NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING

March 19, 2019
8:30 a.m.
227-27th Street, Newport News

1. Pledge of Allegiance to the Flag of the United States of America
2. Roll Call
3. Consider approval of minutes of regular meeting, February 19, 2019.
4. Communications
5. New Business
   a. Discussion of Public Housing Capital Needs
   b. **Public Hearing** to receive comments on the Five Year Agency Plan and Annual Plan for 2019
   c. Consider a Resolution authorizing submission of PHA Plans (5 Year Plan and Annual Plan) to HUD
   d. VML/VACo Presentation
   e. Consider a Resolution authorizing the Investment Policy
   f. Consider a Resolution authorizing the continuation of the Authority Scholarship
6. Report to the Board
7. Closed session in accordance with the Virginia Freedom of Information Act, Code of Virginia, Section 2.2-3711
8. Consider adoption of resolution certifying a Closed Meeting in conformity with Virginia law.
9. Any other business to come before the Board.
   - Comments from the Public: (*Time Limit 5 Minutes)*
10. Adjournment

Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
February 19, 2019

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 227-27th Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, February 19, 2019.

Pledge of Allegiance

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

Roll Call

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

Commissioners present: -

Lou Call
Gary B. Hunter
Josephine Clark
Lisa Wallace-Davis

Commissioners Hager, Penrose and Black absences were excused.

Also present:

Raymond H. Suttle, Jr.
Jones, Blechman, Woltz & Kelly, P.C.

Karen R. Wilds
Executive Director

Carl V. Williamson
Director of Housing

Valarie Ellis, Director
Administrative Services

Sandra Powell, Director
Community Development

Lisa Dessoffy, Director
Finance

Teresa Bennett
Administrative Assistant

Tricia Wilson
Development Department, City of Newport News

Michael Graff
McGuireWoods, LLP

Ed Silarz
McGuireWoods, LLP

Approval of Minutes, January 15, 2019

Commissioner Clark moved that the minutes of the meeting of the Board of Commissioners held on January 15, 2019 be approved as presented. The motion was seconded by Commissioner Davis and passed with a unanimous vote.

Communications

The following communications were provided to the Board and reviewed by the Executive Director. 1) An article from the Daily Press dated January 17, 2019 entitled "Shutdown causes snag in Newport News' Choice Neighborhood notification". The article was concerning the government shut down and how this has delayed the Department of Housing and Urban Development's (HUD) notifications to applicants if they have been shortlisted for the federal Choice Neighborhood grant to transform the Marshall-Ridley area. 2) A letter from the U.S. Department of Housing and Urban

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Public Hearing

An announcement was made that a public hearing was being held to receive comments on the Proposed Private Activity Bond Financing for Ivy Farm Apartments Multifamily Housing Facility A notice advertising the Public hearing was posted in the lobby of the Authority located at 227 27th Street, Newport News, VA, advertised in the Daily Press on February 5, 2019, February 12, 2019 and posted on the website. Commissioner Hunter made a motion to open the Public Hearing. Commissioner Davis seconded the motion which passed with a unanimous vote.

No public comments were made.

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

New Business

The Board of Commissioners of the Newport News Redevelopment and Housing Authority Authorizing the Issuance of up to $16,780,000 Multifamily Housing Revenue Bonds for the Acquisition, Construction, Renovation, Rehabilitation and Equipping of the Ivy Farms Apartments Multifamily Housing Facility Located in the City of Newport News

The Board had been provided copies of a resolution authorizing a request from 617 Adams Drive, LLC for the issuance by the Authority of up to $16,780,000 of its Multifamily Housing Revenue Bonds to assist the Borrower in financing a portion of the cost of acquiring, constructing, renovating, rehabilitating and equipping the 168 two bedroom garden-style apartments, a community room and onsite leasing office. The complex was built in the late 1960's. The bond application proposes using 4% Low-Income Housing Tax Credits in conjunction with Tax-Exempt bonds issued by NNRHA in order to renovate the existing complex. The total project acquisition and development costs are estimated to be $20,048,597.

Commissioner Hunter made a motion to approve the resolution. Commissioner Davis 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 Formation of the Ashe Manor, LLC as Successor Limited Partner in the Orcutt Senior Housing, L.P. and Requesting the Newport News City Council Approval of this Proposed Entity

The Board had been provided copies of a resolution authorizing the formation of Ashe Manor, LLC as successor limited partner in the Orcutt Senior Housing L.P. partnership. The 50 unit Ashe Manor elderly complex located on 36th Street was developed by NNRHA in the early 2000's. Low Income Housing Tax Credits (LIHTC) were obtained by NNRHA to undertake this development and the facility was placed in service in 2004 in accordance with tax credit regulations.

The required fifteen year LIHTC compliance period has been fulfilled and the investor (limited) partner and special limited partner in the Orcutt Senior Housing L.P. owner of the property, will voluntarily withdraw from the partnership.

Commissioner Hunter made a motion to approve the resolution. Commissioner Clark 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

The Board had been provided copies of a resolution authorizing the Executive Director to secure letters of credit from Old Point National Bank related to the permanent financing for the Cypress Terrace and Oyster Point-Brighton Projects as required by the Virginia Housing Development Authority (VHDA). These letters of credit serve as

2019. Applications were received from Genesis Partners, Inc./617 Adams Drive, LLC, Margolis Family Investments, LLC/Petersburg Community Development Corporation, Inc. and Choice Neighborhood I. All projects are requesting Low Income Housing Tax Credits from the Virginia Housing Development Authority (VHDA) with applications due to VHDA by March 14, 2019. The proposals were evaluated and scored, by the Director of Housing Operations and the Executive Director, based on the published criteria. Mrs. Wilds recommended award of Project Based Vouchers to all four projects conditioned on the award of Low Income Housing Tax Credits funding from the Virginia Housing Development Authority and other technical issues cited in the resolution.

A Resolution of the Newport News Redevelopment and Housing Authority Approving Project Based Vouchers for Genesis Partners, Inc./617 Adams Drive, LLC for Ivy Farms Apartments

Ivy Farms Apartments is located at 617-621 Adams Drive and 688 Dresden Drive. The property currently consists of 168 2-bedroom garden-style apartments. The applicant proposes a comprehensive rehabilitation of the property. Ms. Wilds recommended award of the requested forty-two (42) Project Based Vouchers to Ivy Farms Apartments, conditioned on the award of Low Income Housing Tax Credits funding from VHDA and other technical issues cited in the resolution.

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

A Resolution of the Newport News Redevelopment and Housing Authority Approving Project Based Vouchers for Margolis Family Investments, LLC/Petersburg Community Development Corp. Inc. for The Coile Apartments

The Coile Apartments is a new construction, mixed income development proposed to be located at 311 33rd Street and 80-29th Street. The developer plans to construct a 62 unit apartment complex with an on-site manager who will schedule educational and counseling programs and establish partnerships with local service providers. Ms. Wilds recommended award of the requested seven (7) Project Based Vouchers to The Coile Apartments, conditioned on the award of Low Income Housing Tax Credits funding from VHDA and other technical issues cited in the resolution.

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

A Resolution of the Newport News Redevelopment and Housing Authority Approving Project Based Vouchers for Choice Neighborhood I, LLC for Carrier Point I

Carrier Point I is one of the first phases of new construction for the Choice Neighborhood I, LLC and proposed to consist of 37 units at 2800 Jefferson Avenue. Carrier Point I Apartments will have an on-site manager who will schedule educational and counseling programs and establish partnerships with local service providers. Ms. Wilds recommended award of the requested twenty-one (21) Project Based Vouchers to Carrier Point I, conditioned on the award of Low Income Housing Tax Credits funding from VHDA and other technical issues cited in the resolution.

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

A Resolution of the Newport News Redevelopment and Housing Authority Approving Project Based Vouchers for Choice Neighborhood I, LLC for Carrier Point II

Carrier Point II is one of the first phases of new construction for the Choice Neighborhood I, LLC and proposed to consist of 45 units at 2700 Jefferson Avenue. Carrier Point II Apartments will have an on-site manager who will schedule educational and counseling programs and establish partnerships with local service providers. Ms. Wilds recommended award of fifteen (15) of the requested twenty-eight (28) Project Based Vouchers to Carrier Point II, conditioned on the award of Low Income Housing Tax Credits funding from VHDA and other technical issues cited in the resolution.

Commissioner Davis made a motion to approve the resolution. Commissioner Hunter

Ms. Dessoffy reviewed the Voucher Utilization Report in the Report to Board. She stated the preliminary budget is funded at 99%. As of January 31, 2019 there are 2,581 leased vouchers.

Ms. Ellis reported that the Authority will be conducting our annual employee training on February 19th – 21st. Topics will include: What Every supervisor Needs to Know About Employment Law, Combating Workplace Gossip, Difficult Conversations, Performance Management, Performance Evaluations, and Anti-Harassment Training.

Ms. Powell reported construction is nearing completion on renovations to eight duplex apartment buildings at Marshall Courts. Six buildings, which includes twelve apartments, have been renovated and returned to the Authority and are occupied. The remaining two buildings are scheduled for completion by mid-March. Under the Rental Assistance Demonstration, construction is underway on 44 of the 100 apartments at Lassiter Courts. Site work for the new administration/community building is scheduled to start in mid-February. The anticipated completion date is December, 2019.

Closed Session

Other Business

Adjournment

There being no other business to come before the Board, the Chairman adjourned the meeting at 9:02 a.m.

Secretary-Treasurer