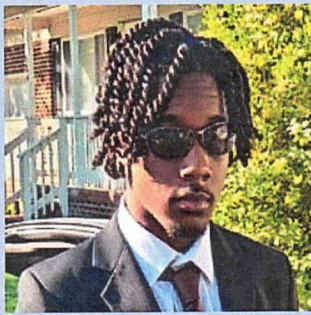
194 Housing Choice Voucher and Public Housing clients have completed their goal of homeownership as follows:

Housing Choice Voucher Families/FSS	69
\$6,675,318	
Public Housing Families/FSS:	56
\$5,852,540	
HCV Homeownership:	<u>69</u>
\$11,514,022	
Total	194
\$24,041,880	

COMMUNITY RESOURCES

2023 Scholarship Recipients

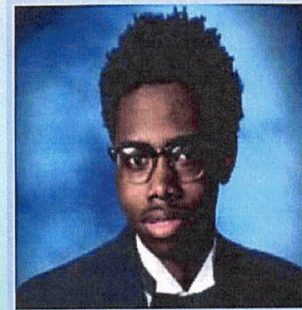
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Jayvon Beatty



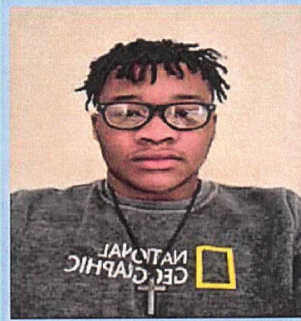
Nya Cyrus



Sahir Taliaferro



Nyzaila Johnson



Amani Johnson



Anjel Johnson



Ciarra Wynn



Latesha Holman



LaQuita Banks

COMMUNITY RESOURCES



“Home is the starting place of love, hope, and dreams.” NNRHA had the opportunity to collaborate with Aqueduct Boys and Girls Club to help residents create posters for the Virginia Association of Housing and Community Development Officials (VAHCDO) in partnership with the National Association of Housing and Redevelopment Officials (NAHRO) “What Home Means To Me” themed poster contest. Residents of all ages came out to participate in this contest and showed off their creativity. These kids used crayons, paint, markers, and their artistic skills to showcase what home means to them, and also wrote a short paragraph elaborating on their drawing. Ten posters were entered in the contest.



COMMUNITY RESOURCES

Senior Residents

An Amazing New Partnership

The NNRHA's Community Resources Department is pleased to begin an amazing new partnership with the Peninsula Agency on Aging's Community Health Program. Program Manager/Community Health Worker, Easha Juma, along with her community health staff visited Ashe Manor, Spratley House and Pincroft Apartments to introduce this invaluable program to the residents.

Their goal is to connect residents to healthcare services, resources and encourage healthy lifestyles. Through future programming, program staff will engage with residents on topics such as fall prevention, heart health, blood pressure education, elder abuse/scams, access to vaccines, etc. They will explain what health literacy is and its importance.

Residents will also be educated about helpful services that PAA offers such as care coordination, meals on wheels, caregiver support, transportation and more.

Ms. Juma and her staff made meaningful connections with the residents and encouraged them to let them know what they need and how they can best serve them. We are looking forward to future programming.



Additional Happenings in May

Tiffany Franklin with InnovAge PACE came to Ashe Manor this month InnovAge PACE at Ashe for a paint party with the residents. Residents were thrilled to participate in the painting activity. Participants almost always start off reluctant and not believing that they can create something nice, but that gives way to pride in their finished product. A bonus is being able to connect a resident to PACE who could benefit from their services. Newport News Public Libraries visited residents at Ashe Manor, Spratley House and Pinecroft Apartments in May. They provided a very nice coloring craft, games and snacks. Residents always love it when they come. We are hoping that they will have the bookmobile out soon!

Ken Hodge, Benefit Plan Services, visited Ashe Manor and Spratley House in May. Mr. Hodge provides a brief question/answer time and then jumps right into Bingo (household goods prizes). Serve the City (STC) volunteers continue to provide programs monthly at Ashe Manor and Spratley. They play Bingo, win small prizes, enjoy snacks and generally have lots of fun.



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

Property	Occupancy Rate	Approved/Eligible	Pending	Total
Orcutt Townhomes III	90%	2	4	6
Cypress Terrace	91%	10	22	32
Oyster Point/Brighton	96%	10	52	62
Great Oak	98%	112	205	317
Lofts on Jefferson	100%	3	4	7
Jefferson Brookville	94%	0	4	4
Lassiter Courts	99%	3	46	49

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 May, 2023.

Participants:	Public Housing	Housing Choice Voucher	Total
Total number in FSS Program	21	101	122
Employed	10	76	86
Currently not working	8	20	28
Attending Thomas Nelson Comm. College	0	1	1
Enrolled in other Training Program	1	2	3
Employed and going to school	2	2	4
Participants with escrow accounts	9	49	58

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

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	Fraud Recovery	Other Sources Of Funds	NRRHA Held Reserve Balance	HUD Held Reserve Balance	Final - 100% proration												
												Funding From HUD	Funding From HUD											
CY Housing Choice 2023 Annual Budget Authority													\$ 26,052,256	\$ 26,052,256										
Housing Choice Voucher Funding													\$ 26,052,256	\$ 26,052,256										
Mainstream Voucher Program Funding													\$ 1,015,975	\$ 1,015,975										
Emergency Housing Voucher Program Funding													\$ 173,677	\$ 173,677										
HCV Units VASH units CNI tenant protection Warwick SRO - RAD2 Baseline HCV count Mainstream Vouchers Emergency Housing Vouchers Total Vouchers													2506	54	247	88	2895	141	32	3068				
January	HCV MS EHV	2751 113 27	95.0% 80.1% 84.4%	\$ 2,051,002.00 \$ 81,036.00 \$ 26,175.00	\$ 745.55 \$ 717.13 \$ 969.44	\$ (41,685.00) \$ 3,570.00 \$ 7,740.00	98.0% 104.6% 142.0%	\$ 2,092,687.00 \$ 77,466.00 18,435.00	\$ 1,000.00 -	\$ 202,264.00 35,304.00 (21,786.00)	1,583,151.72 1,691,973.47 184,971 173,955													
February	HCV MS EHV	2727 115 27	94.2% 81.6% 84.4%	\$ 2,069,096.00 \$ 82,807.00 \$ 26,175.00	\$ 758.74 \$ 720.06 \$ 969.44	\$ (23,591.00) \$ 5,341.00 \$ 7,740.00	98.4% 105.8% 142.0%	\$ 2,092,687.00 \$ 77,466.00 18,435.00	\$ 140.00	\$ 225,995.00 29,963.00 (29,526.00)	1,800,787.22 191,576 169,993													
March	HCV MS EHV	2730 115 27	94.3% 81.6% 84.4%	\$ 2,095,363.00 \$ 86,256.00 \$ 24,540.00	\$ 767.53 \$ 750.05 \$ 908.89	\$ 8,417.00 \$ 7,533.00 \$ (23,510.00)	99.1% 107.0% 90.5%	\$ 2,086,946.00 \$ 78,723.00 \$ 48,050.00	\$ 285.00	\$ 217,863.00 22,430.00 (6,016.00)	1,935,682.97 198,036 136,416													
April	HCV MS EHV	2721 119 29	94.0% 84.4% 90.6%	\$ 2,140,086.00 \$ 88,565.00 \$ 26,489.00	\$ 786.51 \$ 744.24 \$ 913.41	\$ 53,140.00 \$ 8,884.00 \$ 3,931.00	100.0% 108.1% 96.2%	\$ 2,086,946.00 \$ 79,681.00 \$ 22,558.00	\$ 951.00	\$ 165,674.00 13,546.00 (9,947.00)	2,176,631.72 203,538 128,331													
May	HCV MS EHV	2726 117 27	94.2% 83.0% 84.4%	\$ 2,183,916.00 \$ 85,166.00 \$ 27,188.00	\$ 801.14 \$ 727.91 \$ 1,006.96	\$ 318,598.00 \$ 2,509.00 \$ (15,258.00)	103.1% 107.0% 87.1%	\$ 1,865,318.00 \$ 82,657.00 \$ 42,446.00	\$ 190.00	\$ (152,734.00) 11,037.00 5,311.00	2,533,155.47 212,596 100,358													
											\$ 10,770,501.00	\$ 2,566.00												

ITEM NO. 7

Closed Session

ITEM NO. 9
Other Business