

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

**August 20, 2024
8:30 a.m.
227-27th Street, Newport News**

1. Pledge of Allegiance to the Flag of the United States of America
2. Roll Call
3. Consider approval of minutes of regular meeting, July 16, 2024.
4. Communications
5. New Business
 - a. Housing Choice Voucher Administrative Plan - Amendment
 - b. Section 8 Management Assessment Program Certification (SEMAP) submission
6. Report to the Board
7. Closed session in accordance with the Virginia Freedom of Information Act, Code of Virginia, Section 2.2-3711
8. Consider adoption of a resolution certifying a Closed Meeting in conformity with Virginia law.
9. Any other business to come before the Board.
 - Comments from the Public: (*Time Limit 3 Minutes*)
10. Adjournment

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
July 16, 2024**

Having duly given public notice, the Board of Commissioners of the Newport News Redevelopment and Housing Authority met at 227 27th Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, July 16, 2024.

**Pledge of
Allegiance**

Ms. Shaw led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

Roll Call

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

Commissioners present: -

Dr. Lisa Wallace-Davis
Thaddeus Holloman
Barbara Holley
Lou Call
William Black

Also present:

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

Lysandra M. Shaw
Executive Director

Valarie Ellis, Director
Administrative Services

Lisa Dessoify, Director
Finance

Tera Lockley, Director
Housing

Kayonia Betts
Executive Assistant

David Staley
Community Development

Justin Orié
NNRHA IT Department

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

DeAnna Smith
Legal Aid Society of Eastern VA

**Approval of
Minutes June 18,
2024**

Commissioner Holloman moved that the minutes of the regular meeting of the Board of Commissioners held on June 18, 2024 be approved. The motion was seconded by Commissioner Knight and passed with a unanimous vote.

Communications

The following communications were recited to the Board and reviewed by the Executive Director. The Executive Director communicated that the Virginia Association of Housing and Community Development Officials (VAHCDO) is hosting a free virtual Commissioners training session. Registration is slated to close on July 17, 2024. The Executive Director urged commissioners to sign up if interested. Commissioner Holloman asked about the date of the conference and the Chairman expressed interest.

Closed Session

New Business

**The Board of
Commissioners of the
Newport News
Redevelopment and
Housing Authority
Authorizing Charge Off
Tenants' Accounts
Receivables**

The Board has been provided copies of a resolution authorizing the proposed charge-offs of Tenants' Accounts Receivable for the period of October 1, 2023 – April 30, 2024. The Executive Director reported that there are 41 accounts recommended for charge-off action with a total dollar value \$100,468.33. The average amount per vacated account is \$2,450.44.

Mortgage tax debt set off money from the state of Virginia which represents a portion of the \$36,565.71 in recoveries from previously charged-off accounts. The Board was directed to look at the comparison chart attached to the memo which showed the reduction in the monthly average realized in the previous year. It was mentioned in the previous Board meeting that the eviction moratorium may have played a role in previous high charge offs for Public housing and it is our hope that rent collection will begin to stabilize. The Executive Director recommended the approval of the charge offs of tenants' accounts receivables.

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
reviewing the CNI
Presentation**

The Board has been provided copies of the Choice Neighborhood Initiative (CNI) presentation prepared and presented by CNI Project Manager, Kimberly Harrell.

**Report to the
Board**

A Report to the Board for July, 2024 was provided to the Commissioners prior to the meeting. A copy of the subject report is on file in the office of the Executive Director.

Ms. Lockley reported the NNRHA Controlled Multi-Family Properties Waitlist data as follows: There are 1423 Public Housing applications, 38 of which are approved. This leaves 1385 pending applications in total. The Housing Choice Voucher program has 296 applications, of which 81 are approved with 215 pending. Public Housing is currently occupied at 95% and the Housing Choice Voucher Program is currently at 95%. The MOD Rehab Program which includes Warwick SRO is 97% occupied. There are a total of 197 Housing Choice Voucher and Public Housing clients that have completed their goal of homeownership.

Ms. Dessoffy reported on the Tenant Charge Off and Accounts Receivables. Many past public housing residents reapply. At reapplication, staff reviews the bad debt report to ensure applicants do not owe past due rent. This list goes back 20 years.

Ms. Ellis reported that HUD requires the NNRHA to hold community events to strengthen families. The Community Resources staff hosted the HUD Strong Family Summer Block Party which was held at Aqueduct and at Marshall Courts. The Community Resources staff also held a Self-Sufficiency Homeowners' Seminar. There were ten (10) residents in attendance, however those residents will go on to report the information they received to their family, friends and community. The health initiative program continues to provide diabetes education in the senior communities.

Mr. Staley reported on the Virginia Housing Sponsoring Partnerships and Revitalizing Communities (SPARC) program. This funding allows buyers using a Virginia Housing loan product to reduce their interest rate by 1%. NNRHA has applied for \$3 million in SPARC funds for the next program year starting July 1, 2024 to June 30, 2025 and was awarded the requested \$3 million dollars for the upcoming program year.

Marshall Courts - The City is in the final stages of reviewing the plans and specifications for stormwater management and the demolition of 88 apartment units at Marshall Courts. Project bid packages are being prepared for contractor solicitation. The procurement process for selection of a general contractor will begin once the process is complete.

The Orcutt Townhomes I RAD conversion project is 88% complete and inspections have begun on eight (8) units on 35th Street, four (4) of those units are at a stage

where the architect and NNRHA staff are completing inspections for a final punch list. We anticipate being able to occupy those units in the near future.

Ashe Manor and Pincroft parking lots have been completed. Marshall Courts parking lot repaving is currently underway. NNRHA anticipates completion to be within the next week. The Wilbern Building parking repaving is scheduled for the weekend of July 20th, 2024.

The Southeastern Family Project Building is currently vacant and occupants have been relocated. Engineering options for the project have been finalized with the architect and general contractor. The contract is forthcoming and it is anticipated that a notice to proceed will be issued to the general contractor later this month.

Ms Shaw recognized the staff for their hard work and efforts of working together as a team.

There being no other business to come before the Board, the Chairman adjourned the meeting at 9:10am.

Adjournment

Secretary-Treasurer

ITEM NO. 4

COMMUNICATIONS

NEWS > HOUSING

Newport News commission supports allowing residents to build accessory dwelling units



Newport News City Hall. The Planning Commission on Wednesday supported allowing accessory dwelling units in the city. (The Virginian-Pilot Staff File)



By **JOSH JANNEY** | joshua.janney@viriniamedia.com | Staff writer

UPDATED: August 8, 2024 at 4:59 p.m.

Newport News is considering allowing residents on single-family lots to have a second dwelling on their property — a move that would allow the city to increase its housing stock and provide more options for people seeking a place to live.

The Planning Commission on Wednesday unanimously recommended allowing accessory dwelling units in the city. They are small, independent dwellings with their own living, bathroom and kitchen spaces.

They can include carriage houses or garages turned into apartments, and are often used as in-law suites, a place for college-aged children to live on their family's property separate from the main house, or as an affordable housing option for tenants.

The commission recommended that accessory dwellings be allowed as a by-right use within all zoning districts where single-family dwellings are permitted. They can be part of a detached structure on the same lot as the single-family primary residence or attached to the side or rear of the principal structure with a separate entrance.



“Allowing this type of development on single-family property provides homeowners the ability to meet the evolving needs of families and households,” city planner Nyoka Hall told the commission. “(The units) can help provide an adequate supply of housing, as well as help older persons age in place and provide for a wider diversity of housing within sought-after neighborhoods where cost burdens cannot be overcome.”

The recommendations came with several regulations to ensure that the overall character of neighborhoods wouldn't drastically change, including size and height limitations and ensuring that the units have a similar architectural style as the primary structure. The proposal also requires the property owner to occupy either the principal dwelling or the accessory dwelling as their primary residence.



[Read More](#)

00:11

02:00

Some commission members wondered if residents could use these units for short-term rentals, such as Airbnb. Newport News Assistant Director of Current Planning Flora Chioros pointed out that the proposed regulations specifically state that an accessory dwelling cannot be used as a short-term rental.

Furthermore, the regulations state that if an accessory dwelling is leased, the lease term shall not be less than 30 consecutive days. The lease must comply with all local rental regulations, including occupancy limits, licensing and inspections.

“The whole purpose of adding an accessory dwelling unit is to add housing stock to our area,” Chioros said. “So, if you’re trying to add housing stock and then you use it as a short-term rental, you’re not really adding housing stock. You’re just using it for transitional housing.”

Chioros said allowing accessory dwellings was something the city had “wanted to do” and had been sought after by several residents.

While ADUs would be a by-right use, Chioros said that a building permit would still be needed if a resident wanted to build a new structure on the property.

The matter is expected to go before City Council for a vote on Sept 10.

Earlier this year, the General Assembly [considered legislation](#) requiring localities to allow accessory dwellings in single-family residential zoning districts, but the House’s Counties, Cities and Towns Committee ultimately decided to continue the legislation to 2025.

Josh Janney, joshua.janney@virginiamedia.com

Originally Published: August 8, 2024 at 11:28 a.m.

Around the Web

REVCONTENT

ITEM NUMBER 5


New Business

- a. Housing Choice Voucher Administrative Plan - Amendment
- b. Section 8 Management Assessment Program Certification (SEMAP) submission

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NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: August 12, 2024
TO: Board of Commissioners
FROM: Lysandra M. Shaw 
Executive Director
SUBJECT: Housing Choice Voucher Administrative Plan – “Right Sizing”

Attached for your consideration is an amendment to the Housing Choice Voucher Administrative Plan.

A summary of the amendment is the following:

Family and “Right Sizing” of units

The current voucher size determination is two “heartbeats per sleeping room”. The following will apply to any family that is participating in the Housing Choice Voucher program.

A. The Housing Choice Voucher program will now determine voucher size based on “right sizing”. The three factors will be considered.

Gender Composition of Household – Opposite gender siblings (over 5 years old) separate bedrooms.

Gender Composition – Adult head of household with adult relative can be given separate bedrooms.

Adult Composition – Adult head of household and other adults in household can be given separate bedrooms.

This amendment is effective August 21, 2024.

The attached resolution will approve this amendment and is recommended for approval.

DEFINITION

Family. Includes but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status, and can be further defined in PHA policy. - A family with or without children (the temporary absence of a child from the home due to placement in foster care is not considered in determining family composition and family size) - An elderly family or a near-elderly family - A displaced family - The remaining member of a tenant family - A single person who is not an elderly or displaced person, or a person with disabilities, or the remaining member of a tenant family.

Addendum to 5-II.B. DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402]

Right Sizing

In determining Voucher size, "Right Sizing" allows the HCV Program to take the following additional factors into consideration when determining Voucher size:

- Gender Composition of Household – giving opposite gender siblings (over 5 y/o) separate bedrooms, i.e. Adult Head of Household with 2 children, one male and one female can be considered for a 3 bedroom voucher.
- Generational Composition - Adult Head of Household with Adult relative (i.e. Mother, Brother) can be given separate bedrooms.
- Adult Composition – Adult Head of Household and remainder of the Household consists of adults i.e. Adult siblings of Head of Household can be given separate bedrooms.

This addendum is a departure from NNRHA policy "DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402]" para 3 "The subsidy standards must be applied consistently for all families of like size and composition" or "*two heartbeats per room*".

Right Sizing takes into consideration practical utilization of funds to provide appropriate voucher size for all family compositions and the reasonable expectations of privacy of Household members.

**A RESOLUTION OF THE NEWPORT NEWS REDEVELOPMENT AND HOUSING
AUTHORITY AUTHORIZING AMENDMENT TO THE HOUSING CHOICE VOUCHER
ADMINISTRATIVE PLAN**

WHEREAS, the Housing Choice Voucher Administrative Plan dated March 21, 2023 has been adopted by the Newport News Redevelopment and Housing Authority Board of Commissioners; and

WHEREAS, the Board of Commissioners of the Newport News Redevelopment and Housing Authority have reviewed the recommendation to amend the factors considered in determining a voucher size based on “right sizing” of the units which becomes effective August 21, 2024.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the “right sizing” of units is approved for inclusion in the Newport News Redevelopment and Housing Authority’s Housing Choice Voucher Administrative Plan.

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

MEMORANDUM

DATE: August 15, 2024

TO: Board of Commissioners

FROM: Lysandra M. Shaw 
Executive Director

SUBJECT: Section Eight Management Assessment Program (SEMAP)

The U.S. Department of Housing and Urban Development (HUD) requires the Authority to submit Section 8 Management Assessment Program (SEMAP) certifications within 60 calendar days after the end of each fiscal year. The SEMAP program examines 14 key performance measures of the housing choice voucher program. The indicators of performance and our self-scoring on element are:

	<u>Indicator</u>	<u>Possible Points</u>	<u>FY 2024 NNRHA</u>
1	Selection from the Waiting List	15	15
2	Determination of Reasonable Rent	20	20
3	Determination of Adjusted Income	20	20
4	Utility Allowance Schedule	5	5
5	HQS Quality Control Inspections	5	0
6	HQS Quality Control Enforcement	10	10
7	Expanding Housing Opportunities	5	5
8	Establishing Payment Standards	5	5
9	Completing Annual Reexaminations	10	0
10	Correct Tenant Rent Calculations	5	5
11	Pre-Contract HQS Inspections	5	5
12	Annual HQS Inspections	10	0
13	Lease-Up Rate	20	20
14	Family Self Sufficiency Enrollment & Escrow Account Balance	<u>10</u>	<u>10</u>
		145	120
	Deconcentration Bonus	<u>5</u>	<u>0</u>
	Total	150	120

The attached certification documents the self-assessment of our performance from July 1, 2023 - June 30, 2024. Our score is 120 out of a possible 145. The Department of Housing and Urban Development (HUD) will review our submission and assign the Authority a rating on each indicator and an overall performance rating of high, standard or troubled based on the total possible points. A high-performance rating is 90% and above; a standard rating is 60 to 89% and a troubled rating is assigned for scores below 60%. This year we are certifying our score at 120 points or **83%** which is a standard performer rating. This is subject to a HUD confirmatory review.

For the period ending June 30, 2024, our program is graded at 120 points; scored at **83%** and regarded by HUD as a standard performer.

The attached certification must be approved by a board resolution and signed by the Executive Director and Board Chairman and submitted through PIC no later than August 31, 2024.

The attached resolution is recommended for your approval.

Attachments

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE NEWPORT NEWS
REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING THE SUBMISSION
OF THE FY 2024 SECTION 8 MANAGEMENT ASSESSMENT CERTIFICATION**

WHEREAS, The Newport News Redevelopment and Housing Authority (NNRHA) has completed the review of all fourteen (14) Section Eight Management Assessment Program (SEMAP) Indicators for the Authority's performance under the Housing Choice Voucher program for the period of July 1, 2023 – June 30, 2024: and

WHEREAS, the FY 2024 SEMAP certification score is 120 of a possible 145 points or 100%; and

WHEREAS, a data analysis confirms that NNRHA does not meet the requirements to receive the extra 5-point bonus for Deconcentration; and

WHEREAS, the NNRHA submission qualifies the Authority as a Standard Performer; and

WHEREAS, it is necessary for the Executive Director and Chairman to sign HUD 52648, Section 8 Management Assessment Program (SEMAP) Certification for FY 2024;

NOW, THEREFORE IT BE RESOLVED by the Board of Commissioners of the Newport News Redevelopment and Housing Authority that the execution of this certification by the Executive director is hereby authorized.

Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0215
(exp. 12/31/2026)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name Newport News Redevelopment & Housing Authority	For PHA FY Ending (mm/dd/yyyy) 06/30/2024	Submission Date (mm/dd/yyyy) 08/31/2024
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Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

- Selection from the Waiting List.** (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No
- Reasonable Rent.** (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response **At least 98% of units sampled** **80 to 97% of units sampled** **Less than 80% of units sampled**
- Determination of Adjusted Income.** (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response **At least 90% of files sampled** **80 to 89% of files sampled** **Less than 80% of files sampled**
- Utility Allowance Schedule.** (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No
- HQS Quality Control Inspections.** (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes No
- HQS Enforcement.** (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response **At least 98% of cases sampled** **Less than 98% of cases sampled**

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

8. Payment Standards. The PHA has adopted payment standards schedule(s) in accordance with § 982.503.

PHA Response Yes No

Enter FMRs and payment standards (PS)

0-BR FMR <u>1339</u>	1-BR FMR <u>1364</u>	2-BR FMR <u>1594</u>	3-BR FMR <u>2228</u>	4-BR FMR <u>2716</u>
PS <u>1339</u>	PS <u>1364</u>	PS <u>1594</u>	PS <u>2228</u>	PS <u>2716</u>

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes No

11. Initial HQS Inspections. Newly leased units pass HQS inspection within the time period required. This includes both initial and turnover inspections for the PBV program. (24 CFR 982.305; 983.103(b)-(d)).

PHA Response Yes No

12. Periodic HQS Inspections. The PHA has met its periodic inspection requirement for its units under contract (982.405 and 983.103(e)).

PHA Response Yes No

13. Lease-Up. The PHA executes housing assistance contracts for the PHA's number of baseline voucher units, or expends its annual allocated budget authority

PHA Response Yes No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

33

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

98

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

1

Percent of FSS slots filled (b + c divided by a)

3.00

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program .

Check here if not applicable

PHA Response Yes No

1

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify under penalty of perjury that, to the best of my knowledge, the above responses are true and correct for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.



REPORT TO THE BOARD

NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY

August 2024

The mission of the Newport News Redevelopment & Housing Authority (NNRHA) is to create affordable housing, viable neighborhoods, and opportunities for self-sufficiency that enhance the quality of life for all citizens of Newport News.

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BOARD OF COMMISSIONERS

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Thaddeus Hollomon – Vice Chairman**

**William Black
Kenneth Penrose, Jr.
George Knight
Lou Call
Barbara Holley
Raymond Suttle, Jr., Attorney**

STAFF

**Lysandra M. Shaw, Executive Director
Secretary-Treasurer
Kayonia M. Betts, Assistant Secretary-Treasurer**

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

COMMUNITY DEVELOPMENT

Community Development Block Grant (CDBG)

Preparation of the Consolidated Annual Performance Evaluation Report (CAPER) began in July. Five non-profit organizations were awarded CDBG-CV funds. Of the five organizations, four have expended all of their CDBG-CV funds. A surplus amount of funds were available for emergent needs. The surplus funds were awarded to LINK for the purchase of smaller vehicles to transport families with small children and those whose health requires that they be sheltered separately from the congregate group for the health and safety of themselves and others. All CDBG-CV funds have now been allocated.

Sponsoring Partnerships & Revitalizing Communities (SPARC)

Virginia Housing awarded NNRHA \$3 million in SPARC funding. The SPARC program allows those buyers utilizing a Virginia Housing loan product to buy down their interest rate by 1%. With the addition of SPARC funding, we are able to expand our reach and offer Down Payment Assistance to qualified buyers. The program year for SPARC funding began July 1, 2024, and will conclude June 30, 2025. NNRHA depleted SPARC funds from the prior program year. SPARC allocations are approved on an annual basis.

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

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

New DPA Applications July 2024	Total New DPA Applications Received for July 1, 2024 - June 30, 2025
4	4

Total Housing Rehabilitation Activity for Fiscal Year July 1, 2024 – June 30, 2025	
	Residential Repair Program
Projects Completed	1
Projects in Underwriting	9
Projects Pending Approval	1
Projects Ongoing	1
Projects Denied	1
Total	13

There were 9 projects that carried over from the previous fiscal year

New Housing Rehabilitation Applications for July 1, 2024 – June 30, 2025	Total New Housing Rehabilitation Applications Received for July 1, 2024 - June 30, 2025
4	4

REDEVELOPMENT

CAPITAL ACTIVITY

Marshall Courts – Phase VII Demolition of 88 Units

A site plan resolution is being reviewed by the City for the demolition of the 88 units at Marshall Courts. Once finalized, the contractor bid package will be assembled and bid solicitation for the project will begin.

Orcutt Townhomes I

The Orcutt Townhomes I RAD project is approximately 90% complete. There have been 18 unit inspections thus far along 35th and 34th St. by the architect and NNRHA staff. Punch list items are being completed. Inspections will resume on Tuesday, August 13, 2024. Preparations are being made to move residents back.

Paving Projects

The Wilbern Building parking repaving has been rescheduled several times due to weather delays and is now scheduled for the weekend of August 16th, 2024.

Southeastern Family Project (2351 Terminal Ave.)

The contractor has provided contract documents for the first of two phases of renovations for the Southeastern Family Project. Once all documents have been reviewed and approved, a notice to proceed will follow.

Future Capital Projects

Ashe Manor Apartments kitchen renovations are an upcoming future project.

Marshall Court exterior renovations will be completed in phases.

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

MARSHALL-RIDLEY RESIDENTIAL FACADE PROGRAM

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

Marshall-Ridley Residential Facade Program Activity Tracker

Total Applicants	113
Finance Review	82
Inspected	62
Codes Review	62
Contract Pending	10
Contracted	0
Completed	42
Not Eligible	20

CHOICE NEIGHBORHOOD INITIATIVE (CNI)

Lift and Rise on Jefferson

The Lift and Rise complex (2700 and 2800 buildings) maintains a high occupancy rate of 94%. Currently, there are two affordable units, one market-rate unit, and one project-based voucher (PBV) replacement unit available for rent.

Legacy Landing

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

CNI III-R phase

Construction is approximately 98% completed CNI III- R consists of townhome buildings A,B, C and mixed use (apartment) building. Two weeks have been added to townhouses A-C while waiting for power, with completion tracked at the third week of September.

CNI III-R construction/site work update includes: (buildings A, B, C, and mixed-use/apartment)

- Landscaping is ongoing and temporary seeding and straw installed on 16th Street
- Gas line installation is complete and undergrounds have been approved.

CNI IV-R

Construction is approximately 81% completed. Construction is scheduled to be completed by January 2025. Following this, lease-up will commence for the final phase of Legacy Landing.

CN IV-R construction/site work update includes:

- Curb and gutter work is in progress, with topsoil being applied.
- Landscaping is ongoing.
- Buildings E -P: Installing MEP trim, cabinets, counters, and flooring.

Infrastructure is approximately 89% construction completed.

Wellness Trail 19% construction completed.

Legacy Landing: Community Engagement and Leasing Process Overview

The application process, overseen by Pennrose Property Management Group, began in August 2024. Currently, all applications are being held in a queue due to the critical path of the project related to the issuance of the Temporary Certificate of Occupancy by the city. This certificate is essential for advancing to occupancy. In the interim, former Ridley residents are advised to work closely with their assigned Urban Strategies Inc. (USI) Family Support Specialist to ensure they are fully prepared for the lease up with all the correct documentation that is needed to get the process started. Former Ridley residents have priority in the lease up process

Additionally, another "Right to Return" session is being organized by USI to include the Property Management group, Pennrose, NNRHA, and the City to provide updates about the leasing process, including application details, unit floor plans, and pricing. Information about the date and location of this session will be shared with the Citizen's Advisory Committee (CAC), former Ridley residents, and the Marshall-Ridley communities soon to encourage strong participation.

Downtown Phase 28th and Washington

On July 30, 2024, a design charrette was conducted at City Hall, offering the public a chance to engage with the project management team and provide feedback on the façade of the mixed-use building. This open forum allowed community members to discuss their views and suggestions directly with the team. The feedback collected during this event will be used to refine the design. The project management team is now on track to review and approve the final phase of the schematic designs on August 28, 2024, ensuring that community input is incorporated into the final plans.

PUBLIC AND ASSISTED HOUSING OCCUPANCY REPORT

Urban Strategies, Inc.

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

The Citizen Advisory Committee (CAC) expressed a need to see more metrics and data related to the People Plan. This information was provided to them in a report format, and the USI team included several significant metrics in the recent July report.

To highlight a few key points:

Year 4 Objectives Recap

One of the primary objectives was to ensure that able-bodied families achieve a certain income level. The report indicated that 98% of these families are currently meeting the income target of \$28,853.

Marshall-Ridley Supportive Service Linkages

The report detailed that 84 families have been successfully connected with supportive services, demonstrating progress in providing essential resources and assistance to the community.

In addition to these highlights, USI Inc. has assessed a total of 199 families to date. Their ongoing efforts include continuous outreach to families to offer and provide supportive services.

The CAC's request for detailed metrics and data underscores the importance of transparency and accountability in the implementation of the People Plan. The comprehensive information provided by USI helps illustrate the progress being made and the impact of the initiatives on the community.

Total Waiting List Applications	
Public Housing	1300
Approved/Eligible	51
Pending	1249
Housing Choice Voucher	289
Approved/Eligible	76
Pending	213

The pending application numbers for the Public Housing Program (1249) and the Housing Choice Voucher Program (213) represent the total number of applications being processed for eligibility for housing assistance. Some of these families will be determined ineligible based on income, landlord references or criminal activity. Therefore, these numbers will fluctuate each month.

New Applicants Housed	
Public Housing Program	4
Housing Choice Voucher	21
Mod-Rehab (SRO)	6
Total	31

Occupancy Statistics:	
Public Housing Program	95%
Housing Choice Voucher Program	95%
Mod-Rehab Program (Warwick SRO)	98%
Mod-Rehab (Warwick SRO)	86
Avg. # Leasing Days (PH)	46
Avg. Rent for Move-Ins (PH)	\$560
New Mod-Rehab (SRO) participants	\$73
Total Public Housing	799
Housing Choice Vouchers	2,936
Lease Rate – July 2024	95%

Average Family Rent Contribution for Move-ins Last Month:	
Public Housing	\$560
Housing Choice Voucher	\$164
Warwick SRO	\$73
Cumulative Percentage of Section 8 Budget Authority Utilized July 2024	89.5%

HOMEOWNERSHIP PROGRAM

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

FSS		
Program	Number of Families	Total Cost of Homes Purchased
HCV Families	69	\$6,675,318
PH Families	56	\$5,852,540
HCV-V Home-ownership	72	\$12,144,572

In this chart the number of HCV and PH families represents past participants.

HCV-V numbers reflect current program participants.

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

Property	Occupancy Rate	Approved/Eligible	Pending	Total
Orcutt Townhomes III	98%	0	52	52
Cypress Terrace	95%	10	19	29
Oyster Point/Brighton	97%	10	43	53
Great Oak	95%	208	234	442
Lofts on Jefferson	97%	0	45	45
Jefferson Brookville	98%	2	26	28
Lassiter Courts	99%	6	137	143
Spratley	97%	0	26	26

FAMILY SELF-SUFFICIENCY (FSS)

The following is a current breakdown of the status of FSS participants in the Public Housing and Housing Choice Voucher Programs for the month of July 2024.

Participants	Public Housing	Housing Choice Voucher	TOTAL
Total number in FSS Program	33	102	135
Employed	17	82	99
Currently not working	13	15	28
Attending Thomas Nelson Comm. College	0	1	1
Attending Christopher Newport Univ.	0	0	0
Enrolled in NNRHA Computer Training/GED	0	0	0
Enrolled in other Training Programs	1	2	3
Employed and going to school	2	2	4
Total Number of participants with escrow accounts	9	56	65

COMMUNITY RESOURCES

Serve The City's BIG SERVE WEEK

In June, Serve The City (STC) launched their BIG SERVE WEEK! STC's mission is to transform lives, neighborhoods, and cities through acts of kindness. During the week, volunteers visited residents of Ashe Manor and Spratley House, delivering goodie bags. They also built raised gardening beds at Spratley House, which the residents will enjoy for many years. The residents always look forward to these interactions, and we deeply appreciate the kindness shown to them.



Brunch and Learn with Inspired Home Health

Community Resources is thrilled to continue its partnership with Inspired Home Health. In July, Victoria Griffen hosted a delightful brunch for a room full of residents. She also detailed the services provided by Inspired Home Health and explained how residents can access them. Inspired Home Health has become the preferred choice for residents due to its reliability and consistently excellent service.



Resident Relations • Senior Resident

Additional Community Resources events in July:

At Great Oak Apartments, 18 residents enjoyed a BINGO game and cupcakes, courtesy of InnovAge PACE, followed by a resident council meeting. The Community Resources staff assisted seniors at Spratley House and Pinecroft in registering for free produce vouchers, redeemable at various local farmer's markets. Seniors at Ashe Manor and Great Oak will have the same opportunity in August

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 June 18, 2024 pursuant to an affirmative recorded vote in accordance with the provisions of The Virginia Freedom of Information Act; and

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

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

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

AYES

VOTE

NAYS

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

* * * *

ITEM NO. 9
Other Business