



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

Phone/VTDD 540-434-7386  
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February 14, 2020

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, February 19, 2020 at 4:00 p.m.**, at the office of the Authority located at 286 Kelley Street, Harrisonburg, Virginia.

A handwritten signature in blue ink, which appears to read 'Michael G. Wong', is written over a horizontal line. The signature is fluid and cursive.

Michael G. Wong  
Executive Director

Enclosures

## MINUTES

Regular Meeting  
January 22, 2020

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on Wednesday January 22 at 4:00 p.m., at the office of the Authority located at 286 Kelley Street, Harrisonburg Virginia.

Those present were:

Tim Smith, Chair  
John Hall, Vice Chair  
Costella Fordney, Commissioner  
Levi Fuller, Commissioner  
Scott Gallagher, Commissioner

Also present were:

Michael G. Wong, Executive Director  
Melisa Michelson, Attorney

The Regular Meeting was called to order and quorum declared present by Tim Smith, Chair. Mr. Wong then presented the minutes from the December 18, 2019 meeting for consideration of approval. After a period of discussion, the minutes were unanimously approved on a motion from Commissioner Fordney seconded by Commissioner Fuller. Mr. Wong then presented the December's 2019 financial statements for consideration of approval. After a period of discussion, Commissioner Gallagher seconded by Commissioner Fuller made the motion for approval. This motion was unanimously approved.

Chairperson Smith then opened the floor for general Public Comment. No comment was received. Mr. Wong then presented the NewBridge Village Apartments Resolution approving the issuance of tax exempt multi-family note. After a period of discussion a motion was made by Vice Chair Hall seconded by Commissioner Fordney approving the resolution. A roll call was taken and the motion was unanimously approved.

Tim Smith, Chairman	Aye
John Hall, Vice Chairman	Aye
Scott Gallagher, Commissioner	Aye
Costella Fordney, Commissioner	Aye
Benjamin Fuller, Commissioner	Aye

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. He related of no updates from HUD concerning the Authority's move to work application. After a period of discussion, Commissioner Gallagher seconded by Commissioner Fuller then made the motion to approve the management reports and to adjourn. This motion was

unanimously approved.

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Michael G. Wong  
Executive Director


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Tim Smith  
Chairperson

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of January 31, 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3410 HMIS COC Homelessness Grant-18	84,072.00	7,006.00	0.00	0.00	7,006.00	(7,006.00)
3410 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	6,144.56	6,144.56	6,688.75	(544.19)
3410 COC Planning Grant Funds	20,619.00	1,718.25	0.00	0.00	1,718.25	(1,718.25)
3610 Interest Income	0.00	0.00	12.30	12.30	0.00	12.30
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
3690 Developer's Fees	130,000.00	10,833.33	0.00	0.00	10,833.33	(10,833.33)
3690 Admin. Fees	9,500.00	791.67	0.00	0.00	791.67	(791.67)
3690 Application Fees	15,000.00	1,250.00	0.00	0.00	1,250.00	(1,250.00)
3690 Lease Income	4,800.00	400.00	400.00	400.00	400.00	0.00
3690 Management Fees-CV	10,000.00	833.33	824.14	824.14	833.33	(9.19)
3690 BPort Net Receipts	185,689.00	15,474.08	13,783.88	13,783.88	15,474.08	(1,690.20)
3690 Lineweaver Apts. Net Receipts	379,168.00	31,597.33	30,411.72	30,411.72	31,597.33	(1,185.61)
Total Receipts	919,113.00	76,592.75	51,576.60	51,576.60	76,592.75	(25,016.15)
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	134,085.00	11,173.75	15,834.49	15,834.49	11,173.75	4,660.74
4540 Adm Benefits	37,895.00	3,157.92	4,865.07	4,865.07	3,157.92	1,707.15
4130 Legal Expense	10,000.00	833.33	1,652.00	1,652.00	833.33	818.67
4140 Staff Training	5,000.00	416.67	0.00	0.00	416.67	(416.67)
4150 Travel	15,000.00	1,250.00	535.41	535.41	1,250.00	(714.59)
4171 Auditing Fees	3,600.00	300.00	0.00	0.00	300.00	(300.00)
4190 Sundry-Admin. Exp.	30,000.00	2,500.00	1,173.94	1,173.94	2,500.00	(1,326.06)
4190 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	7,302.78	7,302.78	6,688.75	614.03
4190 COC Planning Grant Funds	20,619.00	1,718.25	0.00	0.00	1,718.25	(1,718.25)
4190 HMIS Match for Grant Funds	10,000.00	833.33	816.95	816.95	833.33	(16.38)
4190 Community Donations (OpDr/COC, etc)	15,000.00	1,250.00	0.00	0.00	1,250.00	(1,250.00)
4190 HMIS Homeless Assistance-18	84,072.00	7,006.00	7,197.93	7,197.93	7,006.00	191.93
Total Administration	445,536.00	37,128.00	39,378.57	39,378.57	37,128.00	2,250.57
<b>Utilities</b>						
4320 Electric	3,200.00	266.67	284.96	284.96	266.67	18.29
4330 Gas	1,800.00	150.00	199.31	199.31	150.00	49.31
Total Utilities	5,000.00	416.67	484.27	484.27	416.67	67.60
4410 Maintenance Salaries	34,289.00	2,857.42	3,829.92	3,829.92	2,857.42	972.50
4540 Maintenance Benefits	9,474.00	789.50	868.95	868.95	789.50	79.45
4420 Materials	6,000.00	500.00	58.16	58.16	500.00	(441.84)
4430 Contract Costs	9,500.00	791.67	69.92	69.92	791.67	(721.75)
Total Maintenance	59,263.00	4,938.58	4,826.95	4,826.95	4,938.58	(111.63)
<b>General:</b>						
4510 Insurance	7,000.00	583.33	535.08	535.08	583.33	(48.25)
4570 Collection Loss/Bad Debt Expens	0.00	0.00	0.00	0.00	0.00	0.00
4000 Bport Expenses	35,274.00	2,939.50	3,454.37	3,454.37	2,939.50	514.87
4000 Lineweaver Apartments Expenses	366,686.00	30,557.17	30,311.51	30,311.51	30,557.17	(245.66)
Total General	408,960.00	34,080.00	34,300.96	34,300.96	34,080.00	220.96
<b>TOTAL EXPENSES</b>	<b>918,759.00</b>	<b>76,563.25</b>	<b>78,990.75</b>	<b>78,990.75</b>	<b>76,563.25</b>	<b>2,427.50</b>

<b>TOTAL RECEIPTS TO DATE</b>	51,576.60
<b>TOTAL EXPENSES TO DATE</b>	78,990.75
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>	(27,414.15)

  
Michael G. Wong, Executive Director

  
Date

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of January 31, 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	243,168.00	20,264.00	16,751.66	16,751.66	20,264.00	(3,512.34)
3410 HAP Funding	120,000.00	10,000.00	12,567.00	12,567.00	10,000.00	2,567.00
3690 Other Income-Laundry	3,800.00	316.67	308.56	308.56	316.67	(8.11)
3690 Other Income-Late fees, workordr	12,200.00	1,016.67	784.50	784.50	1,016.67	(232.17)
<b>Total Receipts</b>	<b>379,168.00</b>	<b>31,597.33</b>	<b>30,411.72</b>	<b>30,411.72</b>	<b>31,597.33</b>	<b>(1,185.61)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	64,789.00	5,399.08	7,440.37	7,440.37	5,399.08	2,041.29
4540 Adm Benefits	20,769.00	1,730.75	2,203.57	2,203.57	1,730.75	472.82
4130 Legal Fees	1,000.00	83.33	0.00	0.00	83.33	(83.33)
4140 Staff Training	1,000.00	83.33	0.00	0.00	83.33	(83.33)
4150 Travel	1,000.00	83.33	0.00	0.00	83.33	(83.33)
4171 Auditing	1,200.00	100.00	0.00	0.00	100.00	(100.00)
4190 Sundry	15,000.00	1,250.00	684.01	684.01	1,250.00	(565.99)
<b>Total Administration</b>	<b>104,758.00</b>	<b>8,729.83</b>	<b>10,327.95</b>	<b>10,327.95</b>	<b>8,729.83</b>	<b>1,598.12</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	561.88	561.88	83.33	478.55
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>561.88</b>	<b>561.88</b>	<b>83.33</b>	<b>478.55</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	656.97	656.97	666.67	(9.70)
4320 Electricity	68,000.00	5,666.67	6,261.79	6,261.79	5,666.67	595.12
4390 Sewer	23,500.00	1,958.33	1,938.60	1,938.60	1,958.33	(19.73)
<b>Total Utilities</b>	<b>99,500.00</b>	<b>8,291.67</b>	<b>8,857.36</b>	<b>8,857.36</b>	<b>8,291.67</b>	<b>565.69</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	49,160.00	4,096.67	5,622.55	5,622.55	4,096.67	1,525.88
4540 Maintenance Benefits	15,668.00	1,305.67	1,035.55	1,035.55	1,305.67	(270.12)
4420 Materials	18,000.00	1,500.00	408.49	408.49	1,500.00	(1,091.51)
4430 Contract Costs	60,000.00	5,000.00	2,823.56	2,823.56	5,000.00	(2,176.44)
<b>Total Maintenance</b>	<b>142,828.00</b>	<b>11,902.33</b>	<b>9,890.15</b>	<b>9,890.15</b>	<b>11,902.33</b>	<b>(2,012.18)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	8,600.00	716.67	674.17	674.17	716.67	(42.50)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	833.33	(833.33)
<b>Total General Exp.</b>	<b>18,600.00</b>	<b>1,550.00</b>	<b>674.17</b>	<b>674.17</b>	<b>1,550.00</b>	<b>(875.83)</b>
<b>TOTAL EXPENSES</b>	<b>366,686.00</b>	<b>30,557.17</b>	<b>30,311.51</b>	<b>30,311.51</b>	<b>30,557.17</b>	<b>(245.66)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>30,411.72</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>30,311.51</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>100.21</b>

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

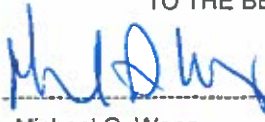
  
Lisa Benasher, Lineweaver Manager


2-14-20  
Date

**BRIDGEPORT COMPLEX**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment B  
For the Month of January 31, 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3690 Rental Income	185,689.00	15,474.08	13,783.88	13,783.88	15,474.08	(1,690.20)
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts	185,689.00	15,474.08	13,783.88	13,783.88	15,474.08	(1,690.20)
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	83.33	(83.33)
4190-Sundry-Phone	600.00	50.00	41.45	41.45	50.00	(8.55)
Total Op. Expenses	1,600.00	133.33	41.45	41.45	133.33	(91.88)
<b>Utilities:</b>						
4310 Water	1,100.00	91.67	0.00	0.00	91.67	(91.67)
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	0.00	0.00	91.67	(91.67)
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	1.34	1.34	250.00	(248.66)
4430 Contract Costs	12,000.00	1,000.00	1,869.12	1,869.12	1,000.00	869.12
Total Maintenance	15,000.00	1,250.00	1,870.46	1,870.46	1,250.00	620.46
<b>General Expenses:</b>						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	17,574.00	1,464.50	1,542.46	1,542.46	1,464.50	77.96
Total General Exp.	17,574.00	1,464.50	1,542.46	1,542.46	1,464.50	77.96
<b>TOTAL EXPENSES</b>	<b>35,274.00</b>	<b>2,939.50</b>	<b>3,454.37</b>	<b>3,454.37</b>	<b>2,939.50</b>	<b>514.87</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>13,783.88</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>3,454.37</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>10,329.51</b>

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 \$2,099.55 for a total of \$20,560.61 for this fiscal year.

**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of January 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts</b>						
3300RC Adm-Fraud/Abuse/Set Off De	8,000.00	666.67	616.00	616.00	666.67	(50.67)
3300RC HAP-Fraud/Abuse/Set Off De	8,000.00	666.67	616.00	616.00	666.67	(50.67)
3300 FSS Fort.	2,000.00	166.67	0.00	0.00	166.67	(166.67)
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	35,103.00	2,925.25	2,844.64	2,844.64	2,925.25	(80.61)
3410 HCV HAP Payment-Adm Fees	468,331.00	39,027.58	39,180.00	39,180.00	39,027.58	152.42
3410 HCV HAP Payment-HAP Fees	5,585,682.00	465,473.50	513,831.00	513,831.00	465,473.50	48,357.50
Total Receipts	6,107,116.00	508,926.33	557,087.64	557,087.64	508,926.33	48,161.31
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	301,462.00	25,121.83	34,645.66	34,645.66	25,121.83	9,523.83
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	2,925.25	2,925.25	0.00
4540 Adm/FSS Benefits	102,024.00	8,502.00	9,515.50	9,515.50	8,502.00	1,013.50
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	2,000.00	166.67	892.50	892.50	166.67	725.83
4150 Travel	2,000.00	166.67	0.00	0.00	166.67	(166.67)
4171 Auditing Fees	6,940.00	578.33	0.00	0.00	578.33	(578.33)
4190 Sundry	44,000.00	3,666.67	3,105.51	3,105.51	3,666.67	(561.16)
4190.1 Portability Fees	3,200.00	266.67	150.04	150.04	266.67	(116.63)
Total Administration	496,729.00	41,394.08	51,234.46	51,234.46	41,394.08	9,840.38
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	3,200.00	266.67	0.00	0.00	266.67	(266.67)
4330 Gas	1,800.00	150.00	0.00	0.00	150.00	(150.00)
4390 Sewer	1,800.00	150.00	0.00	0.00	150.00	(150.00)
Total Utilities	6,800.00	566.67	0.00	0.00	566.67	(566.67)
<b>Maintenance</b>						
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
<b>General</b>						
4510 Insurance	7,400.00	856.33	565.41	565.41	856.33	(290.92)
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	7,400.00	856.33	565.41	565.41	856.33	(290.92)
<b>Total Expenses (excluding HAP)</b>	<b>510,929.00</b>	<b>42,817.08</b>	<b>51,799.87</b>	<b>51,799.87</b>	<b>42,817.08</b>	<b>8,982.79</b>
4715 HAP	5,595,682.00	466,306.83	457,454.49	457,454.49	466,306.83	(8,852.34)
4715 UAP	0.00	0.00	10,940.00	10,940.00	0.00	10,940.00
4718 FSS Escrow	0.00	0.00	8,450.00	8,450.00	0.00	8,450.00
<b>HAP Total</b>	<b>5,595,682.00</b>	<b>466,306.83</b>	<b>476,844.49</b>	<b>476,844.49</b>	<b>466,306.83</b>	<b>10,537.66</b>
<b>Total Expenses</b>	<b>6,106,611.00</b>	<b>509,123.91</b>	<b>528,644.36</b>	<b>528,644.36</b>	<b>509,123.91</b>	<b>19,520.45</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>557,087.64</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>528,644.36</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>28,443.28</b>
					Adm Funds	(9,159.23)
					HAP Funds	37,602.51

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

Liz Webb, Housing Choice Voucher Mgr

Date

2/14/20

**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of January 31, 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	174,758.00	14,563.17	14,918.00	14,918.00	14,563.17	354.83
3410 HAP Funding	262,137.00	21,844.75	23,602.00	23,602.00	21,844.75	1,757.25
<b>3410 Service Coord Grant-2018</b>	<b>66,107.00</b>	<b>5,508.92</b>	<b>0.00</b>	<b>0.00</b>	<b>5,508.92</b>	<b>(5,508.92)</b>
3690 Other Income-Laundry	3,800.00	316.67	308.57	308.57	316.67	(8.10)
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	201.00	201.00	1,000.00	(799.00)
<b>Total Receipts</b>	<b>518,802.00</b>	<b>43,233.50</b>	<b>39,029.57</b>	<b>39,029.57</b>	<b>43,233.50</b>	<b>(4,203.93)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	64,789.00	5,399.08	7,440.37	7,440.37	5,399.08	2,041.29
4540 Adm Benefits	20,988.00	1,749.00	2,209.27	2,209.27	1,749.00	460.27
4130 Legal Fees	2,400.00	200.00	7,456.48	7,456.48	200.00	7,256.48
4140 Staff Training	250.00	20.83	0.00	0.00	20.83	(20.83)
4150 Travel	250.00	20.83	0.00	0.00	20.83	(20.83)
4171 Auditing Fees	1,200.00	100.00	0.00	0.00	100.00	(100.00)
4190 Sundry	15,000.00	1,250.00	1,970.21	1,970.21	1,250.00	720.21
<b>Total Administration</b>	<b>104,877.00</b>	<b>8,739.75</b>	<b>19,076.33</b>	<b>19,076.33</b>	<b>8,739.75</b>	<b>10,336.58</b>
<b>Tenant Services:</b>						
<b>4220-40 Service Coord Grant-2018</b>	<b>66,107.00</b>	<b>5,508.92</b>	<b>213.01</b>	<b>213.01</b>	<b>5,508.92</b>	<b>(5,295.91)</b>
4230 Tenant Services-Other	1,000.00	83.33	561.87	561.87	83.33	478.54
<b>Total Tenant Serv.</b>	<b>67,107.00</b>	<b>5,592.25</b>	<b>774.88</b>	<b>774.88</b>	<b>5,592.25</b>	<b>(4,817.37)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	678.51	678.51	666.67	11.84
4320 Electric	70,000.00	5,833.33	7,391.63	7,391.63	5,833.33	1,558.30
4390 Sewer	25,000.00	2,083.33	2,003.22	2,003.22	2,083.33	(80.11)
<b>Total Utilities</b>	<b>103,000.00</b>	<b>8,583.33</b>	<b>10,073.36</b>	<b>10,073.36</b>	<b>8,583.33</b>	<b>1,490.03</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	36,711.00	3,059.25	4,180.46	4,180.46	3,059.25	1,121.21
4540 Maintenance Benefits	11,806.00	983.83	670.19	670.19	983.83	(313.64)
4420 Materials	12,000.00	1,000.00	1,203.08	1,203.08	1,000.00	203.08
4430 Contract	55,000.00	4,583.33	5,123.54	5,123.54	4,583.33	540.21
<b>Total Maintenance</b>	<b>115,517.00</b>	<b>9,626.42</b>	<b>11,177.27</b>	<b>11,177.27</b>	<b>9,626.42</b>	<b>1,550.85</b>
<b>General:</b>						
4510 Insurance	10,000.00	833.33	795.46	795.46	833.33	(37.87)
4570 Collection Loss	2,000.00	166.67	0.00	0.00	166.67	(166.67)
4580 United Bank Bond Interest	35,889.00	2,990.75	3,102.83	3,102.83	2,990.75	112.08
<b>Total General</b>	<b>47,889.00</b>	<b>3,990.75</b>	<b>3,898.29</b>	<b>3,898.29</b>	<b>3,990.75</b>	<b>(92.46)</b>
<b>TOTAL EXPENSES</b>	<b>438,390.00</b>	<b>36,532.50</b>	<b>45,000.13</b>	<b>45,000.13</b>	<b>36,532.50</b>	<b>8,467.63</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>39,029.57</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>45,000.13</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>(5,970.56)</b>

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

  
 Lisa Benasher, Lineweaver Manager

2-14-20  
 Date

**Please note:** A principal payment to United Bank was made in the amount of \$6,563.45 a total of \$6,53.45 for this fiscal year and a principlpy payment to Virginia Community Capital in the amount of \$0.00 for a total of \$0.00 for this fiscal year.



**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of January 31, 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	372,890.00	31,074.17	30,569.00	30,569.00	31,074.17	(505.17)
3410 HAP Funding	1,088,670.00	90,722.50	90,134.00	90,134.00	90,722.50	(588.50)
3610 Interest Income	800.00	66.67	74.05	74.05	66.67	7.38
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	4,267.79	4,267.79	2,083.33	2,184.46
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	2,211.47	2,211.47	11,666.67	(9,455.20)
<b>Total Receipts</b>	<b>1,627,360.00</b>	<b>135,613.33</b>	<b>127,256.31</b>	<b>127,256.31</b>	<b>135,613.33</b>	<b>(8,357.02)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	224,279.00	18,689.92	23,597.19	23,597.19	18,689.92	4,907.27
4540 Adm Benefits	68,684.00	5,723.67	7,170.29	7,170.29	5,723.67	1,446.62
4130 Legal Fees	2,500.00	208.33	0.00	0.00	208.33	(208.33)
4140 Staff Training	1,500.00	125.00	892.50	892.50	125.00	767.50
4150 Travel	2,500.00	208.33	0.00	0.00	208.33	(208.33)
4171 Auditing Fees	1,800.00	150.00	0.00	0.00	150.00	(150.00)
4190 Sundry	25,000.00	2,083.33	1,533.67	1,533.67	2,083.33	(549.66)
4190 CDBG Down Payment Assistance Program	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Administration</b>	<b>326,263.00</b>	<b>27,188.58</b>	<b>33,193.65</b>	<b>33,193.65</b>	<b>27,188.58</b>	<b>6,005.07</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	0.00	83.33	(83.33)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>0.00</b>	<b>83.33</b>	<b>(83.33)</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	(3,578.74)	(3,578.74)	0.00	(3,578.74)
4320 Electric	15,000.00	1,250.00	1,157.42	1,157.42	1,250.00	(92.58)
4330 Gas	2,500.00	208.33	199.31	199.31	208.33	(9.02)
4390 Sewer	0.00	0.00	2,858.69	2,858.69	0.00	2,858.69
<b>Total Utilities</b>	<b>17,500.00</b>	<b>1,458.33</b>	<b>636.68</b>	<b>636.68</b>	<b>1,458.33</b>	<b>(821.65)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	118,222.00	9,851.83	13,373.92	13,373.92	9,851.83	3,522.09
4540 Maintenance Benefits	39,684.00	3,307.00	2,141.26	2,141.26	3,307.00	(1,165.74)
4420 Materials	43,000.00	3,583.33	1,015.98	1,015.98	3,583.33	(2,567.35)
4430 Contract	85,000.00	7,083.33	4,527.72	4,527.72	7,083.33	(2,555.61)
<b>Total Maintenance</b>	<b>285,906.00</b>	<b>23,825.50</b>	<b>21,058.88</b>	<b>21,058.88</b>	<b>23,825.50</b>	<b>(2,766.62)</b>
<b>General</b>						
4510 Insurance	22,000.00	1,833.33	1,839.81	1,839.81	1,833.33	6.48
4570 Collection Loss	10,000.00	833.33	0.00	0.00	833.33	(833.33)
4590 Real Estate Taxes	25,000.00	2,083.33	0.00	0.00	2,083.33	(2,083.33)
4580 Interest Expense-HHR	91,100.00	7,591.67	45,550.00	45,550.00	7,591.67	37,958.33
4580 Interest Expense-FH	124,625.00	10,385.42	0.00	0.00	10,385.42	(10,385.42)
4580 Interest Expense-FORK(UB)	24,341.00	2,028.42	3,623.86	3,623.86	2,028.42	1,595.44
4580 Interest Expense-FORK(Seller Fin)	42,104.00	3,508.67	2,180.67	2,180.67	3,508.67	(1,328.00)
<b>Total General</b>	<b>339,170.00</b>	<b>28,264.17</b>	<b>53,194.34</b>	<b>53,194.34</b>	<b>28,264.17</b>	<b>24,930.17</b>
<b>TOTAL EXPENSES</b>	<b>969,839.00</b>	<b>80,819.92</b>	<b>108,083.55</b>	<b>108,083.55</b>	<b>80,819.92</b>	<b>27,263.63</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>127,256.31</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>108,083.55</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>19,172.76</b>

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

  
 \_\_\_\_\_  
 Nehemias Velez, FH Manager

2/13/20  
 \_\_\_\_\_  
 Date

Please note P/I payments below:

	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	221,100	45,550	175,550	130000
FH 2009/11 Go Bond Payment	449,625	0	449,625	325000
United Bank-Forkovitch Units	81,511	6,793	74,718	57170
Seller Financed-Forkovitch Family	102,953	<u>8,579</u>	<u>94,374</u>	60849
<b>Total</b>	<b>855,189</b>	<b>60,922</b>	<b>794,267</b>	

**COMMERCE VILLAGE LLC (CVO)**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
For the Month of January 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	78,892.00	6,574.33	7,634.00	7,634.00	6,574.33	1,059.67
3410 HAP Funding	110,000.00	9,166.67	8,037.00	8,037.00	9,166.67	(1,129.67)
3610 Interest (Replacement&Operatir	360.00	30.00	88.74	88.74	30.00	58.74
3690 Other Income-Laundry&Donatio	2,500.00	208.33	120.38	120.38	208.33	(87.95)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	106.00	106.00	208.33	(102.33)
<b>Total Receipts</b>	<b>194,252.00</b>	<b>16,187.67</b>	<b>15,986.12</b>	<b>15,986.12</b>	<b>16,187.67</b>	<b>(201.55)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	17,592.00	1,466.00	2,442.90	2,442.90	1,466.00	976.90
4540 Adm Benefits	5,676.00	473.00	645.64	645.64	473.00	172.64
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
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	914.27	914.27	241.67	672.60
4190 Sundry-Management fees	10,000.00	833.33	824.14	824.14	833.33	(9.19)
4190 Sundry-HCC fees	6,100.00	508.33	0.00	0.00	508.33	(508.33)
<b>Total Administration</b>	<b>42,268.00</b>	<b>3,522.33</b>	<b>4,826.95</b>	<b>4,826.95</b>	<b>3,522.33</b>	<b>1,304.62</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	0.00	0.00	1,375.00	(1,375.00)
4240 Tenant Services-Client	1,500.00	125.00	0.00	0.00	125.00	(125.00)
<b>Total Tenant Serv.</b>	<b>18,000.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>(1,500.00)</b>
<b>Utilities:</b>						
4310 Water	4,000.00	333.33	355.41	355.41	333.33	22.08
4320 Electricity	20,000.00	1,666.67	1,717.68	1,717.68	1,666.67	51.01
4330 Gas	2,100.00	175.00	164.12	164.12	175.00	(10.88)
4390 Sewer	11,000.00	916.67	969.30	969.30	916.67	52.63
<b>Total Utilities</b>	<b>37,100.00</b>	<b>3,091.67</b>	<b>3,206.51</b>	<b>3,206.51</b>	<b>3,091.67</b>	<b>114.84</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	9,669.00	805.75	1,106.14	1,106.14	805.75	300.39
4540 Maintenance Benefits	3,056.00	254.67	205.07	205.07	254.67	(49.60)
4420 Materials	2,500.00	208.33	10.37	10.37	208.33	(197.96)
4430 Contract Costs	16,500.00	1,375.00	2,103.40	2,103.40	1,375.00	728.40
<b>Total Maintenance</b>	<b>31,725.00</b>	<b>2,643.75</b>	<b>3,424.98</b>	<b>3,424.98</b>	<b>2,643.75</b>	<b>781.23</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	5,200.00	433.33	227.71	227.71	433.33	(205.62)
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	1,365.00	1,365.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	1.01	2.00	(0.99)
1162 Replacement Reserve Acct	9,000.00	750.00	750.00	750.00	750.00	0.00
<b>Total General Exp.</b>	<b>30,604.00</b>	<b>2,550.33</b>	<b>2,343.72</b>	<b>2,343.72</b>	<b>2,550.33</b>	<b>(206.61)</b>
<b>TOTAL EXPENSES</b>	<b>159,697.00</b>	<b>13,308.08</b>	<b>13,802.16</b>	<b>13,802.16</b>	<b>13,308.08</b>	<b>494.08</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>15,986.12</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>13,802.16</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>2,183.96</b>

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

  
Sandra Lowther, Commerce Village Manager

  
Date

## 2019 Budget Overruns

Resolution # \_\_\_\_\_

Resolution to approve differences in budgeted expenses versus actual expenses for fiscal year ending 2019.

### Programs with Budget Overruns

	Budgeted Expenses	Actual Expenses	Budget Overrun
Housing Choice Voucher Program	\$6,045,447	\$6,137,552	(\$92,075)
Commerce Village, LLC	\$277,250	\$303,337	(\$26,086)

### Programs that were within Budgeted Expenses


Local Community Development (includes Lineweaver Annex Apartments and Bridgeport Building)	\$1,100,780	\$1,091,115	\$9,661
JR "Polly" Lineweaver Apts.	\$543,167	\$528,612	\$14,555
Franklin Heights, LLC	\$1,779,600	\$1,666,489	\$113,111

No budgets were done for Shenandoah Housing Corporation; 150 South Main, LLC; Lineweaver Annex Corporation, and Commerce Village Management, LLC.

**HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY FINANCIAL REPORT**  
**UNAUDITED STATEMENT OF NET POSITION-End of Year Report**  
**December 31, 2019**

	Business Activity LCD	Housing Choice Voucher Program	Section 8 New JRL APTS	Component Units	TOTAL
<b>ASSETS</b>					
<u>Current Assets:</u>					
Cash	99,531.55	283,130.97	0.00	109,112.32	491,774.84
Cash-Security Deposit Funds/FS	28,132.21	0.00	14,840.06	130,824.40	173,796.67
Accounts Receivable	1,000,073.47	91,243.95	208,827.84	52,292.43	1,352,437.69
Inventories-Materials	0.00	0.00	0.00	8,072.13	8,072.13
Investments	0.00	0.00	0.00	1,031,523.31	1,031,523.31
Escrow Deposits	0.00	0.00	0.00	22,493.32	22,493.32
Prepaid Charges	7,544.05	3,301.28	65,529.82	13,529.57	89,904.72
Total Current Assets	1,135,281.28	377,676.20	289,197.72	1,367,847.48	3,170,002.68
<u>Fixed Assets:</u>					
Land, Structures, Equipment or Development Costs	6,561,775.78	61,176.92	3,207,901.57	23,219,253.19	33,050,107.46
Accumulated Depreciation	(3,648,115.38)	(61,176.92)	(2,253,865.33)	(9,224,241.32)	(15,187,398.95)
Total Fixed Assets	2,913,660.40	0.00	954,036.24	13,995,011.87	17,862,708.51
<u>Other Assets:</u>					
Notes Receivable	0.00	0.00	0.00	0.00	0.00
Debt Amortization Fund-GAAP	0.00	0.00	0.00	(6,967.88)	(6,967.88)
Deferred Charges	0.00	0.00	0.00	0.00	0.00
Total Other Assets	0.00	0.00	0.00	(6,967.88)	(6,967.88)
<b>TOTAL ASSETS</b>	<b>4,048,941.68</b>	<b>377,676.20</b>	<b>1,243,233.96</b>	<b>15,355,891.47</b>	<b>21,025,743.31</b>
<b>LIABILITIES</b>					
<u>Current Liabilities:</u>					
Accounts Payable	43,668.69	91,471.33	224,411.75	958,220.94	1,317,772.71
Accrued Liabilities	39,978.87	33,769.22	9,444.42	187,017.12	270,209.63
Prepaid Rents	0.00	0.00	0.00	2,242.00	2,242.00
Total Current Liabilities	83,647.56	125,240.55	233,856.17	1,147,480.06	1,590,224.34
<u>Other Liabilities:</u>					
Fixed Liabilities-Bond Issue	594,963.56	0.00	1,361,921.84	5,945,000.00	7,901,885.40
Deferred Credits	0.00	0.00	0.00	0.00	0.00
Permanent Notes	0.00	0.00	0.00	2,869,390.81	2,869,390.81
Total Other Liabilities	594,963.56	0.00	1,361,921.84	8,814,390.81	10,771,276.21
<b>TOTAL LIABILITIES</b>	<b>678,611.12</b>	<b>125,240.55</b>	<b>1,595,778.01</b>	<b>9,961,870.87</b>	<b>12,361,500.55</b>
<b>FUND EQUITY</b>					
Invest. in Capital Assets, not of Rol D	0.00	0.00	0.00	0.00	0.00
Unrestricted Net Position (UNP)	3,370,330.56	126,332.42	(352,544.05)	5,394,020.60	8,538,139.53
Restricted Net Position (RNP)	0.00	126,103.23	0.00	0.00	126,103.23
<b>TOTAL FUND EQUITY</b>	<b>3,370,330.56</b>	<b>252,435.65</b>	<b>(352,544.05)</b>	<b>5,394,020.60</b>	<b>8,664,242.76</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>4,048,941.68</b>	<b>377,676.20</b>	<b>1,243,233.96</b>	<b>15,355,891.47</b>	<b>21,025,743.31</b>

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

  
Michael G. Wong, Executive Director

  
Date

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY FINANCIAL REPORT  
**UNAUDITED STATEMENT OF NET POSITION-End of Year Report**  
**COMPONENT UNITS**  
**DECEMBER 31, 2019**

	Franklin Heights, LLC	Commerce Village LLC	Shenandoah Housing Corp	Lineweaver Annex Corp	Commerce Village Mgt LLC	150 South Main (HCM)	TOTAL
<b>ASSETS</b>							
<u>Current Assets:</u>							
Cash	0.00	109,112.32	0.00	0.00	0.00	0.00	109,112.32
Cash-Security Deposit Funds	115,624.40	15,200.00	0.00	0.00	0.00	0.00	130,824.40
Accounts Receivable	51,410.48	881.95	0.00	0.00	0.00	0.00	52,292.43
Inventories-Materials	8,072.13	0.00	0.00	0.00	0.00	0.00	8,072.13
Investments	0.00	166,206.31	865,225.00	0.00	92.00	0.00	1,031,523.31
Escrow Deposits	0.00	22,493.32	0.00	0.00	0.00	0.00	22,493.32
Prepaid Charges	10,742.13	939.00	924.22	924.22	0.00	0.00	13,529.57
Total Current Assets:	185,849.14	314,832.90	866,149.22	924.22	92.00	0.00	1,367,847.48
<u>Fixed Assets:</u>							
Land, Structures, Equipment or Development Costs	18,453,164.35	3,981,476.58	0.00	0.00	0.00	784,612.26	23,219,253.19
Accumulated Depreciation	(8,392,427.68)	(474,839.00)	0.00	0.00	0.00	(356,974.64)	(9,224,241.32)
Total Fixed Assets:	10,060,736.67	3,506,637.58	0.00	0.00	0.00	427,637.62	13,995,011.87
<u>Other Assets:</u>							
Notes Receivable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Amortization Fund-GAAP	0.00	(6,967.88)	0.00	0.00	0.00	0.00	(6,967.88)
Deferred Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Assets:	0.00	(6,967.88)	0.00	0.00	0.00	0.00	(6,967.88)
<b>TOTAL ASSETS</b>	<b>10,246,585.81</b>	<b>3,814,502.60</b>	<b>866,149.22</b>	<b>924.22</b>	<b>92.00</b>	<b>427,637.62</b>	<b>15,355,891.47</b>
<b>LIABILITIES</b>							
<u>Current Liabilities:</u>							
Accounts Payable	469,126.37	400,912.54	3,767.47	39,132.78	2,045.00	43,236.78	958,220.94
Accrued Liabilities	135,855.46	50,513.45	0.00	0.00	0.00	648.21	187,017.12
Prepaid Rents/Other	1,432.00	810.00	0.00	0.00	0.00	0.00	2,242.00
Total Current Liabilities:	606,413.83	452,235.99	3,767.47	39,132.78	2,045.00	43,884.99	1,147,480.06
<u>Other Liabilities:</u>							
Fixed Liabilities-Bond Issue	5,945,000.00	0.00	0.00	0.00	0.00	0.00	5,945,000.00
Deferred Credits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Permanent Notes	1,686,326.87	1,150,000.00	0.00	0.00	0.00	33,063.94	2,869,390.81
Total Other Liabilities:	7,631,326.87	1,150,000.00	0.00	0.00	0.00	33,063.94	8,814,390.81
<b>TOTAL LIABILITIES</b>	<b>8,237,740.70</b>	<b>1,602,235.99</b>	<b>3,767.47</b>	<b>39,132.78</b>	<b>2,045.00</b>	<b>76,948.93</b>	<b>9,961,870.87</b>
<b>FUND EQUITY</b>							
Invest. in Capital Assets, net of Rel D	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unrestricted Net Position	2,008,845.11	2,212,266.61	862,381.75	(38,208.56)	(1,953.00)	350,688.69	5,394,020.60
<b>TOTAL FUND EQUITY</b>	<b>2,008,845.11</b>	<b>2,212,266.61</b>	<b>862,381.75</b>	<b>(38,208.56)</b>	<b>(1,953.00)</b>	<b>350,688.69</b>	<b>5,394,020.60</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>10,246,585.81</b>	<b>3,814,502.60</b>	<b>866,149.22</b>	<b>924.22</b>	<b>92.00</b>	<b>427,637.62</b>	<b>15,355,891.47</b>

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY  
UNAUDITED COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY  
DECEMBER 31, 2019-End of Year Report

**INCOME**

LOCAL COMMUNITY DEVELOPMENT/BUSINESS ACTIVITIES	\$749,202.49
HOUSING CHOICE VOUCHER PROGRAM	\$6,053,872.82
JR "POLLY" LINEWEAVER APARTMENTS	\$499,599.15
FRANKLIN HEIGHTS, LLC	\$1,634,261.94
COMMERCE VILLAGE LLC	\$195,734.48
SHENANDOAH HOUSING CORPORATION (SHC)	\$0.00
LINEWEAVER ANNEX CORPORATION (LAC)	\$0.00
COMMERCE VILLAGE MANAGEMENT LLC	\$0.00
150 SOUTH MAIN, LLC	\$67,667.54

<b>TOTAL INCOME</b>	<b>\$9,200,338.42</b>
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**EXPENSES**

LOCAL COMMUNITY DEVELOPMENT/BUSINESS ACTIVITIES	\$1,091,119.15
HOUSING CHOICE VOUCHER PROGRAM	\$6,137,552.38
JR "POLLY" LINEWEAVER APARTMENTS	\$528,612.06
FRANKLIN HEIGHTS, LLC	\$1,666,489.49
COMMERCE VILLAGE LLC	\$303,336.52
SHENANDOAH HOUSING CORPORATION (SHC)	\$1,323.31
LINEWEAVER ANNEX CORPORATION (LAC)	\$1,573.31
COMMERCE VILLAGE MANAGEMENT LLC	\$450.00
150 SOUTH MAIN, LLC	\$38,352.97

<b>TOTAL EXPENSES</b>	<b>\$9,768,809.19</b>
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<b>UNRESTRICTED NET ASSETS</b>	<b>-\$568,470.77</b>
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**BREAKDOWN PER PROGRAM**

LOCAL COMMUNITY DEVELOPMENT/BUSINESS ACTIVITIES	-\$341,916.66
HOUSING CHOICE VOUCHER PROGRAM	-\$83,679.56
JR "POLLY" LINEWEAVER APARTMENTS	-\$29,012.91
FRANKLIN HEIGHTS, LLC	-\$32,227.55
COMMERCE VILLAGE LLC	-\$107,602.04
SHENANDOAH HOUSING CORPORATION (SHC)	-\$1,323.31
LINEWEAVER ANNEX CORPORATION (LAC)	-\$1,573.31
COMMERCE VILLAGE MANAGEMENT LLC	-\$450.00
150 SOUTH MAIN, LLC	\$29,314.57

(568,470.77)

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

  
Michael G. Wong, Executive Director

  
Date

**HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY**  
**LOCAL COMMUNITY DEVELOPMENT (incl Lineweaver Annex Apartments/Bridgeport)**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY**  
**DECEMBER 31, 2019-End of Year Report**

	Annual Budget	Actual to Date	Over/(Under) Budget
<b>Receipts</b>			
3110 Rent Receipts	533,465.00	533,683.34	218.34
3410 HMIS/VHSP Grant Funds	137,076.00	143,612.71	6,536.71
3610 Interest Income	0.00	12.73	12.73
3690 Other Income	186,600.00	38,072.87	(148,527.13)
3690 Admin. Fees	10,000.00	12,012.51	2,012.51
3690 Application Fees	15,000.00	7,500.00	(7,500.00)
3690 Lease Income	4,800.00	4,400.00	(400.00)
3690 Management Fees	10,000.00	9,908.33	(91.67)
<b>Total Receipts</b>	<b>896,941.00</b>	<b>749,202.49</b>	<b>(147,738.51)</b>
<b>Expenses</b>			
<b>Administration</b>			
4110 Salaries	190,654.00	192,536.34	1,882.34
4540 Benefits	59,559.00	60,470.43	911.43
4130 Legal Expense	12,500.00	14,904.82	2,404.82
4140 Staff Training	6,000.00	7,138.71	1,138.71
4150 Travel	16,000.00	34,718.53	18,718.53
4171 Auditing Fees	4,800.00	4,800.00	0.00
4190 Sundry-Admin. Exp.	44,100.00	38,552.82	(5,547.18)
4190 Community Donations (COC/CRC,et	25,000.00	10,330.23	(14,669.77)
4190 HMIS/COC Match for Grant Funds	98,084.00	9,980.84	(88,103.16)
4190 HMIS/VHSP Grant Expenses	53,004.00	158,849.15	105,845.15
4230 Tenant Services	1,000.00	262.50	(737.50)
<b>Total Administration</b>	<b>510,701.00</b>	<b>532,544.37</b>	<b>21,843.37</b>
<b>Utilities</b>			
4310 Water	9,100.00	8,519.48	(580.52)
4320 Electric	58,150.00	63,805.76	5,655.76
4330 Gas	1,800.00	895.38	(904.62)
4390 Sewer	23,500.00	22,888.20	(611.80)
<b>Total Utilities</b>	<b>92,550.00</b>	<b>96,108.82</b>	<b>3,558.82</b>
<b>Maintenance</b>			
4410 Salaries	103,177.00	92,778.50	(10,398.50)
4540 Benefits	32,655.00	21,574.87	(11,080.13)
4420 Materials	26,000.00	26,750.81	750.81
4430 Contract Costs	79,500.00	85,998.11	6,498.11
<b>Total Maintenance</b>	<b>241,332.00</b>	<b>227,102.29</b>	<b>(14,229.71)</b>
<b>General Expenses</b>			
4510 Insurance	21,382.00	14,116.82	(7,265.18)
4571 Bad Debt Expense	0.00	5,692.14	5,692.14
4580 Interest Expense	37,831.18	18,571.18	(19,260.00)
4800 Depreciation Expense	196,983.53	196,983.53	0.00
<b>Total General</b>	<b>256,196.71</b>	<b>235,363.67</b>	<b>(20,833.04)</b>
<b>Total Expenses</b>	<b><u>1,100,779.71</u></b>	<b><u>1,091,119.15</u></b>	<b><u>9,660.56</u></b>
<b>TOTAL RECEIPTS TO DATE</b>		<b>749,202.49</b>	
<b>TOTAL EXPENSES TO DATE</b>		<b>1,091,119.15</b>	
<b>NET OPERATING INCOME/(LOSS)</b>			<b>(341,916.66)</b>

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY  
HOUSING CHOICE VOUCHER PROGRAM  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY  
DECEMBER 31, 2019-End of Year Report

	Annual Budget	Actual to Date	Over/(Under) Budget
<b>Receipts</b>			
3300 Interest Income-Restricted	0.00	0.00	0.00
3300 FSS Fort.	0.00	4,288.00	4,288.00
3300RC Fraud/Abuse Rec.-Adm	16,000.00	7,350.23	(8,649.77)
3300RC Fraud/Abuse Rec.-HAP	16,000.00	7,350.23	(8,649.77)
3690 Other Income	0.00	0.00	0.00
3410 FSS Grant Income	28,444.00	25,599.36	(2,844.64)
3410 HCV HAP Income	5,564,496.00	480,572.00	(5,083,924.00)
3410 HCV Adm Income	437,219.00	5,528,713.00	5,091,494.00
Total Receipts	6,062,159.00	6,053,872.82	(8,286.18)
<b>Expenses</b>			
Administration			
4110 Salaries	269,276.00	272,401.99	3,125.99
4540 Benefits	95,351.00	87,665.56	(7,685.44)
4110 FSS Salaries	28,444.00	28,444.00	0.00
4130 Legal Fees	0.00	0.00	0.00
4140 Training	2,000.00	2,181.00	181.00
4150 Travel	2,000.00	4,456.02	2,456.02
4171 Auditing Fees	6,940.00	6,940.00	0.00
4190 Sundry	44,000.00	42,478.77	(1,521.23)
4190.1 Portability Fees	5,500.00	2,520.72	(2,979.28)
Total Administration	453,511.00	447,088.06	(6,422.94)
Utilities			
4310 Water	0.00	0.00	0.00
4320 Electric	0.00	0.00	0.00
4330 Gas	0.00	0.00	0.00
4390 Sewer	0.00	0.00	0.00
Total Utilities	0.00	0.00	0.00
Maintenance			
4410 Maintenance Labor	0.00	0.00	0.00
4540 Employee Benefits	0.00	0.00	0.00
4420 Materials	0.00	0.00	0.00
4430 Contract Costs	0.00	0.00	0.00
Total Maintenance	0.00	0.00	0.00
General			
4510 Insurance	11,470.00	6,637.52	(4,832.48)
4570 Bad Debt Expense	0.00	(10,303.85)	(10,303.85)
4800 Depreciation Expense	0.00	0.00	0.00
Total General	11,470.00	(3,666.33)	(15,136.33)
Total Expenses (excl HAP)	464,981.00	443,421.73	(21,559.27)
4715 HAP	5,580,496.00	5,627,507.65	47,011.65
4715PORT IN	0.00	0.00	0.00
4715 UAP	0.00	0.00	0.00
4718 FSS Escrow	0.00	66,623.00	66,623.00
Total HAP	5,580,496.00	5,694,130.65	113,634.65
Total General/HAP	6,045,477.00	6,137,552.38	(92,075.38)
TOTAL RECEIPTS TO DATE			6,053,872.82
TOTAL EXPENSES TO DATE			6,137,552.38
NET OPERATING INCOME/(LOSS)			(83,679.56)
UNRESTRICTED NET ASSETS-ADM			70,099.86
RESTRICTED NET ASSETS-HAP			-153,779.42



HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY  
J. R. "POLLY" LINEWEAVER APARTMENTS (JRL)  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY  
DECEMBER 31, 2019-End of Year Report

	Annual Budget	Actual to Date	Over/(Under) Budget
<b>Receipts</b>			
3110 Dwelling Rental	174,802.00	170,161.79	(4,640.21)
3410 HAP Funding	262,204.00	259,213.00	(2,991.00)
3410 Service Coordinator Grant	66,107.00	58,776.24	(7,330.76)
3610 Investment Income	0.00	0.00	0.00
3690 Other Receipts	12,000.00	11,448.12	(551.88)
<b>Total Receipts</b>	<b>515,113.00</b>	<b>499,599.15</b>	<b>(15,513.85)</b>
<b>Expenses</b>			
<b>Administration</b>			
4110 Salaries	61,380.00	61,747.19	367.19
4540 Benefits	19,629.00	19,926.25	297.25
4130 Legal Fees	1,000.00	9,581.48	8,581.48
4140 Training	0.00	217.50	217.50
4150 Travel	0.00	962.36	962.36
4171 Auditing Fees	1,200.00	1,200.00	0.00
4190 Sundry	15,000.00	12,235.10	(2,764.90)
<b>Total Administration</b>	<b>98,209.00</b>	<b>105,869.88</b>	<b>7,660.88</b>
<b>Tenant Services</b>			
4220-40 Service Coordinator Grant	66,107.00	64,125.85	(1,981.15)
4230 Tenant Services-Other	1,000.00	262.50	(737.50)
<b>Total Tenant Services</b>	<b>67,107.00</b>	<b>64,388.35</b>	<b>(2,718.65)</b>
<b>Utilities</b>			
4310 Water	7,500.00	8,187.17	687.17
4320 Electric	65,000.00	65,647.65	647.65
4390 Sewer	25,000.00	23,651.14	(1,348.86)
<b>Total Utilities</b>	<b>97,500.00</b>	<b>97,485.96</b>	<b>(14.04)</b>
<b>Maintenance</b>			
4410 Salaries	46,120.00	36,660.63	(9,459.37)
4540 Benefits	14,808.00	7,861.12	(6,946.88)
4420 Materials	8,000.00	13,274.50	5,274.50
4430 Contract Costs	55,000.00	46,334.37	(8,665.63)
<b>Total Maintenance</b>	<b>123,928.00</b>	<b>104,130.62</b>	<b>(19,797.38)</b>
<b>General</b>			
4510 Insurance	12,000.00	9,145.57	(2,854.43)
4570 Bad Debt Expense	0.00	2,623.23	2,623.23
4580 United Bank Bond Interest	37,323.00	37,868.57	545.57
4800 Depreciation Expense	107,099.88	107,099.88	0.00
<b>Total General</b>	<b>156,422.88</b>	<b>156,737.25</b>	<b>314.37</b>
<b>Total Expenses</b>	<b>543,166.88</b>	<b>528,612.06</b>	<b>14,554.82</b>
<b>TOTAL RECEIPTS TO DATE</b>			<b>499,599.15</b>
<b>TOTAL EXPENSES TO DATE</b>			<b>528,612.06</b>
<b>NET OPERATING INCOME/(LOSS)</b>			<b>(29,012.91)</b>

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY  
FRANKLIN HEIGHTS, LLC  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY  
DECEMBER 31, 2019-End of Year Report

	Annual Budget	Actual to Date	Over/(Under) Budget
<b>Receipts</b>			
3110 Dwelling Rental	380,005.00	357,698.95	(22,306.05)
3410 HAP Funding	993,000.00	1,101,531.00	108,531.00
3410 CDBG Funds	140,000.00	144,000.00	4,000.00
3610 Interest Income	0.00	838.04	838.04
3690 Other Receipts	25,000.00	30,193.95	5,193.95
Total Receipts	1,538,005.00	1,634,261.94	96,256.94
<b>Expenses</b>			
Administration			
4110 Salaries	222,262.00	223,108.33	846.33
4540 Benefits	70,801.00	75,408.71	4,607.71
4130 Legal Fees	2,000.00	1,979.35	(20.65)
4140 Training	1,000.00	823.00	(177.00)
4150 Travel	1,500.00	2,218.00	718.00
4171 Auditing Fees	1,800.00	1,800.00	0.00
4190 CDBG Down Pymt Asst Prgm	25,000.00	8,330.76	(16,669.24)
4190 Sundry	25,000.00	22,932.30	(2,067.70)
Total Administration	349,363.00	336,600.45	(12,762.55)
Tenant Services			
4220 Recreation	1,000.00	437.06	(562.94)
Total Tenant Services	1,000.00	437.06	(562.94)
Utilities			
4310 Water	0.00	(2,991.39)	(2,991.39)
4320 Electric	15,000.00	9,899.39	(5,100.61)
4330 Gas	3,400.00	1,026.99	(2,373.01)
4310 Sewer	0.00	(5,710.60)	(5,710.60)
Total Utilities	18,400.00	2,224.39	(16,175.61)
Maintenance			
4410 Labor	102,899.00	90,900.57	(11,998.43)
4540 Benefits	33,318.00	24,075.27	(9,242.73)
4420 Materials	43,500.00	35,406.82	(8,093.18)
4430 Contract	100,000.00	71,355.69	(28,644.31)
Total Maintenance	279,717.00	221,738.35	(57,978.65)
General			
4510 Insurance	45,000.00	20,175.48	(24,824.52)
4570 Bad Debt	0.00	6,142.13	6,142.13
4520 Real Estate Taxes	24,000.00	23,997.82	(2.18)
4580 Interest Expense	302,318.00	295,371.79	(6,946.21)
4800 Depreciation Expense	759,802.02	759,802.02	0.00
Total General	1,131,120.02	1,105,489.24	(25,630.78)
Total Expenses	1,779,600.02	1,666,489.49	113,110.53
TOTAL RECEIPTS TO DATE			1,634,261.94
TOTAL EXPENSES TO DATE			1,666,489.49
NET OPERATING INCOME/(LOSS)			(32,227.55)

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY  
**COMMERCE VILLAGE LLC**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY**  
DECEMBER 31, 2019-End of Year Report

	Annual Budget	Actual to Date	Over/(Under) Budget
<b>Receipts</b>			
3110 Dwelling Rental	78,892.00	86,679.20	7,787.20
3410 HAP Funding	110,000.00	101,692.00	(8,308.00)
3610 Investment Income	360.00	1,251.10	891.10
3690 Other Receipts	5,000.00	6,112.18	1,112.18
Total Receipts	194,252.00	195,734.48	1,482.48
<b>Expenses</b>			
Administration			
4110 Salaries	17,592.00	18,754.05	1,162.05
4540 Benefits	5,676.00	2,968.06	(2,707.94)
4130 Legal Fees	0.00	100.00	100.00
4140 Training	0.00	435.00	435.00
4150 Travel	0.00	176.32	176.32
4171 Auditing Fees	0.00	0.00	0.00
4190 Sundry	19,000.00	23,840.89	4,840.89
Total Administration	42,268.00	46,274.32	4,006.32
Tenant Services			
4220-40 Peer Counseling (CSB)	16,500.00	18,826.46	2,326.46
4230 Tenant Services-Other	1,500.00	1,286.00	(214.00)
Total Tenant Services	18,000.00	20,112.46	2,112.46
Utilities			
4310 Water	4,000.00	4,146.83	146.83
4320 Electric	20,000.00	18,230.38	(1,769.62)
4330 Gas	2,100.00	2,532.78	432.78
4390 Sewer	11,000.00	11,444.10	444.10
Total Utilities	37,100.00	36,354.09	(745.91)
Maintenance			
4410 Salaries	9,669.00	11,105.22	1,436.22
4540 Benefits	3,056.00	2,771.35	(284.65)
4420 Materials	2,500.00	3,541.44	1,041.44
4430 Contract Costs	16,500.00	16,777.44	277.44
Total Maintenance	31,725.00	34,195.45	2,470.45
General			
4510 Insurance	5,200.00	3,020.22	(2,179.78)
4570 Bad Debt Expense	0.00	8,670.59	8,670.59
4571 Real Estate Taxes	24.00	12.12	(11.88)
4580 Interest	16,380.00	26,408.62	10,028.62
4800 Depreciation Expense	126,553.47	126,553.47	0.00
4800 Amortization Expense	0.00	1,735.18	1,735.18
Total General	148,157.47	166,400.20	18,242.73
Total Expenses	277,250.47	303,336.52	(26,086.05)
<b>TOTAL RECEIPTS TO DATE</b>		195,734.48	
<b>TOTAL EXPENSES TO DATE</b>		303,336.52	
<b>NET OPERATING INCOME/(LOSS)</b>		(107,602.04)	

Assessment Profile

Reports

	List	Summary	Profile	Comments
Elizabeth Webb (MXW665)	Field Office:	3FPH RICHMOND PROGRAM CENTER		
	Housing Agency:	VA014 Harrisonburg RHA		
	PHA Fiscal Year End:	12/31/2019		
SEMAP				
Logoff				

OMB Approval No. 2577-0215

SEMAP CERTIFICATION (Page 1)

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

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

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

Performance Indicators

1 Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ Yes ☐ No

2 Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ At least 98% of units sampled ☐ 80 to 97% of units sampled  
☐ Less than 80% of units sampled

### 3 Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)

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

PHA Response ☒ At least 90% of files sampled ☐ 80 to 89% of files sampled  
☐ Less than 80% of files sampled

### 4 Utility Allowance Schedule (24 CFR 982.517)

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

PHA Response ☒ Yes ☐ No

### 5 HQS Quality Control (24 CFR 982.405(b))

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

PHA Response ☒ Yes ☐ No

### 6 HQS Enforcement (24 CFR 982.404)

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

PHA Response ☒ At least 98% of cases sampled ☐ Less than 98% of cases sampled

### 7 Expanding Housing Opportunities.

(24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 982.301(b)(4) and (b)(12))

Applies only to PHAs with jurisdiction in metropolitan FMR areas

Check here if not applicable ☐

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ Yes ☐ No

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

PHA Response ☒ Yes ☐ No

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Assessment Profile	Reports	List	Summary	Certification	Profile	Comments
Elizabeth Webb (MXW665)		Field Office:	3FPH RICHMOND PROGRAM CENTER			
		Housing Agency:	VA014 Harrisonburg RHA			
		PHA Fiscal Year End:	12/31/2019			
SEMAP						
Logoff						
SEMAP CERTIFICATION (Page 2)						

**Performance Indicators****8 Payment Standards(24 CFR 982.503)**

The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

**PHA Response** ☒ Yes ☐ No

FMR Area Name Harrisonburg, VA MS

FMR 1 of

Enter current FMRs and payment standards (PS)

0-BR FMR	680	1-BR FMR	685	2-BR FMR	902	3-BR FMR	1188	4-BR FMR	1584
PS	748	PS	753	PS	992	PS	1306	PS	1742

Save Add Delet

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

**9 Timely Annual Reexaminations(24 CFR 5.617)**

The PHA completes a reexamination for each participating family at least every 12 months (24 CFR 5.617)

**PHA Response** ☒ Yes ☐ No

**10 Correct Tenant Rent Calculations(24 CFR 982, Subpart K)**

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

**PHA Response** ☒ Yes ☐ No

**11 Pre-Contract HQS Inspections(24 CFR 982.305)**

Each newly leased unit passes HQS inspection before the beginning date of the assisted lease and HA contract.(24 CFR 982.305)

**PHA Response** ☒ Yes ☐ No

**12 Continuing HQS Inspections(24 CFR 982.405(a))**

The PHA inspects each unit under contract as required (24 CFR 982.405(a))

**PHA Response** ☒ Yes ☐ No

**13 Lease-Up**

The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year

**PHA Response** ☒ Yes ☐ No

**14 Family Self-Sufficiency (24 CFR 984.105 and 984.305)**

**14a. Family Self-Sufficiency Enrollment.** The PHA has enrolled families in FSS as required.

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☒

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

Or, Number of mandatory FSS slots under HUD-approved exception (If not applicable, leave blank)

b. Number of FSS families currently enrolled

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

Percent of FSS slots filled (b+c divided by a) (This is a nonenterable field. The system will calculate the percent when the user saves the page)

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

Applies only to PHAs required to administer an FSS program

Check here if not applicable ☒

**PHA Response** ☐ Yes ☐ No

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

### 15 Deconcentration Bonus

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

(1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

(2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is atleast two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY; or

(3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

**PHA Response** ☐ Yes ☒ No

Deconcentration Addend



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Harrisonburg Redevelopment and Housing Authority													
Combining Statement of Revenues, Expenses and Changes in Net Position													
For the period January 1 to December 31, 2019													
UnAudited-FDS Submission													
	500	200	FRK	400	400	400	400	FRK	200	500	500		
Line #	CFDA# 14.267 Supportive Housing	CFDA# 14.191 Multifamily Hsg Svc Coord	CFDA# 14.219 CDBG Block Grant	CFDA# 14.871 Housing Choice Voucher Program	CFDA# 14.879 Mainstream 5 Program	CFDA# 14.896 HCV FSS Grant	Discretely Presented Comp Units	Blended Franklin Heights, LLC	CFDA# 14.182 Section 8 New Construction	State/Local VHSP Grant	Business Activity	Elimination Column	Totals (memo only)
ASSETS													
Current Assets:													
111	Cash - unrestricted			157,027.74			109,112.32		0.00		99,531.55		365,671.61
112	Cash - restricted - mod/dav												0.00
113	Cash - other restricted (incl FSS/HAPICV Reserve)			141,405.18	75,942.00								217,347.18
114	Deposit - Tenant Security						15,200.00	115,624.40	14,840.06		28,132.21		173,796.67
100	Total Cash	0.00	0.00	298,432.92	75,942.00	0.00	124,312.32	115,624.40	14,840.06	0.00	127,663.76		756,815.46
Accounts and notes receivables													
121	A/R - PHA Projects												0.00
122	A/R - Hud												0.00
124	A/R - other government												0.00
125	A/R - miscellaneous								197,543.66		6,805.28		204,348.94
126	A/R - tenants - dwelling												
126	rents						11,022.80	97,703.19	21,048.46		32,190.04		161,964.49
126	Allowance for doubtful accounts - dwelling rents						-10,140.85	-46,292.71	-9,764.28		-15,032.60		-81,230.44
126	Allowance for doubtful accounts - other												0.00
127	Notes and mortgages												
127	Receivable-current										1,942.93		1,942.93
128	Fraud Recovery			27,927.14									27,927.14
128	Allowance for Doubtful Accounts-Fraud			-27,927.14									-27,927.14
129	Accrued interest receivable												0.00
120	Total receivables, net of allowance for doubtful accounts	0.00	0.00	0.00	0.00	0.00	881.95	51,410.48	208,827.84	0.00	25,905.65		287,025.92
131	Investments - Unrestricted						166,206.31						0.00
132	Investments - Restricted												
142	Prepaid expenses and other assets			3,301.28			3,989.88	10,742.13	65,529.82		7,544.05		91,107.16
143	Inventories							8,969.03					8,969.03
143	Allowance for obsolete							-896.90					-896.90
143	Inventories										520,510.19	-432,328.16	88,182.03
144	Interprogram - due from												
150	TOTAL CURRENT ASSETS	0.00	0.00	301,734.20	75,942.00	0.00	295,390.46	185,849.14	289,197.72	0.00	681,623.65	-432,328.16	1,397,409.01
NONCURRENT ASSETS.													
Fixed assets:													
161	Land						376,000.00	900,063.96	225,580.00		519,242.04		2,020,886.00
162	Buildings						3,583,014.88	10,741,569.72	1,853,880.59		5,019,058.79		21,197,523.98
163	Furniture, equipment & machinery - dwellings			60,772.98			53,339.00	103,315.97	41,464.80				258,892.75
164	Furniture, equipment & machinery - administration						42,518.48	77,141.93	5,237.50		301,897.25		427,199.10
165	Leasehold improvements			403.94			711,216.48	6,631,072.77	1,081,738.68		574,977.70		8,999,005.63
166	Accumulated depreciation						-831,813.64	-8,392,427.68	-2,253,865.33		-3,648,115.38		-15,187,398.95
167	Construction in Progress												0.00
160	Total fixed assets, net of accumulated depreciation	0.00	0.00	0.00	0.00	0.00	3,934,275.20	10,060,736.67	954,036.24	0.00	2,767,060.40		17,716,108.51
Other non-current assets													
Notes and mortgages													
171	receivable - non-current										453,657.63		453,657.63







[illegible]

Harrisonburg Redevelopment and Housing Authority-Component Units Combining Statement of Revenues, Expenses and Changes in Net Position For the period January 1 to December 31, 2019 Audited-FDS Submission									
Line #		SHC Shenandoah Housing Corp	600 Lineweaver Annex Corp	HCM 150 South Main, LLC	CVO Commerce Village, LLC	CVM Commerce Village Mgt, LLC	Totals (memo only)	FRK Franklin Heights, LLC	
<b>ASSETS</b>									
Current Assets:									
111	Cash - unrestricted				109,112.32		109,112.32		
112	Cash - restricted - mod/dev						-		
113	Cash - other restricted (incl FSS,VHDA,LEASE UP RESERVE)				15,200.00		15,200.00		115,624.40
114	Cash - Tenant Security Deposits				124,312.32		124,312.32		115,624.40
100	Total Cash								
Accounts and notes receivables									
121	A/R - PHA Projects								
122	A/R - Hud								
124	A/R - other government								
125	A/R - miscellaneous								
126	A/R - tenants								
126.1	Allowance for doubtful accounts - dwelling rents				11,022.80		11,022.80		97,703.19
126.2	Allowance for doubtful accounts - other				(10,140.85)		(10,140.85)		(46,292.71)
127	Notes and mortgages Receivable-current								
128	Fraud Recovery								
128.1	Allowance for doubtful accounts - Fraud								
129	Accrued interest receivable				881.95		881.95		51,410.48
120	Total receivables, net of allow for doubtful accounts								
131	Investments-Unrestricted								
132	Investments-Restricted				166,206.31		166,206.31		
142	Prepaid expenses and other assets	924.22	924.22		2,141.44		3,989.88		10,742.13
143	Inventories								8,969.03
143.1	Allowance for obsolete inventories								(896.90)
144	Interprogram - due from								
150	TOTAL CURRENT ASSETS	924.22	924.22		293,542.02		295,390.46		185,849.14
<b>NONCURRENT ASSETS:</b>									
Fixed assets:									
161	Land 1440			76,000.00	300,000.00		376,000.00		900,063.96
162	Buildings 1450			423,191.78	3,159,823.10		3,583,014.88		10,741,569.72
163	Furniture, equipment & machinery - dwellings (angesref)				53,339.00		53,339.00		103,315.97
164	Furniture, equipment & machinery - adm (comp,auto,maint,surv ecp)				42,518.48		42,518.48		77,141.93
165	Leasehold improvements			285,420.48	425,796.00		711,216.48		6,631,072.77
166	Accumulated depreciation			(356,974.64)	(474,839.00)		(831,813.64)		(8,392,427.68)
167	Construction in Progress								
160	Total fixed assets, net of accumulated depreciation			427,637.62	3,506,637.58		3,934,275.20		10,060,736.67
<b>Other non-current assets</b>									
171	Notes and mortgages receivable - non-current								
172	Notes and mortgages receivable - non-current - past due								
174	Other assets	865,225.00				92.00	865,317.00		
176	Investment in joint ventures								

180	TOTAL NONCURRENT ASSETS	865,225.00	427,637.62	3,506,637.58	92.00	4,799,592.20	10,060,736.67
190	TOTAL ASSETS	866,149.22	924.22	3,800,179.60	92.00	5,094,982.66	10,246,585.81
	LIABILITIES AND EQUITY:						
	Liabilities						
	Current liabilities						
312	Accounts Payable < 90 days			5,179.11		5,179.11	9,118.81
313	Accounts Payable > 90 days						
321	Accrued wage/payroll taxes payable			1,246.63		1,246.63	14,310.96
322	Accrued compensated absences			244.45		244.45	1,833.57
325	Accrued interest payable		648.21	46,822.35		47,470.56	103,208.81
331	Accounts Payable - HUD PHA programs						
332	Accounts Payable - PHA Projects						
333	Accounts Payable - other government			15,200.00		15,200.00	114,951.00
341	Tenant security deposits			810.00		810.00	1,432.00
342	Deferred revenue/loan costs					33,063.94	572,871.62
343	Current portion of LT debt - capital proj/mortg revenue bonds						
345	Other current liabilities						
346	Accrued liabilities - other						
347	Interprogram - due to	3,767.47	39,132.78	69,502.54	2,045.00	88,182.03	345,056.56
310	TOTAL CURRENT LIABILITIES	3,767.47	39,132.78	76,948.93	2,045.00	191,396.72	1,162,783.33
	NONCURRENT LIABILITIES:						
351	Long-term debt, net of current - capital projects			1,150,000.00		1,150,000.00	7,058,455.25
353	Non-current liabilities-FSS & other			380,533.43		380,533.43	
354	Accrued compensated absences - noncurrent			2,200.02		2,200.02	16,502.12
350	TOTAL NONCURRENT LIABILITIES			1,532,733.45	-	1,532,733.45	7,074,957.37
300	TOTAL LIABILITIES	3,767.47	39,132.78	1,602,235.99	2,045.00	1,724,130.17	8,237,740.70
	NET ASSETS:						
508.4	Total Invested in capital assets, net of related debt			2,356,637.58		2,751,211.26	2,429,409.80
511.1	Total restricted net assets (RNA)						
512.1	Total unrestricted net assets (UNA)	862,381.75	(38,208.56)	(158,693.97)	(1,953.00)	619,641.23	(420,564.69)
513	TOTAL EQUITY/NET ASSETS	862,381.75	(38,208.56)	2,197,943.61	(1,953.00)	3,370,852.49	2,008,845.11
600	TOTAL LIABILITIES AND EQUITY/NET ASSETS	866,149.22	924.22	3,800,179.60	92.00	5,094,982.66	10,246,585.81
	REVENUE:						
70300	Net tenant rental revenue			188,371.20		188,371.20	1,459,229.95
70400	Net tenant revenue - other			5,640.40		5,640.40	30,193.95
70500	Total rental revenue			194,011.60	-	194,011.60	1,489,423.90
70600	HUD PHA grants						
70610	Capital grants/CDBG						144,000.00
70800	Other government grants						
71100	Investment income-unrestricted						838.04
71400	Fraud Recovery						
71500	Other revenue						
71600	Gain or loss on sale of fixed assets		67,667.54	471.78	-	68,139.32	
72000	Investment income - restricted			1,251.10		1,251.10	
70000	TOTAL REVENUE		67,667.54	195,734.48	-	263,402.02	1,634,261.94



<b>EXPENSES:</b>									
Administrative									
91100 Administrative Salaries						18,754.05		18,754.05	223,108.33
91200 Auditing fees	400.00						400.00	1,600.00	1,800.00
91400 Advertising and marketing									
91500 Employee benefit contributions-administrative						2,968.06		2,968.06	75,408.71
91600 Office expense						2,427.59		2,427.59	3,208.61
91700 Legal Fees	100.00					100.00		300.00	1,979.35
91800 Travel						176.32		176.32	2,218.00
91900 Other operating - administrative	75.00					21,848.30		24,039.98	28,877.45
91000 Total Operating - Administrative	575.00					46,274.32	450.00	50,266.00	336,600.45
Tenant Services									
92100 Tenant Services - Salaries						16,258.08		16,258.08	
92300 Employee Contributions-Tenant Services						36.00		36.00	
92400 Tenant Services - Other						3,818.38		3,818.38	437.06
92500 Total Tenant Services	-					20,112.46	-	20,112.46	437.06
Utilities									
93100 Water						4,146.83		4,146.83	(2,991.39)
93200 Electricity						18,230.38		18,230.38	9,899.39
93300 Gas						2,532.78		2,532.78	1,026.99
93600 Sewer						11,444.10		11,444.10	(5,710.60)
93000 Total Utilities	-					36,354.09	-	36,354.09	2,224.39
Ordinary maintenance & operation									
94100 Ordinary maintenance and operations - labor						11,105.22		11,105.22	90,900.57
94200 Ordinary maintenance and operations - materials & other						3,541.44		3,541.44	35,406.82
94300 Ordinary maintenance and operations - contract costs	-					16,777.44	-	16,777.44	71,355.69
Garbage and Trash Removal						2,285.23		2,285.23	186.02
Heating and Cooling						2,898.00		2,898.00	15,685.00
Snow Removal						1,900.00		1,900.00	840.00
Elevator						-		-	1,360.00
Landscape and Grounds						390.82		390.82	10,593.50
Unit Turnaround						135.05		135.05	-
Electrical									115.18
Plumbing									16,130.75
Extermination						2,632.50		2,632.50	-
Janitorial						2,114.54		2,114.54	-
Unit Inspections						2,425.00		2,425.00	15,400.00
Surveillance Cameras						405.30		405.30	1,865.04
Routine Maintenance Contracts						571.00		571.00	3,180.20
Miscellaneous Contracts						1,020.00		1,020.00	6,000.00
Employee benefit contributions-ordinary maintenance						2,771.35		2,771.35	24,075.27
94000 Total Maintenance	-					34,195.45	-	34,195.45	221,738.35
General Expenses									
96110 Property Insurance						1,623.28		1,623.28	10,834.60
96120 Liability Insurance						695.68		695.68	2,809.45
96130 Workmen's Compensation						556.02		556.02	5,079.32
96140 All Other Insurance	748.31					145.24	748.31	1,641.86	1,452.11
96100 Total Insurance premiums	748.31					3,020.22	748.31	4,516.84	20,175.48
96200 Other general expense-Real Estate Taxes						12.12		12.12	23,997.82





**Values**

**Reflect and respect diversity.  
Strengthen congregational and community networks.  
Connect our faith traditions with local justice concerns.  
Learn and lead in joyful partnership.  
Communicate clear vision and plans.  
Act together for justice.**

## **2020 Affordable Housing Ask**

- 1) **The City of Harrisonburg and Rockingham County jointly fund and administer an Affordable Housing Trust Fund.** The purpose of this Fund would be to encourage the preservation of existing affordable housing and creation of new affordable housing for households at 80% of area median income and below.
- 2) **An appropriation of at least \$750,000 annually each from City and County to fund the Affordable Housing Trust Fund.**
- 3) **A Housing Advisory Committee be established** comprised of both City and County staff as well as several community members from the population served, builders, realtors, service providers, and other members at-large, ensuring racial and economic equity to advise on both the inflow and outflow of Affordable Housing Trust funds.

**HOUSING CHOICE VOUCHER PROGRAM  
MANAGEMENT REPORT FOR 2/19/20 BOARD MEETING  
SUMMARY OF JANUARY 2020**

**1. HCV Program Applications (as of 1/31/20)**

	1 BR	2 BR	3 BR	4BR	5+ BR	Total
HCV Waiting List	438	788	632	217	48	2,123
New Applicants	61	97	65	23	5	251

**2. Voucher Utilization (as of 1/31/20)**

	FUP	NED	TP	MS5	HCV	PBV Franklin Heights	PBV VASH Commerce Village	Total	Percent
MANDATED TOTAL	50	170	9	75	485	129	15	933	100.0
Leased	30 60%	145 85.3%	9 100%	24 32%	474 97.8%	124 96.1%	15 100%	821	88.0
- Commerce Village		2			12		15	29	
- Franklin Heights						124		124	
- Lineweaver Annex		24		5	23			52	
- Private	29	119	9	19	437			613	
- Portability Billing	1				2			3	
Searching	8	14	0	13	11	-	-	46	4.9
Available	12	11	0	38	0	5	0	66	7.1

**3. Vouchers & Leasing (January)**

Vouchers Issued	15
Vouchers Extended	2
Vouchers Expired	4

Rent Increases	21
Unit Changes	1
New Admissions	7
Port In	0

**4. Household Certifications (January)**

Interims	54
Annals	54
Terminations	5
Port Outs Absorbed	2

Gave up voucher (1); eviction (1); deceased (1); lease violation (1); voluntary (1)

Caseload: Kim Ferley (388); Kristin Derflinger (391); Sandra Lowther (29); Portability (3)

**5. Inspections (January)**

	Privately Owned (by HRHA)				HRHA-Owned (by WRHA)			
	Pass	Fail	Re-Inspect	Total	Pass	Fail	Re-Inspect	Total
Pre-Contract	4	0	0	4	4	0	0	4
Annual	19	10	0	29	2	0	3	5

\* Re-inspect annuals completed by HRHA include both verified and on-site.

**6. PIC Submission: 99.87%**

**7. HAP Expenditures (January): \$466,585**

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



Elizabeth Webb, HCV Manager

February 14, 2020

Date

**Housing Choice Voucher Program  
Monthly Rent Increases  
1/1/2020 to 1/31/2020**

Landlord	Bedrooms	Frior Rent	New Rent
<b>CHESTNUT RIDGE I APTS</b>			
HARRISONBURG, VA 22801	2	802.00	878.00
<b>COLONNADE APARTMENTS, LEASING OFFICE</b>			
HARRISONBURG, VA 22802	2	729.00	804.00
HARRISONBURG, VA 22802	2	721.00	804.00
<b>DEER RUN FW, LLC</b>			
HARRISONBURG, VA 22801	2	726.00	765.00
HARRISONBURG, VA 22801	2	721.00	765.00
HARRISONBURG, VA 22801	2	726.00	765.00
<b>GRANT FRENCH</b>			
DAYTON, VA 22821	2	730.00	745.00
<b>HAMILTON, JANICE</b>			
HARRISONBURG, VA 22802	4	1420.00	1475.00
<b>HARRISONBURG RHA-LINEWEAVER [HAP]</b>			
HARRISONBURG, VA 22802	1	490.00	520.00
HARRISONBURG, VA 22802	1	500.00	520.00
HARRISONBURG, VA 22802	1	500.00	520.00
<b>HUFFMAN, KIMERA</b>			
HARRISONBURG, VA 22802	3	880.00	895.00
<b>LANDIS, MATTHEW S.</b>			
HARRISONBURG, VA 22802	4	1350.00	1400.00
<b>LUMAX</b>			
HARRISONBURG, VA 22802	4	1150.00	1200.00
<b>NORTHSTAR RENTAL LLC</b>			
ELKTON, VA 22827	4	899.00	1150.00
<b>O. FRANKLIN SHOWALTER</b>			
BROADWAY, VA 22815	2	800.00	840.00
<b>ROCKTOWN REALTY</b>			
HARRISONBURG, VA 22802	1	700.00	720.00
HARRISONBURG, VA 22802	1	700.00	720.00
HARRISONBURG, VA 22802	1	700.00	720.00
HARRISONBURG, VA 22802	1	700.00	720.00
<b>ROSTEM, LUKE</b>			
HARRISONBURG, VA 22802	3	1131.00	1162.00
<b>Total:</b>	<b>21</b>		

**Housing Choice Voucher Program**  
**Interims & End of Participation Details**  
**1/1/2020 to 1/31/2020**

	Effective Date	Reason
<b>End of Participation</b>		
Deceased		1
Evicted		1
Gave Up Voucher (Voluntary)		1
Lease Violations		1
Voucher Expired		1
	<b>Total:</b>	<b>5</b>
<b>Interim Reexamination</b>		
Add Household Member(s)		1
Other		1
Owner Requested Rent Increase		3
Remove Household Member(s)		1
Rent Decrease (Income Reduced/Removed)		31
Rent Increase (Income Raised/Added)		17
	<b>Total:</b>	<b>54</b>

JR "Polly" Lineweaver Program Management Report  
Month of January 2020

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	2	72
New Applications Taken	0	10

**Marketing**

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

**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	\$21,431.41		
Delinquent Accounts By Age	30 4	60 3	>606
Security Deposits Held	\$13,225.40		
Pet Deposits Held	\$1,750.00		
Rent Billed	\$14,918.00		
Rent Collected	\$14,712.05		

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.

  
Lisa Benasher, Lineweaver Property Manager

2-4-2020  
Date

Lineweaver Annex Program Management Report...  
Month of January 2020

**Applications**

Currently On Waiting List	<b>100</b>
New Applications Taken	<b>1</b>

**Marketing**

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

**Occupancy**

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

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$33,537.43		
Delinquent Accounts By Age	30 7	60 7	>60 8
Security Deposits Held	\$27,623.82		
Pet Deposits Held	\$1,200.00		
Rent Billed	\$16,711.66		
Rent Collected	\$16,104.11		

<b>Number of Inspections</b>	<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.**


2-4-2020  
**Lisa Benasher, Lineweaver Manager**
**Date**



**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF JANUARY 2020**

**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>2</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>5</u>
# of Tenants who moved in	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>2</u>
# of Tenants who moved out	<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>2</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>10</u>	<u>16</u>	<u>5</u>	<u>0</u>	<u>37</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</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: 124

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$116,431.00</u>
Rent Billed	<u>\$131,020.48</u>
Rent Collected	<u>\$127,686.01</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>1,400</u> applicants.	<u>429</u>	<u>485</u>	<u>333</u>	<u>120</u>	<u>033</u>

**5.) Inspections:**

Number Completed	Excellent	Acceptable	Needs work	Issues
10	0	10	0	0

6.) **Management:**

**Comments on any problems experienced during the month:**

Franklin Heights, LLC (FH) had two move-ins and move-outs for the month of January 2020. 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

2/14/20  
\_\_\_\_\_  
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF JANUARY 2020**

**1.) Marketing:**

	<u>1 BDR</u> <u>VASH</u>	<u>1</u> <u>BDR</u> HCV
# of Units Vacant	<u>0</u>	<u>1</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: 29

**3.) Tenant Accounts Receivable:**

Outstanding Balance	<u>\$10,034.80</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>\$15,200.00</u>
Rent Billed	<u>\$15,671.00</u>
Rent Collected	<u>\$15,955.00</u>

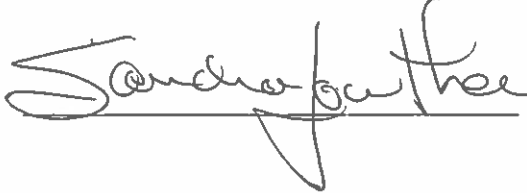
**4.) Applications:**

Currently on the Waiting List 694

**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



2/3/20

## FAMILY SELF – SUFFICIENCY PROGRAM REPORT January 2020 Monthly Report

### HCV PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 30	Enrolled in ESL: 3	Positive Escrow Balances: 23
Employed: 25	Enrolled in Continuing Ed.:1	Earning Monthly Escrow: 13
Job searching/Pre-employment: 1	Started this month: 2	Newly Earning Escrow: 2
Medical Leave/Disability: 2		Escrow Increases: 0
Maternity Leave: N/A		Interim Escrow Withdrawals: 2

### FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 42	Enrolled in ESL: 6	Positive Escrow Balances: 19
Employed: 32	Enrolled in Continuing Ed.:2	Earning Monthly Escrow: 14
Job searching/Pre-employment: 6	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/ Disability: 3		Escrow Increases: 0
Maternity Leave:1		Interim Escrow Withdrawals: 1

### HARRISON HEIGHTS

Employment	Education/Training	Escrow
In Program: 17	Enrolled in ESL: 1	Positive Escrow Balances: 10
Employed: 13	Started this month: 0	Earning Monthly Escrow: 6
Job searching/Pre-employment: 4		Newly Earning Escrow: 0
Medical Leave: 1		Escrow Increases: 0
Maternity Leave: 1		Interim Escrow Withdrawals: 0
New job this month: 0		

### Accomplishments

Furniture Program-9 Pieces of furniture distributed to 3 FSS families and 2 Commerce residents. FSS Coordinators met with staff of Bridge of Hope, Salvation Army, Mercy House, and First Step and attended WTG monthly meeting. FSS Coordinators hosted an FSS Drop in Event and partnered with JMU CMSS for Cultural Fair in honor of MLK week.

Date: 1/31/2020

FSS Coordinator: Zoe Parakuo

FSS Coordinator: Everett Brubaker

# Harrisonburg Redevelopment & Housing Authority Report

## Financial Report as January 31, 2020

### LOCAL COMMUNITY DEVELOPMENT

Cash:	First Bank & Trust-Operating Funds		\$75,038.07
		Total	<b>\$75,038.07</b>
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$23,510.14	
	Housing Choice Voucher Program	\$48,010.76	
	Commerce Village, LLC	\$12,796.09	
	Franklin Heights, LLC-Operating Expenses	\$74,068.87	
	Franklin Heights, LLC-Debt Servicing	\$270,550.00	
		<b>\$428,935.86</b>	

### HOUSING CHOICE VOUCHER PROGRAM

Cash:	SunTrust-Checking Account		\$360,537.76
	United Bank-FSS Escrow for participants		\$98,957.95
		Total	<b>\$459,495.71</b>

### J.R. POLLY LINEWEAVER APARTMENTS

Cash:	United Bank-Checking Account		\$2,724.04
		Total	<b>\$2,724.04</b>

### ALL PROGRAMS-FH, LW, JRL

Cash:	United Bank-Security Deposit Account		\$176,627.38
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### COMPONENT UNITS

#### Franklin Heights, LLC

Cash:	United Bank-Checking Account		\$9,363.99
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#### Commerce Village, LLC

Cash:	First Bank & Trust		\$125,061.32
	BB&T-Operating Reseve Account		\$130,661.16

	<b><u>Grand Total</u></b>		<b><u>\$978,971.67</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report**  
**YTD Financial Report as of January 31, 2020**

		Cash Balance as of 1/31
<b>LOCAL COMMUNITY DEVELOPMENT</b>		
Cash:	First Bank & Trust	\$75,038.07
<b>HOUSING CHOICE VOUCHER PROGRAM</b>		
Cash:	SunTrust-Checking	\$360,537.76
	United Bank-FSS Escrow	\$98,957.95
<b>J.R. POLLY LINEWEAVER APARTMENTS</b>		
Cash:	United Bank-Checking	\$2,724.04
<b>ALL PROGRAMS-FH, LW, JRL, CVO</b>		
Cash:	United Bank-Security Dep.	\$176,627.38
<b>COMPONENT UNITS</b>		
<b>Franklin Heights, LLC</b>		
Cash:	United Bank-Checking	\$9,363.99
<b>Commerce Village LLC</b>		
Cash:	First Bank & Trust	\$125,061.32
	BB&T (Operating Reserve)	\$130,661.16
Total		<b>\$978,971.67</b>