



# Harrisonburg Redevelopment & Housing Authority

P.O. BOX 1071 + HARRISONBURG, VA 22803

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January 15, 2021

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, January 20, 2021 at 4:00 p.m.**, at the Municipal Building, City Council Chambers located at 409 South Main Street, Harrisonburg, Virginia.

Michael G. Wong  
Executive Director

Enclosures

EQUAL HOUSING OPPORTUNITY PROVIDER

HRHA provides reasonable accommodations to persons with disabilities consistent with the Section 504 Final Rule (24 CFR Part 8) and the Fair Housing Amendments Act

AGENDA  
Regular Meeting  
January 20, 2021

- I. Call to order and determination of quorum
- II. Review and Approval of Minutes
  - November 2020
- III. Review and Approval Financial Statements
  - November 2020
  - December 2020
- IV. Reports
  - A. Executive Director
    1. Public Comment
    2. Moving to Work Amendment to Annual Contributions Contract
    3. 315 Broad Street
  - B. Any New Business/ Old Business
    1. Strategic Initiatives Updates
      - Homeownership and Neighborhood Revitalization
      - Addressing Homelessness and Affordable Housing
      - Improving Organizational Efficiency and Effectiveness
    2. Board Governance
  - 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
    7. Complaints Monthly Report Update-11/24/2020-Unit 255

## MINUTES

Regular Meeting  
November 18, 2020

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on Wednesday November 18 at 4:00 p.m., at the City of Harrisonburg Hall Chambers located at 409 South Main Street, Harrisonburg Virginia.

Those present were:

John Hall, Chair  
Costella Forney, Vice Chair  
Dany Fleming, Commissioner  
Scott Gallagher, Commissioner  
Christine Fasching Maphis\*, Commissioner  
Luciano Benjamin Commissioner

Also present were:

Michael G. Wong, Executive Director  
Melisa Michelsen, Attorney

\*Participating remotely from her home residence

The Regular Meeting was called to order and quorum declared present by John Hall Chair. Chairperson Hall then stated pursuant to and in accordance with adopted amendment to the Budget Bill - HB 29 2019, due to the COVID-19 pandemic and resulting Orders of the Governor to stay home and social distance, the Board of Commissioners is holding a hybrid meeting, with some Board members in-person and some appearing virtually by electronic communications means via Go to Meeting. Notice has been provided to the public and arrangements have been made for public access and public comment through electronic communication means. Board Member Maphis has requested to participate by remote communication means. Board Member Maphis shall be participating remotely through electronic communication means due to a temporary medical condition that prevents her physical attendance. Board Member Maphis shall be allowed remote participation through electronic means.

Mr. Wong then presented the October minutes for consideration of approval. After a period of discussion, Commissioner Fleming seconded by Commissioner Benjamin made the motion for approval. The motion was unanimously approved. Mr. Wong then presented the October financials for consideration of approval. After a period of discussion, Commissioner Gallagher seconded by Commissioner Fleming made the motion for approval. The motion was unanimously approved.

Chairperson Hall then opened the floor for general public comment. No public comment was received. Mr. Wong then presented the Moving to Work Resolution and Certification for consideration of approval. He provided a brief overview of the public comment received and anticipated next steps. After a period of discussion,

Commissioner Gallagher seconded by Commissioner Fleming made the motion approving the resolution and certificate. A roll call was taken and the motion was unanimously approved.

John Hall, Chairman	Aye
Costello Forney, Vice Chairman	Aye
Scott Gallagher, Commissioner	Aye
Dany Fleming, Commissioner	Aye
Christine Fasching Maphis, Commissioner	Aye
Luciano Benjamin, Commissioner	Aye
Kevin Coffman, Commissioner	Absent

Commissioner Fleming, seconded by Vice Chair Forney then made the motion to go into closed session to discuss the disposition of real property 2.2-3711(A)(3). A roll call was taken and the motion was unanimously approved.

John Hall, Chairman	Aye
Costello Forney, Vice Chairman	Aye
Scott Gallagher, Commissioner	Aye
Dany Fleming, Commissioner	Aye
Christine Fasching Maphis, Commissioner	Aye
Luciano Benjamin, Commissioner	Aye
Kevin Coffman, Commissioner	Absent

After a period of discussion, Commissioner Gallagher seconded by Vice Chair Forney made the motion to go out of closed session. A roll call was taken certifying to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under the Virginia freedom of information act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Authority.

John Hall, Chairman	Aye
Costello Forney, Vice Chairman	Aye
Scott Gallagher, Commissioner	Aye
Dany Fleming, Commissioner	Aye
Christine Fasching Maphis, Commissioner	Aye
Luciano Benjamin, Commissioner	Aye
Kevin Coffman, Commissioner	Absent

Commissioner Gallagher, seconded by Commissioner Fleming then made the motion authorizing the sale of 315 Broad street to the descendants of Ellen Myers (Sonja and Aaron Myers) for \$140,000.00 or monthly lease of \$1,000.00. Response from the descendants are needed within 30 days. The motion was unanimously approved

Mr. Wong then requested a Shenandoah Housing Corporation Board of Directors meeting for approval of the Assignment and Assumption of Partnership Interests and Amendment to LPA - DP Apartments LP (SHC) and transfer of proceeds to the local

community development fund. Mr. Wong related that this was an affordable housing project in Henrico County in which the SHC was the nonprofit entity. He related of the plan sale of the project and of requested approval to transfer the proceeds to the authority's local community development fund. He related of the plan to dissolve the DP Apartments LLC due to the end of the project. After a period of discussion, Vice Chair Forney seconded by Commissioner Fleming made the motion approving the assignment and assumption of the partnership interests and transfer of the funds. The motion was unanimously approved.

Mr. Wong then presented the 2020 bad debt and inventory write-off for consideration of approval. After a period of discussion, Commissioner Gallagher seconded by Commissioner Fleming made the motion approving the bad debt and inventory write-off. This motion was unanimously approved.

Mr. Wong then presented a resolution authorizing members of the Board of Commissioners to remotely participate in a meeting through electronic communication means. Ms. Michelsen provided a brief overview of the resolution. After a period of discussion, Commissioner Fleming seconded by Commissioner Benjamin made the motion approving the resolution. A roll call was taken and the motion was approved.

John Hall, Chairman	Aye
Costello Forney, Vice Chairman	Abstain
Scott Gallagher, Commissioner	Aye
Dany Fleming, Commissioner	Aye
Christine Fasching Maphis, Commissioner	Aye
Luciano Benjamin, Commissioner	Aye
Kevin Coffman, Commissioner	Absent

Chairperson Hall then presented a proposed process and format to document complaints received and to be forwarded to Mr. Wong for response. He requested feedback on the proposed process and form and recognized that modifications and changes will be needed in the future. He expressed the hope that standardizing the process will help the Authority to responding to complaints by providing the who, what, when and how to assist in the follow up. No action was taken on this agenda item.

Mr. Wong then related of being invited to participate in Elevate a strategic leadership program that emphasis agencies ability to successfully adapt to change. He related of it being a yearlong program requiring two to three members participating from the agency. After a period of discussion, Commissioner Gallagher seconded by Commissioner Benjamin made the motion approving participation. Motion was unanimously approved.

Mr. Wong then related of no December meeting being scheduled unless pending business requires. After a period of discussion, the board approved not holding the December meeting. Mr. Wong then shared of the upcoming City of Harrisonburg housing study engagement meeting scheduled for November 19<sup>th</sup>.

Mr. Wong then provided a brief update on the Authority's initiatives and overview of the program reports. Vice Chair Forney seconded by Commissioner Gallagher then made

the motion to approve the management reports. This motion was unanimously approved. Commissioner Benjamin seconded by Commissioner Fleming made the motion to adjourn. The motion was unanimously approved.

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Michael G. Wong  
Executive Director

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John Hall  
Chair

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of November 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	75,234.07	63,054.00	12,180.07
3410 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	1,377.89	45,912.13	60,198.75	(14,286.62)
3410 COC Planning Grant Funds	20,619.00	1,718.25	0.00	20,619.00	15,464.25	5,154.75
3410 VHSP-COVID-19 ESO Grant	166,684.00	13,890.33	6,664.54	106,664.54	125,013.00	(18,348.46)
3610 Interest Income	0.00	0.00	0.00	124.20	0.00	124.20
3690 Developer's Fees/Other Income	130,000.00	10,833.33	0.00	131,124.44	97,500.00	33,624.44
3690 Admin. Fees	9,500.00	791.67	0.00	35,000.00	7,125.00	27,875.00
3690 Application Fees	15,000.00	1,250.00	0.00	7,500.00	11,250.00	(3,750.00)
3690 Lease Income	4,800.00	400.00	800.00	4,400.00	3,600.00	800.00
3690 Management Fees-CV	10,000.00	833.33	914.45	9,663.35	7,500.00	2,163.35
3690 BPort Net Receipts	185,689.00	15,474.08	9,077.52	171,907.87	139,266.75	32,641.12
3690 Lineweaver Apts. Net Receipts	379,168.00	31,597.33	31,440.41	337,132.90	284,376.00	52,756.90
<b>Total Receipts</b>	<b>1,085,797.00</b>	<b>90,483.08</b>	<b>50,274.81</b>	<b>945,282.50</b>	<b>814,347.75</b>	<b>130,934.75</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	134,085.00	11,173.75	11,269.48	130,215.62	100,563.75	29,651.87
4540 Adm Benefits	37,895.00	3,157.92	3,250.56	37,277.84	28,421.25	8,856.59
4130 Legal Expense	10,000.00	833.33	0.00	8,406.54	7,500.00	906.54
4140 Staff Training	5,000.00	416.67	590.00	2,735.00	3,750.00	(1,015.00)
4150 Travel	15,000.00	1,250.00	400.00	4,840.35	11,250.00	(6,409.65)
4171 Auditing Fees	3,600.00	300.00	4,000.00	4,000.00	2,700.00	1,300.00
4190 Sundry-Admin. Exp.	30,000.00	2,500.00	2,823.43	22,916.98	22,500.00	416.98
4190 VHSP-COVID-19 ESO Grant	166,684.00	13,890.33	5,941.63	119,633.10	125,013.00	(5,379.90)
4190 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	4,515.30	54,606.85	60,198.75	(5,591.90)
4190 VHDA COC COVID-19 Grant	0.00	0.00	0.00	71,250.00	0.00	71,250.00
4190 COC Planning Grant Funds	20,619.00	1,718.25	0.00	20,619.00	15,464.25	5,154.75
4190 HMIS Match for Grant Funds	10,000.00	833.33	289.64	8,083.43	7,500.00	583.43
4190 Community Donations (OpDr/COC, etc)	15,000.00	1,250.00	0.00	10,000.00	11,250.00	(1,250.00)
4190 HMIS Homeless Assistance-18	84,072.00	7,006.00	0.00	75,234.06	63,054.00	12,180.06
4190 HMIS Homeless Assistance-19	0.00	0.00	4,668.22	4,668.22	0.00	4,668.22
<b>Total Administration</b>	<b>612,220.00</b>	<b>51,018.33</b>	<b>37,748.26</b>	<b>574,486.99</b>	<b>459,165.00</b>	<b>115,321.99</b>
<b>Utilities</b>						
4310 Water-CST	8,000.00	666.67	217.19	217.16	7,333.33	(7,116.17)
4320 Electric	3,200.00	266.67	76.94	1,469.81	2,400.00	(930.19)
4330 Gas	1,800.00	150.00	31.12	742.24	1,350.00	(607.76)
4390 Sewer-CST	0.00	0.00	250.61	250.61	0.00	250.61
<b>Total Utilities</b>	<b>13,000.00</b>	<b>1,083.33</b>	<b>575.86</b>	<b>2,679.82</b>	<b>11,083.33</b>	<b>(8,403.51)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	34,289.00	2,857.42	2,125.64	30,871.92	25,716.75	5,155.17
4540 Maintenance Benefits	9,474.00	789.50	650.48	7,760.77	7,105.50	655.27
4420 Materials	6,000.00	500.00	115.77	2,377.02	4,500.00	(2,122.98)
4430 Contract Costs	9,500.00	791.67	1,663.95	4,731.69	7,125.00	(2,393.31)
<b>Total Maintenance</b>	<b>59,263.00</b>	<b>4,938.58</b>	<b>4,555.84</b>	<b>45,741.40</b>	<b>44,447.25</b>	<b>1,294.15</b>
<b>General</b>						
4510 Insurance	7,000.00	583.33	594.10	4,916.11	5,250.00	(333.89)
4570 Collection Loss/Bad Debt Expense	0.00	0.00	43,286.78	43,286.78	0.00	43,286.78
4580 Real Estate Taxes (CST)	0.00	0.00	0.00	2,895.99	0.00	2,895.99
4000 Bport Expenses	35,274.00	2,939.50	1,997.41	25,258.06	26,455.50	(1,197.44)
4000 Lineweaver Apartments Expenses	366,686.00	30,557.17	33,249.06	290,221.04	275,014.50	15,206.54
<b>Total General</b>	<b>408,960.00</b>	<b>34,080.00</b>	<b>79,127.35</b>	<b>366,577.98</b>	<b>306,720.00</b>	<b>59,857.98</b>
<b>TOTAL EXPENSES</b>	<b>1,093,443.00</b>	<b>91,120.25</b>	<b>122,007.31</b>	<b>989,486.19</b>	<b>821,415.58</b>	<b>168,070.61</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>945,282.50</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>989,486.19</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>(44,203.69)</b>

Michael G. Wong, Executive Director


Date


12/10/2020

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of November 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	16,439.09	182,854.90	222,904.00	(40,049.10)
3410 HAP Funding	120,000.00	10,000.00	13,553.00	146,891.00	110,000.00	36,891.00
3690 Other Income-Laundry	3,800.00	316.67	284.68	3,181.16	3,483.33	(302.17)
3690 Other Income-Late fees,workordt	12,200.00	1,016.67	1,163.64	4,205.84	11,183.33	(6,977.49)
<b>Total Receipts</b>	<b>379,168.00</b>	<b>31,597.33</b>	<b>31,440.41</b>	<b>337,132.90</b>	<b>347,570.67</b>	<b>(10,437.77)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,406.41	56,679.07	59,389.92	(2,710.85)
4540 Adm Benefits	20,769.00	1,730.75	1,635.09	19,489.79	19,038.25	451.54
4130 Legal Fees	1,000.00	83.33	0.00	886.65	916.67	(30.02)
4140 Staff Training	1,000.00	83.33	0.00	0.00	916.67	(916.67)
4150 Travel	1,000.00	83.33	0.00	90.49	916.67	(826.18)
4171 Auditing	1,200.00	100.00	1,200.00	1,200.00	1,100.00	100.00
4190 Sundry	15,000.00	1,250.00	448.57	11,116.66	13,750.00	(2,633.34)
<b>Total Administration</b>	<b>104,758.00</b>	<b>8,729.83</b>	<b>7,690.07</b>	<b>89,462.66</b>	<b>96,028.17</b>	<b>(6,565.51)</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	561.88	916.67	(354.79)
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>561.88</b>	<b>916.67</b>	<b>(354.79)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	1,892.39	8,683.43	7,333.33	1,350.10
4320 Electricity	68,000.00	5,666.67	3,296.98	49,868.30	62,333.33	(12,465.03)
4390 Sewer	23,500.00	1,958.33	3,715.80	23,026.80	21,541.67	1,485.13
<b>Total Utilities</b>	<b>99,500.00</b>	<b>8,291.67</b>	<b>8,905.17</b>	<b>81,578.53</b>	<b>91,208.33</b>	<b>(9,629.80)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	49,160.00	4,096.67	4,624.58	53,111.01	45,063.33	8,047.68
4540 Maintenance Benefits	15,668.00	1,305.67	834.43	9,779.85	14,362.33	(4,582.48)
4420 Materials	18,000.00	1,500.00	265.72	14,164.44	16,500.00	(2,335.56)
4430 Contract Costs	60,000.00	5,000.00	5,152.55	31,003.88	55,000.00	(23,996.12)
<b>Total Maintenance</b>	<b>142,828.00</b>	<b>11,902.33</b>	<b>10,877.28</b>	<b>108,059.18</b>	<b>130,925.67</b>	<b>(22,866.49)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	8,600.00	716.67	716.52	5,498.77	7,883.33	(2,384.56)
4570 Collection Loss	10,000.00	833.33	5,060.02	5,060.02	9,166.67	(4,106.65)
<b>Total General Exp.</b>	<b>18,600.00</b>	<b>1,550.00</b>	<b>5,776.54</b>	<b>10,558.79</b>	<b>17,050.00</b>	<b>(6,491.21)</b>
<b>TOTAL EXPENSES</b>	<b>366,686.00</b>	<b>30,557.17</b>	<b>33,249.06</b>	<b>290,221.04</b>	<b>336,128.83</b>	<b>(45,907.79)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>337,132.90</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>290,221.04</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>46,911.86</b>

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

  
\_\_\_\_\_  
Lisa Benasher, Lineweaver Manager

  
\_\_\_\_\_  
Date



**BRIDGEPORT COMPLEX**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**Attachment B**  
**For the Month of November 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	9,077.52	171,907.87	170,214.92	1,692.95
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>185,689.00</b>	<b>15,474.08</b>	<b>9,077.52</b>	<b>171,907.87</b>	<b>170,214.92</b>	<b>1,692.95</b>
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	916.67	(916.67)
4190-Sundry-Phone	600.00	50.00	42.37	459.52	550.00	(90.48)
<b>Total Op. Expenses</b>	<b>1,600.00</b>	<b>133.33</b>	<b>42.37</b>	<b>459.52</b>	<b>1,466.67</b>	<b>(1,007.15)</b>
<b>Utilities:</b>						
4310 Water	1,100.00	91.67	0.00	318.00	1,008.33	(690.33)
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
<b>Total Utilities</b>	<b>1,100.00</b>	<b>91.67</b>	<b>0.00</b>	<b>318.00</b>	<b>1,008.33</b>	<b>(690.33)</b>
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	1.34	2,750.00	(2,748.66)
4430 Contract Costs	12,000.00	1,000.00	466.85	8,059.52	11,000.00	(2,940.48)
<b>Total Maintenance</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>466.85</b>	<b>8,060.86</b>	<b>13,750.00</b>	<b>(5,689.14)</b>
<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	1,488.19	16,419.68	16,109.50	310.18
<b>Total General Exp.</b>	<b>17,574.00</b>	<b>1,464.50</b>	<b>1,488.19</b>	<b>16,419.68</b>	<b>16,109.50</b>	<b>310.18</b>
<b>TOTAL EXPENSES</b>	<b>35,274.00</b>	<b>2,939.50</b>	<b>1,997.41</b>	<b>25,258.06</b>	<b>32,334.50</b>	<b>(7,076.44)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>171,907.87</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>25,258.06</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>146,649.81</b>

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

  
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Michael G. Wong  
Executive Director

  
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Date

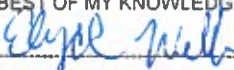
Please note: A principal payment to Bank of the James was made in the amount of \$2,119.95 for a total of \$21,149.24 for this fiscal year.

**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of November 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	852.50	7,976.23	7,333.33	642.90
3300RC HAP-Fraud/Abuse/Set Off De	8,000.00	666.67	852.50	7,976.24	7,333.33	642.91
3300 FSS Fort.	2,000.00	166.67	0.00	0.00	1,833.33	(1,833.33)
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	2,925.25	32,177.75	32,177.75	0.00
3410 HCV HAP Payment-Adm Fees	468,331.00	39,027.58	39,437.00	688,630.00	429,303.42	259,326.58
3410 HCV HUD-Held Reserves	0.00	0.00	44,202.00	75,477.00	0.00	75,477.00
3410 HCV HAP Payment-HAP Fees	5,585,682.00	465,473.50	716,575.00	5,640,584.00	5,120,208.50	520,375.50
<b>Total Receipts</b>	<b>6,107,116.00</b>	<b>508,926.33</b>	<b>804,844.25</b>	<b>6,452,821.22</b>	<b>5,598,189.67</b>	<b>854,631.55</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	301,462.00	25,121.83	27,906.97	302,979.50	276,340.17	26,639.33
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	32,177.75	32,177.75	0.00
4540 Adm/FSS Benefits	102,024.00	8,502.00	9,565.89	100,407.70	93,522.00	6,885.70
4130 Legal Fees	0.00	0.00	0.00	4,050.30	0.00	4,050.30
4140 Staff Training	2,000.00	166.67	1,059.00	4,792.50	1,833.33	2,959.17
4150 Travel	2,000.00	166.67	0.00	4,560.64	1,833.33	2,727.31
4171 Auditing Fees	6,940.00	578.33	6,940.00	6,940.00	6,361.67	578.33
4190 Sundry/Rent & Utility Adj	44,000.00	3,666.67	7,008.45	85,265.34	40,333.33	44,932.01
4190 2 Portability Fees	3,200.00	266.67	192.50	1,407.67	2,933.33	(1,525.66)
4190 4 LL Incentives-CARES Act	0.00	0.00	2,250.00	11,750.00	0.00	11,750.00
<b>Total Administration</b>	<b>496,729.00</b>	<b>41,394.08</b>	<b>57,848.06</b>	<b>554,331.40</b>	<b>455,334.92</b>	<b>98,996.48</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	3,200.00	266.67	249.40	2,006.67	2,933.33	(926.66)
4330 Gas	1,800.00	150.00	74.67	694.03	1,650.00	(955.97)
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>324.07</b>	<b>2,700.70</b>	<b>4,583.33</b>	<b>(1,882.63)</b>
<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
<b>Total Maintenance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>General</b>						
4510 Insurance	7,400.00	856.33	599.17	6,357.04	9,419.63	(3,062.59)
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
<b>Total</b>	<b>7,400.00</b>	<b>856.33</b>	<b>599.17</b>	<b>6,357.04</b>	<b>9,419.63</b>	<b>(3,062.59)</b>
<b>Total Expenses (excluding HAP)</b>	<b>509,129.00</b>	<b>42,667.08</b>	<b>58,771.30</b>	<b>563,389.14</b>	<b>469,337.88</b>	<b>94,051.26</b>
4715 HAP	5,595,682.00	466,306.83	469,882.00	5,213,030.49	5,129,375.17	83,655.32
4715 UAP	0.00	0.00	13,691.00	154,580.00	0.00	154,580.00
4718 FSS Escrow	0.00	0.00	5,982.00	72,264.00	0.00	72,264.00
<b>HAP Total</b>	<b>5,595,682.00</b>	<b>466,306.83</b>	<b>489,555.00</b>	<b>5,439,874.49</b>	<b>5,129,375.17</b>	<b>310,499.32</b>
<b>Total Expenses</b>	<b>6,104,811.00</b>	<b>508,973.91</b>	<b>548,326.30</b>	<b>6,003,263.63</b>	<b>5,598,713.05</b>	<b>404,550.58</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>6,452,821.22</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>6,003,263.63</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>449,557.59</b>

Adm Funds           165,394.84  
HAP Funds           208,685.75

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

  
-----  
Liz Webb, Housing Choice Voucher Mgr

12/14/2020  
-----  
Date

**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of November 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	12,947.37	158,682.01	160,194.83	(1,512.82)
3410 HAP Funding	262,137.00	21,844.75	20,637.00	235,541.00	240,292.25	(4,751.25)
3410 Service Coord Grant-2019	66,107.00	5,508.92	41,638.61	48,971.61	60,598.08	(11,626.47)
3410 PBRA-Cares Act Funds	0.00	0.00	0.00	6,660.00	0.00	6,660.00
3690 Other Income-Laundry	3,800.00	316.67	284.70	3,305.71	3,483.33	(177.62)
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	1,726.15	5,333.12	11,000.00	(5,666.88)
<b>Total Receipts</b>	<b>518,802.00</b>	<b>43,233.50</b>	<b>77,233.83</b>	<b>458,493.45</b>	<b>475,568.50</b>	<b>(17,075.05)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,406.40	56,679.04	59,389.92	(2,710.88)
4540 Adm Benefits	20,988.00	1,749.00	1,642.89	19,569.09	19,239.00	330.09
4130 Legal Fees	2,400.00	200.00	0.00	8,473.53	2,200.00	6,273.53
4140 Staff Training	250.00	20.83	0.00	250.00	229.17	20.83
4150 Travel	250.00	20.83	0.00	90.49	229.17	(138.68)
4171 Auditing Fees	1,200.00	100.00	1,200.00	1,200.00	1,100.00	100.00
4190 Sundry	15,000.00	1,250.00	500.90	13,561.25	13,750.00	(188.75)
<b>Total Administration</b>	<b>104,877.00</b>	<b>8,739.75</b>	<b>7,750.19</b>	<b>99,823.40</b>	<b>96,137.25</b>	<b>3,686.15</b>
<b>Tenant Services:</b>						
4220-40 Service Coord Grant-2019	66,107.00	5,508.92	6,007.61	49,851.61	60,598.08	(10,746.47)
4230 Tenant Services-Other	1,000.00	83.33	0.00	561.87	916.67	(354.80)
<b>Total Tenant Serv.</b>	<b>67,107.00</b>	<b>5,592.25</b>	<b>6,007.61</b>	<b>50,413.48</b>	<b>61,514.75</b>	<b>(11,101.27)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	751.30	7,699.11	7,333.33	365.78
4320 Electric	70,000.00	5,833.33	3,734.25	52,315.95	64,166.67	(11,850.72)
4390 Sewer	25,000.00	2,083.33	2,080.72	22,035.42	22,916.67	(881.25)
<b>Total Utilities</b>	<b>103,000.00</b>	<b>8,583.33</b>	<b>6,566.27</b>	<b>82,050.48</b>	<b>94,416.67</b>	<b>(12,366.19)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	36,711.00	3,059.25	3,669.52	41,611.01	33,651.75	7,959.26
4540 Maintenance Benefits	11,806.00	983.83	551.74	6,522.21	10,822.17	(4,299.96)
4420 Materials	12,000.00	1,000.00	240.64	12,392.86	11,000.00	1,392.86
4430 Contract	55,000.00	4,583.33	4,793.82	33,014.43	50,416.67	(17,402.24)
<b>Total Maintenance</b>	<b>115,517.00</b>	<b>9,626.42</b>	<b>9,255.72</b>	<b>93,540.51</b>	<b>105,890.58</b>	<b>(12,350.07)</b>
<b>General:</b>						
4510 Insurance	10,000.00	833.33	831.94	8,929.03	9,166.67	(237.64)
4570 Collection Loss	2,000.00	166.67	7,289.98	7,289.98	1,833.33	5,456.65
4580 United Bank/VCC Interest	35,889.00	2,990.75	3,440.22	39,539.77	32,898.25	6,641.52
<b>Total General</b>	<b>47,889.00</b>	<b>3,990.75</b>	<b>11,562.14</b>	<b>55,758.78</b>	<b>43,898.25</b>	<b>11,860.53</b>
<b>TOTAL EXPENSES</b>	<b>438,390.00</b>	<b>36,532.50</b>	<b>41,141.93</b>	<b>381,586.65</b>	<b>401,857.50</b>	<b>(20,270.85)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>458,493.45</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>381,586.65</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>76,906.80</b>

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

\_\_\_\_\_  
 Lisa Benasher, Lineweaver Manager

12-9-20  
 \_\_\_\_\_  
 Date

Please note: A principal payment to United Bank was made in the amount of \$6,746.91 a total of \$73,729.64 for this fiscal year and a principal payment to Virginia Community Capital in the amount of \$5,412.32 for a total of \$53,055.86 for this fiscal year.

**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of November 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	27,401.23	274,839.93	341,815.83	(66,975.90)
3410 HAP Funding	1,088,670.00	90,722.50	95,357.00	1,084,938.00	997,947.50	86,990.50
3610 Interest Income	800.00	66.67	46.90	803.29	733.33	69.96
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	681.00	15,126.60	22,916.67	(7,790.07)
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	0.00	146,211.47	128,333.33	17,878.14
<b>Total Receipts</b>	<b>1,627,360.00</b>	<b>135,613.33</b>	<b>123,486.13</b>	<b>1,521,919.29</b>	<b>1,491,746.67</b>	<b>30,172.62</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	224,279.00	18,689.92	11,569.20	159,792.07	205,589.08	(45,797.01)
4540 Adm Benefits	68,684.00	5,723.67	4,802.81	59,601.20	62,960.33	(3,359.13)
4130 Legal Fees	2,500.00	208.33	0.00	382.95	2,291.67	(1,908.72)
4140 Staff Training	1,500.00	125.00	0.00	892.50	1,375.00	(482.50)
4150 Travel	2,500.00	208.33	0.00	1,926.86	2,291.67	(364.81)
4171 Auditing Fees	1,800.00	150.00	1,800.00	1,800.00	1,650.00	150.00
4190 Sundry	25,000.00	2,083.33	579.13	25,705.50	22,916.67	2,788.83
4190 CDBG Down Payment Assistance Program	24,000.00	2,000.00	0.00	4,000.00	22,000.00	(18,000.00)
<b>Total Administration</b>	<b>350,263.00</b>	<b>29,188.58</b>	<b>18,751.14</b>	<b>254,101.08</b>	<b>321,074.42</b>	<b>(66,973.34)</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	206.45	323.66	916.67	(593.01)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>206.45</b>	<b>323.66</b>	<b>916.67</b>	<b>(593.01)</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	(102.84)	(1,665.05)	0.00	(1,665.05)
4320 Electric	15,000.00	1,250.00	485.20	6,743.75	13,750.00	(7,006.25)
4330 Gas	2,500.00	208.33	27.06	919.58	2,291.67	(1,372.09)
4390 Sewer	0.00	0.00	(643.25)	(4,796.43)	0.00	(4,796.43)
<b>Total Utilities</b>	<b>17,500.00</b>	<b>1,458.33</b>	<b>(233.83)</b>	<b>1,201.85</b>	<b>16,041.67</b>	<b>(14,839.82)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	118,222.00	9,851.83	8,820.81	109,841.88	108,370.17	1,471.71
4540 Maintenance Benefits	39,684.00	3,307.00	1,689.94	20,079.15	36,377.00	(16,297.85)
4420 Materials	43,000.00	3,583.33	638.34	25,231.34	39,416.67	(14,185.33)
4430 Contract	85,000.00	7,083.33	3,651.09	26,938.90	77,916.67	(50,977.77)
<b>Total Maintenance</b>	<b>285,906.00</b>	<b>23,825.50</b>	<b>14,800.18</b>	<b>182,091.27</b>	<b>262,080.50</b>	<b>(79,989.23)</b>
<b>General</b>						
4510 Insurance	22,000.00	1,833.33	1,971.85	18,791.57	20,166.67	(1,375.10)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	9,166.67	(9,166.67)
4590 Real Estate Taxes	25,000.00	2,083.33	0.00	12,142.78	22,916.67	(10,773.89)
4580 Interest Expense-HHR	91,100.00	7,591.67	0.00	91,100.00	83,508.33	7,591.67
4580 Interest Expense-FH	124,625.00	10,385.42	0.00	124,625.00	114,239.58	10,385.42
4580 Interest Expense-FORK(UB)	24,341.00	2,028.42	2,052.27	22,950.18	22,312.58	637.60
4580 Interest Expense-FORK(Seller Fin)	42,104.00	3,508.67	3,456.26	39,016.58	38,595.33	421.25
<b>Total General</b>	<b>339,170.00</b>	<b>28,264.17</b>	<b>7,480.38</b>	<b>308,626.11</b>	<b>310,905.83</b>	<b>(2,279.72)</b>
<b>TOTAL EXPENSES</b>	<b>993,839.00</b>	<b>82,819.92</b>	<b>41,004.32</b>	<b>746,343.97</b>	<b>911,019.08</b>	<b>(164,675.11)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>1,521,919.29</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>746,343.97</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>775,575.32</b>

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

Nehemias Velez, FH Manager

Date

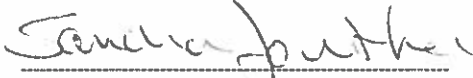
Please note P/I payments below:

	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	221,100	221,100	0	130000
FH 2009/11 Go Bond Payment	449,625	449,625	0	325000
United Bank-Forkovitch Units	81,511	67,931	13,580	57170
Seller Financed-Forkovitch Family	102,953	<u>85,790</u>	<u>17,163</u>	60849
<b>Total</b>	<b>855,189</b>	<b>824,446</b>	<b>30,743</b>	

**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of November 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	8,503.00	89,593.00	72,317.67	17,275.33
3410 HAP Funding	110,000.00	9,166.67	8,882.00	94,601.00	100,833.33	(6,232.33)
3610 Interest (Replacement&Operatir	360.00	30.00	4.55	302.42	330.00	(27.58)
3690 Other Income-Laundry&Donatio	2,500.00	208.33	103.26	1,480.81	2,291.67	(810.86)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	499.00	2,600.00	2,291.67	308.33
<b>Total Receipts</b>	<b>194,252.00</b>	<b>16,187.67</b>	<b>17,991.81</b>	<b>188,577.23</b>	<b>178,064.33</b>	<b>10,512.90</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	17,592.00	1,466.00	1,482.42	18,373.74	16,126.00	2,247.74
4540 Adm Benefits	5,676.00	473.00	503.15	5,862.11	5,203.00	659.11
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	138.74	6,763.29	2,658.33	4,104.96
4190 Sundry-Management fees	10,000.00	833.33	914.45	9,663.35	9,166.67	496.68
4190 Sundry-HCC fees	6,100.00	508.33	0.00	6,375.70	5,591.67	784.03
<b>Total Administration</b>	<b>42,268.00</b>	<b>3,522.33</b>	<b>3,038.76</b>	<b>47,038.19</b>	<b>38,745.67</b>	<b>8,292.52</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	0.00	12,861.47	15,125.00	(2,263.53)
4240 Tenant Services-Client	1,500.00	125.00	0.00	350.00	1,375.00	(1,025.00)
<b>Total Tenant Serv.</b>	<b>18,000.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>13,211.47</b>	<b>16,500.00</b>	<b>(3,288.53)</b>
<b>Utilities:</b>						
4310 Water	4,000.00	333.33	394.68	3,950.19	3,666.67	283.52
4320 Electricity	20,000.00	1,666.67	1,254.85	15,282.48	18,333.33	(3,050.85)
4330 Gas	2,100.00	175.00	141.49	1,611.29	1,925.00	(313.71)
4390 Sewer	11,000.00	916.67	1,006.80	10,662.30	10,083.33	578.97
<b>Total Utilities</b>	<b>37,100.00</b>	<b>3,091.67</b>	<b>2,797.82</b>	<b>31,506.26</b>	<b>34,008.33</b>	<b>(2,502.07)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	9,669.00	805.75	749.73	9,225.63	8,863.25	362.38
4540 Maintenance Benefits	3,056.00	254.67	193.40	2,000.00	2,801.33	(801.33)
4420 Materials	2,500.00	208.33	58.64	1,675.82	2,291.67	(615.85)
4430 Contract Costs	16,500.00	1,375.00	550.99	8,753.91	15,125.00	(6,371.09)
<b>Total Maintenance</b>	<b>31,725.00</b>	<b>2,643.75</b>	<b>1,552.76</b>	<b>21,655.36</b>	<b>29,081.25</b>	<b>(7,425.89)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	5,200.00	433.33	242.90	2,497.32	4,766.67	(2,269.35)
4570 Collection Loss	0.00	0.00	11,123.80	11,123.80	0.00	11,123.80
4580 Interest Expense	16,380.00	1,365.00	1,365.00	15,015.00	15,015.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	11.11	22.00	(10.89)
1162 Replacement Reserve Acct	9,000.00	750.00	750.00	8,250.00	8,250.00	0.00
<b>Total General Exp.</b>	<b>30,604.00</b>	<b>2,550.33</b>	<b>13,482.71</b>	<b>36,897.23</b>	<b>28,053.67</b>	<b>8,843.56</b>
<b>TOTAL EXPENSES</b>	<b>159,697.00</b>	<b>13,308.08</b>	<b>20,872.05</b>	<b>150,308.51</b>	<b>146,388.92</b>	<b>3,919.59</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>188,577.23</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>150,308.51</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>38,268.72</b>

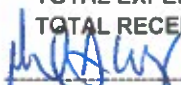
I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF


  
\_\_\_\_\_  
Sandra Lowther, Commerce Village Manager

12-10-20  
\_\_\_\_\_  
Date

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of December 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	75,234.07	84,072.00	(8,837.93)
3410 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	8,694.72	54,606.85	80,265.00	(25,658.15)
3410 COC Planning Grant Funds	20,619.00	1,718.25	0.00	20,619.00	20,619.00	0.00
3410 VHSP-COVID-19 ESO Grant	166,684.00	13,890.33	7,026.93	113,691.47	166,684.00	(52,992.53)
3610 Interest Income	0.00	0.00	10.07	134.27	0.00	134.27
3690 Developer's Fees/Other Income	130,000.00	10,833.33	298,121.63	429,246.07	130,000.00	299,246.07
3690 Admin. Fees	9,500.00	791.67	0.00	35,000.00	9,500.00	25,500.00
3690 Application Fees	15,000.00	1,250.00	0.00	7,500.00	15,000.00	(7,500.00)
3690 Lease Income	4,800.00	400.00	400.00	4,800.00	4,800.00	0.00
3690 Management Fees-CV	10,000.00	833.33	914.45	10,577.80	10,000.00	577.80
3690 BPort Net Receipts	185,689.00	15,474.08	13,952.52	185,860.39	185,689.00	171.39
3690 Lineweaver Apts. Net Receipts	379,168.00	31,597.33	30,688.12	367,821.02	379,168.00	(11,346.98)
<b>Total Receipts</b>	<b>1,085,797.00</b>	<b>90,483.08</b>	<b>359,808.44</b>	<b>1,305,090.94</b>	<b>1,085,797.00</b>	<b>219,293.94</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	134,085.00	11,173.75	29,513.44	159,729.06	134,085.00	25,644.06
4540 Adm Benefits	37,895.00	3,157.92	7,283.28	44,561.11	37,895.00	6,666.11
4130 Legal Expense	10,000.00	833.33	0.00	8,406.54	10,000.00	(1,593.46)
4140 Staff Training	5,000.00	416.67	0.00	2,735.00	5,000.00	(2,265.00)
4150 Travel	15,000.00	1,250.00	400.00	5,240.35	15,000.00	(9,759.65)
4171 Auditing Fees	3,600.00	300.00	0.00	4,000.00	3,600.00	400.00
4190 Sundry-Admin. Exp.	30,000.00	2,500.00	855.16	23,772.14	30,000.00	(6,227.86)
4190 VHSP-COVID-19 ESO Grant	166,684.00	13,890.33	33,976.90	153,610.00	166,684.00	(13,074.00)
4190 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	6,140.28	60,747.13	80,265.00	(19,517.87)
4190 VHDA COC COVID-19 Grant	0.00	0.00	0.00	71,250.00	0.00	71,250.00
4190 COC Planning Grant Funds	20,619.00	1,718.25	0.00	20,619.00	20,619.00	0.00
4190 HMIS Match for Grant Funds	10,000.00	833.33	151.36	8,234.79	10,000.00	(1,765.21)
4190 Community Donations (OpDr/COC,etc)	15,000.00	1,250.00	0.00	10,000.00	15,000.00	(5,000.00)
4190 HMIS Homeless Assistance-18	75,234.06	6,269.51	0.00	75,234.07	75,234.06	0.01
4190 HMIS Homeless Assistance-19	8,837.94	736.50	7,651.93	12,320.15	8,837.94	3,482.21
<b>Total Administration</b>	<b>612,220.00</b>	<b>51,018.33</b>	<b>85,972.35</b>	<b>660,459.34</b>	<b>612,220.00</b>	<b>48,239.34</b>
<b>Utilities</b>						
4310 Water-CST	8,000.00	666.67	37.70	254.89	8,000.00	(7,745.11)
4320 Electric	3,200.00	266.67	85.44	1,555.25	3,200.00	(1,644.75)
4330 Gas	1,800.00	150.00	31.12	773.36	1,800.00	(1,026.64)
4390 Sewer-CST	0.00	0.00	58.28	308.89	0.00	308.89
<b>Total Utilities</b>	<b>13,000.00</b>	<b>1,083.33</b>	<b>212.54</b>	<b>2,892.39</b>	<b>13,000.00</b>	<b>(10,107.61)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	34,289.00	2,857.42	11,365.23	42,237.15	34,289.00	7,948.15
4540 Maintenance Benefits	9,474.00	789.50	1,485.57	9,246.34	9,474.00	(227.66)
4420 Materials	6,000.00	500.00	97.16	2,474.18	6,000.00	(3,525.82)
4430 Contract Costs	9,500.00	791.67	1,818.96	6,550.62	9,500.00	(2,949.38)
<b>Total Maintenance</b>	<b>59,263.00</b>	<b>4,938.58</b>	<b>14,766.92</b>	<b>60,508.29</b>	<b>59,263.00</b>	<b>1,245.29</b>
<b>General</b>						
4510 Insurance	7,000.00	583.33	613.90	5,530.01	7,000.00	(1,469.99)
4570 Collection Loss/Bad Debt Expense	0.00	0.00	0.00	43,286.78	0.00	43,286.78
4580 Real Estate Taxes (CST)	0.00	0.00	3,471.33	6,367.32	0.00	6,367.32
4000 Bport Expenses	35,274.00	2,939.50	2,582.81	27,840.87	35,274.00	(7,433.13)
4000 Lineweaver Apartments Expenses	366,686.00	30,557.17	30,349.71	320,570.75	366,686.00	(46,115.25)
<b>Total General</b>	<b>408,960.00</b>	<b>34,080.00</b>	<b>37,017.75</b>	<b>403,595.73</b>	<b>408,960.00</b>	<b>(5,364.27)</b>
<b>TOTAL EXPENSES</b>	<b>1,093,443.00</b>	<b>91,120.25</b>	<b>137,969.56</b>	<b>1,127,455.75</b>	<b>1,093,443.00</b>	<b>34,012.75</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>1,305,090.94</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>1,127,455.75</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>177,635.19</b>

  
 Michael G. Wong, Executive Director

  
 Date

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of December 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	16,383.00	199,237.90	243,168.00	(43,930.10)
3410 HAP Funding	120,000.00	10,000.00	13,964.00	160,855.00	120,000.00	40,855.00
3690 Other Income-Laundry	3,800.00	316.67	285.12	3,466.28	3,800.00	(333.72)
3690 Other Income-Late fees,workordr	12,200.00	1,016.67	56.00	4,261.84	12,200.00	(7,938.16)
<b>Total Receipts</b>	<b>379,168.00</b>	<b>31,597.33</b>	<b>30,688.12</b>	<b>367,821.02</b>	<b>379,168.00</b>	<b>(11,346.98)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	64,789.00	5,399.08	6,609.60	63,288.67	64,789.00	(1,500.33)
4540 Adm Benefits	20,769.00	1,730.75	2,154.28	21,644.07	20,769.00	875.07
4130 Legal Fees	1,000.00	83.33	656.00	1,542.65	1,542.65	0.00
4140 Staff Training	1,000.00	83.33	0.00	0.00	1,000.00	(1,000.00)
4150 Travel	1,000.00	83.33	0.00	90.49	1,000.00	(909.51)
4171 Auditing	1,200.00	100.00	0.00	1,200.00	1,200.00	0.00
4190 Sundry	15,000.00	1,250.00	483.49	11,600.15	15,000.00	(3,399.85)
<b>Total Administration</b>	<b>104,758.00</b>	<b>8,729.83</b>	<b>9,903.37</b>	<b>99,366.03</b>	<b>105,300.65</b>	<b>(5,934.62)</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	561.88	1,000.00	(438.12)
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>561.88</b>	<b>1,000.00</b>	<b>(438.12)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	1,428.57	10,112.00	8,000.00	2,112.00
4320 Electricity	68,000.00	5,666.67	4,054.66	53,922.96	68,000.00	(14,077.04)
4390 Sewer	23,500.00	1,958.33	2,943.00	25,969.80	23,500.00	2,469.80
<b>Total Utilities</b>	<b>99,500.00</b>	<b>8,291.67</b>	<b>8,426.23</b>	<b>90,004.76</b>	<b>99,500.00</b>	<b>(9,495.24)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	49,160.00	4,096.67	7,036.61	60,147.62	49,160.00	10,987.62
4540 Maintenance Benefits	15,668.00	1,305.67	1,237.24	11,017.09	15,668.00	(4,650.91)
4420 Materials	18,000.00	1,500.00	964.07	15,128.51	18,000.00	(2,871.49)
4430 Contract Costs	60,000.00	5,000.00	2,061.80	33,065.68	60,000.00	(26,934.32)
<b>Total Maintenance</b>	<b>142,828.00</b>	<b>11,902.33</b>	<b>11,299.72</b>	<b>119,358.90</b>	<b>142,828.00</b>	<b>(23,469.10)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	8,600.00	716.67	720.39	6,219.16	8,600.00	(2,380.84)
4570 Collection Loss	10,000.00	833.33	0.00	5,060.02	10,000.00	(4,939.98)
<b>Total General Exp.</b>	<b>18,600.00</b>	<b>1,550.00</b>	<b>720.39</b>	<b>11,279.18</b>	<b>18,600.00</b>	<b>(7,320.82)</b>
<b>TOTAL EXPENSES</b>	<b>366,686.00</b>	<b>30,557.17</b>	<b>30,349.71</b>	<b>320,570.75</b>	<b>367,228.65</b>	<b>(46,657.90)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>367,821.02</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>320,570.75</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>47,250.27</b>

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

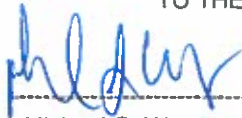
  
\_\_\_\_\_  
Lisa Benasher, Lineweaver Manager

1-8-2021  
\_\_\_\_\_  
Date

**BRIDGEPORT COMPLEX**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment B  
For the Month of December 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	13,952.52	185,860.39	185,689.00	171.39
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>185,689.00</b>	<b>15,474.08</b>	<b>13,952.52</b>	<b>185,860.39</b>	<b>185,689.00</b>	<b>171.39</b>
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	1,000.00	(1,000.00)
4190-Sundry-Phone	600.00	50.00	42.37	501.89	600.00	(98.11)
<b>Total Op. Expenses</b>	<b>1,600.00</b>	<b>133.33</b>	<b>42.37</b>	<b>501.89</b>	<b>1,600.00</b>	<b>(1,098.11)</b>
<b>Utilities:</b>						
4310 Water	1,100.00	91.67	318.00	636.00	1,100.00	(464.00)
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
<b>Total Utilities</b>	<b>1,100.00</b>	<b>91.67</b>	<b>318.00</b>	<b>636.00</b>	<b>1,100.00</b>	<b>(464.00)</b>
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	1.34	3,000.00	(2,998.66)
4430 Contract Costs	12,000.00	1,000.00	786.85	8,846.37	12,000.00	(3,153.63)
<b>Total Maintenance</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>786.85</b>	<b>8,847.71</b>	<b>15,000.00</b>	<b>(6,152.29)</b>
<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	1,435.59	17,855.27	17,574.00	281.27
<b>Total General Exp.</b>	<b>17,574.00</b>	<b>1,464.50</b>	<b>1,435.59</b>	<b>17,855.27</b>	<b>17,574.00</b>	<b>281.27</b>
<b>TOTAL EXPENSES</b>	<b>35,274.00</b>	<b>2,939.50</b>	<b>2,582.81</b>	<b>27,840.87</b>	<b>35,274.00</b>	<b>(7,433.13)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>185,860.39</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>27,840.87</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>158,019.52</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 \$2,172.55 for a total of \$23,321.79 for this fiscal year.



**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of December 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	5.00	7,981.23	8,000.00	(18.77)
3300RC HAP-Fraud/Abuse/Set Off De	8,000.00	666.67	5.00	7,981.24	8,000.00	(18.76)
3300 FSS Fort	2,000.00	166.67	0.00	0.00	2,000.00	(2,000.00)
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	35,103.00	2,925.25	2,925.25	35,103.00	35,103.00	0.00
3410 HCV HAP Payment-Adm Fees	468,331.00	39,027.58	40,821.00	729,451.00	468,331.00	261,120.00
3410 HCV HUD-Held Reserves	0.00	0.00	0.00	75,477.00	0.00	75,477.00
3410 HCV HAP Payment-HAP Fees	5,585,682.00	465,473.50	510,755.00	6,151,339.00	5,585,682.00	565,657.00
<b>Total Receipts</b>	<b>6,107,116.00</b>	<b>508,926.33</b>	<b>554,511.25</b>	<b>7,007,332.47</b>	<b>6,107,116.00</b>	<b>900,216.47</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	301,462.00	25,121.83	59,823.07	362,802.57	301,462.00	61,340.57
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	35,103.00	35,103.00	0.00
4540 Adm/FSS Benefits	102,024.00	8,502.00	13,713.07	114,120.77	102,024.00	12,096.77
4130 Legal Fees	0.00	0.00	0.00	4,050.30	0.00	4,050.30
4140 Staff Training	2,000.00	166.67	0.00	4,792.50	2,000.00	2,792.50
4150 Travel	2,000.00	166.67	0.00	4,560.64	2,000.00	2,560.64
4171 Auditing Fees	6,940.00	578.33	0.00	6,940.00	6,940.00	0.00
4190 Sundry/Rent & Utility Adj	44,000.00	3,666.67	6,346.72	91,612.06	44,000.00	47,612.06
4190 2 Portability Fees	3,200.00	266.67	154.00	1,561.67	3,200.00	(1,638.33)
4190.4 LL Incentives-CARES Act	0.00	0.00	1,500.00	13,250.00	0.00	13,250.00
<b>Total Administration</b>	<b>496,729.00</b>	<b>41,394.08</b>	<b>84,462.11</b>	<b>638,793.51</b>	<b>496,729.00</b>	<b>142,064.51</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	3,200.00	266.67	270.54	2,277.21	3,200.00	(922.79)
4330 Gas	1,800.00	150.00	246.50	940.53	1,800.00	(859.47)
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>517.04</b>	<b>3,217.74</b>	<b>5,000.00</b>	<b>(1,782.26)</b>
<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
<b>Total Maintenance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>General</b>						
4510 Insurance	7,400.00	856.33	619.14	6,976.18	10,275.96	(3,299.78)
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
<b>Total</b>	<b>7,400.00</b>	<b>856.33</b>	<b>619.14</b>	<b>6,976.18</b>	<b>10,275.96</b>	<b>(3,299.78)</b>
<b>Total Expenses (excluding HAP)</b>	<b>509,129.00</b>	<b>42,667.08</b>	<b>85,598.29</b>	<b>648,987.43</b>	<b>512,004.96</b>	<b>136,982.47</b>
4715 HAP	5,595,682.00	466,306.83	467,529.00	5,681,769.00	5,595,682.00	86,087.00
4715 UAP	0.00	0.00	10,294.00	164,874.00	0.00	164,874.00
4718 FSS Escrow	0.00	0.00	6,014.00	78,278.00	0.00	78,278.00
<b>HAP Total</b>	<b>5,595,682.00</b>	<b>466,306.83</b>	<b>483,837.00</b>	<b>5,924,921.00</b>	<b>5,595,682.00</b>	<b>329,239.00</b>
<b>Total Expenses</b>	<b>6,104,811.00</b>	<b>508,973.91</b>	<b>569,435.29</b>	<b>6,573,908.43</b>	<b>6,107,686.96</b>	<b>466,221.47</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>7,007,332.47</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>6,573,908.43</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>433,424.04</b>
					<b>Adm Funds</b>	<b>123,547.80</b>
					<b>HAP Funds</b>	<b>234,399.24</b>

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

10/5/2020 HCV Program - HUD-Held Reserve \$514,271 & PHA RNP \$50,161  
6/4/2020 Mainstream 5 Vouchers - HUD-Held Reserve \$16,648 & PHA RNP \$75,942

**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of December 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	15,280.28	173,962.29	174,758.00	(795.71)
3410 HAP Funding	262,137.00	21,844.75	19,133.00	254,674.00	262,137.00	(7,463.00)
3410 Service Coord Grant-2019	66,107.00	5,508.92	17,711.24	66,682.85	66,107.00	575.85
3410 PBRA-Cares Act Funds	0.00	0.00	0.00	6,660.00	0.00	6,660.00
3690 Other Income-Laundry	3,800.00	316.67	285.13	3,590.84	3,800.00	(209.16)
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	914.16	6,247.28	12,000.00	(5,752.72)
<b>Total Receipts</b>	<b>518,802.00</b>	<b>43,233.50</b>	<b>53,323.81</b>	<b>511,817.26</b>	<b>518,802.00</b>	<b>(6,984.74)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	64,789.00	5,399.08	6,609.60	63,288.44	64,789.00	(1,500.56)
4540 Adm Benefits	20,988.00	1,749.00	2,197.10	21,766.19	20,988.00	778.19
4130 Legal Fees	2,400.00	200.00	0.00	8,473.53	2,400.00	6,073.53
4140 Staff Training	250.00	20.83	0.00	250.00	250.00	0.00
4150 Travel	250.00	20.83	0.00	90.49	250.00	(159.51)
4171 Auditing Fees	1,200.00	100.00	0.00	1,200.00	1,200.00	0.00
4190 Sundry	15,000.00	1,250.00	468.90	14,030.15	15,000.00	(969.85)
<b>Total Administration</b>	<b>104,877.00</b>	<b>8,739.75</b>	<b>9,275.60</b>	<b>109,098.80</b>	<b>104,877.00</b>	<b>4,221.80</b>
<b>Tenant Services:</b>						
4220-40 Service Coord Grant-2019	66,107.00	5,508.92	11,481.43	61,333.24	66,107.00	(4,773.76)
4230 Tenant Services-Other	1,000.00	83.33	0.00	561.87	1,000.00	(438.13)
<b>Total Tenant Serv.</b>	<b>67,107.00</b>	<b>5,592.25</b>	<b>11,481.43</b>	<b>61,895.11</b>	<b>67,107.00</b>	<b>(5,211.89)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	774.51	8,473.62	8,000.00	473.62
4320 Electric	70,000.00	5,833.33	4,513.58	56,829.53	70,000.00	(13,170.47)
4390 Sewer	25,000.00	2,083.33	2,003.22	24,038.64	25,000.00	(961.36)
<b>Total Utilities</b>	<b>103,000.00</b>	<b>8,583.33</b>	<b>7,291.31</b>	<b>89,341.79</b>	<b>103,000.00</b>	<b>(13,658.21)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	36,711.00	3,059.25	5,604.27	47,215.28	36,711.00	10,504.28
4540 Maintenance Benefits	11,806.00	983.83	850.43	7,372.64	11,806.00	(4,433.36)
4420 Materials	12,000.00	1,000.00	732.31	13,125.17	12,000.00	1,125.17
4430 Contract	55,000.00	4,583.33	2,268.72	35,283.15	55,000.00	(19,716.85)
<b>Total Maintenance</b>	<b>115,517.00</b>	<b>9,626.42</b>	<b>9,455.73</b>	<b>102,996.24</b>	<b>115,517.00</b>	<b>(12,520.76)</b>
<b>General:</b>						
4510 Insurance	10,000.00	833.33	854.11	9,783.14	10,000.00	(216.86)
4570 Collection Loss	2,000.00	166.67	0.00	7,289.98	2,000.00	5,289.98
4580 United Bank/VCC Interest	35,889.00	2,990.75	3,329.16	42,868.93	35,889.00	6,979.93
<b>Total General</b>	<b>47,889.00</b>	<b>3,990.75</b>	<b>4,183.27</b>	<b>59,942.05</b>	<b>47,889.00</b>	<b>12,053.05</b>
<b>TOTAL EXPENSES</b>	<b>438,390.00</b>	<b>36,532.50</b>	<b>41,687.34</b>	<b>423,273.99</b>	<b>438,390.00</b>	<b>(15,116.01)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>511,817.26</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>423,273.99</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>88,543.27</b>

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

  
 Lisa Benasher, Lineweaver Manager

1-8-2021  
 Date

Please note: A principal payment to United Bank was made in the amount of \$6,856.72 a total of \$80,586.36 for this fiscal year and a principal payment to Virginia Community Capital in the amount of \$5,412.85 for a total of \$58,468.71 for this fiscal year.

**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of December 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	30,137.00	304,976.93	372,890.00	(67,913.07)
3410 HAP Funding	1,088,670.00	90,722.50	92,415.00	1,177,353.00	1,088,670.00	88,683.00
3610 Interest Income	800.00	66.67	46.02	849.31	800.00	49.31
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	3,547.00	18,673.60	25,000.00	(6,326.40)
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	0.00	146,211.47	140,000.00	6,211.47
<b>Total Receipts</b>	<b>1,627,360.00</b>	<b>135,613.33</b>	<b>126,145.02</b>	<b>1,648,064.31</b>	<b>1,627,360.00</b>	<b>20,704.31</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	224,279.00	18,689.92	17,353.76	177,145.83	224,279.00	(47,133.17)
4540 Adm Benefits	68,684.00	5,723.67	6,431.04	66,032.24	68,684.00	(2,651.76)
4130 Legal Fees	2,500.00	208.33	1,000.00	1,382.95	2,500.00	(1,117.05)
4140 Staff Training	1,500.00	125.00	0.00	892.50	1,500.00	(607.50)
4150 Travel	2,500.00	208.33	0.00	1,926.86	2,500.00	(573.14)
4171 Auditing Fees	1,800.00	150.00	0.00	1,800.00	1,800.00	0.00
4190 Sundry	25,000.00	2,083.33	1,134.82	26,840.32	25,000.00	1,840.32
4190 CDBG Down Payment Assistance Program	24,000.00	2,000.00	0.00	4,000.00	24,000.00	(20,000.00)
<b>Total Administration</b>	<b>350,263.00</b>	<b>29,188.58</b>	<b>25,919.62</b>	<b>280,020.70</b>	<b>350,263.00</b>	<b>(70,242.30)</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	323.66	1,000.00	(676.34)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>323.66</b>	<b>1,000.00</b>	<b>(676.34)</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	181.24	(1,483.81)	0.00	(1,483.81)
4320 Electric	15,000.00	1,250.00	532.92	7,276.67	15,000.00	(7,723.33)
4330 Gas	2,500.00	208.33	0.00	919.58	2,500.00	(1,580.42)
4390 Sewer	0.00	0.00	677.31	(4,119.12)	0.00	(4,119.12)
<b>Total Utilities</b>	<b>17,500.00</b>	<b>1,458.33</b>	<b>1,391.47</b>	<b>2,593.32</b>	<b>17,500.00</b>	<b>(14,906.68)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	118,222.00	9,851.83	12,641.94	122,483.82	118,222.00	4,261.82
4540 Maintenance Benefits	39,684.00	3,307.00	1,889.36	21,968.51	39,684.00	(17,715.49)
4420 Materials	43,000.00	3,583.33	2,564.80	27,796.14	43,000.00	(15,203.86)
4430 Contract	85,000.00	7,083.33	5,360.81	32,299.71	85,000.00	(52,700.29)
<b>Total Maintenance</b>	<b>285,906.00</b>	<b>23,825.50</b>	<b>22,456.91</b>	<b>204,548.18</b>	<b>285,906.00</b>	<b>(81,357.82)</b>
<b>General</b>						
4510 Insurance	22,000.00	1,833.33	2,037.58	20,829.15	22,000.00	(1,170.85)
4570 Collection Loss	10,000.00	833.33	20,100.22	20,100.22	10,000.00	10,100.22
4590 Real Estate Taxes	25,000.00	2,083.33	12,288.19	24,430.97	25,000.00	(569.03)
4580 Interest Expense-HHR	91,100.00	7,591.67	0.00	91,100.00	91,100.00	0.00
4580 Interest Expense-FH	124,625.00	10,385.42	0.00	124,625.00	124,625.00	0.00
4580 Interest Expense-FORK(UB)	24,341.00	2,028.42	1,974.58	24,924.76	24,341.00	583.76
4580 Interest Expense-FORK(Seller Fin)	42,104.00	3,508.67	3,391.95	42,408.53	42,104.00	304.53
<b>Total General</b>	<b>339,170.00</b>	<b>28,264.17</b>	<b>39,792.52</b>	<b>348,418.63</b>	<b>339,170.00</b>	<b>9,248.63</b>
<b>TOTAL EXPENSES</b>	<b>993,839.00</b>	<b>82,819.92</b>	<b>89,560.52</b>	<b>835,904.49</b>	<b>993,839.00</b>	<b>(157,934.51)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>1,648,064.31</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>835,904.49</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>812,159.82</b>

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

  
 Nehemias Velez, FH Manager

1/15/21  
 Date

Please note P/I payments below:	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	221,100	221,100	0	130000
FH 2009/11 Go Bond Payment	449,625	449,625	0	325000
United Bank-Forkovitch Units	88,304	88,304	0	57170
Seller Financed-Forkovitch Family	111,172	<u>111,172</u>	<u>0</u>	60849
<b>Total</b>	<b>870,201</b>	<b>870,201</b>	<b>0</b>	

**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of December 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	8,794.00	98,387.00	78,892.00	19,495.00
3410 HAP Funding	110,000.00	9,166.67	8,591.00	103,192.00	110,000.00	(6,808.00)
3610 Interest (Replacement&Operatir	360.00	30.00	4.56	306.98	360.00	(53.02)
3690 Other Income-Laundry&Donatio	2,500.00	208.33	111.00	1,591.81	2,500.00	(908.19)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	0.00	2,600.00	2,500.00	100.00
<b>Total Receipts</b>	<b>194,252.00</b>	<b>16,187.67</b>	<b>17,500.56</b>	<b>206,077.79</b>	<b>194,252.00</b>	<b>11,825.79</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	17,592.00	1,466.00	2,223.63	20,597.37	17,592.00	3,005.37
4540 Adm Benefits	5,676.00	473.00	680.03	6,542.14	5,676.00	866.14
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	220.15	6,983.44	2,900.00	4,083.44
4190 Sundry-Management fees	10,000.00	833.33	914.45	10,577.80	10,000.00	577.80
4190 Sundry-HCC fees	6,100.00	508.33	0.00	6,375.70	6,100.00	275.70
<b>Total Administration</b>	<b>42,268.00</b>	<b>3,522.33</b>	<b>4,038.26</b>	<b>51,076.45</b>	<b>42,268.00</b>	<b>8,808.45</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	1,717.66	14,579.13	16,500.00	(1,920.87)
4240 Tenant Services-Client	1,500.00	125.00	0.00	350.00	1,500.00	(1,150.00)
<b>Total Tenant Serv.</b>	<b>18,000.00</b>	<b>1,500.00</b>	<b>1,717.66</b>	<b>14,929.13</b>	<b>18,000.00</b>	<b>(3,070.87)</b>
<b>Utilities:</b>						
4310 Water	4,000.00	333.33	355.41	4,305.60	4,000.00	305.60
4320 Electricity	20,000.00	1,666.67	1,287.39	16,569.87	20,000.00	(3,430.13)
4330 Gas	2,100.00	175.00	161.21	1,772.50	2,100.00	(327.50)
4390 Sewer	11,000.00	916.67	969.30	11,631.60	11,000.00	631.60
<b>Total Utilities</b>	<b>37,100.00</b>	<b>3,091.67</b>	<b>2,773.31</b>	<b>34,279.57</b>	<b>37,100.00</b>	<b>(2,820.43)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	9,669.00	805.75	1,016.15	10,241.78	9,669.00	572.78
4540 Maintenance Benefits	3,056.00	254.67	184.41	2,184.41	3,056.00	(871.59)
4420 Materials	2,500.00	208.33	92.06	1,767.88	2,500.00	(732.12)
4430 Contract Costs	16,500.00	1,375.00	705.12	9,459.03	16,500.00	(7,040.97)
<b>Total Maintenance</b>	<b>31,725.00</b>	<b>2,643.75</b>	<b>1,997.74</b>	<b>23,653.10</b>	<b>31,725.00</b>	<b>(8,071.90)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	5,200.00	433.33	244.96	2,742.28	5,200.00	(2,457.72)
4570 Collection Loss	0.00	0.00	0.00	11,123.80	0.00	11,123.80
4580 Interest Expense	16,380.00	1,365.00	1,365.00	16,380.00	16,380.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	12.12	24.00	(11.88)
1162 Replacement Reserve Acct	9,000.00	750.00	750.00	9,000.00	9,000.00	0.00
<b>Total General Exp</b>	<b>30,604.00</b>	<b>2,550.33</b>	<b>2,360.97</b>	<b>39,258.20</b>	<b>30,604.00</b>	<b>8,654.20</b>
<b>TOTAL EXPENSES</b>	<b>159,697.00</b>	<b>13,308.08</b>	<b>12,887.94</b>	<b>163,196.45</b>	<b>159,697.00</b>	<b>3,499.45</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>206,077.79</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>163,196.45</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>42,881.34</b>

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

  
Sandra Lowther, Commerce Village Manager

1/12/2021  
Date

## MOVING TO WORK AMENDMENT TO ANNUAL CONTRIBUTIONS CONTRACT(S)

**Section 1.** This Moving to Work (MTW) Amendment to the Annual Contributions Contract(s) (MTW ACC Amendment) is entered into between the United States Department of Housing and Urban Development (“HUD”) and Harrisonburg Redevelopment & Housing Authority (the “Public Housing Agency, “PHA”).

**Section 2.** This MTW ACC Amendment is an amendment to any Annual Contributions Contract(s) (“ACC”) or Annual Contributions Terms and Conditions (“ACC”) in effect between the PHA and HUD for the Public Housing and Housing Choice Voucher programs.

**Section 3.** The ACC is amended in connection with the PHA’s designation as a participant in the expansion of the MTW demonstration pursuant to Section 239 of the Consolidated Appropriations Act, 2016, P.L. 114-113; 129 Stat. 2897 (2016 MTW Expansion Statute) and Section 204 of the Departments of Veterans Affairs and Housing and Urban Development and Independent Agencies Appropriations Act, 1996, P.L. 104-134; 110 Stat. 1321-281 (1996 MTW statute). The PHA’s participation in the expansion of the MTW demonstration shall be governed by the MTW Operations Notice for the Expansion of the Moving to Work Demonstration as it is issued as it and may be amended in the future, or any successor notice issued by HUD. (“the MTW Operations Notice”).

**Section 4.** The term of this amendment shall be for 20 years from the beginning of the PHA’s first full fiscal year following execution by the PHA and HUD; or, until termination of this amendment, whichever is sooner.

### **Section 5.** Requirements and Covenants

(A) As a participant in the MTW demonstration, the PHA must operate in accordance with the express terms and conditions set forth in the MTW Operations Notice. The MTW Operations Notice may be superseded or amended by HUD at any time during the twenty-year MTW term.

(B) The PHA will cooperate fully with HUD and its contractors for the duration of the HUD-sponsored evaluation of the cohort of the MTW Expansion for which the PHA was selected and shall comply with all aspects of its Cohort Study as outlined in the selection notice under which the PHA was designated.

(C) The PHA is only exempted from specific provisions of the Housing Act of 1937 (“the Act”) and its implementing regulations as specified in the MTW Operations Notice. Each such exemption also extends to subregulatory guidance to the extent that the subregulatory guidance implements the provisions of the Act or its implementing regulations exempted pursuant to the MTW Operations Notice. The PHA remains subject to all other applicable requirements including, but not limited to, those in Title 24 of the Code of Federal Regulations and Title 42 of the U.S. Code, Appropriations Acts,

Annual Contributions Contracts, notices of funding availability under which the PHA has received funds, and the applicable requirements listed in the MTW Operations Notice (collectively, “the Requirements”), as they may be amended or implemented in the future. Accordingly, if any Requirement, other than the provisions of the Act and its implementing regulatory requirements or subregulatory guidance exempted pursuant to this MTW ACC Amendment and the MTW Operations Notice, conflicts with any exemption or authorization granted by this MTW ACC Amendment, the MTW Agency remains subject to that Requirement.

**Section 6.** At least one year prior to expiration of this MTW ACC Amendment<sup>1</sup>, the PHA shall submit a transition plan to HUD. It is the PHA’s responsibility to be able to end all MTW activities that it has implemented through its MTW Supplement to the PHA Plan upon expiration of this MTW ACC Amendment. The transition plan shall describe plans for phasing out such activities. The plan may also include any proposals of authorizations/features of the ACC Amendment and the MTW Operations Notice that the PHA wishes to continue beyond the expiration of the MTW ACC Amendment. The PHA shall specify the proposed duration and shall provide justification for extension of such authorization/features. HUD will review and respond to timely-submitted transition plans from the PHA in writing within 75-days or they are deemed approved. Only authorizations/features specifically approved for extension shall continue beyond the term of the MTW ACC Amendment. The extended features shall remain in effect only for the duration and in the manner specified in the approved transition plan and be subject to any necessary ACC Amendments as required by HUD.

**Section 7. Termination and Default**

(A) If the PHA violates or fails to comply with any requirement or provision of the ACC, including this amendment, HUD is authorized to take any corrective or remedial action described in this Section 7 for PHA default or any other right or remedy existing under applicable law, or available at equity. HUD will give the PHA written notice of any default, which shall identify with specificity the measures, which the PHA must take to cure the default and provide a specific time frame for the PHA to cure the default, taking into consideration the nature of the default. The PHA will have the opportunity to cure such default within the specified period after the date of said notice, or to demonstrate within 10 days after the date of said notice, by submitting substantial evidence satisfactory to HUD, that it is not in default. However, in cases involving clear and apparent fraud, serious criminal behavior, or emergency conditions that pose an imminent threat to life, health, or safety, if HUD, in its sole discretion, determines that immediate action is necessary it may institute the remedies under Section 7(B) of this MTW ACC Amendment without giving the PHA the opportunity to cure.

(B) If the PHA is in default of this MTW ACC Amendment and/or the

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<sup>1</sup> Should the PHA receive an extension(s) of its MTW participation (e.g. by extension or replacement of its MTW ACC Amendment) the transition plan will be due one year prior to the end of the extension(s).

MTW Operations Notice and the default has not been cured, HUD may, undertake any one or all remedies available by law, including but not limited to the following:

- i. Require additional reporting by the PHA on the deficient areas and the steps being taken to address the deficiencies;
- ii. Require the PHA to prepare and follow a HUD-approved schedule of actions and/or a management plan for properly completing the activities approved under this MTW ACC Amendment;
- iii. Suspend the MTW waiver authorization for the affected activities;
- iv. Require reimbursement by the PHA to HUD for amounts used in violation of this MTW ACC Amendment;
- v. Terminate this MTW ACC Amendment and require the PHA to transition out of MTW;
- vi. Restrict a PHA's ability to use its MTW funding flexibly; and/or
- vii. Take any other corrective or remedial action legally available.

(C) The PHA may choose to terminate this MTW ACC Amendment at any time. Upon HUD's receipt of written notification from the PHA and a copy of a resolution approving termination from its governing board, termination will be effective. The PHA will then begin to transition out of MTW and will work with HUD to establish an orderly phase-out of MTW activities, consistent with Section 6 of this MTW ACC Amendment.

(D) Nothing contained in this ACC Amendment shall prohibit or limit HUD from the exercise of any other right or remedy existing under any ACC or available under applicable law. HUD's exercise or non-exercise of any right or remedy under this amendment shall not be construed as a waiver of HUD's right to exercise that or any other right or remedy at any time.

**Section 8.** Notwithstanding any provision set forth in this MTW ACC Amendment, any future law that conflicts with any provision of this ACC Amendment, as determined by HUD, shall not be deemed to be a breach of this ACC Amendment. Nor shall HUD's execution of any future law be deemed a breach of this ACC Amendment. Any future laws affecting the PHA's funding, even if that future law causes a decrease in the PHA's funding, shall not be deemed a breach of this ACC Amendment. No future law or HUD's execution thereof shall serve as a basis for a breach of contract claim in any court.

**Section 9.** If any clause, or portion of a clause, in this Agreement is considered invalid under the rule of law, it shall be regarded as stricken while the remainder of this Agreement shall continue to be in full effect.

In consideration of the foregoing covenants, the parties do hereby execute this MTW ACC  
Amendment:

PHA

\_\_\_\_\_

By: Michael G. Wong \_\_\_\_\_

Its: Executive Director \_\_\_\_\_

Date: 01/11/2021 \_\_\_\_\_

UNITED STATES DEPARTMENT OF HOUSING AND  
URBAN DEVELOPMENT

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_



## MTW Expansion – Potential Implementation Timeline

The timeline examples below show the essential steps to be completed.

Key Milestones/ Potential Timeline Options	Receive Selection Letter	Step 1: ACC Executed	Step 2: Finance	Step 3: Public Process	Step 4: Submit MTW Supplement	Step 5: Migrate IMS-PIC data	Step 6: Coordinate w. PD&R, Set up Research & Train Staff	Step 7: Receive Approval and Begin Implementation
PHA A	1/8/21	March	April	May/June	July	August	Sept	Sept/Oct
PHA B	1/8/21	May	June	July/August	September	October	November	November/Dec
PHA C	1/8/21	July	August	September/Oct	November	December	January	February

**NOTE:** Although the timelines for each PHA may vary, the order of steps 1-7 will remain the same for all; however, steps 1, 2, and 3 could happen simultaneously and potentially shorten the overall timeline.

<p><b>Step 1: Complete &amp; Execute the MTW ACC Amendment</b></p> <ul style="list-style-type: none"> <li>Review the MTW ACC Amendment with PHA Board</li> <li>Receive PHA Board approval, sign, and submit the MTW ACC Amendment to HUD</li> <li>HUD will review, sign (aka execute) and date the MTW ACC Amendment and return it to the PHA.</li> <li>This execution of the MTW ACC Amendment will be the PHA’s official entry date to the MTW Demonstration Program</li> </ul>	<p><b>Step 2: Prepare your Agency’s Finances</b></p> <p>* See the “Helpful Resources” page</p> <p>Remember, that the PHA cannot use funds flexibly until the <u>1<sup>st</sup> of the month, following</u>, the date that MTW ACC Amendment is executed by HUD.</p> <p>MTW PHAs are subject to 2 CFR Part 200 requirements.</p> <p>Review Substantially the Same (STS) Considerations</p>	<p><b>Step 3: Conduct Public Process and Complete Development of your PHA’s MTW Supplement to the Annual PHA Plan</b></p> <ul style="list-style-type: none"> <li>Develop and complete the initial research for the MTW Activities that the PHA has determined it intends to implement.</li> <li>Hold Public Hearings regarding the Supplement, discuss potential MTW activities with program participants, gather public feedback and finalize the PHA’s program.</li> </ul>
<p><b>Step 4: Submit the MTW Supplement</b></p> <ul style="list-style-type: none"> <li>Complete and submit the PHA MTW Supplement with the PHAs MTW Annual Plan</li> </ul>	<p><b>Step 5: Migrate HUD-50058 and building and unit data to PIC-NG</b></p> <ul style="list-style-type: none"> <li>Examine and ensure all active households are in IMS-PIC with the most recent action</li> <li>Examine building and unit data, to ensure all is correct</li> </ul>	<p><b>Step 6: Set up Research, Coordinate with PD&amp;R, Train PHA staff</b></p> <ul style="list-style-type: none"> <li>Attend Meetings with PD&amp;R and set up research on MTW Activities</li> <li>Train PHA staff on MTW Activities and Hardship policies</li> </ul>
<p><b>Step 7: Receive Approval of MTW Supplement from HUD and FO</b></p> <p style="text-align: center;">Begin Implementation</p>		

Tuesday, November 18, 2020

To: Harrisonburg Redevelopment & Housing Authority

From: Aaron Myers and Sonya Myers

Subject: Proposal for the property at 315 Broad Street

Since our last communication, we have gone through having an inspection and appraisal of the property located at 315 Broad Street, Harrisonburg. After reviewing the inspection report, we propose an offer of \$75,000 to purchase the property at 315 Broad Street. We believe this is a fair and equitable price point, given the many deficiencies cited in the inspection report.

We are available to discuss this proposal as well as show documents from the inspection as necessary.

Thanks, and we look forward to hearing from you soon. We can be reached at 540-607-8602.  
Sincerely,

Aaron and Sonya Myers

To Whom It May Concern,

I am writing this letter on behalf of my niece Sonya Myers as she is not able to do so due to her learning disabilities.

First, we would like to thank the Board for a quick response to our initial email proposal regarding the property located at 315 Broad Street. However, I must admit we are shocked at the purchase/sale price proposed by the Board of \$140,000.00 or the monthly rent rate of \$1,000 per month for several reasons:

**Reason #1.**

- Ellen Myers was enrolled in the housing program that gave tenants the option-to-buy. The family knew she was in the program, and Michael Wong confirmed that Ellen was in the program. However, he said she had gotten out of the program but was not able to produce said documents indicating as such. Ellen moved into the house on Broad Street when she was displaced due to renovations of the apartments in Lincoln Circle in 1991. By our calculations, Ellen has paid a significant proportion of cost of the house over the last 20-30 years.

**Reason #2.**

- Michael Wong initially provided the family with a verbal housing proposal of \$82,000.00 so the increase of nearly \$60k. is also a bit of a shock.

**Reason #3.**

- The proposed price is 150% increase of the current monthly rental rate of \$400. With such a dramatic and sudden increase of rent Sonya will not be able to afford the rent.

**Reason #4.**

- Aaron Myers and Sonya Myers recently had an inspection that indicates the work that is needed on the house. The documents are available upon request.

There is a lot of work that needs to be done to get the house in livable conditions either for a renter or a homeowner. Sonya has a learning disability and as previously mentioned, lived her mom, Ellen in the house on Broad Street for nearly thirty years. We are hoping to minimally come to a resolution that will allow Sonya to continue to stay in the residence at 315 Broad Street until all other items are sorted and resolved.

Thanks in advance for your time and consideration.

For convenience, please see our proposal attached.

Sincerely,

Aaron Myers and Meldorise Jordan, on behalf of Sonya Myers

## Michael Wong

---

**From:** Michael Wong  
**Sent:** Tuesday, December 8, 2020 3:53 PM  
**To:** 'aamyers6@gmail.com'  
**Subject:** RE: Proposal 315 Broad Street and HRHA Board Response

Hi Ms. Jordan,


I will share the proposal with the board at the next meeting. Our next board meeting is not until January 20, 2021. The board unanimously approved the offer so I am unsure if they are willing to further negotiate.

We were unable to identify any documentation concerning your below comments about an option to purchase or lease purchase. The Housing Authority did not run a lease purchase program at that time. Do you have any documentation? The only documentation we have is the lease.

To clarify, I did not provide any verbal offer and related that any decision concerning the property is the Board of Commissioners. I asked that you provide a offer and related that the property on our records is \$82,000.00.

What is the status of the property, we have heard through a commissioner that the unit is vacant? Can you also provide a status on the rent payment for December, we receive the October and November payments late.

Let me know if you have any questions,

Michael G. Wong  
Executive Director  
Harrisonburg Redevelopment and Housing Authority  
540-434-7386  
 Harrisonburg Redevelopment &  
Housing Authority

**From:** aamyers6@gmail.com [mailto:aamyers6@gmail.com]  
**Sent:** Monday, December 7, 2020 12:03 PM  
**To:** Michael Wong <wongway@harrisonburgrha.com>  
**Subject:** Fwd: Proposal 315 Broad Street and HRHA Board Response

Sent from my iPhone

Begin forwarded message:

**From:** Kish Jordan <kish.jordan@gmail.com>  
**Date:** December 6, 2020 at 11:55:54 PM EST  
**To:** aamyers6@gmail.com, jordanjirehl <jordanjirehl@aol.com>  
**Subject:** Proposal 315 Broad Street and HRHA Board Response

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

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	0	76
New Applications Taken	0	5

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	3	0	3
# of Tenants who moved in	4	0	4
# of Tenants who moved out	2	0	2
# 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%
<b>Total Number of Units Leased: <u>58</u></b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$27,163.45		
Delinquent Accounts By Age	30 2	60 4	>60 4
Security Deposits Held	\$13,783.06		
Pet Deposits Held	\$1,725.00		
Rent Billed	\$13,579.46		
Rent Collected	\$14,521.49		

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

12-01-2020  
Date

Lineweaver Annex Program Management Report...  
Month of November 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	3
# of Tenants who transferred	0
# of Legal Notices	0
# of Unlawful Detainers	0

**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 57</b>		

**Tenant Accounts Receivable**

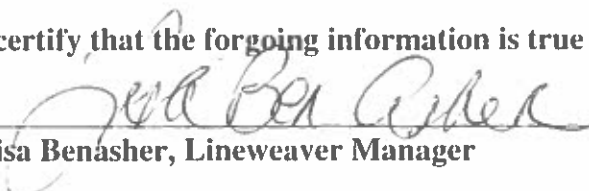
Accounts Receivable at end of Month	<b>\$32,573.86</b>		
Delinquent Accounts By Age	<b>30 1</b>	<b>60 5</b>	<b>&gt;60 2</b>
Security Deposits Held	<b>\$27,399.76</b>		
Pet Deposits Held	<b>\$1,250.00</b>		
Rent Billed	<b>\$16,127.00</b>		
Rent Collected	<b>\$15,848.67</b>		

<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 forgoing information is true and correct to the best of my knowledge and belief.

  
Lisa Benasher, Lineweaver Manager

12-1-2020  
Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF NOVEMBER 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>1</u>	<u>2</u>	<u>6</u>	<u>0</u>	<u>0</u>	<u>9</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</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>2</u>	<u>0</u>	<u>0</u>	<u>2</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>
# of Legal Notices	<u>6</u>	<u>12</u>	<u>17</u>	<u>4</u>	<u>1</u>	<u>40</u>
# of Unlawful Detainers	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</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>5</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5</u>

**2.) Occupancy:**

TOTAL NUMBER OF UNITS LEASED: 120

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$118,086.00</u>
Rent Billed	<u>\$128,244.40</u>
Rent Collected	<u>\$123,896.21</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>1,022</u> applicants.	<u>328</u>	<u>397</u>	<u>182</u>	<u>092</u>	<u>023</u>

**5.) Inspections:**

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

6.) Management:

Comments on any problems experienced during the month:

Franklin Heights, LLC (FH) had two evictions for 3BRs and a transfer to 3BRs unit for the month of November 2020. FH started taking applications effective November 01, 2018, but the waiting list was purged effective August 2020.

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

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

12/22/20  
Date



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

**1.) Marketing:**

	<u>1 BDR VASH</u>	<u>1 BDR 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>\$(797.00)</u>
Number of Delinquent Accounts by Age:	30:1      60: <u>0</u> 90+: <u>0</u>
Security and Pet Deposits Held:	<u>\$15,346.00</u>
Rent Billed	<u>\$17,305.00</u>
Rent Collected	<u>\$15,377.00</u>

**4.) Applications:**

Currently on the Waiting List      366

**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

\_\_\_\_\_

## FAMILY SELF- SUFFICIENCY PROGRAM REPORT

### Monthly Report –November 2020

#### HCV PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 29	Enrolled in ESL: 0	Positive Escrow Balances: 23
Employed: 15	Enrolled in Continuing Ed: 1	Earning Monthly Escrow: 9
Unemployed/Furlough : 13	Started this month: 0	Interim Escrow Withdrawals: 2
Medical Leave/Disability: 1		Increase in Earning Escrow: 3
Maternity Leave: N/A		Decrease in Earning Escrow: 1
		Newly Earning Escrow: 2

#### FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 38	Enrolled in ESL: 1	Positive Escrow Balances: 19
Employed: 20	Enrolled in Continuing Ed.:3	Earning Monthly Escrow: 8
Unemployed/Furlough: 17	Started this month: 0	Newly Earning Escrow: 3
Medical Leave/ Disability: 0		Interim Escrow Withdrawals: 0
New job this month: 0		Increase in Earning Escrow: 5
Maternity Leave: 1		Decrease in Earning Escrow: 1

#### HARRISON HEIGHTS

Employment	Education/Training	Escrow
In Program: 17	Enrolled in ESL: 1	Positive Escrow Balances: 12
Employed: 5	GED: 1	Earning Monthly Escrow: 4
Unemployed/Furlough:12	Enrolled in Continuing Ed:2	Newly Earning Escrow: 0
Medical Leave/Disability: 0	Started this month: 0	Escrow Increases: 1
Maternity Leave: 1		Interim Escrow Withdrawals: 0
New job this month: 0		

## Accomplishments

1 participant G. Jones received donated vehicle through Way2Go. FSS coordinators set up Giving Tree at Agora Market and the Valley Mall.

Date: 11/30/2020 FSS Coordinator: Zoe Parakuo

FSS Coordinator: Everett Brubaker

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as November 30, 2020**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$442,606.21
		Total	<b>\$442,606.21</b>
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$110,197.89	
	Housing Choice Voucher Program	\$52,399.47	
	Commerce Village, LLC	\$9,577.23	
	Franklin Heights, LLC-Operating Expenses	\$55,330.61	
	Franklin Heights, LLC-Debt Servicing	\$140,000.00	
		<b>\$367,505.20</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	SunTrust-Checking Account		\$786,538.78
	United Bank-FSS Escrow for participants		\$117,768.96
		Total	<b>\$904,307.74</b>

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$45,554.12
		Total	<b>\$45,554.12</b>

**ALL PROGRAMS-FH, LW, JRL**

Cash:	United Bank-Security Deposit Account		<b>\$191,116.20</b>
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**COMPONENT UNITS**

**Franklin Heights, LLC**

Cash:	United Bank-Checking Account		<b>\$23,387.80</b>
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**Commerce Village, LLC**

Cash:	First Bank & Trust		<b>\$164,566.57</b>
	BB&T-Operating Reseve Account		<b>\$130,725.95</b>

<b><u>Grand Total</u></b>	<b><u>\$1,902,264.59</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as November 30, 2020**

**Franklin Heights, LLC**

Income	\$	1,398,433.16
Expenses	\$	(705,382.44)
Less: Principal Payments	\$	(552,219.48)
Total	\$	140,831.24

**J.R. POLLY LINEWEAVER APARTMENTS**

Income	\$	373,926.62
Expenses	\$	(296,600.72)
Total	\$	77,325.90
Add: Service Coordinator Grant Funds	\$	7,333.00
Less: Service Coordinator Grant Expenses	\$	(43,844.00)
	\$	(36,511.00)
Profit (Loss)/Gain	\$	40,814.90
Less: Principal Payments	\$	(114,626.27)
Total	\$	(73,811.37)

**HOUSING CHOICE VOUCHER PROGRAM  
MANAGEMENT REPORT FOR 1/20/21 BOARD MEETING  
SUMMARY OF DECEMBER 2020**

**1. HCV Waiting List (as of 12/31/20)**

	1 BR	2 BR	3 BR	4BR	5+ BR	Total
Applications by Unit Size	368	519	402	149	24	1,472
New Applicants This Month	42	55	26	14	3	140

**2. Voucher Utilization (as of 12/31/20)**

	FUP	NED	TP	HCV	PBV Franklin Heights	PBV VASH Commerce Village	MS5	Total	Percent
<b>MANDATED TOTAL</b>	<b>50</b>	<b>170</b>	<b>8</b>	<b>486</b>	<b>129</b>	<b>15</b>	<b>98*</b>	<b>956</b>	<b>100.0</b>
<b>Leased</b>	<b>34</b> 68%	<b>142</b> 84%	<b>8</b> 100%	<b>427</b> 90%	<b>122</b> 94%	<b>15</b> 100%	<b>50</b> 51%	<b>798</b>	<b>83.4</b>
• Commerce Village		2		11		15	1	30	
• Franklin Heights					122			122	
• Lineweaver Annex		23		21			10	54	
• Private	33	117	8	394			38	590	
• Portability Billing	1			2			1	4	
Searching	13	22	0	25	-	-	33	93	9.7
Available	3	6	0	34	7	0	15	65	6.9

**3. Currently Searching Voucher Details (as of 12/31/20)**

Voucher Size	# Households	Average Days Searching
1	56	177
2	22	129
3	14	106
4+	2	53

**4. Household Certifications & Voucher Updates**

	March	April	May	June	July	Aug	Sept	Oct	Dec
<b>Voucher Updates</b>									
• Issued	8	8	14	33	18	16	8	17	11
• Extended	2	5	3	10	15	16	24	35	42
• Expired	0	0	1	0	2	14	2	2	11
Rent Increases (excludes FH)	23	16	23	23	27	27	22	19	19
Unit Changes	1	0	5	0	5	3	3	6	2
New Admissions	7	0	3	9	6	7	6	10	6
Port In	0	0	2	2	1	2	0	1	0
<b>Interims</b>	<b>70</b>	<b>102</b>	<b>66</b>	<b>31</b>	<b>78</b>	<b>62</b>	<b>69</b>	<b>48</b>	<b>50</b>
• Decrease	40	72	54	22	23	20	31	17	15
• Increase	21	23	3		46	27	29	18	28
• HH Change/Other	9	7	9	9	9	15	9	13	7
<b>Annuals</b>	<b>56</b>	<b>57</b>	<b>56</b>	<b>70</b>	<b>67</b>	<b>68</b>	<b>67</b>	<b>51</b>	<b>67</b>
<b>Terminations</b>	<b>10</b>	<b>3</b>	<b>4</b>	<b>8</b>	<b>3</b>	<b>4</b>	<b>7</b>	<b>5</b>	<b>6</b>
• Gave up voucher	3		2	5	1	3	3	1	3
• Deceased	1		2	1	1	1	2	1	1
• 6 months full rent	1						0	1	1
• Other	5	3		2	1		2	2	1

5. Inspections Completed in December: 4

6. Voucher Caseload (12/31)

- Jon Myers 260; Kim Ashlin 246; Kristin Derflinger 270; Sandra Lowther 30 (Total: 806)

7. PIC Submission: 100%

8. HAP Expenditures

	March	April	May	June	July	August	Oct	Dec
Total HAP Expenditures*	474,305	490,169	512,062	517,782	510,607	502,831	491608	484592
Leased Vouchers (month end)**	812	804	800	802	802	806	798	798
Average Per Unit Cost (\$)	584.12	609.66	640.08	645.61	636.67	623.86	616.05	607.25

\* Includes mainstream vouchers

\*\* Mainstream vouchers are counted at the first of the month

Landlords using Assistance Connect Portal: 45 as of 1/15/21

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



Elizabeth Webb, HCV Manager

January 15, 2021  
Date



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

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	0	70
New Applications Taken	0	16

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	4	0	4
# 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	0	0	0
# of Unlawful Detainers	0	0	0

**Occupancy**

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

**Tenant Accounts Receivable**


Accounts Receivable at end of Month	\$20,155.67		
Delinquent Accounts By Age	30 7	60 7	>60 7
Security Deposits Held	\$13,543.52		
Pet Deposits Held	\$1,575.00		
Rent Billed	\$15,498.28		
Rent Collected	\$15,232.14		

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

1-4-2021  
Date

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

**Applications**

Currently On Waiting List	<b>100</b>
New Applications Taken	<b>16</b>

**Marketing**

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

**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 58</b>		

**Tenant Accounts Receivable**


Accounts Receivable at end of Month	<b>\$26,767.23</b>		
Delinquent Accounts By Age	<b>30 4</b>	<b>60 4</b>	<b>&gt;60 3</b>
Security Deposits Held	<b>\$27,766.42</b>		
Pet Deposits Held	<b>\$1,250.00</b>		
Rent Billed	<b>\$16,651.00</b>		
Rent Collected	<b>\$17,603.67</b>		

<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 forgoing information is true and correct to the best of my knowledge and belief.

  
Lisa Benasher, Lineweaver Manager

1-4-2021  
Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF DECEMBER 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>2</u>	<u>4</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>10</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>
# of Tenants who moved out	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>
# of Tenants evicted	<u>1</u>	<u>0</u>	<u>0</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>4</u>	<u>12</u>	<u>12</u>	<u>2</u>	<u>1</u>	<u>31</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</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>5</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5</u>

**2.) Occupancy:**

TOTAL NUMBER OF UNITS LEASED: 119

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$118,739.00</u>
Rent Billed	<u>\$129,823.60</u>
Rent Collected	<u>\$130,575.81</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>1,111</u> applicants.	<u>358</u>	<u>431</u>	<u>201</u>	<u>097</u>	<u>024</u>

**5.) Inspections:**


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

6.) **Management:**

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

Franklin Heights, LLC (FH) had one eviction for 1BR, two move-ins for three BRS, and two move-outs for 2BRs unit for the month of December 2020. FH started taking applications effective November 01, 2018, but the waiting list was purged effective August 2020.

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

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

1/15/21  
Date

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

**1.) Marketing:**

	<u>1 BDR VASH</u>	<u>1 BDR 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>\$859.00</u>
Number of Delinquent Accounts by Age:	30:1      60: <u>1</u> 90+: <u>0</u>
Security and Pet Deposits Held:	<u>\$15,346.00</u>
Rent Billed	<u>\$17,385.00</u>
Rent Collected	<u>\$15,907.00</u>

**4.) Applications:**

Currently on the Waiting List      426

**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

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## FAMILY SELF- SUFFICIENCY PROGRAM REPORT

### Monthly Report –December 2020

#### HCV PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 29	Enrolled in ESL: 0	Positive Escrow Balances: 24
Employed: 15	Enrolled in Continuing Ed: 1	Earning Monthly Escrow: 9
Unemployed/Furlough : 13	Started this month: 0	Interim Escrow Withdrawals: 2
Medical Leave/Disability: 1		Increase in Earning Escrow: 2
Maternity Leave: N/A		Decrease in Earning Escrow: 1
		Newly Earning Escrow: 1

#### FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 38	Enrolled in ESL: 1	Positive Escrow Balances: 19
Employed: 21	Enrolled in Continuing Ed.:3	Earning Monthly Escrow: 13
Unemployed/Furlough: 16	Started this month: 0	Newly Earning Escrow: 3
Medical Leave/ Disability: 0		Interim Escrow Withdrawals: 0
New job this month: 0		Increase in Earning Escrow: 4
Maternity Leave: 1		Decrease in Earning Escrow: 1

#### HARRISON HEIGHTS

Employment	Education/Training	Escrow
In Program: 18	Enrolled in ESL: 1	Positive Escrow Balances: 12
Employed: 8	GED: 1	Earning Monthly Escrow: 3
Unemployed/Furlough:10	Enrolled in Continuing Ed:2	Newly Earning Escrow: 0
Medical Leave/Disability: 0	Started this month: 1	Escrow Increases:
Maternity Leave: 1		Interim Escrow Withdrawals: 0
New job this month: 3		

## Accomplishments

J. Isemann received van through Way2Go, New Partnership with Agora market with the Giving Tree this year.  
39 families (90) children received donated Christmas gifts.

2 EAGER shuttle referrals, 1 workforce center referral, 1 new participant

Date: 12/31/2020 FSS Coordinator: Zoe Parakuo

FSS Coordinator: Everett Brubaker

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as December 31, 2020**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$553,946.41
		Total	\$553,946.41
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$63,853.75	
	Housing Choice Voucher Program	\$0.00	
	Commerce Village, LLC	\$0.00	
	Franklin Heights, LLC-Operating Expenses	\$85,017.56	
	Franklin Heights, LLC-Debt Servicing	\$35,000.00	
		<b>\$183,871.31</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	SunTrust-Checking Account		\$713,573.41
	United Bank-FSS Escrow for participants		\$120,544.68
		Total	\$834,118.09

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$0.00
		Total	\$0.00

**ALL PROGRAMS-FH, LW, JRL**

Cash:	United Bank-Security Deposit Account		\$179,296.99
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**COMPONENT UNITS**

**Franklin Heights, LLC**

Cash:	United Bank-Checking Account		\$0.00
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**Commerce Village, LLC**

Cash:	First Bank & Trust		\$160,992.22
	BB&T-Operating Reseve Account		\$130,727.06

	<b><u>Grand Total</u></b>		<b><u>\$1,859,080.77</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as December 31, 2020**

**Franklin Heights, LLC**

Income	\$	1,648,064.31
Expenses	\$	(835,904.49)
Less: Principal Payments	\$	(573,019.00)
Total	\$	239,140.82

**J.R. POLLY LINEWEAVER APARTMENTS**

Income	\$	445,134.41
Expenses	\$	(361,940.75)
Total	\$	83,193.66
Add: Service Coordinator Grant Funds	\$	66,682.85
Less: Service Coordinator Grant Expenses	\$	(61,333.24)
	\$	5,349.61
Profit (Loss)/Gain	\$	88,543.27
Less: Principal Payments	\$	(139,055.43)
Total	\$	(50,512.16)

## 2020 Tenant/Community Complaint Tracking Record

Date	Time	Originator	Content	Response
11/24/2020	1:55 PM	Dany Fleming	Mice infestation unit 255	12/4/2020