



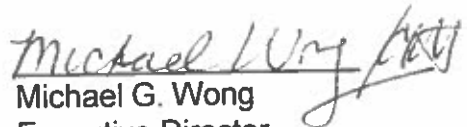
# Harrisonburg Redevelopment & Housing Authority

P.O. BOX 1071 + HARRISONBURG, VA 22803

Phone/VTD 540-434-7386 + Fax 540-432-1113

April 16, 2021

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, April 21, 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

HARRIA 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  
April 21, 2021

- I. Call to order and determination of quorum
- II. Review and Approval of Minutes
  - March 17, 2021
- III. Review and Approval Financial Statements
  - March 2021
- IV. Reports
  - A. Executive Director
    1. Public Comment
    2. Resolution Consenting to the Issuance of Bonds by the Suffolk Redevelopment and Housing Authority
    3. Lineweaver Annex Renovation-Grant application for ASHN and HEIL Funding
    4. Presentation City of Harrisonburg Housing Study: Amy Snider, Assistant to the City Manager
  - 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. Update Online Grievance and Feedback:  
<https://harrisonburgrha.com/hrha-feedback-form/>
  - 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
      - a. Tree Complaint-Karen Thomas 4/9/2021

## MINUTES

Regular Meeting  
March 17, 2021

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on Wednesday March 17 at 4:00 p.m., at the City of Harrisonburg Hall Chambers located at 409 South Main Street, Harrisonburg Virginia.

Those present were:

Costella Forney, Vice Chair  
Dany Fleming, Commissioner  
Scott Gallagher, Commissioner  
Christine Fasching Maphis, Commissioner  
Gil Colman, Commissioner  
Luciano Benjamin, Commissioner  
Kevin Coffman, Commissioner\*

Also present were:

Michael G. Wong, Executive Director  
Melisa Michelsen, Attorney

\*Participating remotely from his home residence

The Regular Meeting was called to order and quorum declared present by Dany Fleming Chair. Mr. Wong then presented the February 17<sup>th</sup> and March 2<sup>nd</sup> minutes for consideration of approval. After a period of discussion, Commissioner Benjamin seconded by Commissioner Fasching Maphis made the motion for approval of the February 17<sup>th</sup> meeting minutes. The motion was unanimously approved. Commissioner Gallagher seconded by Commissioner Benjamin then made the motion approving the March 2<sup>nd</sup> special meeting. The motion was unanimously approved.

Mr. Wong then presented the February financials for consideration of approval. After a period of discussion, Commissioner Fasching Maphis seconded by Vice Chair Forney made the motion for approval. The motion was unanimously approved.

Chairperson Fleming then opened the floor for general public comment. Stephanie Stotts, Lineweaver Apartments related of concerns with hourly staff having keys to apartments and of concern of racial prejudice by staff. No other public comment was received.

Mr. Wong then introduced Dr. Lisa McGuire James Madison University and Dr. Sam Nickels, Our Community Place concerning their completion of a Lineweaver apartments satisfaction survey conducted in October 2020. He expressed his appreciation for their work and of staff reviewing the recommendations and identifying next steps. He stated of the belief that the survey provides a baseline that HRHA can measure its tenant satisfaction. Dr. Nickels and Dr. McGuire then provided an overview of the survey results

and reviewed the recommendations with the Board. After a period of discussion, the Board expressed its thanks for their assistance. No actions were taken from this presentation.

Mr. Wong then presented the 2020 Commerce Village audit for approval. He related of the audit identifying no findings or recommendations. After a period of discussion, Commissioner Colman seconded by Vice Chair Forney made the motion approving the audit. The audit was unanimously approved.

Mr. Wong then presented a monitoring review of HRHA's Homeless Solutions Grant funding. He related of the review identifying no findings or issues to address. No action was taken on the review update.

Mr. Wong then related of the need to establish annual board members for the Shenandoah Housing Corporation and the Lineweaver Annex Corporation. He related of these corporations being instruments of the Authority which have been used to access certain funding opportunities. He stated of some of the uses included the development of the Lineweaver Annex and Commerce Village housing. Melisa Michelsen related that directors are protected by the Public Officers and Directors immunity clause unless significant negligence occurs. Mr. Wong related of the Authority carrying Director and Officers liability insurance of 2 million dollars. After a period of discussion, the Commissioners approved the agreement of the annual meeting for the board of Directors for the Shenandoah Housing Corporation and the Lineweaver Annex Corporation.

Mr. Wong then provide a brief update on program initiatives. Under new business, Commissioner Benjamin related of an interest in establishing on the Authority's website an online feedback option and grievance form to improve access and ease of use. He related of also concerns with the language accessibility issues with the website. Mr. Wong related of doing a brief scan of other agencies websites and found several that did have online feedback options but no online grievance. He related that due to HUD regulations, any changes to the grievance process will need to go through a public comment process. After a period of discussion, the board requested that Mr. Wong explore establishing an online grievance process and develop a feedback form for review at the April meeting.

Mr. Wong then provided a brief update and overview of the program reports. Commissioner Gallagher seconded by Commissioner Fasching Maphis then made the motion to approve the management reports. The motion was unanimously approved. Commissioner Gallagher seconded by Vice Chair Forney made the motion to adjourn. The motion was unanimously approved.

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Michael G. Wong  
Executive Director

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Dany Fleming  
Chair

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2021**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3410 HMIS COC Homelessness Grant-18	84,072.00	7,006.00	0.00	0.00	14,012.00	(14,012.00)
3410 VHSP-VA Hsg Solutions Prgm Grant	59,391.00	4,949.25	3,885.33	3,885.33	9,898.50	(6,013.17)
3410 COC Planning Grant Funds	21,161.00	1,763.42	0.00	0.00	3,526.83	(3,526.83)
3410 VHSP-COVID-19 ESO Grant	0.00	0.00	0.00	23,074.00	0.00	23,074.00
3610 Interest Income	0.00	0.00	9.46	29.00	0.00	29.00
3690 Developer's Fees/Other Income	130,000.00	10,833.33	0.00	0.00	21,666.67	(21,666.67)
3690 Admin. Fees	0.00	0.00	0.00	0.00	0.00	0.00
3690 Application Fees	15,000.00	1,250.00	7,500.00	7,500.00	2,500.00	5,000.00
3690 Lease Income	4,800.00	400.00	0.00	400.00	800.00	(400.00)
3690 Management Fees-CV	10,000.00	833.33	902.88	2,646.67	1,666.67	980.00
3690 BPort Net Receipts	187,590.00	15,632.50	14,055.74	41,960.78	31,265.00	10,695.78
3690 Lineweaver Apts. Net Receipts	378,740.00	31,561.67	31,386.75	92,496.80	63,123.33	29,373.47
<b>Total Receipts</b>	<b>890,754.00</b>	<b>74,229.50</b>	<b>57,740.16</b>	<b>171,992.58</b>	<b>148,459.00</b>	<b>23,533.58</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	136,850.00	11,404.17	11,768.53	33,737.34	22,808.33	10,929.01
4540 Adm Benefits	41,900.00	3,491.67	3,229.82	6,637.80	6,983.33	(345.53)
4130 Legal Expense	5,000.00	416.67	4,397.40	6,273.40	833.33	5,440.07
4140 Staff Training	3,000.00	250.00	240.00	240.00	500.00	(260.00)
4150 Travel	5,000.00	416.67	400.00	1,200.00	833.33	366.67
4171 Auditing Fees	4,000.00	333.33	0.00	0.00	666.67	(666.67)
4190 Sundry-Admin. Exp.	22,400.00	1,866.67	775.18	3,510.64	3,733.33	(222.69)
4190 VHSP-COVID-19 ESO Grant	0.00	0.00	0.00	23,074.00	0.00	23,074.00
4190 VHSP-VA Hsg Solutions Prgm Grant	59,391.00	4,949.25	4,547.59	13,073.13	9,898.50	3,174.63
4190 VHDA COC COVID-19 Grant	0.00	0.00	0.00	0.00	0.00	0.00
4190 COC Planning Grant Funds	21,161.00	1,763.42	0.00	0.00	3,526.83	(3,526.83)
4190 HMIS Match for Grant Funds	10,000.00	833.33	4,753.04	6,159.53	1,666.67	4,492.86
4190 Community Donations (OpDr/COC, etc)	15,000.00	1,250.00	0.00	10,000.00	2,500.00	7,500.00
4190 HMIS Homeless Assistance-19	84,072.00	7,006.00	7,563.36	16,973.89	14,012.00	2,961.89
<b>Total Administration</b>	<b>407,774.00</b>	<b>33,981.17</b>	<b>37,674.92</b>	<b>120,879.73</b>	<b>67,962.33</b>	<b>52,917.40</b>
<b>Utilities</b>						
4310 Water-CST	0.00	0.00	37.71	113.11	0.00	113.11
4320 Electric	3,200.00	266.67	148.90	320.94	533.33	(212.39)
4330 Gas	1,800.00	150.00	51.23	119.01	300.00	(180.99)
4390 Sewer-CST	0.00	0.00	54.28	162.84	0.00	162.84
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>292.12</b>	<b>715.90</b>	<b>833.33</b>	<b>(117.43)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	35,575.00	2,964.58	2,372.80	7,305.79	5,929.17	1,376.62
4540 Maintenance Benefits	9,600.00	800.00	650.59	1,704.97	1,600.00	104.97
4420 Materials	4,000.00	333.33	453.27	874.62	666.67	207.95
4430 Contract Costs	6,000.00	500.00	326.43	1,938.98	1,000.00	938.98
<b>Total Maintenance</b>	<b>55,175.00</b>	<b>4,597.92</b>	<b>3,803.09</b>	<b>11,824.36</b>	<b>9,195.83</b>	<b>2,628.53</b>
<b>General</b>						
4510 Insurance	8,600.00	716.67	613.90	2,732.07	1,433.33	1,298.74
4570 Collection Loss/Bad Debt Expens	0.00	0.00	0.00	0.00	0.00	0.00
4580 Real Estate Taxes (CST)	6,000.00	500.00	0.00	0.00	1,000.00	(1,000.00)
4000 Bport Expenses	34,600.00	2,883.33	3,334.57	9,685.48	5,766.67	3,918.81
4000 Lineweaver Apartments Expenses	373,590.00	31,132.50	29,326.53	86,539.69	62,265.00	24,274.69
<b>Total General</b>	<b>422,790.00</b>	<b>35,232.50</b>	<b>33,275.00</b>	<b>98,957.24</b>	<b>70,465.00</b>	<b>28,492.24</b>
<b>TOTAL EXPENSES</b>	<b>890,739.00</b>	<b>74,228.25</b>	<b>75,045.13</b>	<b>232,377.23</b>	<b>148,456.50</b>	<b>83,920.73</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>171,992.58</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>232,377.23</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>(60,384.65)</b>

Michael G. Wong, Executive Director

Date

*4/8/21*

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of February 2021

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	222,264.00	18,522.00	16,807.00	50,235.00	37,044.00	13,191.00
3410 HAP Funding	148,176.00	12,348.00	14,016.00	40,498.00	24,696.00	15,802.00
3690 Other Income-Laundry	3,800.00	316.67	507.75	943.80	633.33	310.47
3690 Other Income-Late fees,workordt	4,500.00	375.00	56.00	820.00	750.00	70.00
<b>Total Receipts</b>	<b>378,740.00</b>	<b>31,561.67</b>	<b>31,386.75</b>	<b>92,496.80</b>	<b>63,123.33</b>	<b>29,373.47</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	81,300.00	6,775.00	5,661.74	16,985.22	13,550.00	3,435.22
4540 Adm Benefits	23,650.00	1,970.83	1,887.64	4,811.63	3,941.67	869.96
4130 Legal Fees	1,000.00	83.33	1,000.00	1,000.00	166.67	833.33
4140 Staff Training	1,000.00	83.33	0.00	0.00	166.67	(166.67)
4150 Travel	1,000.00	83.33	0.00	0.00	166.67	(166.67)
4171 Auditing	1,200.00	100.00	0.00	0.00	200.00	(200.00)
4190 Sundry	15,300.00	1,275.00	427.03	1,355.76	2,550.00	(1,194.24)
<b>Total Administration</b>	<b>124,450.00</b>	<b>10,370.83</b>	<b>8,976.41</b>	<b>24,152.61</b>	<b>20,741.67</b>	<b>3,410.94</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	13.24	166.67	(153.43)
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>13.24</b>	<b>166.67</b>	<b>(153.43)</b>
<b>Utilities:</b>						
4310 Water	8,300.00	691.67	732.57	2,861.91	1,383.33	1,478.58
4320 Electricity	60,000.00	5,000.00	6,517.12	20,363.17	10,000.00	10,363.17
4390 Sewer	23,970.00	1,997.50	1,819.80	6,526.20	3,995.00	2,531.20
<b>Total Utilities</b>	<b>92,270.00</b>	<b>7,689.17</b>	<b>9,069.49</b>	<b>29,751.28</b>	<b>15,378.33</b>	<b>14,372.95</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	54,350.00	4,529.17	4,451.88	13,008.15	9,058.33	3,949.82
4540 Maintenance Benefits	15,850.00	1,320.83	927.22	2,479.82	2,641.67	(161.85)
4420 Materials	18,000.00	1,500.00	448.45	1,979.60	3,000.00	(1,020.40)
4430 Contract Costs	50,000.00	4,166.67	4,732.69	13,120.58	8,333.33	4,787.25
<b>Total Maintenance</b>	<b>138,200.00</b>	<b>11,516.67</b>	<b>10,560.24</b>	<b>30,588.15</b>	<b>23,033.33</b>	<b>7,554.82</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	7,670.00	639.17	720.39	2,034.41	1,278.33	756.08
4570 Collection Loss	10,000.00	833.33	0.00	0.00	1,666.67	(1,666.67)
<b>Total General Exp.</b>	<b>17,670.00</b>	<b>1,472.50</b>	<b>720.39</b>	<b>2,034.41</b>	<b>2,945.00</b>	<b>(910.59)</b>
<b>TOTAL EXPENSES</b>	<b>373,590.00</b>	<b>31,132.50</b>	<b>29,326.53</b>	<b>86,539.69</b>	<b>62,265.00</b>	<b>24,274.69</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>92,496.80</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>86,539.69</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>5,957.11</b>

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

  
Lisa Benasher, Lineweaver Manager

4-9-21  
Date

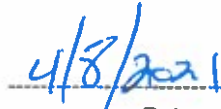
**BRIDGEPORT COMPLEX**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment B  
For the Month of February 2021

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3690 Rental Income	187,590.00	15,632.50	14,055.74	41,960.78	31,265.00	10,695.78
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>187,590.00</b>	<b>15,632.50</b>	<b>14,055.74</b>	<b>41,960.78</b>	<b>31,265.00</b>	<b>10,695.78</b>
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	166.67	(166.67)
4190-Sundry-Phone	600.00	50.00	42.37	127.11	100.00	27.11
<b>Total Op. Expenses</b>	<b>1,600.00</b>	<b>133.33</b>	<b>42.37</b>	<b>127.11</b>	<b>266.67</b>	<b>(139.56)</b>
<b>Utilities:</b>						
4310 Water	1,200.00	100.00	0.00	0.00	200.00	(200.00)
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>1,200.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>(200.00)</b>
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	0.00	500.00	(500.00)
4430 Contract Costs	12,000.00	1,000.00	1,968.35	5,284.46	2,000.00	3,284.46
<b>Total Maintenance</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>1,968.35</b>	<b>5,284.46</b>	<b>2,500.00</b>	<b>2,784.46</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	16,800.00	1,400.00	1,323.85	4,273.91	2,800.00	1,473.91
<b>Total General Exp.</b>	<b>16,800.00</b>	<b>1,400.00</b>	<b>1,323.85</b>	<b>4,273.91</b>	<b>2,800.00</b>	<b>1,473.91</b>
<b>TOTAL EXPENSES</b>	<b>34,600.00</b>	<b>2,883.33</b>	<b>3,334.57</b>	<b>9,685.48</b>	<b>5,766.67</b>	<b>3,918.81</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>41,960.78</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>9,685.48</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>32,275.30</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 \$2,284.29 for a total of \$6,550.51 for this fiscal year.

**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2021**

	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 Del	7,000.00	583.33	618.44	628.44	1,166.67	(538.23)
3300RC HAP-Fraud/Abuse/Set Off Del	7,000.00	583.33	618.44	628.44	1,166.67	(538.23)
3300 FSS Fort	2,000.00	166.67	887.82	887.82	333.33	554.49
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	5,850.50	5,850.50	0.00
3410 HCV HAP Payment-Adm Fees	531,060.00	44,255.00	108,967.80	232,981.93	88,510.00	144,471.93
3410 HCV HAP Payment-HAP Fees	5,933,400.00	494,450.00	492,610.00	1,508,396.00	988,900.00	519,496.00
<b>Total Receipts</b>	<b>6,515,563.00</b>	<b>542,963.58</b>	<b>606,627.75</b>	<b>1,749,373.13</b>	<b>1,085,927.17</b>	<b>663,445.96</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	312,023.00	26,001.92	28,523.59	83,948.52	52,003.83	31,944.69
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	8,775.75	5,850.50	2,925.25
4540 Adm/FSS Benefits	103,200.00	8,600.00	9,965.41	25,173.56	17,200.00	7,973.56
4130 Legal Fees	5,000.00	416.67	0.00	1,285.50	833.33	452.17
4140 Staff Training	5,000.00	416.67	399.00	1,744.99	833.33	911.66
4150 Travel	5,000.00	416.67	0.00	0.00	833.33	(833.33)
4171 Auditing Fees	6,940.00	578.33	0.00	0.00	1,156.67	(1,156.67)
4190 Sundry/Rent & Utility Adj	60,000.00	5,000.00	34,491.10	45,061.42	10,000.00	35,061.42
4190 2 Portability Fees	5,000.00	416.67	154.00	462.00	833.33	(371.33)
4190.4 LL Incentives-CARES Act	0.00	0.00	2,000.00	6,500.00	0.00	6,500.00
<b>Total Administration</b>	<b>537,266.00</b>	<b>44,772.17</b>	<b>78,458.35</b>	<b>172,951.74</b>	<b>89,544.33</b>	<b>83,407.41</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	4,000.00	333.33	472.02	1,394.85	666.67	728.18
4330 Gas	2,000.00	166.67	385.33	1,242.03	333.33	908.70
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>6,000.00</b>	<b>500.00</b>	<b>857.35</b>	<b>2,636.88</b>	<b>1,000.00</b>	<b>1,636.88</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	7,700.00	856.33	619.14	1,797.50	1,712.66	84.84
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>7,700.00</b>	<b>856.33</b>	<b>619.14</b>	<b>1,797.50</b>	<b>1,712.66</b>	<b>84.84</b>
<b>Total Expenses (excluding HAP)</b>	<b>550,966.00</b>	<b>46,128.50</b>	<b>79,934.84</b>	<b>177,386.12</b>	<b>92,256.99</b>	<b>85,129.13</b>
4715 HAP	5,942,400.00	495,200.00	477,880.00	1,416,315.00	990,400.00	425,915.00
4715 UAP	0.00	0.00	11,210.00	34,599.00	0.00	34,599.00
4718 FSS Escrow	0.00	0.00	5,553.00	16,223.00	0.00	16,223.00
<b>HAP Total</b>	<b>5,942,400.00</b>	<b>495,200.00</b>	<b>494,643.00</b>	<b>1,467,137.00</b>	<b>990,400.00</b>	<b>476,737.00</b>
<b>Total Expenses</b>	<b>6,493,366.00</b>	<b>541,328.50</b>	<b>574,577.84</b>	<b>1,644,523.12</b>	<b>1,082,656.99</b>	<b>561,866.13</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>1,749,373.13</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>1,644,523.12</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>104,850.01</b>
					<b>Adm Funds</b>	<b>62,074.75</b>
					<b>HAP Funds</b>	<b>42,775.26</b>

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

*Liz Webb*  
Liz Webb, Housing Choice Voucher Mgr

*4/15/21*  
Date



**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2021**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	184,248.00	15,354.00	14,528.68	44,768.44	30,708.00	14,060.44
3410 HAP Funding	276,372.00	23,031.00	23,103.00	65,057.00	46,062.00	18,995.00
<b>3410 Service Coord Grant-2020</b>	<b>67,105.00</b>	<b>5,592.08</b>	<b>4,224.14</b>	<b>4,224.14</b>	<b>11,184.17</b>	<b>(6,960.03)</b>
3690 Other Income-Laundry	3,800.00	316.67	507.76	943.84	633.33	310.51
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	1,183.00	2,030.00	2,000.00	30.00
<b>Total Receipts</b>	<b>543,525.00</b>	<b>45,293.75</b>	<b>43,546.58</b>	<b>117,023.42</b>	<b>90,587.50</b>	<b>26,435.92</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	50,955.00	4,246.25	3,327.34	9,982.02	8,492.50	1,489.52
4540 Adm Benefits	17,800.00	1,483.33	1,270.42	3,174.19	2,966.67	207.52
4130 Legal Fees	0.00	0.00	0.00	1,020.15	0.00	1,020.15
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 Fees	1,200.00	100.00	0.00	0.00	200.00	(200.00)
4190 Sundry	7,500.00	625.00	464.85	1,493.31	1,250.00	243.31
<b>Total Administration</b>	<b>77,455.00</b>	<b>6,454.58</b>	<b>5,062.61</b>	<b>15,669.67</b>	<b>12,909.17</b>	<b>2,760.50</b>
<b>Tenant Services:</b>						
<b>4220-40 Service Coord Grant-2019</b>	<b>67,105.00</b>	<b>5,592.08</b>	<b>4,270.82</b>	<b>8,494.96</b>	<b>11,184.17</b>	<b>(2,689.21)</b>
4230 Tenant Services-Other	1,000.00	83.33	0.00	13.23	166.67	(153.44)
<b>Total Tenant Serv.</b>	<b>68,105.00</b>	<b>5,675.42</b>	<b>4,270.82</b>	<b>8,508.19</b>	<b>11,350.83</b>	<b>(2,842.64)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	678.51	2,035.53	1,333.33	702.20
4320 Electric	65,000.00	5,416.67	7,436.06	22,459.72	10,833.33	11,626.39
4390 Sewer	25,000.00	2,083.33	1,755.22	5,265.66	4,166.67	1,098.99
<b>Total Utilities</b>	<b>98,000.00</b>	<b>8,166.67</b>	<b>9,869.79</b>	<b>29,760.91</b>	<b>16,333.33</b>	<b>13,427.58</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	40,740.00	3,395.00	3,132.46	9,947.23	6,790.00	3,157.23
4540 Maintenance Benefits	10,020.00	835.00	613.22	1,676.97	1,670.00	6.97
4420 Materials	12,000.00	1,000.00	1,136.43	2,574.89	2,000.00	574.89
4430 Contract	41,000.00	3,416.67	4,681.20	17,041.86	6,833.33	10,208.53
<b>Total Maintenance</b>	<b>103,760.00</b>	<b>8,646.67</b>	<b>9,563.31</b>	<b>31,240.95</b>	<b>17,293.33</b>	<b>13,947.62</b>
<b>General:</b>						
4510 Insurance	8,500.00	708.33	858.36	2,504.33	1,416.67	1,087.66
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 United Bank/VCC Interest	36,575.00	3,047.92	3,473.38	9,738.09	6,095.83	3,642.26
<b>Total General</b>	<b>45,075.00</b>	<b>3,756.25</b>	<b>4,331.74</b>	<b>12,242.42</b>	<b>7,512.50</b>	<b>4,729.92</b>
<b>TOTAL EXPENSES</b>	<b>392,395.00</b>	<b>32,699.58</b>	<b>33,098.27</b>	<b>97,422.14</b>	<b>65,399.17</b>	<b>32,022.97</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>117,023.42</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>97,422.14</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>19,601.28</b>

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

  
 Lisa Benasher, Lineweaver Manager

4-9-21  
 Date

**Please note:** A principal payment to United Bank was made in the amount of \$7,086.95 a total of \$20,655.86 for this fiscal year and a principal payment to Virginia Community Capital in the amount of \$10,970.85 for a total of \$16,402.24 for this fiscal year.

**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2021**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	374,025.00	31,168.75	28,149.85	84,405.85	62,337.50	22,068.35
3410 HAP Funding	1,122,066.00	93,505.50	98,194.00	289,901.00	187,011.00	102,890.00
3610 Interest Income	900.00	75.00	46.66	123.52	150.00	(26.48)
3690 Other Income-Late fees, etc.	20,000.00	1,666.67	2,585.00	9,066.00	3,333.33	5,732.67
3410 Other Receipts-CDBG Funds	164,000.00	13,666.67	0.00	70,000.00	27,333.33	42,666.67
Total Receipts	1,680,991.00	140,082.58	128,975.51	453,496.37	280,165.17	173,331.20
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	227,580.00	18,965.00	11,800.53	36,931.24	37,930.00	(998.76)
4540 Adm Benefits	69,475.00	5,789.58	4,275.87	11,922.43	11,579.17	343.26
4130 Legal Fees	1,000.00	83.33	1,000.00	1,000.00	166.67	833.33
4140 Staff Training	1,000.00	83.33	0.00	0.00	166.67	(166.67)
4150 Travel	1,500.00	125.00	0.00	0.00	250.00	(250.00)
4171 Auditing Fees	1,800.00	150.00	0.00	0.00	300.00	(300.00)
4190 Sundry	35,000.00	2,916.67	1,889.29	3,611.52	5,833.33	(2,221.81)
4190 CDBG Down Payment Assistance Program	24,000.00	2,000.00	0.00	4,000.00	4,000.00	0.00
Total Administration	361,355.00	30,112.92	18,965.69	57,465.19	60,225.83	(2,760.64)
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	0.00	166.67	(166.67)
Total Tenant Services	1,000.00	83.33	0.00	0.00	166.67	(166.67)
<b>Utilities</b>						
4310 Water	0.00	0.00	533.05	(202.70)	0.00	(202.70)
4320 Electric	10,000.00	833.33	560.65	2,097.38	1,666.67	430.71
4330 Gas	2,000.00	166.67	15.19	15.19	333.33	(318.14)
4390 Sewer	0.00	0.00	(812.94)	(466.94)	0.00	(466.94)
Total Utilities	12,000.00	1,000.00	295.95	1,442.93	2,000.00	(557.07)
<b>Maintenance</b>						
4410 Maintenance Salaries	113,386.00	9,448.83	8,968.44	26,054.13	18,897.67	7,156.46
4540 Maintenance Benefits	37,410.00	3,117.50	2,275.31	4,708.87	6,235.00	(1,526.13)
4420 Materials	40,000.00	3,333.33	3,316.20	8,798.44	6,666.67	2,131.77
4430 Contract	75,000.00	6,250.00	3,950.80	23,536.45	12,500.00	11,036.45
Total Maintenance	265,796.00	22,149.67	18,510.75	63,097.89	44,299.33	18,798.56
<b>General</b>						
4510 Insurance	25,000.00	2,083.33	2,037.58	5,915.55	4,166.67	1,748.88
4570 Collection Loss	15,000.00	1,250.00	0.00	0.00	2,500.00	(2,500.00)
4590 Real Estate Taxes	25,000.00	2,083.33	0.00	0.00	4,166.67	(4,166.67)
4580 Interest Expense-HHR	84,600.00	7,050.00	0.00	42,300.00	14,100.00	28,200.00
4580 Interest Expense-FH	111,625.00	9,302.08	0.00	55,812.50	18,604.17	37,208.33
4580 Interest Expense-FORK(UB)	25,544.00	2,128.67	1,812.78	5,863.54	4,257.33	1,606.21
4580 Interest Expense-FORK(Seller Fin)	38,991.00	3,249.25	3,326.83	10,045.79	6,498.50	3,547.29
Total General	325,760.00	27,146.67	7,177.19	119,937.38	54,293.33	65,644.05
TOTAL EXPENSES	965,911.00	80,492.58	44,949.58	241,943.39	160,985.17	80,958.22
<b>TOTAL RECEIPTS TO DATE</b>						<b>453,496.37</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>241,943.39</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>211,552.98</b>

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

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

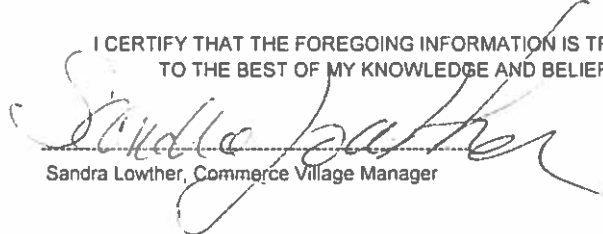
4/15/21  
\_\_\_\_\_  
Date

	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
Please note P/I payments below:				
HHR 2006/14 Go Bond Payment	219,600	42,300	177,300	135000
FH 2009/11 Go Bond Payment	446,625	55,813	390,813	335000
United Bank-Forkovitch Units	81,516	20,379	61,137	55972
Seller Financed-Forkovitch Family	102,948	<u>25,737</u>	<u>77,211</u>	63957
Total	850,689	144,229	706,461	

**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2021**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	102,224.00	8,518.67	7,733.00	23,965.00	25,556.00	(1,591.00)
3410 HAP Funding	102,224.00	8,518.67	9,432.00	26,352.00	25,556.00	796.00
3610 Interest (Replacement&Operatir	400.00	33.33	3.59	12.51	100.00	(87.49)
3690 Other Income-Laundry&Donatio	2,000.00	166.67	170.88	345.26	500.00	(154.74)
3690 Other Inc-Late fees,workorders	3,000.00	250.00	10.00	30.00	750.00	(720.00)
<b>Total Receipts</b>	<b>209,848.00</b>	<b>17,487.33</b>	<b>17,349.47</b>	<b>50,704.77</b>	<b>52,462.00</b>	<b>(1,757.23)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	21,600.00	1,800.00	1,512.06	4,536.16	5,400.00	(863.84)
4540 Adm Benefits	7,500.00	625.00	510.68	1,292.95	1,875.00	(582.05)
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	500.00	41.67	0.00	0.00	125.00	(125.00)
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	4,600.00	383.33	597.08	1,501.65	1,150.00	351.65
4190 Sundry-Management fees	10,000.00	833.33	902.88	2,646.67	2,500.00	146.67
4190 Sundry-HCC fees	6,400.00	533.33	0.00	6,566.97	1,600.00	4,966.97
<b>Total Administration</b>	<b>50,600.00</b>	<b>4,216.67</b>	<b>3,522.70</b>	<b>16,544.40</b>	<b>12,650.00</b>	<b>3,894.40</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	20,000.00	1,666.67	1,250.00	1,250.00	5,000.00	(3,750.00)
4240 Tenant Services-Client	1,500.00	125.00	0.00	555.00	375.00	180.00
<b>Total Tenant Serv.</b>	<b>21,500.00</b>	<b>1,791.67</b>	<b>1,250.00</b>	<b>1,805.00</b>	<b>5,375.00</b>	<b>(3,570.00)</b>
<b>Utilities:</b>						
4310 Water	4,300.00	358.33	355.41	1,066.23	1,075.00	(8.77)
4320 Electricity	20,000.00	1,666.67	1,505.87	4,649.78	5,000.00	(350.22)
4330 Gas	2,100.00	175.00	159.80	505.12	525.00	(19.88)
4390 Sewer	11,650.00	970.83	849.30	2,547.90	2,912.50	(364.60)
<b>Total Utilities</b>	<b>38,050.00</b>	<b>3,170.83</b>	<b>2,870.38</b>	<b>8,769.03</b>	<b>9,512.50</b>	<b>(743.47)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	15,450.00	1,287.50	1,224.77	3,894.25	3,862.50	31.75
4540 Maintenance Benefits	3,550.00	295.83	229.99	591.32	887.50	(296.18)
4420 Materials	2,500.00	208.33	199.66	520.07	625.00	(104.93)
4430 Contract Costs	15,000.00	1,250.00	3,173.87	7,223.87	3,750.00	3,473.87
<b>Total Maintenance</b>	<b>36,500.00</b>	<b>3,041.67</b>	<b>4,828.29</b>	<b>12,229.51</b>	<b>9,125.00</b>	<b>3,104.51</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	2,800.00	233.33	244.96	728.70	700.00	28.70
4570 Collection Loss	500.00	41.67	0.00	0.00	125.00	(125.00)
4580 Interest Expense	16,380.00	1,365.00	1,365.00	4,095.00	4,095.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	3.03	6.00	(2.97)
1162 Replacement Reserve Acct	9,000.00	750.00	750.00	2,250.00	2,250.00	0.00
<b>Total General Exp.</b>	<b>28,704.00</b>	<b>2,392.00</b>	<b>2,360.97</b>	<b>7,076.73</b>	<b>7,176.00</b>	<b>(99.27)</b>
<b>TOTAL EXPENSES</b>	<b>175,354.00</b>	<b>14,612.83</b>	<b>14,832.34</b>	<b>46,424.67</b>	<b>43,838.50</b>	<b>2,586.17</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>50,704.77</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>46,424.67</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>4,280.10</b>

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

  
Sandra Lowther, Commerce Village Manager

\_\_\_\_\_  
Date

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

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

WHEREAS, at the request of Place One Preservation Limited Partnership (the “Borrower”), the Suffolk Redevelopment and Housing Authority (“SRHA”) proposes to issue its indebtedness pursuant to the Act to finance the acquisition, construction, renovation, rehabilitation and equipping of a multifamily residential housing project consisting of nine three-story buildings containing approximately 114 units and related facilities known as the Place One Apartments located at 4222 Almora Avenue in the County of Henrico, Virginia (the “Project”) in an aggregate amount not to exceed \$18,000,000;

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

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

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

Adopted at a duly called and held meeting of the Harrisonburg Redevelopment and Housing Authority on April 21, 2021.

**CERTIFICATE OF VOTES**

Record of the roll-call vote by the Harrisonburg Redevelopment and Housing Authority, upon reading on a resolution titled **“RESOLUTION OF THE HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY CONSENTING TO THE ISSUANCE OF BONDS BY THE SUFFOLK REDEVELOPMENT AND HOUSING AUTHORITY TO FINANCE PROJECTS LOCATED IN THE COUNTY OF HENRICO, VIRGINIA”** taken at a regular meeting of the Authority held on April 21, 2021:

<b>COMMISSIONERS</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Dany Fleming, Chair				
Costella Forney, Vice Chair				
Scott Gallagher				
Christine Fasching Maphis				
Kevin Coffman				
Luciano Benjamin				
Gil Colman				

Dated: April 21, 2021

(SEAL)

\_\_\_\_\_  
Chair, Harrisonburg Redevelopment and  
Housing Authority

ATTEST: \_\_\_\_\_  
Secretary

The undersigned Secretary of the Harrisonburg Redevelopment and Housing Authority hereby certifies that the foregoing is a true, correct, and complete copy of a Resolution adopted by the Authority’s commissioners present and voting at a meeting duly called and held on April 21, 2021, in accordance with law, and that such Resolution has not been repealed, revoked, rescinded, or amended, but is in full force and effect as of the date hereof.

WITNESS my hand and the seal of the Authority this 21<sup>st</sup> day of April, 2021.

**HARRISONBURG REDEVELOPMENT AND  
HOUSING AUTHORITY**

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

**VOUCHER PROGRAM MANAGEMENT SUMMARY**  
**MARCH 2021 FOR 4/21/21 BOARD MEETING**

**1. Waiting List, Housing Choice Voucher (month-end)**

	1 BR	2 BR	3 BR	4BR	5+ BR	Total
Applications by Unit Size	472	679	499	184	39	1,873
New Applicants This Month	38	61	24	8	0	131

**2. Voucher Utilization (month-end)**

Vouchers Leased (under HAP):	812	(84.9%)
Vouchers Issued (no HAP, searching):	83	(8.7%)
Vouchers Not In Use:	61	(6.4%)

**3. Voucher Issuance (this month)**

Tenant-Based Vouchers Issued:	16
Port-In Vouchers Issued	1
Briefings Held (project & tenant-based):	20

**4. Currently Searching Voucher Details (month end)**

Voucher Size	# Households	Average Search Days
1	50	200
2	16	189
3	13	120
4+	4	28

**5. Certification Details (for the month)**

<b>Caseload Action Type</b>	<b>Number</b>
<b>Leased This Month (new)</b>	<b>10</b>
Private Landlord	4
Franklin Heights (project-based)	2
Commerce Village (project-based)	1
Using Voucher at Lineweaver	1
Port-In Voucher	2
<b>Leased Unit Change/Transfer</b>	<b>2</b>
<b>Interims Certifications</b>	<b>45</b>
Decrease	23
Increase	18
Household Change/Other	4
<b>Annual Certifications</b>	<b>55</b>
<b>End of Participation</b>	<b>7</b>
Gave up voucher	4
6 months full rent	1
Other	2
<b>Other Lease Terminations</b>	<b>4</b>
(voucher placed back into searching)	
<b>Rent Increases Processed</b>	<b>20</b>
(excluding project-based, 90% at annual)	
Tax Credit (no rent study)	9
Standard (rent study conducted)	11

**6. Voucher Caseload (leased contracts at month end, excluding port-outs)**

- Jon Myers 261; Kim Ashlin 248; Kristin Derflinger 271; Sandra Lowther 30

**7. HAP Expenditures**

Total HAP Expenditures	491,108
Leased Vouchers (month end)	812
Average Per Unit Cost (\$)	604.81

**8. Landlord Information**

- 222 Landlords currently in program
- 1 New landlords to the program this month
- 8 Landlord bonuses (\$250 each) paid this month
- 42 Landlords using Assistance Connect Portal as of 4/16/21


Type	Owner Count	Owner %	Unit Count	Unit %
HRHA-owned	3	1.4%	206	25.9%
Tax Credit	5	2.3%	116	14.6%
30+ vouchers	2	0.9%	73	9.2%
10 to 20 vouchers	5	2.3%	78	9.8%
5 to 9 vouchers	11	5.0%	72	9.1%
2 to 4 vouchers	39	17.6%	93	11.7%
1 voucher	157	70.7%	157	19.7%
<b>Total</b>	<b>222</b>		<b>795</b>	

**9. Inspections Completed this Month**

- 10 New lease inspections by HRHA (100% passed)
- 6 New lease inspections by Waynesboro for HRHA-owned units (100% passed)
- 31 Owner certifications of acceptable condition (COVID periodic inspection waiver for occupied units)

**10. PIC Submission: 100%**

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



Elizabeth Webb, HCV Manager

April 16, 2021

Date

JR "Polly" Lineweaver Program Management Report  
Month of March 2021

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	0	78
New Applications Taken	0	10

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	4	1	5
# of Tenants who moved in	1	0	1
# 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>56</u></b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$21,035.06		
Delinquent Accounts By Age	30 5	60 5	>60 5
Security Deposits Held	\$13,276.59		
Pet Deposits Held	\$1,425.00		
Rent Billed	\$14,528.68		
Rent Collected	\$13,844.75		

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.


4-2-2021

Lisa Benasher, Lineweaver Property Manager

Date



Lineweaver Annex Program Management Report...  
Month of March 2021

**Applications**

Currently On Waiting List	100
New Applications Taken	0

**Marketing**

# of units vacant	0
# 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**

3	# of minorities	9%
45	# of disabled tenants	43%
24	# of elderly tenants	55%
<b>Total Number of Units Leased 60</b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$26,514.47		
Delinquent Accounts By Age	30 1	60 6	>60 6
Security Deposits Held	\$28,337.42		
Pet Deposits Held	\$1450.00		
Rent Billed	\$16,807.00		
Rent Collected	\$16,156.50		

Number of Inspections	0
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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

4-2-2021  
Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF MARCH 2021**

**1.) Marketing:**

	<u>1 BDR</u>	<u>2 BDR</u>	<u>3 BDR</u>	<u>4 BDR</u>	<u>5 BDR</u>	<u>Total</u>
# of Units Vacant	<u>1</u>	<u>5</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>8</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>1</u>	<u>1</u>	<u>0</u>	<u>1</u>	<u>3</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Legal Notices	<u>2</u>	<u>8</u>	<u>12</u>	<u>3</u>	<u>0</u>	<u>25</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: 121

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$114,489.00</u>
Rent Billed	<u>\$134,198.84</u>
Rent Collected	<u>\$135,587.78</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>1,364</u> applicants.	<u>463</u>	<u>494</u>	<u>267</u>	<u>114</u>	<u>026</u>

**5.) Inspections:**

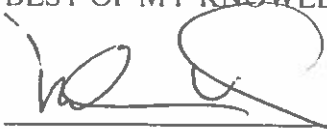
Number Completed	Excellent	Acceptable	Needs work	Issues
0	0	0	0	0

6.) Management:

Comments on any problems experienced during the month:

Franklin Heights, LLC (FH) had two move-ins, and three move-outs for the month of March 2021. Due to Covid-19 FH has issues in collecting rent and adjudicating rental issues. FH continues to take applications for the program.

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

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

4/15/21  
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF MARH 2021**

**1.) Marketing:**

	<u>1 BDR</u> <u>VASH</u>	<u>1</u> <u>BDR</u> <u>HCV</u>
# of Units Vacant	<u>0</u>	<u>0</u>
# of Tenants who moved in	<u>1</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>\$1,132.00</u>
Number of Delinquent Accounts by Age:	30:0      60: <u>0</u> 90+: <u>0</u>
Security and Pct Deposits Held:	<u>\$15,963.00</u>
Rent Billed	<u>\$17,165.00</u>
Rent Collected	<u>\$17,925.00</u>

**4.) Applications:**

Currently on the Waiting List      557

**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

*Sandra Lowther*

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4/1/2021

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**FAMILY SELF- SUFFICIENCY PROGRAM REPORT**  
**Monthly Report – March 2021**

**HCV PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 27	Enrolled in ESL: 0	Positive Escrow Balances: 22
Employed: 14	Enrolled in Continuing Ed: 2	Earning Monthly Escrow: 9
Unemployed/Furlough: 13	Started this month: 0	Interim Escrow Withdrawals: 2
Medical Leave/Disability: 0		Increase in Earning Escrow: 0
Maternity Leave: N/A		Decrease in Earning Escrow: 1
		Newly Earning Escrow: 0

**FRANKLIN HEIGHTS PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 37	Enrolled in ESL: 1	Positive Escrow Balances: 18
Employed: 18	Enrolled in Continuing Ed.:3	Earning Monthly Escrow: 9
Unemployed/Furlough: 18	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/ Disability: 0		Interim Escrow Withdrawals: 0
New job this month: 0		Increase in Earning Escrow: 3
Maternity Leave: 1		Decrease in Earning Escrow: 1

**HARRISON HEIGHTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 17	Enrolled in ESL: 1	Positive Escrow Balances: 13
Employed: 9	GED: 0	Earning Monthly Escrow: 5
Unemployed/Furlough:8	Enrolled in Continuing Ed:3	Newly Earning Escrow: 1
Medical Leave/Disability: 0	Started this month: 1	Escrow Increases: 1
Maternity Leave: 1		Interim Escrow Withdrawals: 0

**Program Highlights**

1 workforce referral, Gathered Feedback, and updated FSS Handbook, Restarted Schewels Furniture Program.  
1 HCV participant graduate.

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as March 31, 2021**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$477,755.38
		Total	\$477,755.38
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$89,879.95	
	Housing Choice Voucher Program	\$73,955.61	
	Commerce Village, LLC	\$14,591.64	
	Franklin Heights, LLC-Operating Expenses	\$59,075.24	
	Franklin Heights, LLC-Debt Servicing	\$0.00	
		<b>\$237,502.44</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	SunTrust-Checking Account		\$805,669.12
	United Bank-FSS Escrow for participants		\$121,765.04
		Total	\$927,434.16

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$5,482.47
		Total	\$5,482.47

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

Cash:	United Bank-Security Deposit Account		\$183,375.50
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**COMPONENT UNITS**

**Franklin Heights, LLC**

Cash:	United Bank-Checking Account		\$118,328.81
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**Commerce Village, LLC**

Cash:	First Bank & Trust		\$179,738.47
	BB&T-Operating Reseve Account		\$130,730.28

<b><u>Grand Total</u></b>	<b><u>\$2,022,845.07</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report**  
**YTD Financial Report as of March 31, 2021**

		Cash Balance as of 1/31	Cash Balance as of 2/28	Cash Balance as of 3/31
<b>LOCAL COMMUNITY DEVELOPMENT</b>				
Cash:	First Bank & Trust	\$454,455.31	\$375,785.96	\$477,755.38
<b>HOUSING CHOICE VOUCHER PROGRAM</b>				
Cash:	SunTrust-Checking	\$779,964.88	\$834,696.23	\$805,669.12
	United Bank-FSS Escrow	\$125,387.61	\$119,258.82	\$121,765.04
<b>J.R. POLLY LINEWEAVER APARTMENTS</b>				
Cash:	United Bank-Checking	\$2,349.54	\$7,671.70	\$5,482.47
<b>ALL PROGRAMS-FH, LW, JRL, CVO</b>				
Cash:	United Bank-Security Dep.	\$149,153.59	\$181,586.84	\$183,375.50
<b>COMPONENT UNITS</b>				
<b>Franklin Heights, LLC</b>				
Cash:	United Bank-Checking	\$5,353.25	\$136,134.48	\$118,328.81
<b>Commerce Village LLC</b>				
Cash:	First Bank & Trust	\$177,038.22	\$193,129.22	\$179,738.47
	BB&T (Operating Reserve)	\$130,728.17	\$130,729.17	\$130,730.28
	<b>Total</b>	<b>\$1,824,430.57</b>	<b>\$1,978,992.42</b>	<b>\$2,022,845.07</b>

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as of March 31, 2021**

**Franklin Heights, LLC**

Income	\$	453,496.37
Expenses	\$	(241,943.39)
Less: Principal Payments	\$	(30,206.82)
Total	\$	181,346.16

**J.R. POLLY LINEWEAVER APARTMENTS**

Income	\$	112,799.28
Expenses	\$	(88,927.18)
Total	\$	23,872.10
Add: Service Coordinator Grant Funds	\$	4,224.14
Less: Service Coordinator Grant Expenses	\$	(8,494.96)
	\$	(4,270.82)
Profit (Loss)/Gain	\$	19,601.28
Less: Principal Payments	\$	(37,058.10)
Total	\$	(17,456.82)