



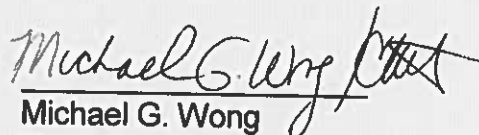
# Harrisonburg Redevelopment & Housing Authority

P.O. BOX 1071 + HARRISONBURG, VA 22803

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

March 11, 2022

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, March 16, 2022 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  
March 16, 2022

- I. Call to order and determination of quorum
- II. Review and Approval of Minutes
  - February 16, 2021
- III. Review and Approval Financial Statements
  - February 2022
- IV. Reports
  - A. Executive Director
    - 1. Public Comment
    - 2. Erikson Avenue Operating Agreement
  - B. Any New Business/ Old Business
    - 1. Strategic Initiatives Updates
      - Homeownership and Neighborhood Revitalization
        - Erikson Avenue Town Center
        - Lineweaver Annex Renovation
      - Addressing Homelessness and Affordable Housing
        - Virginia Homeless Solutions Collaborative Applicant Grant- March 2022
      - Improving Organizational Efficiency and Effectiveness
        - MTW
        - Yardi Software Migration
  - 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

## MINUTES

Regular Meeting  
February 16, 2022

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on **Wednesday February 16 at 4:00 p.m.**

In accordance with the Emergency Resolution to effectuate temporary changes in certain deadlines and to modify public meeting and public hearing practices and procedures to address continuity of operations associated with pandemic disaster, adopted on January 11, 2022, the public will not be able to physically attend the Harrisonburg Redevelopment and Housing Authority board meeting.

Those present were:

Dany Fleming, Chair  
Christine Fasching Maphis, Vice Chair  
Gil Colman, Commissioner  
Luciano Benjamin, Commissioner  
Kevin Coffman, Commissioner  
Jody Johannessen, Commissioner

Also present were:

Michael G. Wong, Executive Director  
Melisa Michelsen, Attorney

The Regular Meeting was called to order and quorum declared present by Dany Fleming Chair.

Mr. Wong then presented the January 19<sup>th</sup> meeting minutes for consideration of approval. After a period of discussion, Vice Chair Fasching Maphis seconded by Commissioner Colman made the motion for approval of the January's board meeting minutes. The motion was unanimously approved.

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

Chairperson Fleming then opened the floor for general public comment. No public comment was received.

Mr. Wong then presented the Shenandoah Housing Corporation and Lineweaver Annex Corporation Board of Directors annual reports and agreements for consideration of approval. Ms. Michelsen related that since the Commissioners are staggered there is no need to stagger the board of directors. After a period of discussion Commissioner Johannessen seconded by Vice Chair Maphis may the motion approving the Shenandoah housing Corporation annual report. The motion was unanimously approved. Commissioner Coffman seconded by Vice Chair Maphis made the motion to approve the

Lineweaver Annex Corporations annual report. The motion was unanimously approved

Mr. Wong then presented the Authority's 2021 HUD FASS submission for consideration of approval. He stated that due to no budget revisions all programs were over budget. He stated of the overall HRHA's financial position being consistent with last year and saw no significant issues with the submission. After a period of discussion, Vice Chair Maphis seconded by Commissioner Coffman made the motion approving the 2021 FASS submission. The motion was unanimously approved.

Mr. Wong then review the proposal received from the Project Base RFP process. He related of receiving one proposal Simms Pointe and upon review felt that the project met the RFP standards. He provided a brief overview of the proposal and related of the recommendation to approve contingent upon City Council's approval of the project's rezoning request. After a period of discussion Commissioner Luciano seconded by Commissioner Coffman made the motion approving the Simms Pointe proposal. The motion was unanimously approved.

Mr. Wong then presented a United bank resolution Affirming Interest Rate Pursuant to 2010 Revenue Bond and 2017 Allonge. He related of the Authority borrowing the monies for the renovation of the Forkovitch properties. He stated of the new rate for the next five-year period being 3.2 percent. After a period of discussion Commissioner Johannessen seconded by Commissioner Coffman made the motion approving the new rate. A roll call was taken and the motion was unanimously approved.

Dany Fleming, Chair	Aye
Christine Fasching Maphis, Vice Chair	Aye
Jody Johannessen, Commissioner	Aye
Luciano Benjamin, Commissioner	Aye
Kevin Coffman, Commissioner	Aye
Gil Colman, Commissioner	Aye
Shonda Green, Commissioner	Absent

Mr. Wong then provided updates on the Authority's special projects and initiatives. He related of all the projects progressing satisfactory with no issues to report.

Mr. Wong then presented the management reports. After a period of discussion, Commissioner Benjamin seconded by Commissioner Coffman then made the motion to approve the management reports. The motion was unanimously approved.

Vice Chair Fasching Maphis by Commissioner Coffman 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 February 2022**

	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-19	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	1,934.92	25,503.88	9,898.50	15,605.38
3410 COC Planning Grant Funds	21,161.00	1,763.42	0.00	3,708.68	3,526.83	181.85
3610 Interest Income	0.00	0.00	33.01	66.67	0.00	66.67
3690 Developer's Fees/Other Income	180,000.00	15,000.00	0.00	0.00	30,000.00	(30,000.00)
3690 Bond Application Fees	15,000.00	1,250.00	0.00	0.00	2,500.00	(2,500.00)
3690 Lease Income	0.00	0.00	0.00	0.00	0.00	0.00
3690 Management Fees	11,000.00	916.67	982.88	1,941.52	1,833.33	108.19
3690 BPort Net Receipts	190,456.00	15,871.33	13,843.13	28,105.26	31,742.67	(3,637.41)
3690 Lineweaver Apts. Net Receipts	485,280.00	40,440.00	31,959.75	61,479.44	80,880.00	(19,400.56)
<b>Total Receipts</b>	<b>1,046,360.00</b>	<b>87,196.67</b>	<b>48,753.69</b>	<b>120,805.45</b>	<b>174,393.33</b>	<b>(53,587.88)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	215,770.00	17,980.83	11,682.57	24,009.67	35,961.67	(11,952.00)
4540 Adm Benefits	64,731.00	5,394.25	2,869.50	5,289.77	10,788.50	(5,498.73)
4130 Legal Expense	10,000.00	833.33	2,129.52	2,129.52	1,666.67	462.85
4140 Staff Training	5,000.00	416.67	667.00	667.00	833.33	(166.33)
4150 Travel	5,000.00	416.67	400.00	800.00	833.33	(33.33)
4171 Auditing Fees	5,000.00	416.67	0.00	0.00	833.33	(833.33)
4190 Sundry-Admin. Exp.	35,000.00	2,916.67	1,281.30	3,834.51	5,833.33	(1,998.82)
4190 VHSP-VA Hsg Solutions Prgm Grant	59,391.00	4,949.25	5,885.72	7,820.64	9,898.50	(2,077.86)
4190 COC Planning Grant Expenses	21,161.00	1,763.42	0.00	3,708.68	3,526.83	181.85
4192 CHERP Grant Expenses (WRM)	47,279.00	3,939.92	25,349.44	33,307.25	7,879.83	25,427.42
4190 CHERP-CDBG-CV Grant Expenses	0.00	0.00	8,769.86	92,610.86	0.00	92,610.86
4190 Community Donations (OpDir/COC,etc)	10,000.00	833.33	0.00	0.00	1,666.67	(1,666.67)
4190 HMIS Homeless Assistance-20	84,072.00	7,006.00	5,527.55	28,619.61	14,012.00	14,607.61
<b>Total Administration</b>	<b>562,404.00</b>	<b>46,867.00</b>	<b>64,562.46</b>	<b>202,797.51</b>	<b>93,734.00</b>	<b>109,063.51</b>
<b>Utilities</b>						
4320 Electric	2,500.00	208.33	186.60	305.67	416.67	(111.00)
4330 Gas	1,500.00	125.00	0.00	0.00	250.00	(250.00)
<b>Total Utilities</b>	<b>4,000.00</b>	<b>333.33</b>	<b>186.60</b>	<b>305.67</b>	<b>666.67</b>	<b>(361.00)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	44,140.00	3,678.33	5,357.56	10,758.80	7,356.67	3,402.13
4540 Maintenance Benefits	13,242.00	1,103.50	1,461.71	2,568.50	2,207.00	361.50
4420 Materials	4,000.00	333.33	870.80	999.68	666.67	333.01
4430 Contract Costs	6,000.00	500.00	655.58	844.48	1,000.00	(155.52)
<b>Total Maintenance</b>	<b>67,382.00</b>	<b>5,615.17</b>	<b>8,345.65</b>	<b>15,171.46</b>	<b>11,230.33</b>	<b>3,941.13</b>
<b>General</b>						
4510 Insurance	8,000.00	666.67	563.50	1,187.38	1,333.33	(145.95)
4570 Collection Loss/Bad Debt Expens	0.00	0.00	0.00	0.00	0.00	0.00
4000 Bport Expenses	32,900.00	2,741.67	3,036.58	6,016.26	5,483.33	532.93
4000 Lineweaver Apartments Expenses	390,580.00	32,548.33	38,158.65	62,769.26	65,096.67	(2,327.41)
<b>Total General</b>	<b>431,480.00</b>	<b>35,956.67</b>	<b>41,758.73</b>	<b>69,972.90</b>	<b>71,913.33</b>	<b>(1,940.43)</b>
<b>TOTAL EXPENSES</b>	<b>1,065,266.00</b>	<b>88,772.17</b>	<b>114,853.44</b>	<b>288,247.54</b>	<b>177,544.33</b>	<b>110,703.21</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>120,805.45</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>288,247.54</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>(167,442.09)</b>

Michael G. Wong, Executive Director

Date

2/17/2022

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of February 2022

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	238,140.00	19,845.00	15,042.00	30,252.00	39,690.00	(9,438.00)
3410 HAP Funding	238,140.00	19,845.00	15,405.00	29,458.00	39,690.00	(10,232.00)
3690 Other Income-Laundry	4,000.00	333.33	372.75	494.94	666.67	(171.73)
3890 Other Income-Late fees,workordt	5,000.00	416.67	1,140.00	1,274.50	833.33	441.17
<b>Total Receipts</b>	<b>485,280.00</b>	<b>40,440.00</b>	<b>31,959.75</b>	<b>61,479.44</b>	<b>80,880.00</b>	<b>(19,400.56)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	81,112.00	6,759.33	4,454.03	8,681.37	13,518.67	(4,837.30)
4540 Adm Benefits	24,334.00	2,027.83	1,545.43	2,779.26	4,055.67	(1,276.41)
4130 Legal Fees	1,500.00	125.00	162.15	162.15	250.00	(87.85)
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	1,250.00	104.17	0.00	0.00	208.33	(208.33)
4190 Sundry	18,000.00	1,500.00	547.75	955.50	3,000.00	(2,044.50)
<b>Total Administration</b>	<b>128,196.00</b>	<b>10,683.00</b>	<b>6,709.36</b>	<b>12,578.28</b>	<b>21,366.00</b>	<b>(8,787.72)</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	0.00	166.67	(166.67)
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>0.00</b>	<b>166.67</b>	<b>(166.67)</b>
<b>Utilities:</b>						
4310 Water	10,000.00	833.33	656.97	1,313.94	1,666.67	(352.73)
4320 Electricity	63,000.00	5,250.00	9,267.04	15,214.29	10,500.00	4,714.29
4390 Sewer	24,000.00	2,000.00	1,698.60	3,397.20	4,000.00	(602.80)
<b>Total Utilities</b>	<b>97,000.00</b>	<b>8,083.33</b>	<b>11,622.61</b>	<b>19,925.43</b>	<b>16,166.67</b>	<b>3,758.76</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	62,603.00	5,216.92	4,569.84	9,095.98	10,433.83	(1,337.85)
4540 Maintenance Benefits	18,781.00	1,565.08	825.84	1,550.50	3,130.17	(1,579.67)
4420 Materials	18,000.00	1,500.00	6,011.65	6,346.04	3,000.00	3,346.04
4430 Contract Costs	50,000.00	4,166.67	7,674.48	11,714.19	8,333.33	3,380.86
<b>Total Maintenance</b>	<b>149,384.00</b>	<b>12,448.67</b>	<b>19,081.81</b>	<b>28,706.71</b>	<b>24,897.33</b>	<b>3,809.38</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	10,000.00	833.33	744.87	1,558.84	1,666.67	(107.83)
4570 Collection Loss	5,000.00	416.67	0.00	0.00	833.33	(833.33)
<b>Total General Exp.</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>744.87</b>	<b>1,558.84</b>	<b>2,500.00</b>	<b>(941.16)</b>
<b>TOTAL EXPENSES</b>	<b>390,580.00</b>	<b>32,548.33</b>	<b>38,158.65</b>	<b>62,769.26</b>	<b>65,096.67</b>	<b>(2,327.41)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>61,479.44</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>62,769.26</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>(1,289.82)</b>

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

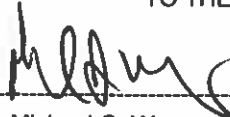
  
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Lisa Benasher, Lineweaver Manager

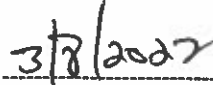
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Date

**BRIDGEPORT COMPLEX**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**Attachment B**  
**For the Month of February 2022**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3690 Rental Income	190,456.00	15,871.33	13,843.13	28,105.26	31,742.67	(3,637.41)
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>190,456.00</b>	<b>15,871.33</b>	<b>13,843.13</b>	<b>28,105.26</b>	<b>31,742.67</b>	<b>(3,637.41)</b>
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	2,500.00	208.33	0.00	0.00	416.67	(416.67)
4190-Sundry-Phone	600.00	50.00	41.61	83.22	100.00	(16.78)
<b>Total Op. Expenses</b>	<b>3,100.00</b>	<b>258.33</b>	<b>41.61</b>	<b>83.22</b>	<b>516.67</b>	<b>(433.45)</b>
<b>Utilities:</b>						
4310 Water	800.00	66.67	0.00	0.00	133.33	(133.33)
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>800.00</b>	<b>66.67</b>	<b>0.00</b>	<b>0.00</b>	<b>133.33</b>	<b>(133.33)</b>
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	0.00	500.00	(500.00)
4430 Contract Costs	10,000.00	833.33	1,593.00	3,123.97	1,666.67	1,457.30
<b>Total Maintenance</b>	<b>13,000.00</b>	<b>1,083.33</b>	<b>1,593.00</b>	<b>3,123.97</b>	<b>2,166.67</b>	<b>957.30</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	16,000.00	1,333.33	1,401.97	2,809.07	2,666.67	142.40
<b>Total General Exp.</b>	<b>16,000.00</b>	<b>1,333.33</b>	<b>1,401.97</b>	<b>2,809.07</b>	<b>2,666.67</b>	<b>142.40</b>
<b>TOTAL EXPENSES</b>	<b>32,900.00</b>	<b>2,741.67</b>	<b>3,036.58</b>	<b>6,016.26</b>	<b>5,483.33</b>	<b>532.93</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>28,105.26</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>6,016.26</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>22,089.00</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 \$2,206.17 for a total of \$4,407.21 for this fiscal year.

**Housing Choice Voucher Program (HCV)-Move To Work**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of February 2022**

	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	60.00	1,376.00	1,166.67	209.33
3300RC HAP-Fraud/Abuse/Set Off Del	7,000.00	583.33	60.00	1,376.00	1,166.67	209.33
3300 FSS Fort.	2,000.00	166.67	0.00	0.00	333.33	(333.33)
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*	63,000.00	5,250.00	5,088.26	5,088.26	10,500.00	(5,411.74)
3410 HCV HAP Payment-Adm Fees	568,644.00	47,387.00	46,891.00	93,782.00	94,774.00	(992.00)
3410 HCV HAP Payment-HAP Fees	5,897,254.00	491,437.83	525,854.00	1,022,816.00	982,875.67	39,940.33
<b>Total Receipts</b>	<b>6,544,898.00</b>	<b>545,408.17</b>	<b>577,953.26</b>	<b>1,124,438.26</b>	<b>1,090,816.33</b>	<b>33,621.93</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	347,147.00	28,928.92	25,968.23	50,527.87	57,857.83	(7,329.96)
4110 FSS Salaries (grant portion)*	47,000.00	3,916.67	3,874.78	7,791.44	7,833.33	(41.89)
4540 Adm/FSS Benefits	114,675.00	9,556.25	7,298.23	14,363.15	19,112.50	(4,749.35)
4540 FSS Benefits*	13,500.00	1,125.00	1,216.71	2,388.31	2,250.00	138.31
4130 Legal Fees	2,500.00	208.33	324.30	324.30	416.67	(92.37)
4140 Staff Training	5,000.00	416.67	0.00	0.00	833.33	(833.33)
4140 FSS Staff Training	2,500.00	208.33	0.00	0.00	416.67	(416.67)
4150 Travel	5,000.00	416.67	0.00	0.00	833.33	(833.33)
4171 Auditing Fees	9,040.00	753.33	0.00	0.00	1,506.67	(1,506.67)
4190 Sundry	60,000.00	5,000.00	3,618.48	10,060.87	10,000.00	60.87
4190.3 Rent & Utility Adj	0.00	0.00	0.00	0.00	0.00	0.00
4190.2 Portability Fees	2,000.00	166.67	120.63	241.26	333.33	(92.07)
4190.4 LL Incentives	15,000.00	1,250.00	750.00	5,000.00	2,500.00	2,500.00
<b>Total Administration</b>	<b>623,362.00</b>	<b>51,946.83</b>	<b>43,171.36</b>	<b>90,697.20</b>	<b>103,893.67</b>	<b>(13,196.47)</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	602.32	1,084.83	666.67	418.16
4330 Gas	2,000.00	166.67	520.32	988.20	333.33	654.87
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>1,122.64</b>	<b>2,073.03</b>	<b>1,000.00</b>	<b>1,073.03</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	8,530.00	856.33	594.85	1,253.43	1,712.66	(459.23)
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>8,530.00</b>	<b>856.33</b>	<b>594.85</b>	<b>1,253.43</b>	<b>1,712.66</b>	<b>(459.23)</b>
<b>Total Expenses (excluding HAP)</b>	<b>637,892.00</b>	<b>53,303.16</b>	<b>44,888.85</b>	<b>94,023.66</b>	<b>106,606.33</b>	<b>(12,582.67)</b>
4715 HAP	5,906,254.00	492,187.83	475,703.00	944,760.00	984,375.67	(39,615.67)
4715 UAP	0.00	0.00	7,383.00	14,374.00	0.00	14,374.00
4718 FSS Escrow	0.00	0.00	6,523.00	11,693.00	0.00	11,693.00
<b>HAP Total</b>	<b>5,906,254.00</b>	<b>492,187.83</b>	<b>489,609.00</b>	<b>970,827.00</b>	<b>984,375.67</b>	<b>(13,548.67)</b>
<b>Total Expenses</b>	<b>6,544,146.00</b>	<b>545,491.00</b>	<b>534,497.85</b>	<b>1,064,850.66</b>	<b>1,090,981.99</b>	<b>(26,131.33)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>1,124,438.26</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>1,064,850.66</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>59,587.60</b>

Adm Funds                    6,222.60  
HAP Funds                    53,365.00

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

*3/7/22*

Date

\*Increase in FSS Grant



**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of February 2022**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	186,590.00	15,549.17	17,000.11	33,632.77	31,098.33	2,534.44
3410 HAP Funding	279,886.00	23,323.83	22,658.00	41,935.00	46,647.67	(4,712.67)
<b>3410 Service Coord Grant-2020</b>	<b>67,105.00</b>	<b>5,592.08</b>	<b>2,599.32</b>	<b>2,599.32</b>	<b>11,184.17</b>	<b>(8,584.85)</b>
3690 Other Income-Laundry	4,800.00	400.00	372.76	494.95	800.00	(305.05)
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	1,073.40	1,227.00	2,000.00	(773.00)
<b>Total Receipts</b>	<b>550,381.00</b>	<b>45,865.08</b>	<b>43,703.59</b>	<b>79,889.04</b>	<b>91,730.17</b>	<b>(11,841.13)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	51,142.00	4,261.83	2,790.83	5,597.27	31,098.33	(25,501.06)
4540 Adm Benefits	15,343.00	1,278.58	1,173.03	2,150.90	31,098.33	(28,947.43)
4130 Legal Fees	0.00	0.00	2,758.37	2,758.37	31,098.33	(28,339.96)
4140 Staff Training	0.00	0.00	0.00	0.00	31,098.33	(31,098.33)
4150 Travel	0.00	0.00	0.00	0.00	31,098.33	(31,098.33)
4171 Auditing Fees	1,750.00	145.83	0.00	0.00	31,098.33	(31,098.33)
4190 Sundry	10,000.00	833.33	538.11	963.81	31,098.33	(30,134.52)
<b>Total Administration</b>	<b>78,235.00</b>	<b>6,519.58</b>	<b>7,260.34</b>	<b>11,470.35</b>	<b>217,688.33</b>	<b>(206,217.98)</b>
<b>Tenant Services:</b>						
<b>4220-40 Service Coord Grant-2019</b>	<b>67,105.00</b>	<b>5,592.08</b>	<b>4,302.77</b>	<b>4,391.45</b>	<b>11,184.17</b>	<b>(6,792.72)</b>
4230 Tenant Services-Other	1,000.00	83.33	0.00	0.00	166.67	(166.67)
<b>Total Tenant Serv.</b>	<b>68,105.00</b>	<b>5,675.42</b>	<b>4,302.77</b>	<b>4,391.45</b>	<b>11,350.83</b>	<b>(6,959.38)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	678.51	1,357.02	1,333.33	23.69
4320 Electric	65,000.00	5,416.67	11,627.85	19,031.67	10,833.33	8,198.34
4390 Sewer	25,000.00	2,083.33	1,755.22	3,510.44	4,166.67	(656.23)
<b>Total Utilities</b>	<b>98,000.00</b>	<b>8,166.67</b>	<b>14,061.58</b>	<b>23,899.13</b>	<b>16,333.33</b>	<b>7,565.80</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	39,889.00	3,324.08	2,824.66	5,576.09	6,648.17	(1,072.08)
4540 Maintenance Benefits	11,967.00	997.25	366.88	728.57	1,994.50	(1,265.93)
4420 Materials	12,000.00	1,000.00	2,875.10	3,440.50	2,000.00	1,440.50
4430 Contract	43,000.00	3,583.33	2,959.70	8,597.24	7,166.67	1,430.57
<b>Total Maintenance</b>	<b>106,856.00</b>	<b>8,904.67</b>	<b>9,026.34</b>	<b>18,342.40</b>	<b>17,809.33</b>	<b>533.07</b>
<b>General:</b>						
4510 Insurance	11,950.00	995.83	845.28	1,760.84	1,991.67	(230.83)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 United Bank/VCC Interest	31,046.00	2,587.17	211.93	3,152.74	5,174.33	(2,021.59)
<b>Total General</b>	<b>42,996.00</b>	<b>3,583.00</b>	<b>1,057.21</b>	<b>4,913.58</b>	<b>7,166.00</b>	<b>(2,252.42)</b>
<b>TOTAL EXPENSES</b>	<b>394,192.00</b>	<b>32,849.33</b>	<b>35,708.24</b>	<b>63,016.91</b>	<b>270,347.83</b>	<b>(207,330.92)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>79,889.04</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>63,016.91</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>16,872.13</b>

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

  
 Lisa Benasher, Lineweaver Manager


  
 Date

**Please note:** A principal payment to United Bank was made in the amount of \$0.00 a total of \$0.00 for this fiscal year and a principal payment to Virginia Community Capital in the amount of \$5,720.52 for a total of \$11,395.65 for this fiscal year.

**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of February 2022**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	483,314.00	40,276.17	37,730.42	77,337.42	80,552.33	(3,214.91)
3410 HAP Funding	1,127,733.00	93,977.75	92,816.00	184,002.00	187,955.50	(3,953.50)
3610 Interest Income	500.00	41.67	36.74	77.01	83.33	(6.32)
3690 Other Income-Late fees, etc.	22,000.00	1,833.33	1,898.00	3,159.74	3,666.67	(506.93)
3410 Other Receipts-CDBG Funds	165,000.00	13,750.00	70,000.00	70,000.00	27,500.00	42,500.00
<b>Total Receipts</b>	<b>1,798,547.00</b>	<b>149,878.92</b>	<b>202,481.16</b>	<b>334,576.17</b>	<b>299,757.83</b>	<b>34,818.34</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	266,851.00	22,237.58	15,690.41	29,823.73	44,475.17	(14,651.44)
4540 Adm Benefits	80,055.00	6,671.25	5,034.59	9,809.26	13,342.50	(3,533.24)
4130 Legal Fees	1,000.00	83.33	486.45	486.45	166.67	319.78
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	2,200.00	183.33	0.00	0.00	366.67	(366.67)
4190 Sundry	70,000.00	5,833.33	3,539.66	4,506.60	11,666.67	(7,160.07)
4190 CDBG Down Payment Assistance Program	25,000.00	2,083.33	0.00	0.00	4,166.67	(4,166.67)
<b>Total Administration</b>	<b>447,606.00</b>	<b>37,300.50</b>	<b>24,751.11</b>	<b>44,626.04</b>	<b>74,601.00</b>	<b>(29,974.96)</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	0.00	166.67	(166.67)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>0.00</b>	<b>166.67</b>	<b>(166.67)</b>
<b>Utilities</b>						
4310 Water	10,000.00	833.33	(32.67)	(295.59)	1,666.67	(1,962.26)
4320 Electric	20,000.00	1,666.67	961.39	1,772.28	3,333.33	(1,561.05)
4330 Gas	4,000.00	333.33	33.84	58.26	666.67	(608.41)
4390 Sewer	15,000.00	1,250.00	65.21	(134.79)	2,500.00	(2,634.79)
<b>Total Utilities</b>	<b>49,000.00</b>	<b>4,083.33</b>	<b>1,027.77</b>	<b>1,400.16</b>	<b>8,166.67</b>	<b>(6,766.51)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	157,505.00	13,125.42	8,120.06	16,367.52	26,250.83	(9,883.31)
4540 Maintenance Benefits	47,252.00	3,937.67	1,936.08	3,887.95	7,875.33	(3,987.38)
4420 Materials	40,000.00	3,333.33	7,058.84	7,955.20	6,666.67	1,288.53
4430 Contract	150,000.00	12,500.00	4,806.80	5,275.10	25,000.00	(19,724.90)
<b>Total Maintenance</b>	<b>394,757.00</b>	<b>32,896.42</b>	<b>21,921.78</b>	<b>33,485.77</b>	<b>65,792.83</b>	<b>(32,307.06)</b>
<b>General</b>						
4510 Insurance	30,000.00	2,500.00	2,025.72	4,268.48	5,000.00	(731.52)
4570 Collection Loss	15,000.00	1,250.00	0.00	0.00	2,500.00	(2,500.00)
4590 Real Estate Taxes	26,000.00	2,166.67	0.00	0.00	4,333.33	(4,333.33)
4580 Interest Expense-HHR	77,850.00	6,487.50	0.00	38,925.00	12,975.00	25,950.00
4580 Interest Expense-FH	98,225.00	8,185.42	0.00	41,325.00	16,370.83	24,954.17
4580 Interest Expense-FORK(BJ)	35,575.00	2,964.58	2,916.42	6,351.56	5,929.17	422.39
<b>Total General</b>	<b>282,650.00</b>	<b>23,554.17</b>	<b>4,942.14</b>	<b>90,870.04</b>	<b>47,108.33</b>	<b>43,761.71</b>
<b>TOTAL EXPENSES</b>	<b>1,175,013.00</b>	<b>97,917.75</b>	<b>52,642.80</b>	<b>170,382.01</b>	<b>195,835.50</b>	<b>(25,453.49)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>334,576.17</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>170,382.01</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>164,194.16</b>

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

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

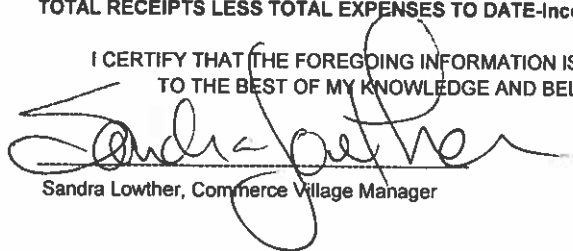
3/8/22  
 \_\_\_\_\_  
 Date

Please note P/I payments below:	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	217,850	38,925	178,925	140000
FH 2009/11/21 Go Bond Payment	443,225	41,325	401,900	443225
Bank of the James	124,177	20,696	103,481	124177
<b>Total</b>	<b>785,252</b>	<b>100,946</b>	<b>684,306</b>	

**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of February 2022**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	100,000.00	8,333.33	8,837.00	16,886.00	16,666.67	219.33
3410 HAP Funding	116,513.00	9,709.42	9,849.00	20,025.00	19,418.83	606.17
3610 Interest (Replacement&Operatir	50.00	4.17	3.57	6.90	8.33	(1.43)
3690 Other Income-Laundry&Donatio	2,000.00	166.67	189.75	238.88	333.33	(94.45)
3690 Other Inc-Late fees,workorders	3,000.00	250.00	(22.00)	14.00	500.00	(486.00)
<b>Total Receipts</b>	<b>221,563.00</b>	<b>18,463.58</b>	<b>18,857.32</b>	<b>37,170.78</b>	<b>36,927.17</b>	<b>243.61</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	27,460.00	2,288.33	1,405.02	2,810.04	4,576.67	(1,766.63)
4540 Adm Benefits	7,100.00	591.67	514.61	930.28	1,183.33	(253.05)
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	83.33	(83.33)
4150 Travel	500.00	41.67	0.00	0.00	83.33	(83.33)
4171 Auditing	0.00	0.00	0.00	0.00	0.00	0.00
4190 Sundry	8,000.00	666.67	639.78	1,117.68	1,333.33	(215.65)
4190 Sundry-Management fees	10,000.00	833.33	982.88	1,941.52	1,666.67	274.85
4190 Sundry-HCC fees	7,000.00	583.33	6,763.98	6,763.98	1,166.67	5,597.31
<b>Total Administration</b>	<b>60,560.00</b>	<b>5,046.67</b>	<b>10,306.27</b>	<b>13,563.50</b>	<b>10,093.33</b>	<b>3,470.17</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	18,250.00	1,520.83	2,500.00	2,500.00	3,041.67	(541.67)
4240 Tenant Services-Client	1,500.00	125.00	0.00	0.00	250.00	(250.00)
<b>Total Tenant Serv.</b>	<b>19,750.00</b>	<b>1,645.83</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>3,291.67</b>	<b>(791.67)</b>
<b>Utilities:</b>						
4310 Water	4,300.00	358.33	355.41	710.82	716.67	(5.85)
4320 Electricity	20,000.00	1,666.67	2,078.10	3,613.51	3,333.33	280.18
4330 Gas	2,100.00	175.00	176.27	371.97	350.00	21.97
4390 Sewer	11,650.00	970.83	849.30	1,698.60	1,941.67	(243.07)
<b>Total Utilities</b>	<b>38,050.00</b>	<b>3,170.83</b>	<b>3,459.08</b>	<b>6,394.90</b>	<b>6,341.67</b>	<b>53.23</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	15,450.00	1,287.50	713.06	1,490.39	2,575.00	(1,084.61)
4540 Maintenance Benefits	3,500.00	291.67	132.81	270.91	583.33	(312.42)
4420 Materials	2,500.00	208.33	550.67	914.87	416.67	498.20
4430 Contract Costs	18,000.00	1,500.00	5,252.25	5,655.61	3,000.00	2,655.61
<b>Total Maintenance</b>	<b>39,450.00</b>	<b>3,287.50</b>	<b>6,648.79</b>	<b>8,331.78</b>	<b>6,575.00</b>	<b>1,756.78</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	3,500.00	291.67	303.26	615.38	583.33	32.05
4570 Collection Loss	500.00	41.67	0.00	0.00	83.33	(83.33)
4580 Interest Expense	16,380.00	1,365.00	1,365.00	2,730.00	2,730.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	2.02	4.00	(1.98)
1162 Replacement Reserve Acct	9,000.00	750.00	750.00	1,500.00	1,500.00	0.00
<b>Total General Exp.</b>	<b>29,404.00</b>	<b>2,450.33</b>	<b>2,419.27</b>	<b>4,847.40</b>	<b>4,900.67</b>	<b>(53.27)</b>
<b>TOTAL EXPENSES</b>	<b>187,214.00</b>	<b>15,601.17</b>	<b>25,333.41</b>	<b>35,637.58</b>	<b>31,202.33</b>	<b>4,435.25</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>37,170.78</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>35,637.58</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>1,533.20</b>

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

  
Sandra Lowther, Commerce Village Manager

3-8-2022  
Date

JR "Polly" Lineweaver Program Management Report  
Month of February 2022

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	0	100
New Applications Taken	0	0

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	4	1	5
# of Tenants who moved in	0	0	0
# of Tenants who moved out	2	0	2
# of Tenants who transferred	0	0	0
# of Legal Notices	1	1	2
# of Unlawful Detainers	1	1	2

**Occupancy**

15	# of minorities	0.26%
51	# of disabled tenants	94%
29	# of elderly tenants	51%
<b>Total Number of Units Leased: 56</b>		

**Tenant Accounts Receivable**

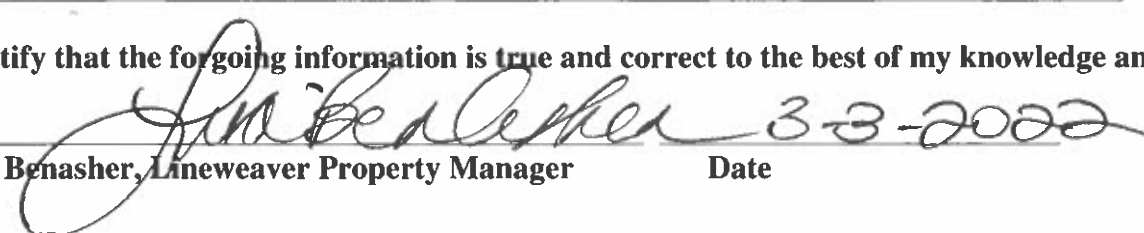
Accounts Receivable at end of Month	\$33,446.38		
Delinquent Accounts By Age	30 7	60 7	>60 7
Security Deposits Held	\$13,769.55		
Pet Deposits Held	\$1,395.00		
Rent Billed	\$17,000.11		
Rent Collected	\$14,252.50		

Number of Inspections	0
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**Management**

Comments on any problems experienced during the month:

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

  
Lisa Benasher, Lineweaver Property Manager

Date

3-3-2022

Lineweaver Annex Program Management Report...  
Month of February 2022

**Applications**

Currently On Waiting List	<b>100</b>
New Applications Taken	<b>0</b>

**Marketing**

# of units vacant	5
# of Tenants who moved in	1
# of Tenants who moved out	1
# of Tenants who transferred	0
# of Legal Notices	0
# of Unlawful Detainers	0

**Occupancy**

<b>12</b>	# of minorities	<b>0.09%</b>
<b>43</b>	# of disabled tenants	<b>52</b>
<b>16</b>	# of elderly tenants	<b>23%</b>
<b>Total Number of Units Leased 55</b>		

**Tenant Accounts Receivable**

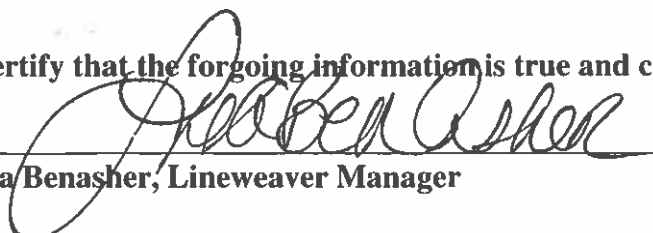
Accounts Receivable at end of Month	<b>\$24,237.70</b>		
Delinquent Accounts By Age	<b>30 5</b>	<b>60 5</b>	<b>&gt;60 5</b>
Security Deposits Held	<b>\$26,261.42</b>		
Pet Deposits Held	<b>\$1,750.00</b>		
Rent Billed	<b>\$15,042.00</b>		
Rent Collected	<b>\$13,965.61</b>		

<b>Number of Inspections</b>	<b>0</b>
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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

Date 2-3-2022

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF FEBRUARY 2022**

**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>3</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>8</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>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>
# of Legal Notices	<u>3</u>	<u>7</u>	<u>19</u>	<u>3</u>	<u>0</u>	<u>32</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>\$115,222.00</u>
Rent Billed	<u>\$135,567.14</u>
Rent Collected	<u>\$133,486.94</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>772</u> applicants.	<u>241</u>	<u>287</u>	<u>158</u>	<u>065</u>	<u>021</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 abandonment and one eviction for the month of 02/22.
- For the month of 02/22 FH collected \$98.42 in recoupment from tenant(s) who had bad debt.
- FH has started adjudicating rental issues in court (FH will work with any client with regards to payment agreements and/or willing to apply for rental assistance). FH has applied for 21 tenants with the Rental Relief Program (RRP) and provided all requested verification by RRP (tenants will have to complete their end of the application before assistance is given or denied by RRP).
- FH stopped taking applications for the program effective 12/01/21, and FH's waiting list was purged on 11/21.
- FH went over the budgeted amount of materials for 02/22.

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

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

3/8/22  
\_\_\_\_\_  
Date

COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF FEBRUARY 2022

	VASH	HCV
VACANT	0	0
MOVE IN	1	0
MOVE OUT	1	0
EVICTIONS	0	0
TRANSFERRED	0	0
LEGAN NOTICES	0	0
DETAINERS	0	0

30 UNITS LEASED 30

OUTSTANDING BALANCE	213.00
DELINQUENT ACCT	30: 0 60: 1 90+ 0
SECURITY DEPOSIT	15,848.00
RENT BILL	17,910.00
RENT COLLECTED	17,831.00

APPLICATIONS 227

COMMENTS ON ANY PROBLEMS – RESIDENT PAST DUE IS MAKING PAYMENTS

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

*SANDRA LOWTHER*

*01/28/2022*



## Monthly Report – February 2022

### HCV PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 24	Enrolled in GED: 0	Positive Escrow Balances: 16
Employed: 14	Enrolled in ESL: 0	Earning Monthly Escrow: 9
Unemployed/Furlough: 9	Enrolled in Continuing Ed: 1	Newly Earning Escrow: 0
Medical Leave/ Disability: Maternity Leave: 1	Started this month: 0	Increase in Earning Escrow: 1
		Decrease in Earning Escrow: 1
		Interim Escrow Withdrawals: 0

### FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Escrow
In Program: 30	Enrolled in GED: 1	Positive Escrow Balances: 17
Employed: 17	Enrolled in ESL: 1	Earning Monthly Escrow: 9
Unemployed/Furlough: 10	Enrolled in Continuing Ed.:3	Newly Earning Escrow: 0
Medical Leave/ Disability: Maternity Leave: 3	Started this month: 0	Increase in Earning Escrow: 1
		Decrease in Earning Escrow: 0
		Interim Escrow Withdrawals: 0

### HARRISON HEIGHTS

Employment	Education/Training	Escrow
In Program: 10	Enrolled in GED: 0	Positive Escrow Balances: 8
Employed: 9	Enrolled in ESL: 2	Earning Monthly Escrow: 5
Unemployed: 1	Enrolled in Continuing Ed:0	Newly Earning Escrow: 0
Medical Leave/ Disability: Maternity Leave: 0	Started this month: 0	Escrow Increases: 0
New jobs this month: 0		Decrease in Earning Escrow: 0
		Interim Escrow Withdrawals: 0

### Program Highlights

1 new HCV participant, 1 HCV participant graduate.

Date: 2/28/2022 FSS Coordinator: Zoe Parakuo & Sandy Loredó

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as February 28, 2022**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$132,857.26
		Total	\$132,857.26
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$201,005.65	
	Housing Choice Voucher Program	\$38,105.82	
	Commerce Village, LLC	\$25,054.94	
	Franklin Heights, LLC-Operating Expenses	\$6,921.22	
	Franklin Heights, LLC-Debt Servicing	\$0.00	
		<b>\$271,087.63</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	Truist/SunTrust-Checking Account		\$324,977.66
	United Bank-FSS Escrow for participants		\$103,221.70
		Total	<b>\$428,199.36</b>

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$29,084.84
		Total	<b>\$29,084.84</b>

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

Cash:	United Bank-Security Deposit Account		\$191,545.47
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**COMPONENT UNITS**

<b>Franklin Heights, LLC</b>			
Cash:	United Bank-Checking Account		\$143,222.78

<b>Commerce Village, LLC</b>			
Cash:	First Bank & Trust		\$221,460.59
	Virginia Housing-Replacement Reserve Account		\$55,314.62
	Truist/BB&T-Operating Reseve Account		\$130,742.22

<b><u>Grand Total</u></b>	<b><u>\$1,332,427.14</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report  
YTD Financial Report as of January 31, 2022**

	Cash Balance as of 1/31	Cash Balance as of 2/28
<b>LOCAL COMMUNITY DEVELOPMENT</b>		
Cash: First Bank & Trust	\$70,644.88	\$132,857.26
<b>HOUSING CHOICE VOUCHER PROGRAM</b>		
Cash: Truist/SunTrust-Checking	\$282,893.94	\$324,977.66
United Bank-FSS Escrow	\$97,590.97	\$103,221.70
<b>J.R. POLLY LINEWEAVER APARTMENTS</b>		
Cash: United Bank-Checking	\$39,575.18	\$29,084.84
<b>ALL PROGRAMS-FH, LW, JRL, CVO</b>		
Cash: United Bank-Security Dep.	\$189,859.73	\$191,545.47
<b>COMPONENT UNITS</b>		
<b>Franklin Heights, LLC</b>		
Cash: United Bank-Checking	\$137,869.19	\$143,222.78
<b>Commerce Village LLC</b>		
Cash: First Bank & Trust	\$221,460.59	\$221,460.59
VA Housing-Repl Reserve	\$54,562.05	\$55,314.62
Truist/BB&T-Oper Reserve	\$130,741.22	\$130,742.22
Total	<b>\$1,225,197.75</b>	<b>\$1,332,427.14</b>