




HARRISONBURG
REDEVELOPMENT AND
HOUSING AUTHORITY
P.O. BOX 1071
HARRISONBURG, VA 22803

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August 16, 2019

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on Wednesday, August 21, 2019 at 4:00 p.m., at the office of the Authority located at 286 Kelley Street, Harrisonburg, Virginia.


Michael G. Wong
Executive Director

Enclosures

AGENDA
Regular Meeting
August 21, 2019

- I. Call to order and determination of quorum
- II. Review and Approval of Minutes
 - June 2019
- III. Review and Approval Financial Statements
 - June 2019
 - July 2019
- IV. Reports
 - A. Executive Director
 1. Public Comment
 2. Consent Resolution-St. Luke
 3. Public Comment on the proposed 5 Year/Annual Plan (2019-2024) and Housing Choice Voucher Administrative Plan, Franklin Heights, JR "Polly Lineweaver, Lineweaver Annex and Commerce Village Admissions and Continued Occupancy Policies
 4. Public Comment on the proposed 2020 Budget
 5. Closed Session 2.2-3711(A)(1): Compensation and Executive Director Performance Review
 - B. Any New Business/ Old Business
 1. Strategic Initiatives Updates
 - MTW Application
 - Addressing Homelessness and Affordable Housing
 - C. Management Reports
 1. Housing Choice Voucher Management Report
 2. J.R. "Polly" Lineweaver/Lineweaver Annex Program Management Report
 3. Franklin Heights Program Management Report
 4. Commerce Village Management Report
 5. Family Self Sufficiency Management Report
 6. Financial Monthly Report & Quarterly Investment Update

MINUTES

Regular Meeting
June 19, 2019

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on Wednesday June 19, at 4:00 p.m., at the office of the Authority located at 286 Kelley Street, Harrisonburg Virginia.

Those present were:

Tim Smith, Chair
Benjamin Fuller, Commissioner
Scott Gallagher, Commissioner

Also present were:

Michael G. Wong, Executive Director
Steve Heitz, Attorney

The Regular Meeting was called to order and quorum declared present by Tim Smith, Chair. Mr. Wong then presented the minutes from the April 17, 2019 meeting for consideration of approval. After a period of discussion, the minutes were unanimously approved on a motion from Commissioner Gallagher seconded by Commissioner Fuller. Mr. Wong then presented the April and May 2019 financial statements for consideration of approval. After a period of discussion, Commissioner Fuller seconded by Commissioner Gallagher made the motion for approval. This motion was unanimously approved.

Chairperson Smith then opened the floor for general Public Comment. Receiving no comment, Mr. Wong presented HUD's final SEMAP score for Fiscal year ending 12/31/2018. The score was accepted by a motion by Commissioner Gallagher seconded by Commissioner Fuller. The motion was unanimously approved.

Mr. Wong then provided an overview of 5 year plan process, current goals and objectives, and progress to date. No action was taken on this agenda item.

Mr. Wong then presented a revised Move to Work resolution for consideration of approval. He related of the need for the revision due to identified language by HUD was missing from the previous resolution. After a period of discussion, Commissioner Fuller, seconded by Commissioner Gallagher made the motion approving the revised resolution. The motion was unanimously approved.

Mr. Wong then related of receiving notice of the bond redemption for Woodman West. No action was taken from this agenda item.

Mr. Wong then provided brief program updates on Authority's strategic initiatives, Franklin Heights, the Family Self Sufficiency Program, Lineweaver Annex, JR Polly Lineweaver, Commerce Village and the Housing Choice Voucher program.

Commissioner Fuller seconded by Commissioner Gallagher then made the motion to approve the management reports and to adjourn. This motion was unanimously approved.

Michael G. Wong
Executive Director

Tim Smith
Chairperson

LOCAL COMMUNITY DEVELOPMENT (LCD)
Statement of Revenues, Expenses, and Changes in Fund Equity
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts:						
3410 HMIS COC Homelessness Grant-17	84,072.00	7,006.00	0 00	30,006.04	42,036 00	(12,029.96)
3410 VHSP-VA Hsg Solutions Prgm Grant	53,004 00	4,417.00	33,688.51	47,093.67	26,502 00	20,591.67
3610 Interest Income	0.00	0.00	0 00	0.23	0 00	0.23
3690 Other Income	0 00	0.00	0 00	5,000.00	0 00	5,000.00
3690 Developer's Fees	175,000.00	14,583.33	0 00	0.00	87,500 00	(87,500.00)
3690 Admin. Fees	10,000.00	833.33	0 00	4,884.38	5,000.00	(115.62)
3690 Application Fees	15,000.00	1,250.00	0 00	0.00	7,500.00	(7,500.00)
3690 Lease Income	4,800.00	400.00	400 00	2,400.00	2,400.00	0.00
3690 Management Fees-CV	10,000.00	833.33	835 81	5,019.56	5,000.00	19.56
3690 BPort Net Receipts	184,265.00	15,355.42	13,783 88	91,551.95	92,132 50	(580.55)
3690 Lineweaver Apts. Net Receipts	360,800.00	30,066.67	27,282 08	184,328.99	180,400 00	3,928 99
Total Receipts	896,941.00	74,745.08	75,990 28	370,284.82	448,470 50	(78,185 68)
Expenses:						
Administration						
4110 Adm Salaries	129,791 00	10,815.92	6,844.14	57,900.29	64,895 50	(6,995 21)
4540 Adm Benefits	40,011 00	3,334.25	2,534.42	19,176 88	20,005 50	(828 62)
4130 Legal Expense	10,000 00	833 33	633 26	3,897 31	5,000 00	(1,102 69)
4140 Staff Training	5,000 00	416 67	0 00	670 00	2,500 00	(1,830 00)
4150 Travel	15,000 00	1,250 00	452 52	8,007 05	7,500 00	507 05
4171 Auditing Fees	3,600 00	300 00	0 00	0 00	1,800 00	(1,800 00)
4190 Sundry-Admin. Exp.	28,500 00	2,375 00	4,238 58	18,103 51	14,250 00	3,853 51
4190 VHSP-VA Hsg Solutions Prgm Grant	53,004 00	4,417 00	9,527 85	41,106 53	26,502 00	14,604 53
4190 HMIS Match for Grant Funds	10,000 00	833 33	296 65	1,619 17	5,000 00	(3,380 83)
4190 Community Donations (OpDr/COC, etc)	15,000 00	1,250 00	100 00	10,200 00	7,500 00	2,700 00
4190 HMIS Homeless Assistance-17	84,072 00	7,006 00	5,335 71	35,352 75	42,036 00	(6,683 25)
Total Administration	393,978 00	32,831 50	29,963 13	196,033 49	196,989 00	(955 51)
Utilities						
4320 Electric	3,150 00	262 50	161 46	1,354 29	1,575 00	(220 71)
4330 Gas	1,800 00	150 00	24 31	589 42	900 00	(310 58)
Total Utilities	4,950 00	412 50	185 77	1,943 71	2,475 00	(531 29)
Maintenance						
4410 Maintenance Salaries	39,437 00	3,286 42	2,584 07	19,166 96	19,718 50	(551 54)
4540 Maintenance Benefits	12,309 00	1,025 75	824 57	5,792 97	6,154 50	(361 53)
4420 Materials	6,000 00	500 00	142 43	728 63	3,000 00	(2,271 37)
4430 Contract Costs	9,500 00	791 67	1,725 64	2,587 16	4,750 00	(2,162 84)
Total Maintenance	67,246 00	5,603 83	5,276 71	28,275 72	33,623 00	(5,347 28)
General:						
4510 Insurance	10,500 00	875 00	511 33	3,084 96	5,250 00	(2,165 04)
4570 Collection Loss/Bad Debt Expens	0 00	0 00	0 00	0 00	0 00	0 00
4000 Bport Expenses	58,000 00	4,833 33	2,322 11	19,083 38	29,000 00	(9,916 62)
4000 Lineweaver Apartments Expenses	360,579 00	30,048 25	21,322 27	168,966 23	180,289 50	(11,323 27)
Total General	429,079 00	35,756 58	24,155 71	191,134 57	214,539 50	(23,404 93)
TOTAL EXPENSES	895,253.00	74,604.42	59,581.32	417,387.49	447,626.50	(30,239.01)
TOTAL RECEIPTS TO DATE						370,284.82
TOTAL EXPENSES TO DATE						417,387.49
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss						(47,102.67)

Michael G. Wong, Executive Director

Date

7/15/19

LINEWEAVER ANNEX APARTMENTS
Statement of Revenues, Expenses, and Changes in Fund Equity
Attachment A
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts:						
3110 Rental Income	229,200.00	19,100.00	17,779.40	108,778.00	114,600.00	(5,822.00)
3410 HAP Funding	120,000.00	10,000.00	8,758.00	67,813.00	60,000.00	7,813.00
3690 Other Income-Laundry	3,600.00	300.00	408.88	1,558.50	1,800.00	(241.50)
3690 Other Income-Late fees,workordt	8,000.00	666.67	335.80	6,179.49	4,000.00	2,179.49
Total Receipts	360,800.00	30,066.67	27,282.08	184,328.99	180,400.00	3,928.99
Expenses:						
Administration:						
4110 Adm Salaries	60,863.00	5,071.92	4,678.18	29,577.07	30,431.50	(854.43)
4540 Adm Benefits	19,548.00	1,629.00	1,548.55	10,596.59	9,774.00	822.59
4130 Legal Fees	1,500.00	125.00	0.00	64.57	750.00	(685.43)
4140 Staff Training	1,000.00	83.33	0.00	0.00	500.00	(500.00)
4150 Travel	1,000.00	83.33	40.00	282.38	500.00	(217.62)
4171 Auditing	1,200.00	100.00	0.00	0.00	600.00	(600.00)
4190 Sundry	15,000.00	1,250.00	1,554.93	8,397.20	7,500.00	897.20
Total Administration	100,111.00	8,342.58	7,821.66	48,917.81	50,055.50	(1,137.69)
Tenant Services:						
4240 Tenant Services-Other	1,000.00	83.33	162.50	162.50	500.00	(337.50)
Total Tenant Serv.	1,000.00	83.33	162.50	162.50	500.00	(337.50)
Utilities:						
4310 Water	8,000.00	666.67	726.90	3,792.60	4,000.00	(207.40)
4320 Electricity	55,000.00	4,583.33	3,956.41	35,814.88	27,500.00	8,314.88
4390 Sewer	23,500.00	1,958.33	1,863.60	11,181.60	11,750.00	(568.40)
Total Utilities	86,500.00	7,208.33	6,546.91	50,789.08	43,250.00	7,539.08
Maintenance:						
4410 Maintenance Salaries	63,740.00	5,311.67	3,609.09	25,236.39	31,870.00	(6,633.61)
4540 Maintenance Benefits	20,346.00	1,695.50	1,031.04	6,327.61	10,173.00	(3,845.39)
4420 Materials	18,000.00	1,500.00	500.24	7,954.43	9,000.00	(1,045.57)
4430 Contract Costs	60,000.00	5,000.00	1,008.70	25,723.41	30,000.00	(4,276.59)
Total Maintenance	162,086.00	13,507.17	6,149.07	65,241.84	81,043.00	(15,801.16)
General Expenses:						
4510 Insurance Expenses	10,882.00	906.83	642.13	3,855.00	5,441.00	(1,586.00)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
Total General Exp.	10,882.00	906.83	642.13	3,855.00	5,441.00	(1,586.00)
TOTAL EXPENSES	360,579.00	30,048.25	21,322.27	168,966.23	180,289.50	(11,323.27)
TOTAL RECEIPTS TO DATE						184,328.99
TOTAL EXPENSES TO DATE						168,966.23
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss						15,362.76

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT
TO THE BEST OF MY KNOWLEDGE AND BELIEF

Lisa Benasher, Lineweaver Manager

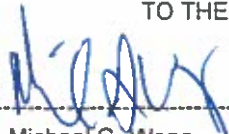
Date

7-15-19

BRIDGEPORT COMPLEX
Statement of Revenues, Expenses, and Changes in Fund Equity
Attachment B
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts:						
3690 Rental Income	184,265.00	15,355.42	13,783.88	91,551.95	92,132.50	(580.55)
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts	184,265.00	15,355.42	13,783.88	91,551.95	92,132.50	(580.55)
Expenses:						
 Operations						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	500.00	(500.00)
4190-Sundry-Phone	600.00	50.00	30.10	180.84	300.00	(119.16)
Total Op. Expenses	1,600.00	133.33	30.10	180.84	800.00	(619.16)
 Utilities:						
4310 Water	1,100.00	91.67	129.00	129.00	550.00	(421.00)
4320 Electricity	0.00	0.00	0.00	0.00	0.00	0.00
4330 Gas	0.00	0.00	0.00	0.00	0.00	0.00
4310 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilities	1,100.00	91.67	129.00	129.00	550.00	(421.00)
 Maintenance:						
4420 Materials	2,000.00	166.67	0.00	0.00	1,000.00	(1,000.00)
4430 Contract Costs	10,000.00	833.33	583.60	9,420.89	5,000.00	4,420.89
Total Maintenance	12,000.00	1,000.00	583.60	9,420.89	6,000.00	3,420.89
 General Expenses:						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	19,260.00	1,605.00	1,579.41	9,352.65	9,630.00	(277.35)
Total General Exp.	19,260.00	1,605.00	1,579.41	9,352.65	9,630.00	(277.35)
TOTAL EXPENSES	33,960.00	2,830.00	2,322.11	19,083.38	16,980.00	2,103.38
TOTAL RECEIPTS TO DATE						91,551.95
TOTAL EXPENSES TO DATE						19,083.38
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss						72,468.57

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT
TO THE BEST OF MY KNOWLEDGE AND BELIEF



Michael G. Wong
Executive Director



Date

Please note: A principal payment to Bank of the James was made in the amount of \$2,028.73 for a total of \$10,222.39 for this fiscal year.

Housing Choice Voucher Program (HCV)
Statement of Revenues, Expenses, and Changes in Fund Equity
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts						
3300RC Adm-Fraud/Abuse/Set Off De	16,000.00	1,333.33	1,938.06	4,982.00	8,000.00	(3,018.00)
3300RC HAP-Fraud/Abuse/Set Off De	16,000.00	1,333.33	1,938.06	4,981.99	8,000.00	(3,018.01)
3300 FSS Fort	0.00	0.00	1,165.00	2,504.00	0.00	2,504.00
3300 Portability Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-HAP	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-Adm	0.00	0.00	0.00	0.00	0.00	0.00
3410 HCV FSS Grant Funds	28,444.00	2,370.33	2,370.40	11,851.20	14,222.00	(2,370.80)
3410 HCV HAP Payment-Adm Fees	437,219.00	36,434.92	39,184.00	240,658.00	218,609.50	22,048.50
3410 HCV HAP Payment-HAP Fees	5,600,756.00	466,729.67	230,301.00	2,668,965.00	2,800,378.00	(131,413.00)
Total Receipts	6,098,419.00	508,201.58	276,896.52	2,933,942.19	3,049,209.50	(115,267.31)
Expenses						
Administration						
4110 Adm Salaries	269,276.00	22,439.67	20,693.56	134,202.26	134,638.00	(435.74)
4110 FSS Salaries (grant portion)	28,444.00	2,370.33	2,172.46	14,323.01	14,222.00	101.01
4540 Adm/FSS Benefits	95,351.00	7,945.92	7,029.82	43,417.79	47,675.50	(4,257.71)
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	2,000.00	166.67	0.00	1,105.00	1,000.00	105.00
4150 Travel	2,000.00	166.67	843.16	3,709.02	1,000.00	2,709.02
4171 Auditing Fees	6,940.00	578.33	0.00	0.00	3,470.00	(3,470.00)
4190 Sundry	44,000.00	3,666.67	1,369.86	17,041.63	22,000.00	(4,958.37)
4190.1 Portability Fees	5,500.00	458.33	150.04	1,471.92	2,750.00	(1,278.08)
Total Administration	453,511.00	37,792.58	32,258.90	215,270.63	226,755.50	(11,484.87)
Utilities						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	0.00	0.00	0.00	0.00	0.00	0.00
4330 Gas	0.00	0.00	0.00	0.00	0.00	0.00
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilities	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance						
4420 Maintenance Salaries	0.00	0.00	0.00	0.00	0.00	0.00
4540 Maintenance Benefits	0.00	0.00	0.00	0.00	0.00	0.00
4420 Materials	0.00	0.00	0.00	0.00	0.00	0.00
4430 Contract Costs (Unit Inspections)	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
General						
4510 Insurance	11,470.00	856.33	543.90	3,281.53	5,137.98	(1,856.45)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4715 HAP Portability In	0.00	0.00	0.00	0.00	0.00	0.00
Total	11,470.00	856.33	543.90	3,281.53	5,137.98	(1,856.45)
Total Expenses (excluding HAP)	464,981.00	38,648.91	32,802.80	218,552.16	231,893.48	(13,341.32)
4715 HAP	5,580,496.00	465,041.33	459,123.00	2,717,099.14	2,790,248.00	(73,148.86)
4715 UAP	0.00	0.00	12,392.00	70,762.00	0.00	70,762.00
4718 FSS Escrow	0.00	0.00	5,567.00	33,886.00	0.00	33,886.00
HAP Total	5,580,496.00	465,041.33	477,082.00	2,821,747.14	2,790,248.00	31,499.14
Total Expenses	6,045,477.00	503,690.25	509,884.80	3,040,299.30	3,022,141.48	18,157.82
TOTAL RECEIPTS TO DATE						2,933,942.19
TOTAL EXPENSES TO DATE						3,040,299.30
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss						(106,357.11)
					Adm Funds	38,939.04
					HAP Funds	(145,296.15)

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT
TO THE BEST OF MY KNOWLEDGE AND BELIEF

Liz Webb
Liz Webb, Housing Choice Voucher Mgr

7/12/19
Date

J. R. "POLLY" LINEWEAVER (JRL)
Statement of Revenues, Expenses, and Changes in Fund Equity
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts:						
3110 Dwelling Rent	174,802.00	14,566.83	15,297.81	84,607.95	87,401.00	(2,793.05)
3410 HAP Funding	262,204.00	21,850.33	23,172.00	129,482.00	131,102.00	(1,620.00)
3410 Service Coord Grant-2018	66,107.00	5,508.92	0.00	1,358.24	33,053.50	(31,695.26)
3690 Other Income-Laundry	6,000.00	500.00	408.88	1,558.52	3,000.00	(1,441.48)
3690 Other Income-Late fees,w/orders	6,000.00	500.00	497.50	5,906.71	3,000.00	2,906.71
Total Receipts	515,113.00	42,926.08	39,376.19	222,913.42	257,556.50	(34,643.08)
Expenses:						
Administration						
4110 Adm Salaries	61,380.00	5,115.00	4,718.02	29,836.03	30,690.00	(853.97)
4540 Adm Benefits	19,629.00	1,635.75	1,551.59	9,770.83	9,814.50	(43.67)
4130 Legal Fees	1,000.00	83.33	0.00	2,649.10	500.00	2,149.10
4140 Staff Training	0.00	0.00	0.00	0.00	0.00	0.00
4150 Travel	0.00	0.00	40.00	282.38	0.00	282.38
4171 Auditing Fees	1,200.00	100.00	0.00	0.00	600.00	(600.00)
4190 Sundry	15,000.00	1,250.00	730.53	8,155.00	7,500.00	655.00
Total Administration	98,209.00	8,184.08	7,040.14	50,693.34	49,104.50	1,588.84
Tenant Services:						
4220-40 Service Coord Grant-2018	66,107.00	5,508.92	4,500.89	24,622.85	33,053.50	(8,430.65)
4230 Tenant Services-Other	1,000.00	83.33	162.50	162.50	500.00	(337.50)
Total Tenant Serv.	67,107.00	5,592.25	4,663.39	24,785.35	33,553.50	(8,768.15)
Utilities:						
4310 Water	7,500.00	625.00	719.70	3,838.20	3,750.00	88.20
4320 Electric	65,000.00	5,416.67	3,357.82	42,191.17	32,500.00	9,691.17
4390 Sewer	25,000.00	2,083.33	1,925.72	11,554.32	12,500.00	(945.68)
Total Utilities	97,500.00	8,125.00	6,003.24	57,583.69	48,750.00	8,833.69
Maintenance:						
4410 Maintenance Salaries	46,120.00	3,843.33	2,454.13	16,609.16	23,060.00	(6,450.84)
4540 Maintenance Benefits	14,808.00	1,234.00	637.44	4,487.53	7,404.00	(2,916.47)
4420 Materials	8,000.00	666.67	1,576.16	6,142.15	4,000.00	2,142.15
4430 Contract	55,000.00	4,583.33	393.22	27,643.27	27,500.00	143.27
Total Maintenance	123,928.00	10,327.33	5,060.95	54,882.11	61,964.00	(7,081.89)
General:						
4510 Insurance	12,000.00	1,000.00	759.05	4,413.79	6,000.00	(1,586.21)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 United Bank Bond Interest	37,323.00	3,110.25	3,224.38	19,179.17	18,661.50	517.67
Total General	49,323.00	4,110.25	3,983.43	23,592.96	24,661.50	(1,068.54)
TOTAL EXPENSES	436,067.00	36,338.92	26,751.15	211,537.45	218,033.50	(6,496.05)
TOTAL RECEIPTS TO DATE						222,913.42
TOTAL EXPENSES TO DATE						211,537.45
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss						11,375.97

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

 Lisa Benasher, Lineweaver Manager

 Date

Please note: A principal payment to United Bank was made in the amount of \$6,441.90 a total of \$38,818.51 for this fiscal year.

FRANKLIN HEIGHTS, LLC
Statement of Revenues, Expenses, and Changes in Fund Equity
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts:						
3110 Dwelling Rent	380,005.00	31,667.08	29,797.00	188,442.99	190,002.50	(1,559.51)
3410 HAP Funding	993,000.00	82,750.00	90,093.00	535,662.00	496,500.00	39,162.00
3610 Interest Income	0.00	0.00	71.21	380.82	0.00	380.82
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	1,681.95	17,316.65	12,500.00	4,816.65
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	4,000.00	74,000.00	70,000.00	4,000.00
Total Receipts	1,538,005.00	128,167.08	125,643.16	815,802.46	769,002.50	46,799.96
Expenses:						
Administration						
4110 Adm Salaries	222,262.00	18,521.83	16,388.95	110,183.65	111,131.00	(947.35)
4540 Adm Benefits	70,801.00	5,900.08	6,426.18	38,254.39	35,400.50	2,853.89
4130 Legal Fees	2,000.00	166.67	0.00	270.02	1,000.00	(729.98)
4140 Staff Training	1,000.00	83.33	0.00	520.00	500.00	20.00
4150 Travel	1,500.00	125.00	80.00	1,653.00	750.00	903.00
4171 Auditing Fees	1,800.00	150.00	0.00	0.00	900.00	(900.00)
4190 Sundry	25,000.00	2,083.33	2,948.80	16,347.75	12,500.00	3,847.75
4190 CDBG Down Payment Assistance Program	0.00	0.00	0.00	4,000.00	0.00	4,000.00
Total Administration	324,363.00	27,030.25	25,843.93	171,228.81	162,181.50	9,047.31
Tenant Services						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	0.00	500.00	(500.00)
Total Tenant Services	1,000.00	83.33	0.00	0.00	500.00	(500.00)
Utilities						
4310 Water	0.00	0.00	(379.76)	(1,730.33)	0.00	(1,730.33)
4320 Electric	15,000.00	1,250.00	678.86	5,388.29	7,500.00	(2,111.71)
4330 Gas	3,400.00	283.33	(4.00)	754.72	1,700.00	(945.28)
4390 Sewer	0.00	0.00	768.54	(4,232.17)	0.00	(4,232.17)
Total Utilities	18,400.00	1,533.33	1,063.64	180.51	9,200.00	(9,019.49)
Maintenance						
4410 Maintenance Salaries	102,899.00	8,574.92	8,323.71	53,429.69	51,449.50	1,980.19
4540 Maintenance Benefits	33,318.00	2,776.50	2,146.16	14,360.34	16,659.00	(2,298.66)
4420 Materials	43,500.00	3,625.00	1,924.10	15,332.42	21,750.00	(6,417.58)
4430 Contract	100,000.00	8,333.33	1,403.36	28,308.43	50,000.00	(21,691.57)
Total Maintenance	279,717.00	23,309.75	13,797.33	111,430.88	139,858.50	(28,427.62)
General						
4510 Insurance	45,000.00	3,750.00	1,735.23	9,255.31	22,500.00	(13,244.69)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4590 Real Estate Taxes	24,000.00	2,000.00	11,855.06	11,855.06	12,000.00	(144.94)
4580 Interest Expense-HHR	97,100.00	8,091.67	0.00	48,550.00	48,550.00	0.00
4580 Interest Expense-FH	133,925.00	11,160.42	0.00	66,962.50	66,962.50	0.00
4580 Interest Expense-FORK(UB)	26,227.00	2,185.58	2,266.07	13,479.00	13,113.50	365.50
4580 Interest Expense-FORK(Seller Fin)	45,066.00	3,755.50	3,766.02	22,894.07	22,533.00	361.07
Total General	371,318.00	30,943.17	19,622.38	172,995.94	185,659.00	(12,663.06)
TOTAL EXPENSES	994,798.00	82,899.83	60,327.28	455,836.14	497,399.00	(41,562.86)
TOTAL RECEIPTS TO DATE						815,802.46
TOTAL EXPENSES TO DATE						455,836.14
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss						359,966.32

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF


 Nehemias Velez, FH Manager

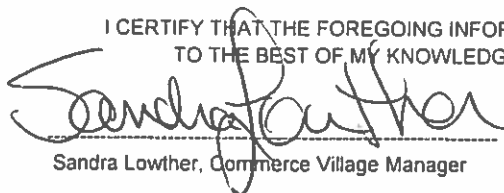
7/12/19
 Date

Please note P/I payments below:	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	217,100	0	217,100	120000
FH 2009/11 Go Bond Payment	443,925	0	443,925	310000
United Bank-Forkovitch Units	81,512	40,542	40,970	55285
Seller Financed-Forkovitch Family	102,953	<u>51,474</u>	<u>51,479</u>	57887
Total	845,490	92,016	753,474	

COMMERCE VILLAGE LLC (CVO)
Statement of Revenues, Expenses, and Changes in Fund Equity
For the Month of June 2019

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
Receipts:						
3110 Rental Income	78,892.00	6,574.33	7,111.00	40,727.20	39,446.00	1,281.20
3410 HAP Funding	110,000.00	9,166.67	8,779.00	54,635.00	55,000.00	(365.00)
3610 Interest (Replacement&Operatir	360.00	30.00	167.54	555.88	180.00	375.88
3690 Other Income-Laundry&Donatio	2,500.00	208.33	404.54	1,052.45	1,250.00	(197.55)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	96.00	2,977.00	1,250.00	1,727.00
Total Receipts	194,252.00	16,187.67	16,558.08	99,947.53	97,126.00	2,821.53
Expenses:						
Administration:						
4110 Adm Salaries	17,592.00	1,466.00	1,353.26	8,796.19	8,796.00	0.19
4540 Adm Benefits	5,676.00	473.00	386.13	1,485.19	2,838.00	(1,352.81)
4130 Legal Fees	0.00	0.00	0.00	100.00	0.00	100.00
4140 Staff Training	0.00	0.00	0.00	0.00	0.00	0.00
4150 Travel	0.00	0.00	0.00	0.00	0.00	0.00
4171 Auditing	0.00	0.00	0.00	0.00	0.00	0.00
4190 Sundry	2,900.00	241.67	73.68	5,979.60	1,450.00	4,529.60
4190 Sundry-Management fees	10,000.00	833.33	835.81	5,019.56	5,000.00	19.56
4190 Sundry-HCC fees	6,100.00	508.33	0.00	0.00	3,050.00	(3,050.00)
Total Administration	42,268.00	3,522.33	2,648.88	21,380.54	21,134.00	246.54
Tenant Services:						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	1,872.64	7,953.63	8,250.00	(296.37)
4240 Tenant Services-Client	1,500.00	125.00	46.00	651.00	750.00	(99.00)
Total Tenant Serv.	18,000.00	1,500.00	1,918.64	8,604.63	9,000.00	(395.37)
Utilities:						
4310 Water	4,000.00	333.33	326.70	1,960.20	2,000.00	(39.80)
4320 Electricity	20,000.00	1,666.67	1,364.92	9,689.58	10,000.00	(310.42)
4330 Gas	2,100.00	175.00	165.51	1,054.64	1,050.00	4.64
4390 Sewer	11,000.00	916.67	931.80	5,590.80	5,500.00	90.80
Total Utilities	37,100.00	3,091.67	2,788.93	18,295.22	18,550.00	(254.78)
Maintenance:						
4410 Maintenance Salaries	9,669.00	805.75	1,019.30	5,572.57	4,834.50	738.07
4540 Maintenance Benefits	3,056.00	254.67	76.88	1,363.69	1,528.00	(164.31)
4420 Materials	2,500.00	208.33	201.44	1,728.74	1,250.00	478.74
4430 Contract Cosis	16,500.00	1,375.00	446.85	9,462.80	8,250.00	1,212.80
Total Maintenance	31,725.00	2,643.75	1,744.47	18,127.80	15,862.50	2,265.30
General Expenses:						
4510 Insurance Expenses	5,200.00	433.33	(4,790.19)	(2,791.40)	2,600.00	(5,391.40)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interest Expense	16,380.00	1,365.00	1,365.00	8,190.00	8,190.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	6.06	12.00	(5.94)
1162 Replacement Reserve Acct	9,000.00	750.00	4,500.00	3,750.00	4,500.00	(750.00)
Total General Exp.	30,604.00	2,550.33	1,075.82	9,154.66	15,302.00	(6,147.34)
TOTAL EXPENSES	159,697.00	13,308.08	10,176.74	75,562.85	79,848.50	(4,285.65)
TOTAL RECEIPTS TO DATE						99,947.53
TOTAL EXPENSES TO DATE						75,562.85
TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss						24,384.68

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT
TO THE BEST OF MY KNOWLEDGE AND BELIEF


Sandra Lowther, Commerce Village Manager

7-11-19
Date

RESOLUTION OF THE HARRISONBURG REDEVELOPMENT AND HOUSING
AUTHORITY, CONSENTING TO THE ISSUANCE OF BONDS BY THE SUFFOLK
REDEVELOPMENT AND HOUSING AUTHORITY TO FINANCE PROJECTS LOCATED
IN THE COUNTY OF HENRICO, VIRGINIA

WHEREAS, pursuant to Section 36-23 of the Housing Authorities Law, Chapter 1, Title 36 of the Code of Virginia of 1950, as amended (the "Act") the Harrisonburg Redevelopment and Housing Authority (the "Authority") has previously issued evidences of indebtedness to finance projects located in the County of Henrico, Virginia (the "County") and portions of such indebtedness are currently outstanding;

WHEREAS, at the request of St. Luke Apartments, LLC (the "Borrower"), the Suffolk Redevelopment and Housing Authority ("SRHA") proposes to issue its indebtedness in an aggregate amount not to exceed \$70,000,000 pursuant to the Act to finance the acquisition, construction, renovation, rehabilitation and equipping of an approximately 496-unit multifamily residential housing project located at 3901 Pilots Lane in the County of Henrico, Virginia (the "Project"), consisting of twenty one-story residential buildings containing four units each, twenty-six two-story residential buildings containing sixteen units each and three one-story community buildings to be known, collectively, as St. Luke Apartments;

WHEREAS, pursuant to Section 36-23 of the Act, because the Authority has previously issued indebtedness for projects located within the County, SRHA may not issue indebtedness to undertake the Project without the consent of the Authority:

NOW, THEREFORE, BE IT RESOLVED BY THE HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY:

1. The Authority hereby consents to the issuance of indebtedness by SRHA to undertake the Project located in the County.
2. The approval of the undertaking of the Project does not constitute an endorsement to a prospective purchaser of any indebtedness to finance the Project or the creditworthiness of the Project or the Borrower.
3. This Resolution shall be effective upon its adoption.

Adopted at a duly called and held meeting of the Harrisonburg Redevelopment and Housing Authority on August 21, 2019.

Secretary, Harrisonburg Redevelopment and
Housing Authority

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.					
A.1	PHA Name: <u>Harrisonburg Redevelopment and Housing Authority</u>		PHA Code: <u>014</u>			
PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2020</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission						
<p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>						
<input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)						
Participating PHAs		PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
Lead PHA:					PHI	HCV

B.	5-Year Plan. Required for all PHAs completing this form.
B.1	Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. See attached below
B.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. See attached below
B.3	Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. See attached below
B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. See attached below
B.5	Significant Amendment or Modification Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan See attached below
B.6	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the 5-Year PHA Plan? Y N <input type="checkbox"/> <input type="checkbox"/> (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
B.7	Certification by State or Local Officials. <u>Form HUD 50077-SL</u> , <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan

Instructions for Preparation of Form HUD-50075-5Y 5-Year PHA Plan for All PHAs

A. PHA Information 24 CFR §903.23(4)(c)

A.1 Include the full PHA Name, PHA Code, PHA Fiscal Year Beginning (MM/YYYY), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia Check box if submitting a Joint PHA Plan and complete the table.

B. 5-Year Plan.

B.1 **Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR §903.6(a)(1))

B.2 **Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

B.3 **Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. (24 CFR §903.6(b)(2))

B.4 **Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

B.5 **Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.17(a), 24 CFR §903.19)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 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. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq. and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

B.1 Mission.

Harrisonburg Redevelopment and Housing Authority's (HRHA) mission will continue to focus on serving the extremely low and very low income families within the City of Harrisonburg and Rockingham County jurisdiction. The mission includes: "To promote adequate and affordable housing economic opportunity and a suitable living environment free from discrimination; and to foster redevelopment of blighted areas to ensure the economic, social and housing vitality of our community".

B.2 Goals and Objectives.

A. Become a Move to Work Agency (MTW)

1. In 2019, the HRHA Board of Commissioners approved submission of an application to become a Move to Work agency under the HUD PIH notice 2019-3. The Authority has interest in developing policies to improve program efficiency and effectiveness, increase participant's self-sufficiency outcomes through implementation of rent reform strategies, and increase landlord participation to improve housing access and opportunities through development of a landlord incentive program. On July 20, 2019, HUD sent notice of the Authority's eligibility and inclusion into the MTW lottery. Tentative Completion: **Fall 2019**
2. Upon HUD notification of selection into the MTW program, HRHA will develop a project team of key HRHA staff, community stakeholders, residents, rental assistance program participants and board of commissioner members to develop the MTW goals and objectives, create a project schedule, identify work activities, and determine responsibilities consistent with the HUD 2019-3 notice. * **Spring 2020**
3. Development of and implementation of a communication plan and conduct the community outreach and public comment process. **Late Spring/Summer 2020**
4. Incorporate public input, draft policies and procedures, finalize system and data evaluation plan and implementation schedule for HUD, Board of Commissioners, and Community approval. **Fall/winter 2020**
5. Sign off on memorandums of understanding and implementation of new policies, strategies, evaluation plan, and activities to implement the program efficiencies, effectiveness, landlord outreach and retention, self-sufficiency, and rent reform strategies. **Spring/Summer 2021**
6. Program evaluation and initial outcome report. **Spring/Summer 2022-on-going**

** If HRHA does not receive MTW designation, the Authority will work within the regulatory process to maximize program efficiency and effectiveness, improve participant's self-sufficiency, and increase landlord participation and retention. HRHA will modify its 5 year plan consistent with its significant amendment or modification criteria.*

B. Increase Housing Opportunities

1. Expand housing opportunities for very low and extremely low income families by increasing permanent supportive housing options by projecting basing the maximum allowed/available vouchers for chronically homeless highly vulnerable individuals and families. **Fall 2024**
 - a. Develop 60 units of permanent supportive housing to address the needs of chronically homeless, veterans, and non-elderly persons with disabilities returning to the community from institutions.
 - b. Explore and establish private/public partnerships to address the supportive services needs and expand housing in high opportunity areas
2. Apply for additional Housing Choice Vouchers to expand VASH, Mainstream Non-Elderly Disabled, and Family Unification Program with the expansion goal of at least 120 additional vouchers within the next 5 years. When available, apply in partnership with community stakeholders (Community Services Board, Social Services, Valley Association of Independent Living, Western Virginia Continuum of Care, etc.) to address the special needs population within the local jurisdiction. Annually grant application: Completion Fall 2024
 - a. Continue high performer status to maintain eligibility status for grant awards
 - b. Identify and implement technology that improves program efficiency and customer service, and supports outreach to persons with disabilities.
3. Partner with City of Harrisonburg and other community based organizations to expand and affirmatively affirmed Fair Housing. Completion fall 2024
 - a. Conduct annual training, outreach to landlords and educational events to promote Fair Housing.
 - b. Commissioner and Staff receive annually fair housing training.
4. Continued dialogue and participate in training to address social justice and racial reconciliation issues as it relates to housing and neighborhood revitalization. On-going, annually
 - a. Staff participates in trainings to understand the impacts of social justice, evasive racism, and trauma informed care on the individuals and families served.
 - b. Board of Commissioners and staff annually review administrative and admissions and continued occupancy policies and plans and modify as necessary to address barriers associated with social justice, evasive racism, and trauma in

relation to the Authority's policies and procedures for admissions, continued occupancy, and terminations.

5. Implementation of a communication plan that promotes housing for very low and extremely low income families and facilitates community support to address the needs of the most vulnerable within our community.
 - a. Development of campaign which routinely and regularly addresses local perceptions of "not in my back yard concerns", increases neighborhoods acceptance of "yes in my backyard", and decreases the negative labeling of very low and extremely low income families.
 - b. Update website quarterly, send newsletters monthly, blog and use of Facebook weekly and complete events and activities annually and semiannually to provide on-going education of the value of inclusion, diversity, mixed income and the needs of the very low and extremely low income families in our community.

6. Address homelessness
 - a. Continue leadership role in planning, coordinating and implementing evidenced based practices that reduce or end homelessness within the Western Virginia Continuum of Care. Work with the localities within the CoC to create a Western Virginia Continuum of Care Homelessness Advisory Council. Annually
 - b. Actively seek resources that support addressing homelessness and partner with community stakeholders for collaborative funding applications. Annually
 - c. Develop untraditional housing options with community based partners for individuals experiencing homeless to possibly include respite and hospice care along with group housing options for youth experiencing homelessness. Annually
 - d. Collaborate with the City and County local elected officials and community stakeholders to implement the Ten Year Plan to End Homelessness. Annually

**Streamlined Annual
PHA Plan
(HCV Only PHAs)**

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

OMB No. 2577-0226
Expires 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p>PHA Name: <u>Harrisonburg Redevelopment and Housing Authority</u> PHA Code <u>VA-014</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01-2020</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) <u>883</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p><input type="checkbox"/> PHA Consortia* (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead PHA:																													
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Lead PHA:																																				

B. Annual Plan.	
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input type="checkbox"/> Rent Determination</p> <p><input type="checkbox"/> <input type="checkbox"/> Operation and Management</p> <p><input type="checkbox"/> <input type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input type="checkbox"/> Homeownership Programs</p> <p><input type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation</p> <p><input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p>See attached below.</p>
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N Project Based Vouchers.</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan</p> <p>See attached below</p>
B.3	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>See attached below</p>
B.4	<p>Civil Rights Certification</p> <p>Attachment D - PHA Certifications of Compliance with the PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan</p>
B.5	<p>Certification by State or Local Officials.</p> <p>Attachment E - Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan</p>
B.6	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan</p> <p>See attached below</p>
B.7	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations</p>

- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR 2007.104, 24 CFR 2007.105)
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR 2007.104)
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR 2007.105)
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR 2007.104, 24 CFR 2007.105)
- B.7 Resident Advisory Board (RAB) comments** If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR 2007.104)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low-income, very low-income, and extremely low-income families.

Public reporting burden for this information collection is estimated to average 4.5 hour 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. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

B.1 Housing Needs and Strategies to address Housing Needs.

No significant deviations from the last year's submission. The Harrisonburg Redevelopment and Housing Authority (HRHA) has identified through its independent market analysis a need for increase homeownership and housing for the special needs population(homeless, elderly, persons with disabilities). These will continue to be the priority activities for the coming year.

In partnership with the City of Harrisonburg, and other community stakeholders, HRHA launched a down-payment assistance (DPA) program which will target the low-and-moderate (LMI) income individuals, beginning July 1, 2018. Through a CDBG grant and HRHA funds, this DPA program will provide down payment and closing cost assistance for up to six LMI individuals and households purchasing a home in the City of Harrisonburg. Along with providing financial assistance, the DPA program will offer assistance on improving income and credit, connect clients to VHDA's homeownership class, and support a website dedicated to providing homeownership and housing information for area individuals and families. In pursuit of these homeownership initiatives, HRHA will continue its preference for intellectual disabled and developmental delayed disabled consistent with its HUD approval in 2015. Currently, one household has purchased a home through the program and

HRHA is a collaborative partner with the City of Harrisonburg in submitting its joint 5 Year Affirmative Furthering Fair Housing Plan. This will modify some of the Authority's strategies to addressing housing needs including prioritizing a homeownership program for LMI individuals and families, housing for the special needs (homeless, elderly, persons with disabilities), and increase fair housing outreach activities. HRHA staff participate in fair housing trainings annually, to stay up to date with new information and requirements.

HRHA continues to serve families and individuals in the very low to extremely low income range through the Authority's Section 8 Housing Choice Voucher (HCV) program, which currently provides 883 housing assistance vouchers. This past year, in reviewing the waitlist numbers, it became clear that the demand for housing assistance is high in the Harrisonburg-Rockingham County area. HRHA's waitlist is currently open and accepting applicants, and recognizing the high interests from members of the community to receive housing assistance, HRHA plans to submit an application to increase the number of Mainstream Vouchers up to 50 additional vouchers. Last year, HRHA received 25 additional Mainstream Vouchers that are currently (60 %) utilized. The application process for this voucher program is still underway with a submission deadline of September 5. For further information, view the waitlist statistics chart (Housing Needs of Families on the Waiting List) below.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of households	% of total households	Annual Turnover
Waiting list total (06/30/2019)	2,371		91 (7/1/18 to 6/30/19)
Extremely low income <=30% AMI	1,912	80.64	
Very low income (>30% but <=50% AMI)	305	12.86	
Low income (>50% but <80% AMI)	105	4.43	
Households with children	1,431	60.35	
Elderly households	123	5.19	
Households with Disabilities	610	25.73	
Race – White	866	36.52	
Race - African American	1282	54.07	
Race – Other	223	9.41	
Ethnicity – Hispanic	283	11.94	
Ethnicity – Non-Hispanic	2049	86.42	
Characteristics by Bedroom Size (Public Housing Only)	N/A	N/A	N/A
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list opened (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been opened (# of months)? Open for 8 months			
Does the PHA expect to close the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (Only for Family Unification Program households, referred by the Department of Social Services, and Non-Elderly Disabled Program households, referred by the Community Services Board or Valley Associates for Independent Living, transitioning from institutions into the community.)			

HUD-50075 HCV VA-014

Annual Plan for Fiscal Year: 2020

5 Year Plan: 2020-2024

B.2 New Activities

In 2019, HRHA approached the Board of Commissioners about applying for the Move to Work (MTW) program. Following approval of the application, HRHA submitted an application to HUD and received notification in July 2019 that HRHA was eligible and included in the MTW lottery. Once the notification of selection is received, HRHA will coordinate with staff and stakeholder to develop MTW goals and objectives, as well as project timeline and work activities. HRHA has set a tentative Spring 2020 date for beginning this process.

To continue addressing the issues of affordable housing and its connection to homelessness, in 2019 HRHA became the lead agency for the Western Virginia Continuum of Care (CoC) program. Under this program, HRHA hosts and directs two CoC staff, the CoC Coordinator and HMIS Coordinator. HRHA leads the grant process for both the federal CoC grant and state Virginia Homeless Solutions Program (VHSP) grant, which provides funding for housing and prevention assistance, shelter operations, outreach, coordinated entry, and HMIS throughout the Western Virginia CoC. These programs serve the most vulnerable individuals and work to address homelessness in the regions communities.

As part of HRHA's commitment to community development, the Agency is partnering with the City of Harrisonburg to provide a homebuyer assistance program. This initiative will serve the City of Harrisonburg community, by boosting homeownership and community in neighborhoods throughout the city, as well as providing resources on homeownership. The program official launched on July 1, 2018. As of August 2019, one individual purchased a home in the city, through the homebuyer assistance program. HRHA continues to work with eligible individuals in moving towards their goal of purchasing a home within the City limits.

Following the results from the annual Point-in-Time count and looking at the data over the past few years, HRHA updated the HCV Administrative Plan in August 2016 to include administrative preference for those individuals and families who are homeless or housed in substandard living conditions. HRHA also updated its project-based voucher program to comply with the rental assistance guidelines for HOPWA recipients.

B.3 Most Recent Fiscal Year Audit

The 2018 audit has not been received however during the exit interview the auditors identifying three findings. These findings as reported are the SEMAP Indicator for HQS QC Inspections not being completed, Earned Income Verifications (EIV) for HCV program participants was not within the program files, and procurement contract files did not have the federal disbarment documentation. HRHA has submitted its corrective action plan to HUD for the SEMAP deficit, is currently updating its procedures and forms to address the EIV finding, and is centralizing its procurement processes and updating its procurement policies and procedures to ensure disbarment documentation is included in the contract folder through use of a procurement checklist.

B.4 Civil Rights Certification

See attached document.

B.5 Certification by State or Local Officials

See attached document.

HUD-50075 HCV VA-014
Annual Plan for Fiscal Year: 2020
5 Year Plan: 2020-2024

B.6 Progress Report

From 2014-2019, the Authority successfully met or exceeded its 5 year and annual goals.

Accomplishments include the following:

1. Promote Adequate and Affordable Housing

- Provided subsidized housing for very low and extremely low families through 129 units of project based at Franklin Heights, 60 units of elderly and disabled at JR Polly Lineweaver, 60 units for elderly disabled at Lineweaver Annex and 30 unit permanent supportive housing at Commerce Village
 - Effective July 1, 2014, the Authority adopted a smoke-free policy for all of its 249 units of subsidized, affordable housing and its Administrative Office(s).
 - Received certificate of occupancy in January 2016 and full lease up of the units in May 2016 of Commerce Village, a 30 unit permanent supportive housing project for chronically homeless individuals. Commerce Village received the Governor's Housing Conference award for Best Affordable Housing Project in November 2015.
 - HRHA has a MOU with the Harrisonburg Rockingham Community Services Board to provide peer support services for all residents at Commerce Village with turnover and eviction rates averaging less than 3% annually.
 - In 2017, HRHA revised its VAWA policies and transfer plan to reflect the new regulations with the VAWA reauthorization.
- Provide rental assistance for very low and extremely low income families through program administration of 883 housing choice vouchers.
 - 2015, Harrisonburg RHA was awarded 15 VASH project based vouchers for Commerce Village establishing a partnership between the Authority and the Martinsburg Veterans Administration Medical Center. The MVAMC has hired a social worker to provide supportive services to the 15 chronically homeless veterans that are housed at Commerce Village.
 - 2018, HRHA was awarded 25 Mainstream Non-elderly Disabled vouchers for chronically homeless, and individuals returning from institutions.
 - Implementation of a landlord portal for electronic payment for rent, conducted Landlord outreach events in 2016, 2018 and 2019. In 2019, developed landlord outreach brochure, FAQ, and restructured landlord training.
 - 2017 and 2018 implemented HOTMA regulations to allow increase flexibility to project base vouchers, change to a bi annual inspection, and tri annual recertifications to reduce administrative burden.
- In 2015, HRHA updated its area market Housing Study and presented the finding to the Harrisonburg City Council in March 2016. The study identified the need for additional affordable housing, homeownership, and housing for the special needs population.
 - In July 2018 HRHA, in collaboration with local governments and organizations, began a homeownership assistance programs for low to moderate income families and individuals in the Agency's jurisdiction. This program provides down-payment and closing cost assistance to eligible LMI households for homes purchased in the City of Harrisonburg. One participant has become a homeowner.
- In June 2015, the Mayor of the City of Harrisonburg signed off on the Governor's Challenge to house the homeless veterans in the City. The Authority, as the lead agent and in partnership with community

- HRHA's FSS staff conducted meetings with JC Penny Management to work on creating a Back to School Drive initiative to support families in the Franklin Heights program in obtaining school supplies for their children for the fall of 2017. Due to the outpouring of backpack donations, the FSS program received an additional 80 backpacks to distribute to eligible families for the 2018-2019 school year.
- HRHA's FSS staff presented a presentation about the program to the Ladies Group of Light House in Luray in July 2016. Following the presentation, the Ladies Group of Light House agreed to be a sponsor during the Christmas Present Drive in December, to collect presents for children in the Franklin Heights program.
- HRHA received an annual HUD Service coordinator award from 2014-2019, with the 2019 providing \$66,107 in funds, for the JR Polly Lineweaver and Lineweaver residents (120 units' elderly and persons with disabilities housing). The funds are used to pay for a full-time and half-time service coordinator from the Valley Association of Independent Living position.

3. Revitalization of Communities

- In May 2016, HRHA and the City of Harrisonburg jointly signed a MOU and received HUD's approval to jointly submit its 5 year Affirmatively Furthering Fair Housing plan under the new regulations. HRHA and the City of Harrisonburg are one of 26 communities nationwide (only community in Virginia) to participate in the new Affirmatively Furthering Fair Housing Process. Public input sessions, data analysis, and development of goals have been completed and on August 9, 2016 the plan was submitted to the Harrisonburg City Council and the HRHA's Board of Commissioners for the 45 day public comment period. The proposed new AFFH goals are consistent with HRHA's goals of increasing homeownership, expanding affordable housing, and increasing housing for the special needs population.
 - In December 2016, HRHA and the City of Harrisonburg received HUD's approval of its jointly submitted 5 year Affirmatively Furthering Fair Housing plan. The Authority and the City will continue to partner to address the goals established within the plan.
 - In May 2017, July 2018, and June 2019, HRHA partnered with City and other local organizations to jointly sponsor Fair Housing Landlord Tenant Act training at Lucy Simms.
 - In June 2018 and 2019, City Council and HRHA Board of Commissioners participated in Fair Housing Training.
- In June 2016, HRHA completed negotiations with the Shenandoah Workforce Investment Board for leasing of space to a variety of government and nonprofit organizations to create a one-stop employment/service center. The members of the new one stop begun moving into the space on July 1, 2016.
- In July 2017, HRHA initiated renovation activities for the leasing of space within the Bridgeport building for the Harrisonburg Rockingham Social Services department. This project was completed in January 2018.

B.6 Resident Advisory Board (RAB) Comments

No comments provided on the FY2020 Annual Plan.

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY

2020 Budgets for All Programs

	LCD	BP	Lineweaver	HCV	JRL	Franklin Heights	Commerce Village	SHC	LAC	CV Mgt	150 \$ Main	Total
Receipts												
3110 Rent Receipts	0.00	185,689.00	363,168.00	0.00	174,758.00	1,461,560.00	188,892.00	0.00	0.00	0.00	0.00	2,374,067.00
3410 HIMS/FSS/SC/CDBG/VHSP gra	184,956.00	0.00	0.00	28,444.00	66,107.00	140,000.00	0.00	0.00	0.00	0.00	0.00	419,507.00
3410 HAP Income	0.00	0.00	0.00	5,585,682.00	262,137.00	0.00	0.00	0.00	0.00	0.00	0.00	5,847,819.00
3410 HAP Adm Income	0.00	0.00	0.00	468,331.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	468,331.00
3610 Interest Income	0.00	0.00	0.00	0.00	0.00	800.00	2,000.00	0.00	0.00	0.00	0.00	2,800.00
3690 Other Income	130,000.00	0.00	16,000.00	18,000.00	15,800.00	25,000.00	7,800.00	3,000.00	0.00	0.00	34,263.00	249,863.00
3690 Admin. Fees	9,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,500.00
3690 Application Fees	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
3690 Management Fees	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
3690 Lease Income	4,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,800.00
Total Receipts	354,256.00	185,689.00	379,168.00	6,100,457.00	518,802.00	1,627,360.00	198,692.00	3,000.00	0.00	0.00	34,263.00	9,401,687.00
	919,113.00											
Expenses												
Administration												
4110 Salaries	134,085.00	0.00	64,789.00	301,462.00	64,789.00	224,279.00	21,172.00	0.00	0.00	0.00	0.00	810,576.00
4540 Benefits	37,895.00	0.00	20,769.00	102,024.00	20,988.00	68,684.00	7,433.00	0.00	0.00	0.00	0.00	257,793.00
4130 Legal Expense	10,000.00	1,000.00	1,000.00	0.00	2,400.00	2,500.00	0.00	160.00	0.00	160.00	160.00	17,380.00
4140 Staff Training	5,000.00	0.00	1,000.00	2,000.00	250.00	1,500.00	0.00	0.00	0.00	0.00	0.00	9,750.00
4150 Travel	15,000.00	0.00	1,000.00	2,000.00	250.00	2,500.00	0.00	0.00	0.00	0.00	0.00	20,750.00
4171 Auditing Fees	3,600.00	0.00	1,200.00	6,940.00	1,200.00	1,800.00	0.00	400.00	0.00	0.00	800.00	16,340.00
4190 Sundry-Admin. Exp.	30,000.00	600.00	15,000.00	49,000.00	15,000.00	25,000.00	19,000.00	1,000.00	350.00	225.00	200.00	155,375.00
4190 HIMS/FSS/SC/CDBG/VHSP gra	184,956.00	0.00	0.00	28,444.00	66,107.00	0.00	0.00	0.00	0.00	0.00	0.00	279,507.00
4190 HIMS/COC Match for Grant Fun	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
4190 Community Donations	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
4230 Tenant Services	0.00	0.00	1,000.00	0.00	1,000.00	1,000.00	18,000.00	3,000.00	0.00	0.00	0.00	24,000.00
Total Administration	445,536.00	1,600.00	105,759.00	491,870.00	171,984.00	327,263.00	65,605.00	4,560.00	750.00	385.00	1,160.00	1,616,471.00
Utilities												
4310 Water	0.00	1,100.00	8,000.00	0.00	8,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	21,100.00
4320 Electric	3,200.00	0.00	68,000.00	3,200.00	70,000.00	15,000.00	20,000.00	0.00	0.00	0.00	0.00	179,400.00
4330 Gas	1,800.00	0.00	0.00	1,800.00	0.00	2,500.00	2,100.00	0.00	0.00	0.00	0.00	8,200.00
4390 Sewer	0.00	0.00	23,500.00	0.00	25,000.00	0.00	12,000.00	0.00	0.00	0.00	0.00	60,500.00
Total Utilities	5,000.00	1,100.00	99,500.00	5,000.00	103,000.00	17,500.00	38,100.00	0.00	0.00	0.00	0.00	269,200.00
Maintenance												
4410 Labor	34,289.00	0.00	49,160.00	0.00	36,711.00	118,222.00	10,121.00	0.00	0.00	0.00	0.00	248,503.00
4540 Benefits	9,474.00	0.00	15,668.00	0.00	11,806.00	39,684.00	3,498.00	0.00	0.00	0.00	0.00	80,130.00
4420 Materials	6,000.00	3,000.00	18,000.00	0.00	12,000.00	43,000.00	2,500.00	0.00	0.00	0.00	0.00	84,500.00
4430 Contract Costs	9,500.00	12,000.00	60,000.00	0.00	55,000.00	85,000.00	16,500.00	0.00	0.00	0.00	0.00	238,000.00
Total Maintenance	59,263.00	15,000.00	142,828.00	0.00	115,517.00	285,906.00	32,619.00	0.00	0.00	0.00	0.00	651,133.00
General Expenses												
4510 Insurance	7,000.00	0.00	8,600.00	7,400.00	10,000.00	22,000.00	2,600.00	700.00	700.00	0.00	0.00	59,000.00
4571 Bad Debt Expense	0.00	0.00	10,000.00	0.00	2,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	22,000.00
4570 Real Estate Taxes	0.00	0.00	0.00	0.00	0.00	25,000.00	24.00	0.00	0.00	0.00	0.00	25,024.00
4715-4718 HAP, JAP, FSS	0.00	0.00	0.00	5,595,682.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,595,682.00
4580 Interest Expense	0.00	17,574.00	0.00	0.00	35,888.00	282,170.00	16,380.00	0.00	0.00	0.00	842.00	352,854.00
Total General	7,000.00	17,574.00	18,600.00	5,603,082.00	47,888.00	339,170.00	19,004.00	700.00	700.00	0.00	842.00	6,054,560.00
Total Expenditures	516,799.00	35,274.00	366,686.00	6,099,952.00	438,389.00	969,839.00	155,328.00	5,260.00	1,450.00	385.00	2,002.00	8,591,364.00
TOTAL RECEIPTS	354,256.00	185,689.00	379,168.00	6,100,457.00	518,802.00	1,627,360.00	198,692.00	3,000.00	0.00	0.00	34,263.00	9,401,687.00
TOTAL EXPENSES	516,799.00	35,274.00	366,686.00	6,099,952.00	438,389.00	969,839.00	155,328.00	5,260.00	1,450.00	385.00	2,002.00	8,591,364.00
NET OPERATING INCOME/(LOS)	(162,543.00)	150,415.00	12,482.00	505.00	80,413.00	657,521.00	43,364.00	(2,260.00)	(1,450.00)	(385.00)	32,261.00	810,323.00
ncipal Payments/Reserve Account	0.00	25,725.00	0.00	0.00	80,107.00	573,019.00	9,000.00	0.00	0.00	0.00	57,668.00	745,519.00
Total After Principal Payments	(162,543.00)	124,690.00	12,482.00	505.00	306.00	84,502.00	34,364.00	(2,260.00)	(1,450.00)	(385.00)	(33,421.00)	56,790.00

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY
LOCAL COMMUNITY DEVELOPMENT - BUDGET
 Fiscal Year Ending December 31, 2020

	FY 2019	PROPOSED FY 2020
OPERATING RECEIPTS		
HMIS Grant Funds	84,072	84,072
VHSP Grant Funds	53,004	80,265
COC Planning Grant Funds	0	20,619
Developer's Fees	175,000	130,000
Administration Fees for 103 b(4)A	10,000	9,500
Application Fees for 103 b(4)A	15,000	15,000
Mangement Fees (CV)	10,000	10,000
Lease Income(315 Broad)	4,800	4,800
Bridge Port Net Receipts	184,265	185,689
Lineweaver Apartments Net Receipts	360,800	379,168
TOTAL OPERATING RECEIPTS	896,941	919,113
ADMINISTRATIVE EXPENDITURES		
Salaries	129,791	134,085
Benefits	40,011	37,895
Legal	10,000	10,000
Staff Training	5,000	5,000
Travel	15,000	15,000
Auditing	3,600	3,600
Sundry	28,500	30,000
HMIS Grant Expenses	84,072	84,072
HMIS Grant Match	10,000	10,000
VHSP Grant Expenses	53,004	80,265
COC Planning Grant Expenses	0	20,619
Community Donations (Homeless Iniatives)	15,000	15,000
Total Administrative Expenditures	393,978	445,536
UTILITIES		
Electric	3,150	3,200
Gas	1,800	1,800
Total Utilities Expense	4,950	5,000
OPERATING EXPENDITURES		
Maintenance Labor	39,437	34,289
Maintenance Benefits	12,309	9,474
Maintenance Materials	6,000	6,000
Contract Costs-LCD	9,500	9,500
Insurance	10,500	7,000
Bport Operating Expenses	58,000	35,274
Lineweaver Apartments Operating Expenses	360,579	366,686
Total Operating Expenditures	496,325	468,223
TOTAL OPERATING RECEIPTS	896,941	919,113
TOTAL OPERATING EXPENDITURES	895,253	918,759
NET INCOME/LOSS	<u>1,688</u>	<u>354</u>

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY
LINEWEAVER ANNEX APARTMENTS - BUDGET
 Fiscal Year Ending December 31, 2020

OPERATING RECEIPTS	FY 2019	PRPOSED FY 2020
Dwelling Rent @ 3% Vacancy Rate	349,200	363,168
Other Income-Laundry Receipts	0	3,800
Other Income-Late fees, workorders, etc.	11,600	12,200
TOTAL OPERATING RECEIPTS	360,800	379,168
Administration		
Salaries	60,863	64,789
Benefits	19,548	20,769
Legal	1,500	1,000
Training	1,000	1,000
Travel	1,000	1,000
Auditing	1,200	1,200
Sundry	15,000	15,000
Total Administration Fees	100,111	104,758
Tenant Services		
Recreation (Bus tickets and fruit baskets)	1,000	1,000
Total Tenant Services	1,000	1,000
Utilities		
Water	8,000	8,000
Electric	55,000	68,000
Sewer	23,500	23,500
Total Utilities	86,500	99,500
Ordinary Maintenance		
Salaries	63,740	49,160
Benefits	20,346	15,668
Materials	18,000	18,000
Contract Costs	60,000	60,000
Total Ordinary Maintenance	162,086	142,828
General Expenses		
Insurance	10,882	8,600
Collection Losses	0	10,000
Total General Expenses	10,882	18,600
TOTAL EXPENDITURES	360,579	366,686
TOTAL OPERATING RECEIPTS	360,800	379,168
TOTAL OPERATING EXPENDITURES	360,579	366,686
NET INCOME/LOSS	<u>221</u>	<u>12,482</u>

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY
BRIDGEPORT COMPLEX-BUDGET
 Fiscal Year Ending December 31, 2020

	FY 2019	PROPOSED FY 2020
OPERATING RECEIPTS		
Rent	184,265	185,689
TOTAL OPERATING RECEIPTS	184,265	185,689
OPERATING EXPENDITURES		
Administration		
Legal	1,000	1,000
Sundry-Elev Phone	600	600
TOTAL OPERATING EXPENDITURES	1,600	1,600
UTILITIES		
Water	1,100	1,100
Electric	0	0
Gas	0	0
Sewer	0	0
TOTAL UTILITIES	1,100	1,100
MAINTENANCE EXPENDITURES		
Materials	2,000	3,000
Contract Costs	10,000	12,000
TOTAL MAINTENANCE EXPENDITURES	12,000	15,000
GENERAL EXPENDITURES		
4580 Interst Expense	19,260	17,574
TOTAL GENERAL EXPENDITURES	19,260.00	17,574.00
TOTAL OPERATING RECEIPTS	184,265	185,689
TOTAL OPERATING EXPENDITURES	33,960	35,274
NET INCOME/LOSS	<u>150,305</u>	<u>150,415</u>
Principal Payment	24,040	25,725
	126,265	124,690

September 30, 2019

Dear Lineweaver Annex Apartment Residents:

The Harrisonburg Redevelopment and Housing Authority is committed to providing decent, safe and sanitary housing at the lowest possible prices. Due to substantial increases in contract costs, the Authority has found it necessary to increase the rent from \$500 to **\$520**. This rent increase will take effect **January 1, 2020**, and will be implemented on your anniversary move-in date.

If you have any questions or concerns with regard to this matter, please do not hesitate to contact me.

Sincerely yours,

Lisa Benasher
Lineweaver Manager

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY
HOUSING CHOICE VOUCHER PROGRAM - BUDGET
Fiscal Year Ending December 31, 2020

OPERATING RECEIPTS	FY 2019	PROPOSED FY 2020
Housing Assistance Pymts (Avg. 2019 Expenditures)	5,564,496	5,585,682
FSS Forfeitures/Portability Income/Fraud Recovery	16,000	10,000
Interest Income	0	0
Total HAP Fees	5,580,496	5,595,682
Administrative Fees		
600 vouchers x 12 months x \$62.80 (79% funding level)	333,472	357,206
200 vouchers x 12 months x \$58.61 (79% funding level)	103,747	111,125
FSS Grant	28,444	28,444
Fraud Recovery Payments	16,000	8,000
Total Administrative Fees	481,663	504,775
TOTAL OPERATING RECEIPTS	6,062,159	6,100,457
OPERATING EXPENDITURES		
Housing Assistance Payments	5,580,496	5,595,682
Administrative Salaries	269,276	301,462
Administrative Salaries-FSS Grant	28,444	28,444
Administrative Benefits (includes FSS position)	95,351	102,024
Legal	0	0
Staff Training	2,000	2,000
Travel	2,000	2,000
Auditing Costs	6,940	6,940
Sundry	44,000	44,000
Sundry-Portability fees	5,500	5,000
Electric	0	3,200
Gas	0	1,800
Insurance	11,470	7,400
Total Administrative & General Expenses	464,981	504,270
TOTAL OPERATING EXPENDITURES	6,045,477	6,099,952
TOTAL OPERATING RECEIPTS	6,062,159	6,100,457
TOTAL OPERATING EXPENDITURES	6,045,477	6,099,952
NET INCOME/LOSS	<u>16,682</u>	<u>505</u>

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY
 J. R. "POLLY" LINEWEAVER APARTMENTS - BUDGET
 Fiscal Year Ending December 31, 2020

	FY 2019	PROPOSED FY 2019
OPERATING RECEIPTS		
Dwelling Rent	174,802	174,758
HAP Funding	262,204	262,137
Total Rent @ 2% Vacancy Rate	437,006	436,895
Service Coordinator Grant	65,122	66,107
Other Income-Laundry Receipts	0	3,800
Other Income-Late Fees, workorders	12,000	12,000
TOTAL OPERATING RECEIPTS	514,128	518,802
Administration		
Salaries	61,380	64,789
Benefits	19,629	20,988
Legal	1,000	2,400
Training	0	250
Travel	0	250
Auditing	1,200	1,200
Sundry	15,000	15,000
Total Administration	98,209	104,876
Tenant Services		
Service Coordinator Grant	65,122	66,107
Recreation (Bus tickets and fruit baskets)	1,000	1,000
Total Tenant Services	66,122	67,107
Utilities		
Water	7,500	8,000
Electric	65,000	70,000
Sewer	25,000	25,000
Total Utilities	97,500	103,000
Ordinary Maintenance		
Salaries	46,120	36,711
Benefits	14,808	11,806
Materials	8,000	12,000
Contract Cost	55,000	55,000
Total Ordinary Maintenance	123,928	115,517
General Expense		
Insurance	12,000	10,000
Collection Losses	0	2,000
Interest Payment	37,323	35,889
Total General Expense	49,323	47,889
TOTAL EXPENDITURES	435,082	438,389
TOTAL OPERATING RECEIPTS	514,128	518,802
TOTAL OPERATING EXPENDITURES	435,082	438,389
NET INCOME/LOSS	<u>79,046</u>	<u>80,413</u>
Principal Payment	78,673	80,107
	373	306

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY
FRANKLIN HEIGHTS, LLC - BUDGET
PROJECT-BASED VOUCHER UNITS
FISCAL YEAR ENDING DECEMBER 31, 2020

	FY 2019	PROPOSED FY 2020
OPERATING RECEIPTS:		
DWELLING RENT @ 5% Vacancy Rate	1,373,005	1,461,560
INVESTMENT INCOME	0	800
OTHER INCOME-CDBG Funds	140,000	140,000
OTHER INCOME-Late Fees	25,000	25,000
TOTAL OPERATING RECEIPTS	1,538,005	1,627,360
OPERATING EXPENSES:		
ADMINISTRATIVE		
Administration Salaries	222,262	224,279
Administration Benefits	70,801	68,684
Legal Fees	2,000	2,500
Training	1,000	1,500
Travel	1,500	2,500
Auditing	1,800	1,800
Sundry (utility allow/software renewal, etc.)	25,000	25,000
TOTAL ADMINISTRATIVE	324,363	326,263
TENANT SERVICES-FSS ACTIVITIES		
Recreation	1,000	1,000
TOTAL TENANT SERVICES	1,000	1,000
UTILITIES		
Water	0	0
Electricity	15,000	15,000
Gas	3,400	2,500
Sewer	0	0
TOTAL UTILITIES	18,400	17,500
ORDINARY MAINTENANCE AND OPERATIONS		
Maintenance Salaries	102,899	118,222
Maintenance Benefits	33,318	39,684
Materials	43,500	43,000
Contract	100,000	85,000
TOTAL ORDINARY MAINTENANCE	279,717	285,906
GENERAL		
Insurance	45,000	22,000
Collection Loss	0	10,000
Real Estate Taxes	24,000	25,000
Interest Expense-HHR	97,100	91,100
Interest Expense-FH	133,925	124,625
Interest Expense-FORK(UB)	26,227	24,341
Interest Expense-FORK(Seller Financed)	45,066	42,104
TOTAL GENERAL EXPENSES	371,318	339,171
TOTAL EXPENDITURES	994,798	969,839
TOTAL OPERATING RECEIPTS	1,538,005	1,627,360
TOTAL OPERATING EXPENDITURES	994,798	969,839
NET INCOME/LOSS	<u>543,207</u>	<u>657,521</u>
Principal Payments		
HHR 2006/14 Go Bond Principal Payment	120,000	130,000
FH 2009/11 Go Bond Principal Payment	310,000	325,000
United Bank-25 additional units	55,285	57,170
Seller Financed-Forkovitch Family	57,887	60,849
Total Principal Payments	543,172	573,019
	35	84,502

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

Commerce Village LLC

Fiscal Year Ending December 31, 2020

OPERATING RECEIPTS	FY 2019	PROPOSED FY 2020
Dwelling Rent @ 1% Vacancy Rate	188,892	188,892
Reserve Interest-Replacement and Operating	360	2,000
Other Income-Laundry Receipts, donations	2,500	2,800
Other Income-Late fees, workorders, etc.	2,500	5,000
TOTAL OPERATING RECEIPTS	194,252	198,692
OPERATING EXPENDITURES		
Administration		
Salaries	17,592	21,172
Benefits	5,676	7,433
Legal	0	0
Training	0	0
Travel	0	0
Auditing	0	0
Sundry (incl. Mgt & Partnership Fee, VHDA monitoring, Total Administration Fees	19,000 42,268	19,000 47,605
Tenant Services		
Salaries-Case Management/Peer Counseling	16,500	16,500
Recreation	1,500	1,500
Total Tenant Services	18,000	18,000
Utilities		
Water	4,000	4,000
Electric	20,000	20,000
Gas	2,100	2,100
Sewer	11,000	12,000
Total Utilities	37,100	38,100
Ordinary Maintenance		
Salaries	9,669	10,121
Benefits	3,056	3,498
Materials	2,500	2,500
Contract Costs	16,500	16,500
Total Ordinary Maintenance	31,725	32,619
General Expenses		
Insurance	5,200	2,600
Collection Losses	0	0
Interest (DHCD Hsg Trust Fund-Debt Service-Interest	16,380	16,380
Real Estate Taxes	24	24
Reserve Account	9,000	9,000
Total General Expenses	30,604	28,004
TOTAL OPERATING RECEIPTS	194,252	198,692
TOTAL OPERATING EXPENDITURES	159,697	164,328
NET INCOME/LOSS	<u>34,555</u>	<u>34,364</u>

Description	Amount Char	Housing Authority Cost	Charge Type
BATHROOM - COMMODESEAT	15.00		Fixed
BATHROOM - MIRROR	16.98		Fixed
BATHROOM - NEW TOILET WITH INSTALLATION	185.00		Fixed
BATHROOM - SHOWER DIVERTER	15.00		Fixed
BATHROOM - VANITY SINK TOP	100.00		Fixed
BATHROOM DRAIN UNCLOG	26.00		Fixed
BATHROOM MEDICINE CABINET	70.00		Fixed
BATHROOM SHOWER ROD	6.00		Fixed
BATHROOM SINKLEGS	13.00		Fixed
BATHROOM TOWEL BAR	10.00		Fixed
BATHROOM TP HOLDER	6.00		Fixed
BATHROOM TP ROLLER	3.00		Fixed
BEDBUG HEAT TREATMENT	575.00		Fixed
BEDBUGS HEAT TREATMENT	775.00		Fixed
BLIND - 72"	50.00		Fixed
BLIND - MEDIUM	35.00		Fixed
BLIND - SMALL	21.00		Fixed
Cabinet cleaning charge/cabinet	10.00		Fixed
Cabinet door repair	30.00		Fixed
Cabinet drawer repair	50.00		Fixed
Cleaning charge (1 hour labor and materials)	30.00		Fixed
DOOR - BIFOLD TRACK KIT	17.99		Fixed
DOOR - Exterior - repaint 1 side	60.00		Fixed
DOOR - PREHUNG-UNINSTALLED	130.00		Fixed

Description	Instant Char	Housing Authority Cost	Charge Type
DOOR - SINGLE BI-FOLD DOOR - UNINSTALLED	40.00		Fixed
DOOR DOUBLE BI-FOLD DOOR UNINSTALLED	82.00		Fixed
DOOR KNOB/LEVER - BATHROOM	14.00		Fixed
DOOR KNOB/LEVER - BEDROOM	14.00		Fixed
DOOR KNOB/LEVER - EXTERIOR	25.00		Fixed
DOOR SLAB- UNINSTALLED	40.00		Fixed
Doorbell replacement	10.00		Fixed
DOWN SPOUT REPAIR	12.00		Fixed
ELEC LARGE ROUND LIGHT COVER (includes labor)	30.00		Fixed
ELEC - SMALL ROUND LIGHT COVER (includes labor)	20.00		Fixed
ELEC EXT OUTLET COVER (includes labor)	12.00		Fixed
Elec - glass light cover (includes labor)	15.00		Fixed
ELEC - LIGHT FIXTURE - LARGE (includes labor)	77.00		Fixed
ELEC LIGHT FIXTURE - SMALL (includes labor)	49.00		Fixed
ELEC LIGHT SWITCH (includes labor)	21.00		Fixed
ELEC - Vanity seashell light cover (includes labor)	30.00		Fixed
ELEC LIGHT BULB	5.00		Fixed
ELEC LIGHT SWITCH/OUTLET COVER PLATE (includ	12.00		Fixed
FLOOR - CARPET - LINEWEAVER ANNEX	630.00		Fixed
FLOOR - CARPET & VINYL LINEWEAVER ANNEX	903.78		Service
FLOOR - CARPET CLEANING	65.00		Fixed
FLOOR - CARPET LINEWEAVER EFFICIENCY	589.63		Fixed
FLOOR - VINYL - LINEWEAVER ANNEX	528.00		Fixed
FLOOR TILE REPLACE PER TILE (does not include lab	15.00		Fixed

Description	Inant Char	Housing Authority Cost	Charge Type
FLOOR WAX	12.00		Fixed
FORFEIT SECURITY DEPOSIT	0.00		Fixed
HANDRAIL - INTERIOR	65.00		Service
Handrail bracket - interior (includes labor)	19.00		Fixed
HVAC AIR FILTER	3.00		Fixed
HVAC FLOO RREGISTER	12.00		Service
HVAC RETURN REGISTER	25.00		Fixed
KEY - new - mail	10.00		Fixed
KEY - new - building entrance	10.00		Fixed
KEY - new - unit/apt entrance	10.00		Fixed
KITCHEN - DRAWER SLIDE	11.00		Fixed
Kitchen faucet	75.00		Fixed
KITCHEN SINK STRAINER	4.00		Fixed
KITCHEN SINK UNSTOP	26.00		Fixed
Labor	26.00		Fixed
LABOR - after hours	39.00		Fixed
Landfill fee	30.00		Fixed
LAWN - MOWING	15.00		Fixed
Lock - c change	26.00		Fixed
LOCK - FH - replace custom lock	250.00		Fixed
LOCK - MAILBOX LOCK	15.00		Fixed
LOCK - NEW	50.00		Fixed
LOCK - REKEY	34.00		Fixed
LOCKOUT - after office hours	50.00		Fixed

Description	Amount Char	Housing Authority Cost	Charge Type
LOCKOUT - office hours	25.00		Fixed
OVEN DOOR GASKET (includes labor)	56.00		Fixed
PAINT 5 GAL	115.00		Fixed
PAINT GALLON	25.00		Fixed
Range - burner switch (includes labor)	35.00		Fixed
Range - cleaning charge	104.00		Fixed
RANGE - DRIP PAN	3.00		Fixed
RANGE - replace	410.00		Fixed
Range burner (includes labor)	15.00		Fixed
Range Burner Socket	24.00		Fixed
RANGEHOOD - REPLACE	75.00		Fixed
RANGEHOOD FILTER	4.00		Fixed
REFRIGERATOR - BUTTER TRAY COVER	40.00		Fixed
Refrigerator - cleaning charge	52.00		Fixed
REFRIGERATOR - CRISPER DRAWER	50.00		Fixed
REFRIGERATOR - CRISPERCOVER	40.00		Fixed
REFRIGERATOR - FREEZER DOOR BAR	24.00		Fixed
REFRIGERATOR - FREEZER DOOR GASKET (includes labor)	86.00		Fixed
REFRIGERATOR - SHELF	20.00		Fixed
REFRIGERATOR DOOR BAR	24.00		Fixed
REFRIGERATOR DOOR GASKET (includes labor)	96.00		Fixed
SIDING/FOOT	5.00		Fixed
SMOKE DETECTOR - NEW	25.00		Fixed
SMOKE DETECTOR DISABLED	10.00		Fixed

Description	Tenant Charge	Housing Authority Cost	Charge Type
SMOKE DETECTOR RECONNECT	10.00		Fixed
STRICKLER CARPET, INC. [2BR]	701.25		Fixed
STRICKLER CARPET, INC. [3BR]	5,534.50		Fixed
STRICKLER CARPET, INC. [Basic]	200.00		Fixed
Toilet Seat	15.00		Fixed
Trash and litter pickup (after 2nd notification)	25.00		Fixed
Trash and litter pickup (after 3rd notification)	50.00		Fixed
TRASH CAN	14.00		Fixed
Trash pick up: Bulk (tenant put out on wrong day)	30.00		Fixed
Trip charge when unable to do work	10.00		Fixed
Unit Turnover Charges - see Move Out Report for det	0.00		Service
WALL DAMAGE - LARGE (more than 8 sq. ft @ \$8/ft.)	8.00		Fixed
WALL DAMAGE - MAJOR (less than 2-8 sq. foot)	64.00		Fixed
WALL DAMAGE - MEDIUM (less than 1 sq. foot)	32.00		Fixed
WALL DAMAGE - MINOR (less than golf ball size)	10.00		Fixed
WALL DAMAGE - TRIP CHARGE	10.00		Fixed
Window - broken window replacement - material only	240.00		Fixed
Window cleaning charge at unit turnover/window	15.00		Fixed
WINDOW HARDWARE-HANDLE	6.00		Fixed
WINDOW SCREEN REPAIR (includes labor)	34.00		Fixed
WINDOW SCREEN REPLACE (includes labor)	45.00		Fixed
WINDOW HARDWARE-OPERATOR	36.00		Fixed

JR "Polly" Lineweaver Program Management Report
Month of JUNE 2019

Applications

	Efficiency	One bedroom
Currently On Waiting List	1	68
New Applications Taken	0	31

Marketing

	Efficiency	One bedroom	Total
# of units vacant	1	0	1
# of Tenants who moved in	3	0	3
# of Tenants who moved out	2	0	2
# of Tenants who transferred	0	0	0
# of Legal Notices	2	0	2
# of Unlawful Detainers	2	0	2

Occupancy

11	# of minorities	18%
36	# of disabled tenants	59%
56	# of elderly tenants	44%
Total Number of Units Leased: <u>60</u>		

Tenant Accounts Receivable

Accounts Receivable at end of Month	\$21,282.94		
Delinquent Accounts By Age	30 4	60 3	>606
Security Deposits Held	\$13,425.09		
Pet Deposits Held	\$1,749.67		
Rent Billed	\$14,462.45		
Rent Collected	\$14,448.72		

Number of Inspections	<u>0</u>
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Management

Comments on any problems experienced during the month:

I certify that the foregoing information is true and correct to the best of my knowledge and belief.


Lisa Benasher, Lineweaver Property Manager

Date

7-2-19

Lineweaver Annex Program Management Report...
Month of JUNE 2019

Applications

Currently On Waiting List	100
New Applications Taken	0

Marketing

# of units vacant	3
# of Tenants who moved in	0
# of Tenants who moved out	1
# of Tenants who transferred	0
# of Legal Notices	1
# of Unlawful Detainers	1

Occupancy

3	# of minorities	9%
45	# of disabled tenants	43%
24	# of elderly tenants	55%
Total Number of Units Leased <u>57</u>		

Tenant Accounts Receivable


Accounts Receivable at end of Month	\$27,700.61		
Delinquent Accounts By Age	30 7	60 7	>60 8
Security Deposits Held	\$27,320.94		
Pet Deposits Held	\$1,400.00		
Rent Billed	\$17,779.40		
Rent Collected	\$17,572.23		

Number of Inspections	<u>0</u>
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Management

Comments on any problems experienced during the month:

I certify that the forgoing information is true and correct to the best of my knowledge and belief.


7-2-2019
 Lisa Benasher, Lineweaver Manager Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT
FOR THE MONTH OF JUNE 2019**

1.) Marketing:

	<u>1 BDR</u>	<u>2 BDR</u>	<u>3 BDR</u>	<u>4 BDR</u>	<u>5 BDR</u>	<u>Total</u>
# of Units Vacant	<u>1</u>	<u>5</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>8</u>
# of Tenants who moved in	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>
# of Tenants who moved out	<u>0</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>3</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Legal Notices	<u>1</u>	<u>9</u>	<u>9</u>	<u>1</u>	<u>1</u>	<u>21</u>
# of Unlawful Detainers	<u>0</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>3</u>
Tenants who are over-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Tenants who are under-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Units with handicap access	<u>9</u>	<u>0</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>16</u>
Tenants who need handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>

2.) Occupancy:

TOTAL NUMBER OF UNITS LEASED: 121

3.) Tenant Accounts Receivable:

Security and Pet Deposits Held:	<u>\$110,567.20</u>
Rent Billed	<u>\$127,379.13</u>
Rent Collected	<u>\$127,363.13</u>

4.) Applications:

	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	<u>5BR</u>
Currently on the Waiting List there are a total of <u>575</u> applicants.	<u>168</u>	<u>173</u>	<u>166</u>	<u>050</u>	<u>018</u>

5.) Inspections:

Number Completed	Excellent	Good	Acceptable	Needs work	Issues
19	1	0	15	3	0

6.) Management:

Comments on any problems experienced during the month:

Franklin Heights, LLC (FH) had two move-ins and three move-outs for the month of June 2019. FH started taking applications effective November 01, 2018.

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



Nehemias Velez, FH Property Manager

7/12/19
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT
FOR THE MONTH OF JUNE 2019**

1.) Marketing:

	<u>1 BDR</u> <u>VASH</u>	<u>1</u> <u>BDR</u> <u>HCV</u>
# of Units Vacant	<u>0</u>	<u>0</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>
# of Legal Notices	<u>0</u>	<u>0</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>

2) TOTAL NUMBER OF UNITS LEASED: 30

3.) Tenant Accounts Receivable:

Outstanding Balance	<u>\$8,276.03</u>
Number of Delinquent Accounts by Age:	30: <u>0</u> 60: <u>1</u> 90+: <u>0</u>
Security and Pet Deposits Held:	<u>\$15,141.00</u>
Rent Billed	<u>\$15,900.00</u>
Rent Collected	<u>\$15,478.00</u>

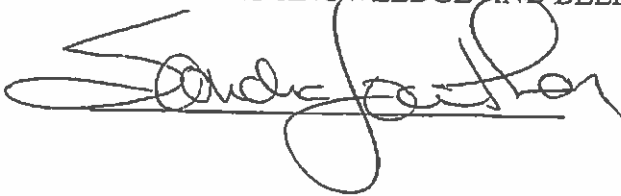
4.) Applications:

Currently on the Waiting List 286

5.) Management:

Comments on any problems experienced during the month:

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



7/2/2019

**Harrisonburg Redevelopment & Housing Authority Report
Financial Report as of June 30, 2019**

Franklin Heights, LLC

Income	\$	815,802.46
Expenses	\$	(455,836.14)
Less: Principal Payments	\$	(55,859.23)
Total	\$	304,107.09

J.R. POLLY LINEWEAVER APARTMENTS

Income	\$	222,913.42
Expenses	\$	(211,537.45)
Total	\$	11,375.97
Add: Service Coordinator Grant Funds	\$	1,358.24
Less: Service Coordinator Grant Expenses	\$	(24,622.85)
	\$	(23,264.61)
Profit (Loss)/Gain	\$	(11,888.64)
Less: Principal Payments	\$	(38,818.51)
Total	\$	(50,707.15)

**Harrisonburg Redevelopment & Housing Authority Report
Financial Report as of June 30, 2019**

LOCAL COMMUNITY DEVELOPMENT

Cash:	First Bank & Trust-Operating Funds		\$275,998.71
		Total	\$275,998.71
	AR Due from:		
	JR Polly Lineweaver Apartments	\$88,155.25	
	Housing Choice Voucher Program	\$36,380.23	
	Commerce Village, LLC	\$3,890.64	
	Franklin Heights, LLC-Operating Expenses	\$91,333.17	
	Franklin Heights, LLC-Debt Servicing	\$140,000.00	
		\$359,759.29	

HOUSING CHOICE VOUCHER PROGRAM

Cash:	SunTrust-Checking Account		\$299,983.84
	United Bank-FSS Escrow for participants		\$94,688.00
		Total	\$394,671.84

J.R. POLLY LINEWEAVER APARTMENTS

Cash:	United Bank-Checking Account		\$2,456.52
		Total	\$2,456.52

ALL PROGRAMS-FH, LW, JRL

Cash:	United Bank-Security Deposit Account		\$172,707.78
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COMPONENT UNITS

Franklin Heights, LLC

Cash:	United Bank-Checking Account		\$10,667.39
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Commerce Village, LLC

Cash:	First Bank & Trust		\$105,017.37
	BB&T-Operating Reseve Account		\$130,242.41

	<u>Grand Total</u>		<u>\$1,091,762.02</u>
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**Harrisonburg Redevelopment & Housing Authority Report
YTD Financial Report as of June 30, 2019**

	Cash Balance as of 1/31	Cash Balance as of 2/28	Cash Balance as of 3/31	Cash Balance as of 4/30	Cash Balance as of 5/31	Cash Balance as of 6/30
LOCAL COMMUNITY DEVELOPMENT						
Cash:	\$56,770.72	\$125,988.41	\$202,668.72	\$206,689.60	\$229,043.32	\$275,998.71
	\$486.90	\$486.90	\$0.00	\$0.00	\$0.00	\$0.00
Investments:	\$5,852.59	\$5,258.68	\$0.00	\$0.00	\$0.00	\$0.00
HOUSING CHOICE VOUCHER PROGRAM						
Cash:	\$434,571.28	\$473,669.82	\$496,846.73	\$521,648.31	\$534,152.74	\$299,983.84
	\$95,802.00	\$94,108.00	\$98,636.00	\$99,428.00	\$96,067.00	\$94,688.00
J.R. POLLY LINEWEAVER APARTMENTS						
Cash:	\$16,689.00	\$12,115.30	\$7,378.17	\$3,775.10	\$1,855.03	\$2,456.52
ALL PROGRAMS-FH, LW, JRL, CVO						
Cash:	\$172,919.61	\$176,457.12	\$178,457.32	\$181,717.26	\$172,393.31	\$172,707.78
COMPONENT UNITS						
Franklin Heights, LLC						
Cash:	\$11,509.10	\$7,708.57	\$14,095.03	\$13,896.16	\$21,251.03	\$10,667.39
Commerce Village LLC						
Cash:	\$96,043.52	\$98,934.61	\$102,029.29	\$105,279.93	\$105,007.35	\$105,017.37
	\$0.00	\$0.00	\$0.00	\$0.00	\$130,024.93	\$130,242.41
Total	\$890,644.72	\$994,727.41	\$1,100,111.26	\$1,132,434.36	\$1,289,794.71	\$1,091,762.02

JR "Polly" Lineweaver Program Management Report
Month of JULY 2019

Applications

	Efficiency	One bedroom
Currently On Waiting List	1	69
New Applications Taken	0	17

Marketing

	Efficiency	One bedroom	Total
# of units vacant	4	0	4
# of Tenants who moved in	1	0	1
# of Tenants who moved out	3	0	3
# of Tenants who transferred	0	0	0
# of Legal Notices	0	0	0
# of Unlawful Detainers	0	0	0

Occupancy

11	# of minorities	18%
36	# of disabled tenants	59%
56	# of elderly tenants	44%
Total Number of Units Leased: <u>57</u>		

Tenant Accounts Receivable

Accounts Receivable at end of Month	\$21,077.32		
Delinquent Accounts By Age	30 4	60 3	>606
Security Deposits Held	\$13,014.38		
Pet Deposits Held	\$1,600.00		
Rent Billed	\$13,857.51		
Rent Collected	\$14,367.41		

Number of Inspections	<u>0</u>
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Management

Comments on any problems experienced during the month:

I certify that the foregoing information is true and correct to the best of my knowledge and belief.



Lisa Benasher, Lineweaver Property Manager

8-2-19

Date

Lineweaver Annex Program Management Report...
Month of JULY 2019

Applications

Currently On Waiting List	100
New Applications Taken	1

Marketing

# of units vacant	1
# of Tenants who moved in	3
# of Tenants who moved out	0
# of Tenants who transferred	0
# of Legal Notices	0
# of Unlawful Detainers	0

Occupancy

3	# of minorities	9%
45	# of disabled tenants	43%
24	# of elderly tenants	55%
Total Number of Units Leased <u>59</u>		

Tenant Accounts Receivable


Accounts Receivable at end of Month	\$28,886.91		
Delinquent Accounts By Age	30 7	60 7	>60 8
Security Deposits Held	\$27,821.94		
Pet Deposits Held	\$1,450.00		
Rent Billed	\$18,003.00		
Rent Collected	\$17,521.70		

Number of Inspections	<u>0</u>
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Management

Comments on any problems experienced during the month:

I certify that the forgoing information is true and correct to the best of my knowledge and belief.


8-2-19

 Lisa Benasher, Lineweaver Manager Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT
FOR THE MONTH OF JULY 2019**

1.) Marketing:

	<u>1 BDR</u>	<u>2 BDR</u>	<u>3 BDR</u>	<u>4 BDR</u>	<u>5 BDR</u>	<u>Total</u>
# of Units Vacant	<u>0</u>	<u>4</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>6</u>
# of Tenants who moved in	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>3</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Legal Notices	<u>3</u>	<u>7</u>	<u>9</u>	<u>1</u>	<u>0</u>	<u>20</u>
# of Unlawful Detainers	<u>0</u>	<u>2</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>3</u>
Tenants who are over-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Tenants who are under-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Units with handicap access	<u>9</u>	<u>0</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>16</u>
Tenants who need handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>

2.) Occupancy:

TOTAL NUMBER OF UNITS LEASED: 123

3.) Tenant Accounts Receivable:

Security and Pet Deposits Held:	<u>\$112,133.00</u>
Rent Billed	<u>\$124,971.70</u>
Rent Collected	<u>\$123,009.06</u>

4.) Applications:

	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	<u>5BR</u>
Currently on the Waiting List there are a total of <u>708</u> applicants.	<u>204</u>	<u>223</u>	<u>201</u>	<u>060</u>	<u>020</u>

5.) Inspections:

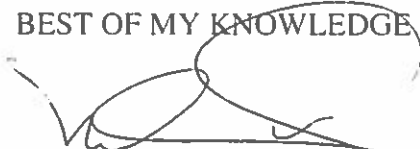
Number Completed	Excellent	Good	Acceptable	Needs work	Issues
9	1	3	5	0	0

6.1 Management:

Comments on any problems experienced during the month:

Franklin Heights, LLC (FH) had three move-ins and one eviction for the month of July 2019. FH started taking applications effective November 01, 2018.

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



Nehemias Velez, FH Property Manager

8/16/19
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT
FOR THE MONTH OF JULY 2019**

1.) Marketing:

	<u>1 BDR VASH</u>	<u>1 BDR HCV</u>
# of Units Vacant	<u>1</u>	<u>1</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>
# of Tenants who moved out	<u>1</u>	<u>1</u>
# of Tenants evicted	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>
# of Legal Notices	<u>0</u>	<u>1</u>
# of Unlawful Detainers	<u>0</u>	<u>1</u>

2) TOTAL NUMBER OF UNITS LEASED: 28

3.) Tenant Accounts Receivable:

Outstanding Balance	<u>\$9,370.03</u>
Number of Delinquent Accounts by Age:	30: <u>1</u> 60: <u>0</u> 90+: <u>0</u>
Security and Pet Deposits Held:	<u>\$15,655.00</u>
Rent Billed	<u>\$15,900.00</u>
Rent Collected	<u>\$14,871.00</u>

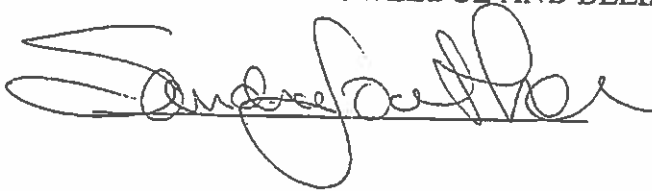
4.) Applications:

Currently on the Waiting List 342

5.) Management:

Comments on any problems experienced during the month:

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



8-14-19

FAMILY SELF – SUFFICIENCY PROGRAM REPORT

07/2019

1	HCV Participants	30
	Employed	25
	Job searching/Pre-employment	4
	Established Escrow account	20
	Waiting list	7
	Enrolled in school	2
	Medical Leave	2
	ESL Class	3
	Transportation	1 (Received Grant for a car)
2	FRANKLIN HEIGHTS PARTICIPANTS	48
	Employed	42
	Job searching/pre-employment	5
	Established Escrow account	28
	Enrolled in school	4
	Medical Leave	1
	ESL Class	4
3	HARRISON HEIGHTS PARTICIPANTS	14
	Employed	12
	Job Searching/Pre-employment	2
	Establish Escrow account	10
	Enrolled in school	2
	Medical Leave	2
	ESL Class	2
	Accomplishments	11 – Kids enrolled at Boys Girls Club
	FSS Staff assisted participants with transportation to interviews for jobs, hired new assistant for FSS Program, assisted HCV participant with grant for a car, met with Cargill HR to assist with jobs for participants, Brought back to school supplies for FSS Participants.	1 – Graduate from FH 1 – Participant (HCV) purchased a car thru grant
	FSS Coordinator - Shirley Sheets 08/03/2019	FSS Coordinator - Everett Brubaker

Shirley Sheets

Everett Brubaker