

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

**November 15, 2022  
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 18, 2022.
4. Communications
5. New Business
  - a. Consider a Resolution authorizing Disposition of Excess Administrative Fee Reserves for the SRO Program
  - b. Consider a Resolution authorizing the Reclassification of Debt Structure Related to the Orcutt Townhomes I Project
  - c. Consider a Resolution authorizing the administration of the Community Development Block Grant CARES Act Program (CDBG-CV) funds
  - d. Consider a Resolution authorizing the Executive Director enter into Contracts for Services with five (5) non-profits through the Community Development Block Grant CARES Act Program (CDBG-CV)
  - e. Consider a Resolution awarding Architectural and Engineering Services Contracts
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 18, 2022**

Having duly given public notice, the Board of Commissioners of the Newport News Redevelopment and Housing Authority met at the offices of the Authority at 227-27<sup>th</sup> Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, October 18, 2022.

**Pledge of  
Allegiance**

Commissioner Knight 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  
William Black  
George Knight  
Lou Call  
Thaddeus Holloman

Dr. Wallace-Davis and Ms. Barbara Holley’s absence was excused.

Also present: Raymond H. Suttle, Jr. – from NNRHA Board Room  
Jones, Blechman, Woltz & Kelly, P.C.

Karen R. Wilds – from NNRHA Board Room  
Executive Director

Lysandra Shaw – from NNRHA Board Room  
Deputy Executive Director

Carl V. Williamson – from NNRHA Board Room  
Director of Housing

Valarie Ellis, Director – from NNRHA Board Room  
Administrative Services

Lisa Dessoffy, Director – from NNRHA Board Room  
Finance

David Staley, Director – from NNRHA Board Room  
Community Development

Teresa Bennett – from NNRHA Board Room  
Executive Assistant

Justin Orié – from NNRHA Board Room  
NNRHA IT Department

Tricia Wilson – via Zoom  
City of Newport News

Laura Harden – from NNRHA Board Room  
Cherry Bekaert

Anne Curtis Saunders – from NNRHA Board Room  
McGuireWoods

William Nusbaum – from NNRHA Board Room  
Williams Mullen

Scott Fink – via Zoom  
Developer CPP Housing

**Approval of  
Minutes,  
September 20, 2022**

Commissioner Black moved that the minutes of the meeting of the Board of Commissioners held on September 20, 2022 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



**Minutes of a Meeting of the  
Newport News Redevelopment and Housing Authority  
October 18, 2022**

Executive Director. 1) A HUD Press Release from Matthew Heckles concerning the Fiscal Year 2023 Fair Market Rents (FMR). HUD is required by law to set fair market rents every year, which go into effect on October 1, 2022. Ms. Wilds stated FMRs are an estimate of the amount of money that would cover gross rents (rent and utility expenses) on 40% of the rental housing units in an area. Overall FMRs have increased by a national mean of more than 10 percent over the prior year's rent levels, which means more money available to support higher market rents. 2) A letter to the Executive Director from the U.S. Department of Housing and Urban Development, dated September 28, 2022 notifying the Authority that funds have been obligated for the Housing Choice Voucher Program in accordance with the Notice PIH 022-29 awarding 14 additional vouchers

**New Business**

**Presentation by  
Cherry Bekaert on the  
Financial Statements**

A presentation from Laura Harden on the Examination of Financial Statements for the Year Ended June 30, 2021. Ms. Harden advised the Board that this is an unmodified opinion, with no significant deficiencies identified in the internal control over the financial reporting. There was one finding related to a material weakness over financial reporting. The Authority had initially determined that the Brooks Crossing, LLC had the characteristics of a jointly governed organization where the Authority did not have an ongoing financial interest. This was reevaluated in 2021 and concluded that treating its equity interest in this organization is an investment and the application of accounting standards for investments results in this equity interest being adjusted for its share of losses that this entity has incurred.

There was one programmatic finding related to the housing Choice Voucher (HCV) program. A program material weakness and material noncompliance qualification were noted in the HCV program, due to lack of documented support for re-inspection of units that failed initial inspections.

**The Board of  
Commissioners of  
the Newport News  
Redevelopment and  
Housing Authority  
Authorizing and  
Approving the  
Issuance of Revenue  
Bonds for the benefit  
of City Line  
Community Partners,  
LP, in an amount not  
to exceed \$35,000,000  
and the Execution of  
Related Documents**

The Board had been provided copies of a resolution authorizing Multifamily Housing Revenue Bonds Issuance Request for City Line Apartments (City Line community Partners, LP). On February 18, 2022, City Line Community Partners, LP applied to the Authority for the issuance of the Authority's Multifamily Housing Revenue Bonds not to exceed \$35,000,000 for the financing or refinancing of a portion of the costs of acquiring, constructing, renovating, rehabilitating and equipping an affordable housing development to be known as City Line Apartments, consisting of 100 one-bedroom units and 100 two-bedroom units, including laundry facilities, two playgrounds and a basketball court, to be located on approximately 12.4 acres of land located at 155 Mytilene Dr A, Newport News, Virginia 23605. On March 15, 2022, the Board of Commissioners adopted an Inducement Resolution providing its preliminary approval of the issuance of the proposed Bonds and the plan of financing. On April 12, 2022, the City Council adopted a resolution providing "public approval" of the applicable sections of the Virginia Code and the internal Revenue Code. Mr. Nusbaum, from McGuireWoods LLP, bond counsel, was in attendance to answer any questions

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

**The Board of  
Commissioners of  
the Newport News  
Redevelopment and  
Housing Authority  
Authorizing the  
Issuance of its  
Multifamily Housing  
Revenue Bonds not  
to exceed \$16,300,000  
for the Choice  
Neighborhood IV-R  
Project, Series 2022  
for the Benefit of  
Choice Neighborhood  
IV-R LLC and the  
Execution and  
Delivery of related  
Documents**

The Board had been provided copies of a resolution approving the issuance of Multifamily Housing Revenue Bonds for furtherance of the Choice Neighborhood Implementation for on site development undertaken by Choice Neighborhood IV-R, LLC. On March 15, 2022, after a public hearing, the NNRHA Board approved a resolution to issue bonds in an amount not to exceed \$16,300,000. On May 10, 2022, the Newport News City council granted public approval of the proposed issuance of the bonds by NNRHA, in compliance with federal and state codes. The resolution was prepared by William L. Nusbaum, bond counsel with the law firm of Williams Mullen and has been reviewed by Raymond Suttle of Jones, Blechman, Woltz and Kelly, P.C.

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



**Minutes of a Meeting of the  
Newport News Redevelopment and Housing Authority  
October 18, 2022**

**The Board of Commissioners of the Newport News Redevelopment and Housing Authority Authorizing a \$594,558.00 Loan to Choice Neighborhood Commercial Partners LLC**

The Board had been provided copies of a resolution authorizing a loan in the amount of \$594,558 to the Choice Neighborhood Commercial Partners Development Corporation to facilitate the development construction costs associated with the retail space located in the CNI onsite housing phase which will be constructed on the former Ridley Place site. These funds will facilitate the development of 2100 square feet of commercial space in the building at the corner of Jefferson Avenue and 16<sup>th</sup> Street.

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

**The Board of Commissioners of the Newport News Redevelopment and Housing Authority Authorizing a \$10,497,447.00 Loan to Choice Neighborhood III-R LLC**

The Board had been provided copies of a resolution authorizing a loan in the amount of \$10,497,447 to the Choice Neighborhood III-R Development Corporation to facilitate the construction and development of the onsite housing phase of the Choice Neighborhood Implementation grant, which will be constructed north of 16<sup>th</sup> Street on the former Ridley Place site. The project consists of 30 townhouses and flats and a 41-unit mixed use building. \$10,497,447 will be loaned to the project as construction financing.

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

**The Board of Commissioners of the Newport News Redevelopment and Housing Authority Authorizing a \$11,165,400 Loan to Choice Neighborhood IV-R LLC**

The Board had been provided copies of a resolution authorizing a loan in the amount of \$11,165,400 to the Choice Neighborhood IV-R Development Corporation to facilitate the construction and development of the onsite housing phase of Choice Neighborhood Implementation grant, which will be constructed on the former Ridley Place site, south of 16<sup>th</sup> Street. The project consists of 84 townhouses and flats. \$11,165,400 will be loaned to the project as construction financing.

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

**The Board of Commissioners of the Newport News Redevelopment and Housing Authority Authorizing the Executive Director to execute Funding Agreements to facilitate the Development of Choice Neighborhood III-R and Choice Neighborhood IV-R and related Physical Site Improvements**

The Board had been provided copies of a resolution approving the adoption of the Infrastructure Agreement, Housing Agreement and Wellness Trail Agreement to Support the Development of Choice Neighborhood III-R and Choice Neighborhood IV-R. The City of Newport News is providing funding to NNRHA for the redevelopment of Ridley Place. This funding will support onsite housing construction, the installation of infrastructure and the development of the CNI Wellness Trail. The City will contribute \$7,813,108 to support the construction of housing and related commercial space on the Ridley Place site, an amount not to exceed \$21,435,703 to support the infrastructure installation and an amount not to exceed \$6,249,319 for the Wellness Trail. The aforementioned site activities will be completed by Breeden Construction through a construction contract administered by NNRHA's CNI developer, Pennrose. This action will allow the Executive Director to execute the agreements with the City of Newport News, subject to legal counsel approval, and redevelop the former Ridley site under the Choice Neighborhood Implementation Plan.

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

**Report to the Board**

A Report to the Board for October, 2022 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 the 2019 Dominion Terminal Associates scholarship recipient, graduated from Virginia Tech on May 22, 2022. She acquired her Bachelor of Arts degree in Communication Science and graduated with honors. She has been accepted into the Master's program at Virginia Tech. She continues to be focused on her research in communication and diversity to become an Early Childcare Center Teacher or a Family Lawyer. Information was also provided in the News and Neighbors this month related to voter registration.



**Minutes of a Meeting of the  
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October 18, 2022**

Ms. Dessofoy thanked the Director's and office staff in assisting with the financial and audit report.

Ms. Ellis reported the Authority has transitioned the retirement plan over to Empower Retirement.

Ms. Shaw reported construction is nearing completion at the Lift and Rise. Pennrose is onsite for leasing applications. We have contracted with Abbitt Realty for leasing at the commercial sites. There were over 200 people in attendance at the former Ridley site Groundbreaking last week. USI continues to reach out to former Ridley Residents to assess their needs.

Mr. Staley reported staff is analyzing reports and working the DJG architects for what improvements are needed at Aqueduct and Pinecroft.

**Closed Session**

Commissioner Black moved the Board enter into a Closed Session for the purposes of: Discussion of the Authority's Legal Services Contract which is consistent with Virginia Code 2.2-3711 (A) (29). Commissioner Knight seconded the motion which passed with a unanimous vote.

Coming out of Closed Session a motion was made by Commissioner Holloman 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. The motion was seconded by Commissioner Black in accordance with Virginia law, 2.2-3722 (A) (29). The resolution is attached to and made a part of these minutes.

Commissioner Black made a motion to approve the assignment of legal services. Commissioner Knight seconded the motion which passed with a unanimous vote.

Ms. Wilds explained that the firm of Jones, Blechman, Woltz and Kelly (JBWK) will cease operations on December 31, 2022. Mr. Suttle will be joining the Newport News office of Kaufman and Canoles effective January 2, 2023. The current contract, with JBWK, which expires on December 15, 2025, has a clause which allows for the assignment of the contract, in whole or in part, with the written permission of the Newport News Redevelopment and Housing Authority (NNRHA). An assignment would keep all contract terms and fees intact through December 15, 2025.

**Other Business**

Ms. Wilds stated that William Nusbaum's firm has been asked to respond to an RFP for banking legal services. This has been discussed with Mr. Suttle. This is for a bank that has submitted a proposal to the Authority for construction financing of our RAD conversion of the 40 units at Orcutt Townhomes. Mr. Nusbaum has requested a conflict waiver for his firm so they could respond to this bank. We did have two local banks respond to the RFP, which was open ended due to the current interest rates. As time gets closer to closing, we will go back to these banks for an interest rate. Mr. Suttle stated that Mr. Nusbaum's firm could, potentially, be involved, not William Nusbaum.

Commissioner Black made a motion to approve the waiver. Commissioner Knight seconded the motion which passed with a unanimous vote.

**Adjournment**

There being no other business to come before the Board, the Chairman adjourned the meeting at 9:27 a.m.

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Secretary-Treasurer



**ITEM NO. 4**

**COMMUNICATIONS**







**U. S. Department of Housing & Urban Development**

Richmond Public Housing Program Center  
600 E. Broad Street, 3<sup>rd</sup> Floor  
Richmond, VA 23219  
1-800-842-2610

October 14, 2022

Ms. Karen Wilds  
Executive Director  
Newport News Redevelopment and Housing Authority  
P.O. Box 797  
Newport News, VA 23607

Dear Ms. Wilds:

Thank you for submitting your Family Self-Sufficiency (FSS) Action Plan. The Office of Public and Indian Housing staff reviewed your agency's Action Plan and determined it meets the requirements of the Final Rule. Therefore, your FSS Action Plan is approved.

If you have questions or concerns, please contact me, Robert Davenport, at [Robert.F.Davenport@hud.gov](mailto:Robert.F.Davenport@hud.gov).

Sincerely,

Digitally signed by:  
ROBERT  
*Robert F Davenport* DAVENPORT  
Date: 2022.10.14 11:  
13:14 -04'00'

Robert Davenport  
Director  
Richmond Public Housing Program Center





## S23 Holdings Breaks Ground on Future Headquarters and Training Facility



[S23 Holdings, LLC](#), a marine repair and construction company, broke ground yesterday on its corporate headquarters and training facility at [1550 Terminal Avenue](#) in Southeast Newport News.

City officials, businesses leaders, and community

stakeholders were on hand to witness and participate in the event. Following the event, guests were shuttled to the company's waterfront facility at [1201 Terminal Avenue](#) to get a glimpse of the USS Cole, now docked for repairs.

In addition to its approximately \$64.4 million investment, S23 and its affiliates, which include East Coast Repair and Fabrication, plan to create over 300 new jobs, with a focus on hiring from within the community.

Visit the [Newport News Economic Development Authority website](#) for more information.

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## **ITEM NUMBER 5**

### **New Business**

- a. Consider a Resolution authorizing Disposition of Excess Administrative Fee Reserves for the SRO Program
- b. Consider a Resolution authorizing the Reclassification of Debt Structure Related to the Orcutt Townhomes I Project
- c. Consider a Resolution authorizing the administration of the Community Development Block Grant CARES Act Program (CDBG-CV) funds
- d. Consider a Resolution authorizing the Executive Director enter into Contracts for Services with five (5) non-profits through the Community Development Block Grant CARES Act Program (CDBG-CV)
- e. Consider a Resolution awarding Architectural and Engineering Services Contracts








## NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

## MEMORANDUM

**DATE:** November 7, 2022

**TO:** Members, Board of Commissioners

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

**SUBJECT:** Disposition of Excess Administrative Fee Reserves for the Single Room Occupancy (SRO) program

The Section 8 Moderate Rehabilitation – SRO program converted to project-based housing assistance under the Rental Assistance Demonstration (RAD) program effective December 1, 2021, therefore, the Moderate Rehabilitation – SRO program was closed out. Under the RAD program, the 88 units located at 2410 West Avenue (formerly the Warwick Hotel) are now funded by project-based assistance. The Community Housing Partners Corporation continues to own and operate this facility. Our role is to administer the subsidy program for the residents.

Once a Moderate Rehabilitation program is closed out, HUD allows the remaining reserve funds to be used for other housing purposes, or to donate the operating reserves to other housing programs being administered by the Authority. The SRO program has excess operating reserves of \$301,438.27 on hand.

In previous years, various Section 8 Certificate and Moderate Rehabilitation Programs were terminated and the excess administrative fees earned were transferred to the Authority's Excess Earned Administration Fee Program. The Kline building located at 2709 Jefferson Avenue is funded by this program. Our Housing Choice Voucher, Occupancy, and Information Technology staff are located in the building, and these programs pay rent to the Excess Fee Program.

I am recommending that these excess fees be transferred to our Excess Earned Administrative Fee account and the approval of the attached resolution.



**A RESOLUTION OF THE  
NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY  
AUTHORIZING DISPOSITION OF EXCESS ADMINISTRATIVE FEE RESERVES FOR  
THE SRO PROGRAM**

**WHEREAS**, the Section 8 Moderate Rehabilitation - SRO program converted to project-based housing assistance under the Rental Demonstration (RAD) program; and

**WHEREAS**, once a Moderate Rehabilitation is closed out, HUD allows the remaining reserve funds to be used for other housing purposes, or to donate the operating reserves to other housing programs being administered by the Authority; and

**WHEREAS**, the SRO program has excess administrative operative reserves of \$301,438.27 on hand; and

**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 transfer the excess administrative fee reserves of \$301,438.27 to the Authority's Excess Earned Administration Fee Program, to continue to support the Authority's housing programs.



**NEWPORT NEWS REDEVELOPMENT & HOUSING AUTHORITY****MEMORANDUM**

**DATE:** September 30, 2022

**TO:** All Members, Board of Commissioners

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

**SUBJECT:** Resolution of the Board of Commissioners Authorizing the  
Reclassification of Debt Structure Related to the Orcutt  
Townhomes 1 Project

Because of NNRHA's active participation in the Rental Assistance Demonstration (RAD) program, NNRHA is undertaking the conversion and renovation of the Orcutt Townhomes 1 Project. Our development of a financing plan for this endeavor has revealed that a reclassification of the federal funds loan made in 2003 to the Orcutt Townhomes L.P, (current owner of the property) would significantly benefit the recapitalization of the project.

This action is appropriate because NNRHA is 100% owner of Orcutt Townhomes L.P. More specifically, NNRHA has been the general partner of the Orcutt Townhomes Development Corporation since this project was organized in 2003. In this regard, the Board of Directors and President of this entity are the current NNRHA Board Members and NNRHA, Executive Director respectively. The ownership interest associated with this General Partner interest continues under the RAD conversion.

The original limited and special limited partners, which joined the partnership in 2003, once they had met their IRS (tax credit) obligations, requested to be allowed to withdraw from the partnership in late 2021. They were replaced as limited partner by the OTH-1 LLC which was created in accordance with Title 36 of the Code of Virginia following action by the Board of Commissioners and the City Council. This successor limited partner is wholly owned by NNRHA.

Thus, the action, I am recommending is a reclassification of the debt structure from a receivable to an equity investment between related parties.

Board approval is recommended.



**Resolution of the Board of Commissioners**

Authorizing a Capital Contribution Toward and the Reclassification of Debt Related to  
the Conversion and Refinancing via the Rental Assistance Demonstration Program of the  
Orcutt Townhomes 1 Project (the "Property")

WHEREAS, the Orcutt Townhomes 1 Project was developed in 2005 by the Newport News Redevelopment and Housing Authority (NNRHA) utilizing equity from the sale of federal tax credits and a HUD Capital Funds loan to Orcutt Townhomes I, L.P., and

WHEREAS, said entity was comprised of the Orcutt Townhomes Development Corporation, General Partner, Housing Equity Fund of Virginia X L.L.C., Limited Partner, and Virginia Affordable Housing Management Corporation, Special Limited Partner; and

WHEREAS, the Limited Partner and Special Limited Partner, after meeting required 15-year IRS obligations under the Low-Income Housing Tax Credit Program, requested and were allowed following approval by the Department of Housing and Urban Development (HUD) to withdraw from the Partnership and their ownership interests be transferred to NNRHA owned entities; and

WHEREAS, said withdrawing entities were replaced by a successor limited partner (OTH – 1 LLC) created by the NNRHA Board of Commissioners with consent and approval by the Newport News City Council; and

WHEREAS, with this replacement of entities the Orcutt Townhomes I, L.P. Partnership currently comprised of the Orcutt Townhomes Development Corporation, General Partner, and OTH - I LLC, Limited Partner, is wholly owned by the NNRHA; and

WHEREAS, NNRHA will be the sponsor and developer of the proposed conversion and renovation of the Orcutt Townhomes 1 Project via the Rental Assistance Demonstration Program (RAD) and is developing a RAD financing plan to renovate and preserve this affordable housing; and

WHEREAS, in order to facilitate the development of this financing plan it is proposed that the outstanding balance of the aforesated Capital Funds loan (currently \$4,689,238 comprised of \$2,527,755 in principal and \$2,161,483 in accrued interest) ("Loan Balance") made in 2003 by NNRHA to Orcutt Townhomes I, L.P. by NNRHA be reclassified.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY:

- (1) That NNRHA has determined that reclassification of the Loan Balance owed to NNRHA will serve to protect and preserve this housing via the renovation of the Property through the RAD Program, and that this renovation and preservation is in the best



interests of the residents of the City of Newport News and in furtherance of the housing goals of the community.

- (2) That to facilitate the reclassification of the Loan Balance, NNRHA is hereby authorized to make a capital contribution in the amount of the Loan Balance to Orcutt Townhomes I, L.P., or to related entities (collectively, "Current Owner"), in said Partnership (collectively, "Current Owner"), in the amount of the Loan Balance.
- (3) That the Executive Director of NNRHA is hereby authorized to execute the appropriate documents on behalf of NNRHA to reclassify the Loan Balance and to execute related documents therefor.



## NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

## MEMORANDUM

**DATE:** November 8, 2022

**TO:** All Members, Board of Commissioners

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

**SUBJECT:** Contract for services between NNRHA and the City of Newport News for the administration of the Community Development Block Grant CARES Act Program (CDBG-CV) funds.

Attached is a resolution authorizing the Executive Director to execute a contract for services between the City of Newport News and the Newport News Redevelopment and Housing Authority for the administration of the Community Development Block Grant CARES Act Program (also known as CDBG-CV) funds.

The Authority has been asked to administer the CDBG-CV program on behalf of the City of Newport News. The CDBG-CV program is a US Department of Housing and Urban Development (HUD) supplemental entitlement program that provides communities with resources to prevent, prepare for, and respond to the spread of COVID-19. The CDBG-CV allocation to the City of Newport News was \$1,741,495.00.

The City received CDBG-CV funds to help offset the hardships caused by the COVID-19 pandemic on the most vulnerable in our communities. Eligible activities for the use of CDBG-CV activities include the following: public service; housing-related; public improvements and facilities; acquisition of real property; and general administrative and planning.

In preparation for the CDBG-CV planning and funding allocation, a public meeting was held virtually on July 28, 2021. Funding was received from HUD on August 13, 2021. Council's approval for both the funding and the proposed uses of funding was received on September 14, 2021 (resolution #13453-21).

Board approval of the attached resolution is recommended in order to enter into agreements with specific non-profit organizations in Newport News to carry out eligible activities. The Board's action will allow the Executive Director to carry out the activities outlined in the executed agreements. HUD has provided formal approval of the Substantial Amendment to the 2020 Annual Action Plan.

Adoption of the attached resolution is recommended.

Attachment



**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS  
REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE EXECUTIVE  
DIRECTOR TO EXECUTE A CONTRACT FOR SERVICES BETWEEN THE CITY OF  
NEWPORT NEWS AND THE NEWPORT NEWS REDEVELOPMENT AND HOUSING  
AUTHORITY TO ADMINISTER THE COMMUNITY DEVELOPMENT BLOCK GRANT CARES  
ACT PROGRAM (CDBG-CV) FUNDS**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) has provided the City of Newport News with Community Development Block Grant CARES Act Program (CDBG-CV) funds in the amount of \$1,741,495.00 to carry out eligible CDBG-CV activities; and

**WHEREAS**, the City of Newport News has requested the Newport News Redevelopment and Housing Authority to administer the supplemental funding received from the U.S. Department of Housing and Urban Development under the CDBG-CV program; and

**WHEREAS**, the City Manager was authorized to execute a contract with the Newport News Redevelopment and Housing Authority to administer the CDBG-CV program as approved by a Substantial Amendment of the PY 2020 Annual Action Plan and carry out sub-recipient program activities subject to funding approval by HUD, contract review and approval by the City Attorney, and Authority attorney review; and

**WHEREAS**, the Board's action will allow the Executive Director to carry out the activities outlined in the executed agreements as formally approved by HUD of the Substantial Amendment to the 2020 Annual Action Plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Newport News Redevelopment and Housing Authority that the Chairman or Executive Director is authorized to execute a contract for services between the City of Newport News and the Newport News Redevelopment and Housing Authority for the Community Development Block Grant CARES Act Program (CDBG-CV) subject to the City Manager's signature, and Authority attorney review.



## NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

## MEMORANDUM

**DATE:** November 8, 2022

**TO:** All Members, Board of Commissioners

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

**SUBJECT:** Community Development Block Grant Cares (CDBG Cares) Act Program Funding Contract for services between the Authority and the following non-profit agencies: Link of Hampton Roads, Inc., Transitions Family Violence Services, Inc., Menchville House Ministries, Inc., the United Way of the VA Peninsula, and the VA Peninsula Foodbank

Congress provided \$5 billion in the Coronavirus Aid, Relief, and Economic Security (CARES) Act for the CDBG program to prevent, prepare for and respond to Coronavirus. The program is administered by Housing and Urban Development (HUD); the total allocation to Newport News is \$1,741,495. City Council appropriated the funding and authorized the NNRHA to administer the program (see attached resolution #13453-21). Eligible activities proposed for Newport News are:

1. Public Service Activities
2. Public Improvements
3. Program Administration

Board approval of the attached resolution is recommended in order to enter into agreements with specific non-profit organizations in Newport News to carry out eligible activities. Area non-profit organizations were asked to submit a written proposal as how they would expend CDBG-CV program funds on eligible activities designed to prevent, prepare for and respond to the spread of COVID-19. A Needs Assessment questionnaire was provided to each organization. The attached chart reflects organizations with which we propose to contract for services.

Attached is a resolution authorizing the Executive Director to enter into contractual agreements with five (5) non-profit organizations to carry out eligible activities utilizing Community Development Block Grant CARES Act Program (CDBG-CV) funding.

The Board's action will allow the organizations to carry out the activities outlined in the attached spreadsheet.

Copies of the contracts have been submitted to Ray Suttle for his review and approval.

Adoption of the attached resolution is recommended.

Attachment

Program	Non-Profit Organization	Summary of Activities	Funding	
CDBG-CV	LINK of Hampton Roads, Inc.	Two replacement vehicles to operate at 50% capacity due to social distancing requirements; and non-food supplies for shelter (paper napkins, paper plates, paper cups and plastic cutlery).	\$149,000	
CDBG-CV	Menchville House Ministries	HVAC upgrade; renovation and upgrades to residential suites.	\$198,320	
CDBG-CV	Transitions Family Violence Services	Hire personnel (Emergency Housing Case Manager); two HVAC upgrades; program supplies (food service/meal delivery and transportation to hotels), and homeless prevention assistance.	\$100,500	
CDBG-CV	United Way of the VA Peninsula	Assist those with rent arrearages and eviction diversion; and support for Workforce Development to include childcare initiatives as parents seek to re-enter the workforce.	\$580,650	
CDBG-CV	Virginia Peninsula Foodbank	New equipment to include a forklift, semi-electric pallet jack and a ride-on pallet jack; replace lighting in the warehouse and in offices; upgrade computer equipment; purchase commercial refrigerators and freezers; and purchase additional racks for the warehouse.	\$250,000	
	<b>Total Suggested Awards</b>		<b>\$1,278,470</b>	
	<b>Total CDBG-CV Funds Available</b>			<b>\$1,741,495</b>
	<b>Funds to be Awarded</b>			<b>\$1,278,470</b>
	<b>Minus Allowed Admin Costs (20%)</b>			<b>\$348,299</b>
	<b>Reserved *</b>	*For 6 months for future emergencies or approved nonprofit needs		<b>\$114,726</b>



**A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING  
AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO  
CONTRACTS WITH LINK OF HAMPTON ROADS, INC., TRANSITIONS FAMILY  
VIOLENCE SERVICES, INC., MENCHVILLE HOUSE MINISTRIES, INC., THE UNITED  
WAY OF THE VIRGINIA PENINSULA, AND THE VIRGINIA PENINSULA FOODBANK  
FOR ACTIVITIES FUNDED WITH THE COMMUNITY DEVELOPMENT BLOCK  
GRANT CARES ACT PROGRAM (CDBG-CV) FUNDS**

**WHEREAS**, the City of Newport News has requested the Newport News Redevelopment and Housing Authority to administer the supplemental funding received from the U.S. Department of Housing and Urban Development under the CDBG-CV program; and

**WHEREAS**, the Newport News Redevelopment and Housing Authority has been asked by the City of Newport News to enter into contractual agreements with LINK of Hampton Roads, Inc., Transitions Family Violence Services, Inc., Menchville House Ministries, Inc., the United Way of the Virginia Peninsula, and the Virginia Peninsula Foodbank; and

**WHEREAS**, the Board's action will allow for the administration of CDBG-CV activities which relate to public services and public facility improvements.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the Chairman or Executive Director is hereby authorized to execute contractual agreements between the Authority and (1) LINK of Hampton Roads, (2) Transitions Family Violence Services, (3) Menchville House Ministries, (4) the United Way of the Virginia Peninsula, and (5) the Virginia Peninsula Foodbank.

This action is subject to the City Manager's approval of the contract for services between the City of Newport News and Newport News Redevelopment and Housing Authority for the administration of the Community Development Block Grant CARES Act Program (CDBG-CV) funds and Authority attorney review.

**RESOLUTION NO. 13453-21**

A RESOLUTION OF THE COUNCIL OF THE CITY OF NEWPORT NEWS, VIRGINIA, AUTHORIZING THE EXECUTION OF DOCUMENTS NECESSARY TO EFFECTUATE THE RECEIPT AND USE OF COMMUNITY DEVELOPMENT BLOCK GRANT CORONAVIRUS FUNDS.

WHEREAS, the City of Newport News, Virginia ("City") was awarded Community Development Block Grant Coronavirus ("CDBG-CV") funds from the United States Department of Housing and Urban Development ("HUD"), which were allocated to enable communities to effectively address the impact of COVID-19 on their communities; and

WHEREAS, the City, as Grantee, has been awarded and expects to receive CDBG-CV funds from HUD in two separate allocations totaling \$1,741,495, to be used to take actions to prepare for, prevent, and respond to the spread of infectious diseases such as COVID-19 in the community, including but not limited to, the support and/or expansion of community health facilities, childcare centers, food banks, economic development, and senior services; and

WHEREAS, the City proposes to generally utilize funds in three separate categories, to include the following: public service activities, public facility improvements, and program administration; and

WHEREAS, the City intends to use approximately \$1,357,345 of the CDBG-CV funds for public service activities to assist service providers with activities such as homelessness prevention, emergency shelter operations, food pantries, and support of child-care establishments; and

WHEREAS, the City intends to use approximately \$210,000 of the CDBG-CV funds for public facility improvements to update bathrooms and communal spaces for service providers; and

WHEREAS, the City intends to use approximately \$174,150 of the CDBG-CV funds for program administration; and

WHEREAS, in order to properly administer and utilize the CDBG-CV funds and assist with the targeted activities, the City anticipates entering agreements with the Newport News Redevelopment and Housing Authority and/or its affiliated entities.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Newport News, Virginia:

1. That it hereby authorizes and directs the City Manager to execute and the City Clerk to attest, on behalf of the City of Newport News, Virginia, any and all documents necessary to facilitate and effectuate receipt of the Community Development Block Grant Coronavirus Funds from the United States Department of Housing and Urban Development, subject to review and approval as to form of such documents by the City Attorney.



2. That it hereby authorizes and directs the City Manager to execute and the City Clerk to attest, on behalf of the City of Newport News, Virginia, such sub-recipient and administrative agreements with the Newport News Redevelopment and Housing Authority and/or its affiliated entities as may be necessary to administer the activities funded through Community Development Block Grant Coronavirus Funds, subject to review and approval as to form of such documents by the City Attorney.

3. That the City Manager is authorized to revise or modify funding distribution among the identified categories as deemed necessary after consultation with the Director of Development and the Executive Director of the Newport News Redevelopment and Housing Authority.

4. That this resolution shall be in effect on and after the date of its adoption, September 14, 2021.

PASSED BY THE COUNCIL OF THE CITY OF NEWPORT NEWS ON SEPTEMBER 14, 2021

Mabel Washington Jenkins, MMC  
City Clerk

McKinley L. Price, DDS  
Mayor

A true copy, teste:

City Clerk

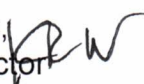
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**NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY**

**MEMORANDUM**

**DATE:** November 8, 2022

**TO:** All Members, Board of Commissioners

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

**SUBJECT:** Architectural and Engineering Services Contracts to RBA Architectural and Engineering Services, DJG, Inc. and Matthew G. Burton Architect

The purpose of this action is to award Architectural and Engineering Services Contracts to provide design services, prepare construction documents and perform other related work for the Authority on various construction projects requiring such services on an as needed basis.

On September 1, 2022, the Authority initiated a Request for Proposal (RFP #A&AE-09-22) process to procure the most qualified architectural and engineering firms for various Authority projects. Four (4) firms submitted proposals by the closing date of September 30, 2022. Each evaluation committee member undertook an independent evaluation of the proposals. The evaluation was based on the published evaluation criteria, without regard to price as is consistent with procurement regulations. The panel members then jointly interviewed all five firms using the same criteria.

RBA Architectural and Engineering Services; Matthew G. Burton Architect; and DJG, Inc. were the top three ranked firms and determined to be the most qualified.

The proposed contracts will provide design and related services necessary to complete public housing modernization and redevelopment activities in the Authority's Public Housing Plan and Consolidated Plan governing the Community Development Block Grant and HOME programs. The contract term for which these services could be requested would be for five (5) years; one base year and four (4) one-year renewal options. NNRHA reserves the right to either exercise or not exercise the option years.

I recommend approval of the attached resolution, which allows the execution of contracts with the four above referenced firms.



**RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING  
AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE  
ARCHITECTURAL AND ENGINEERING SERVICES CONTRACTS WITH RBA  
ARCHITECTURAL AND ENGINEERING SERVICES; MATTHEW G. BURTON  
ARCHITECT AND DJG, INC.**

**WHEREAS**, The Board of Commissioners of the Newport News Redevelopment and Housing Authority adopted the Public Housing plan that includes the Agency's strategic planning objectives for the Capital Improvement Program fund to modernize public housing; and

**WHEREAS**, the Authority has entered into a Redevelopment Services Contract with the City of Newport News for the purposes of carrying out redevelopment activities for the Southeast Community Corridor and South Jefferson Park Redevelopment plans; and

**WHEREAS**, the Authority is under contract with the City of Newport News to administer the Community Development Block Grant and HOME Investment Partnership programs; and

**WHEREAS**, The public housing modernization and redevelopment activities outlined in the plan require the services of an architecture and engineering firm; and

**WHEREAS**, the Authority has properly used the Request for Proposal (RFP) process to secure proposals for evaluation of such firms suitability; and

**WHEREAS**, the Authority has received and evaluated proposals from four (4) firms interested in providing the architectural and engineering services to NNRHA; and

**WHEREAS**, the Authority has determined that the responses from RBA Architectural and Engineering Services, DJG, Inc and Matthew G. Burton Architect best address the criteria established in the Request for Proposals.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Newport News Redevelopment and Housing Authority authorizes the Executive Director to execute a contract with:

1. RBA Architectural and Engineering Services
2. DJG, Inc.
3. Matthew G. Burton Architect

for the provision of architectural and engineering services for a period of one year with the option to extend the contract annually for an additional four years.



# REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

## NOVEMBER, 2022

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**

**Lisa Wallace-Davis - Vice Chairperson**

**William Black**

**George Knight**

**Lou Call**

**Barbara Holley**

**Thaddeus Holloman**

**Raymond Suttle, Jr., Attorney**

## **STAFF**

**Karen R. Wilds, Executive Director**

**Secretary-Treasurer**

**Teresa Bennett, Assistant Secretary-Treasurer**

**Lysandra Shaw, Deputy Executive Director**

**Carl Williamson, Director of Housing Operations**

**Valarie Ellis, Director of Administrative Services**

**Lisa Dessoify, Director of Finance**

**David Staley, Director of Community Development**



## COMMUNITY DEVELOPMENT

### COMMUNITY DEVELOPMENT

#### CDBG

HUD has released program year 2022-2023 CDBG funds to the City of Newport News. The entitlement amount awarded for CDBG activities was \$1,287,677.00.

Funds for the CDBG CARES Act (CDBG-CV) program are available for distribution

to designated area non-profit organizations. The Community Development department has compiled funding recommendations which have been reviewed by both NNRHA and the City's Department of Development.

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

	Emergency Repair	Open House	HOMEcare	All Programs
Projects Completed	3	1	0	4
Projects in Underwriting	2	1	1	4
Projects Pending Appr	2	0	0	2
Projects Ongoing	4	2	0	6
<b>Total</b>	<b>11</b>	<b>4</b>	<b>1</b>	<b>16</b>

New Housing Rehabilitation Applications for September	Total for July 1, 2022 – June 30, 2023
3	5

#### 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, 2022 – June 30-2023				
Program Year 22-23 (Completed)	Denied	Pending Additional Documentation	Current Month (Completed)	Underwriting in Process
1	6	5	0	5

New Housing Rehabilitation Applications for October, 2022	Total for July 1, 2022 – June 30, 2023
3	8



## **CAPITAL ACTIVITY**

### **Marshall Courts Phase VII**

VIA has coordinated locating waterlines, asbestos and radon on testing, as well as a historical review for the demolition phase. Notification to residents to be sent in early January 2023. Demolition plans and specifications are nearing completion for the 88 units. Anticipated start of demolition is late May or early June of 2023.

### **Orcutt Townhomes I**

Environmental testing has been completed. Reservation documents from Virginia Housing have been received. Ongoing RAD conversion communication from NNRHA staff is being maintained with residents. RAD conversion will take place in early 2023. Plans and specifications for the proposed renovation work are 60% complete and currently being reviewed by NNRHA staff.

### **Aqueduct Apartments**

Comments from DJG Architects have been returned for the Physical Needs Assessment. Additional interior and exterior investigations to include subsurface utilities will start shortly.

### **Pinecroft Apartments**

The initial draft of the Physical Needs Assessment is on-going as DJG is on site for further investigation of the elevators.

## **CHOICE NEIGHBORHOOD INITIATIVE (CNI)**

Construction is nearing completion on the Lift & Rise on Jefferson Ave. Building I is expected to be completed early December and Building II will be complete by end of November.

There have been some delays due to materials and appliance deliveries. The overall project completion is now anticipated mid December 2022. Interest in the community continues to grow with over 2,400 people having registered to receive rental applications when available. The leasing manager is now temporarily located at Jefferson Brookville and has begun pre-leasing activities until construction of the buildings is completed. Abbitt Reality is marketing the onsite retail space and has reached out to businesses suggested by the community and the City.

**CNI Event Update:** The groundbreaking for the CNI onsite housing phase was held on October 11<sup>th</sup>. A tour of the Lift & Rise for former Ridley residents has been re-scheduled for November 22<sup>th</sup>. The dedication ceremony for the Lift & Rise has been rescheduled to November 29<sup>th</sup> at 11am. Leasing is expected to begin in January 2023.

The financial closing for the CNI onsite housing is now targeted for mid-November 2022.

Planning and design of the Phase Two development for the On-site Ridley housing and site improvements is complete. The development plans have been approved by the City. Construction of housing on the former Ridley site is expected to begin in December.

Preliminary planning for Phase Three, downtown housing, is underway. HUD has issued an additional funding opportunity for existing CNI grantees. The CNI team is evaluating for January submittal.

Urban Strategies, Inc. (USI) continues to conduct outreach to Ridley residents, as well as complete needs assessments for each household. Currently, 76% of the former Ridley residents are enrolled in family support services. A community



meeting was held on October 27<sup>th</sup> at the Main Street Library. USI will host a tour of the Lift and Rise buildings on November 22<sup>nd</sup>.

Lease Rate – October, 2022 98.4%

Cumulative Percentage of Section 8 Budget Authority Utilized Oct, 2022 98.4%

## PUBLIC AND ASSISTED HOUSING

### OCCUPANCY REPORT

#### *Total Waiting List Applications:*

Public Housing		288
Approved/Eligible	39	
Pending	249	
Section 8		298
Approved/Eligible	84	
Pending	214	

The pending numbers for the Public Housing Program (249) and the Housing Choice Voucher Program (214) 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 October*

Public Housing Program	12
Housing Choice Voucher	14
Mod-Rehab (SRO)	4
<b>Total</b>	<b>30</b>

#### *Occupancy Statistics:*

Public Housing Program (of 839 units)	97%
Section 8 Program (2,880)	95.9%
Warwick SRO (of 88 units)	99%

Avg. # of Leasing Days (Public Housing) 26

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

1. Public Housing	\$282.
2. Housing Choice Voucher	\$201.
3. Warwick SRO	\$178.

### FAMILY INVESTMENT CENTER (FIC) ACTIVITIES

EMPLOYED F.I.C. PARTICIPANTS October 2022 (since 1995)	
Aqueduct	123
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
<b>Total</b>	<b>1,295</b>

### FAMILY SELF-SUFFICIENCY (FSS) UPDATE

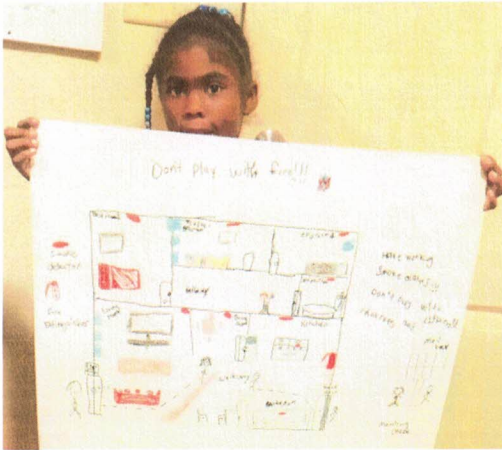
191 Housing Choice Voucher and Public Housing clients have completed their goal of homeownership as follows:

Housing Choice Voucher Families/FSS	69
Public Housing Families/FSS:	56
HCV Homeownership:	66
<b>Total</b>	<b>191</b>



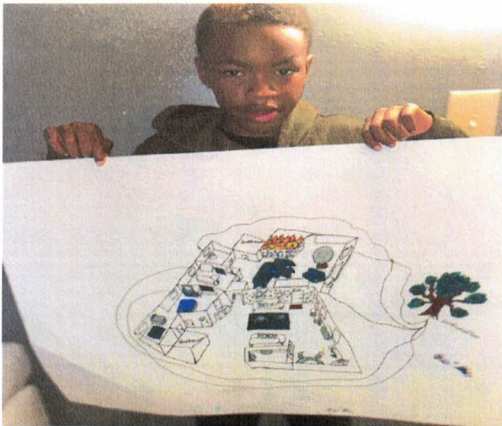
## 2022 HAI Fire Safety Poster Contest Winners

### Age Group 6-9



**Ja'lilyana Baker (8) yrs. old 1<sup>st</sup> Place**

### Age Group 10-14



**Tra'shon White (11) yrs. old 1<sup>st</sup> Place**

The National Fire Prevention was the week of October 9<sup>th</sup> through 15<sup>th</sup> 2022. To promote the importance of fire safety, HAI Group partnered with the National Fire Protection Association (NFPA) and local fire departments to sponsor and annual Fire Safety Poster Contest each year.

The Newport News Housing Authority youth participated in the contest this year. The youth residents showcased their artistic talents by creating posters about this year's theme- *"Fire won't wait Plan Your Escape!"* There were two age groups 6-9 and 10-14 and two prize categories for each of the groups. 1<sup>st</sup> place (\$50.00), 2<sup>nd</sup> place (\$30.00). These are the Winners of this year's Fire poster contest, age groups and how they placed in the contest.

**COMMUNITY RESOURCES • Resident Relations • Senior Residents**

## Domestic Violence Awareness



In October, the Newport News Police Department (NNPD) teamed up with the NNRHA to provide information about domestic violence to the communities of Pinecroft and Ashe Manor. Cheryl Chavers, Domestic Violence Specialist with the NNPD, facilitated an empowering training educating participants about domestic violence prevention, signs of domestic abuse, how to help someone in an abusive relationship, ending the culture of silence, where and how to turn for help, and much more. Residents were



engaged, asked questions and shared their own experiences with domestic violence. Conversation continued well after the program was over. Ms. Chavers provided printed material and small gifts (lanyards, hand sanitizer, pens, etc.) which promoted awareness. Programs are being planned for other communities in the coming months.

### **Chair Zumba at Pinecroft Apartments**



Keia Dowling, Inspired Home Health, introduced herself and her company to the seniors at Pinecroft with some "Chair Zumba." On October 4<sup>th</sup> and 18<sup>th</sup>, approximately 10 residents participated in this low-impact, fun exercise. Participants enjoyed the music and acknowledged feeling good during and after the workout. Ms. Dowling explained her passion for providing quality personal care the services and detailed the services provided. Programs will be scheduled at other senior communities in the near future.



**Other NNRHA Controlled Multi-Family Properties  
Waiting Lists as of October, 2022**

<b>Property</b>	<b>Occupancy Rate</b>	<b>Approved/Eligible</b>	<b>Pending</b>	<b>Total</b>
Orcutt Townhomes III	97%	1	14	15
Cypress Terrace	96%	5	56	60
Oyster Point/Brighton	98%	5	93	98
Great Oak	98%	107	213	320
Lofts on Jefferson	86%	0	4	4
Jefferson Brookville	98%	1	15	16
Lassiter Courts	95%	12	148	160

**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 October, 2022.

<b>Participants:</b>	<b>Public Housing</b>	<b>Housing Choice Voucher</b>	<b>Total</b>
<b>Total</b> number in FSS Program	18	92	<b>110</b>
Employed	6	64	<b>70</b>
Currently not working	9	25	<b>34</b>
Attending Thomas Nelson Comm. College	0	2	<b>2</b>
Enrolled in other Training Program	2	0	<b>2</b>
Employed and going to school	1	1	<b>2</b>
Participants with escrow accounts	9	40	<b>49</b>

**NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY**  
**2022 Housing Choice and Mainstream Voucher Program Utilization Report - Actual**  
**For the Year Ending December 31, 2022**

CV Housing Choice 2022 Annual Budget Authority		\$ 22,765,207	Final budget, 100% proration										
Additional Warwick SRO - RAD2		681,725											
Housing Choice Voucher Funding		\$ 23,446,932											
Mainstream Voucher Program Funding		\$ 798,207	Final - 100%										
Emergency Housing Voucher Program Funding		\$ 247,896	Final - 100%										
HCV Units		2506											
VASH units		54											
CNI tenant protection		247											
Warwick SRO - RAD2		88											
Baseline HCV count		2895											
Mainstream Vouchers		141											
Emergency Housing Vouchers		32											
Total Vouchers		3068											
Month	# of Vouchers Utilized	Lease Rate	HAP Payments to Landlords	Avg HAP	Monthly +/- Dollar Utilization	Monthly Amount of Funding Utilized	Year to Date Amount of Funding Utilized	Funding From HUD	FSS Forfeitures	Fraud Recovery	Other Sources Of Funds	NNRHA Held Reserve Balance	HUD Held Reserve Balance
January	HCV 2744	95.3%	\$ 1,925,091.00	\$ 701.56	\$ (37,310.00)	98.1%	98.1%	\$1,962,401.00			\$ -	\$ (57,813.19)	2,510,593.39
	MS 107	75.9%	\$ 71,329.00	\$ 666.63	\$ 4,784.00	107.2%	107.2%	\$66,545.00			-	(20,503.19)	2,465,818.31
	EHV 3	9.4%	\$ 1,777.00	\$ 592.33	\$ 1,777.00	0.0%	0.0%	-			-	131,662.00	157,752.00
February	HCV 2752	95.6%	\$ 1,970,085.00	\$ 715.87	\$ 4,162.00	100.2%	99.2%	\$1,965,923.00	\$ 1,992.00		\$ 1,992.00	(22,673.19)	2,417,521.22
	MS 107	75.9%	\$ 70,106.00	\$ 655.20	\$ (1,900.00)	97.4%	102.1%	\$72,006.00				127,023.00	
	EHV 6	18.8%	\$ 4,639.00	\$ 773.17	\$ 4,639.00	0.0%	0.0%	\$ -					
March	HCV 2764	96.0%	\$ 1,991,407.00	\$ 720.48	\$ 14,993.00	100.8%	99.7%	\$1,976,414.00	\$ 676.00		\$ 676.00	(36,990.19)	2,358,733.14
	MS 110	78.0%	\$ 73,748.00	\$ 670.44	\$ 1,088.00	101.5%	101.9%	\$72,660.00				121,570.00	
	EHV 7	21.9%	\$ 5,453.00	\$ 779.00	\$ 5,453.00	0.0%	0.0%	\$ -					
April	HCV 2770	96.2%	\$ 1,988,117.00	\$ 717.73	\$ 11,703.00	100.6%	99.9%	\$1,976,414.00			\$ -	(48,693.19)	2,441,154.06
	MS 112	79.4%	\$ 75,666.00	\$ 675.59	\$ 3,006.00	104.1%	102.5%	\$72,660.00				115,104.00	
	EHV 8	25.0%	\$ 6,466.00	\$ 808.25	\$ 6,466.00	0.0%	0.0%	\$ -					
May	HCV 2754	95.6%	\$ 1,984,097.00	\$ 720.44	\$ (40,796.00)	98.0%	99.5%	\$2,024,893.00			\$ -	(7,897.19)	2,433,151.97
	MS 112	79.4%	\$ 77,304.00	\$ 690.21	\$ (174,989.00)	30.6%	68.7%	\$252,293.00				104,507.00	
	EHV 11	34.4%	\$ 10,597.00	\$ 963.36	\$ 10,597.00	0.0%	0.0%	\$ -					
June	HCV 2755	95.7%	\$ 1,982,650.00	\$ 719.66	\$ (68,846.00)	96.6%	99.0%	\$2,051,496.00			\$ -	(67,061.00)	2,314,468.39
	MS 112	79.4%	\$ 76,281.00	\$ 691.08	\$ 4,773.00	106.7%	73.1%	\$71,508.00				65,012.00	
	EHV 14	43.8%	\$ 11,886.00	\$ 849.00	\$ 11,886.00	0.0%	0.0%	\$ -					
July	HCV 2754	95.6%	\$ 1,999,427.00	\$ 726.01	\$ (72,035.00)	96.5%	98.7%	\$2,071,462.00			\$ -	4,974.00	2,175,818.81
	MS 111	78.7%	\$ 76,615.00	\$ 690.23	\$ (564.00)	99.3%	76.1%	\$77,179.00				52,382.00	
	EHV 15	46.9%	\$ 12,630.00	\$ 842.00	\$ 12,630.00	0.0%	0.0%	\$ -					
August	HCV 2744	95.3%	\$ 2,051,654.00	\$ 747.69	\$ (38,200.00)	98.2%	98.6%	\$2,089,854.00			\$ -	43,174.00	2,018,777.23
	MS 111	78.7%	\$ 78,407.00	\$ 706.37	\$ 1,228.00	101.6%	76.1%	\$77,179.00				37,168.00	
	EHV 16	50.0%	\$ 15,214.00	\$ 950.88	\$ 15,214.00	0.0%	0.0%	\$ -					
September	HCV 2761	95.9%	\$ 2,026,039.00	\$ 733.81	\$ (59,724.00)	97.1%	98.4%	\$2,085,763.00			\$ -	102,898.00	1,865,826.65
	MS 109	77.3%	\$ 77,147.00	\$ 707.77	\$ (1,703.00)	97.8%	80.5%	\$78,850.00				20,884.00	
	EHV 18	56.3%	\$ 16,284.00	\$ 904.67	\$ 16,284.00	0.0%	0.0%						
October	HCV 2756	95.2%	\$ 2,050,114.00	\$ 743.87	\$ (47,445.00)	97.7%	98.4%	\$2,097,559.00		\$ 3,125.00	\$ 3,125.00	153,468.00	1,751,285.32
	MS 112	79.4%	\$ 79,943.00	\$ 713.78	\$ 2,136.00	102.7%	82.4%	\$77,807.00				2,432.00	
	EHV 20	62.5%	\$ 18,452.00	\$ 922.60	\$ 18,452.00	0.0%	0.0%	\$ -					
				\$ 20,828,625.00			\$ 21,220,866.00			\$ 5,793.00			



**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 November 15, 2022 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.

<b><u>AYES</u></b>	<b><u>VOTE</u></b>	<b><u>NAYS</u></b>
--------------------	--------------------	--------------------

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

\* \* \* \*







**ITEM NO. 9**  
**Other Business**



