

**NEWPORT NEWS REDEVELOPMENT AND HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING**

**October 18, 2016
8:30 a.m.
227-27th Street, Newport News**

1. Pledge of Allegiance to the Flag of the United States of America
2. Roll Call
3. Consider approval of minutes of regular meeting, September 20, 2016
4. Communications
5. New Business
 - a. Consider resolution authorizing Revised Utility Allowances for Public Housing and the Section 8 HCV Program and Amendment to the 5 Year Plan.
 - b. Consider resolution authorizing the Execution of Documents Related to the Conversion of the Orcutt Townhomes III Project in Accordance with the Rental Assistance Demonstration Program.
 - c. Consider Resolution approving appointment of a Member to the Board of Directors of the Neighborhood Revitalization Project.
6. Report to the Board
7. Closed session in accordance with the Virginia Freedom of Information Act, Code of Virginia, Section 2.2-3711
8. Consider adoption of resolution certifying a Closed Meeting in conformity with Virginia law.
9. Any other business to come before the Board.
10. Adjournment

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
September 20, 2016**

Having duly given public notice, the Board of Commissioners of the Newport News Redevelopment and Housing Authority met at the offices of the Authority at 227-27th Street, in the City of Newport News, Virginia, at 8:30 a.m. on Tuesday, September 20, 2016.

Pledge of Allegiance

Chairman Burgoyne led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

Roll Call

The meeting was called to order by the Chairman, and those present were as follows:

Commissioners present: -
N. Douglas Burgoyne
Josephine Clark
Lou Call
Gary B. Hunter
George B. Knight

Commissioners Berry and Hager's absences were excused.

Also present: Raymond H. Suttle, Jr.
Jones, Blechman, Woltz & Kelly, P.C.

Karen R. Wilds
Executive Director

Carl V. Williamson
Director of Housing

Valarie Ellis, Director
Administrative Services

Sandra Powell, Director
Community Development

Lisa Dessofoff, Director
Finance

Teresa Bennett
Administrative Assistant

Tricia Wilson
Development Department, City of Newport News

Dave Ress
Daily Press

Matthew Meadows
Jones, Blechman, Woltz & Kelly, P.C.

Katherine Westfall
Jones, Blechman, Woltz & Kelly, P.C.

Janet Green
Habitat for Humanity

Approval of Minutes, August 16, 2016

Commissioner Hunter moved that the minutes of the meeting of the Board of Commissioners held on August 16, 2016 be approved as presented. The motion was seconded by Commissioner Knight and passed with a majority vote. Commissioner Burgoyne abstained as he was not present at the August meeting.

Communications

The following communications were provided to the Board and reviewed by the Executive Director. 1) Letter to the Executive Director dated August 26, 2016 from Senator Tim Kaine acknowledging our support for Affordable Housing Credit Improvement Act and the Low Income Housing Tax Credit (LIHTC). The LIHTC provides a tax incentive to encourage investors to invest in the development, acquisition, and rehabilitation of affordable rental housing projects. 2) A Daily Press article dated August 19, 2016 reporting on the dividend check, nearly \$7,500, from insurance for safety briefings and a formal documented program of inspecting buildings. This will result in a reduction for this year's premium payments. 3) Letter to the NNRHA Family Investment Center, dated April 18, 2016 from the Internal Revenue Service thanking the organization for our participation in the tax preparation

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
September 20, 2016**

program. 4) A series of Daily Press articles on Ivy Towers and the support of City Council in issuing of bonds. The issue will be brought back to the Board for final action this year. An article from Newport News Now, dated September 15, 2016 announcing The Transformation Plan Kick-Off Community Meeting for the Marshall-Ridley Choice Neighborhood being held on September 20, 2016 at the Dunbar-Erwin Elementary School. The meeting is open to the public.

New Business

Resolution of the Board of Commissioners of the Newport News Redevelopment and Housing Authority authorizing the Executive Director to enter into a contract with the Habitat for Humanity Peninsula and Greater Williamsburg

The Board had been provided copies of a resolution to authorize the Executive Director to enter into contract with Habitat for Humanity for local HOME Investment Partnerships Program funds to be used to aid in the construction of three (3) new single family homes located in the Southeast Community. Habitat has requested a total of \$150,000 in Community Housing Development Organization (CHDO) grant funds. These funds will be used to aid in the construction of the three (3) homes located at 2411 Oak Avenue, 1218 29th Street, 1124 34th Street in Newport News. All new properties will be certified Earth Craft and Energy Star. It is proposed that the \$150,000, requested by Habitat, be in the form of a grant with a fifteen (15) year affordability period.

Commissioner Clark made a motion to approve the resolution. Commissioner Knight seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

Report to the Board

A Report to the Board for September, 2016 had been provided to the commissioners. A copy of the subject report is on file in the office of the Executive Director.

Mr. Williamson reported on a new Housing Choice Voucher FSS program home buyer who purchased a home located on Jeffery's Drive in Newport News. NNRHA is sponsoring a Career Expo on October 5, 2016. The Family Investment Center received a Certificate of Appreciation from the Department of Human Services for its level of commitment and services to the community.

Ms. Dessofoy reported 25 additional VASH units in August, 2016. She said the unaudited financial statement has been submitted to HUD.

Ms. Ellis reported the Authority will hold a Health and Wellness Fair for employees on October 14, 2016 and flu shots will be available for staff. A Contractor's Vendor's Fair will be held on October 26, 2016.

Ms. Powell informed the Board that the façade improvements for the Kline Building located on Jefferson Avenue should be completed today and she should have pictures for next month's meeting.

Ms. Wilds discussed the Ella Fitzgerald mural, possible sites. One of the sites in discussion is the back of the Jefferson-Brookville building at 27th Street. Ms. Wilds also pointed out that part of the Choice Neighborhood Initiative requires a lot of participation by the community. She hopes that the community will take part in this initiative beginning with tonight's Kick-Off meeting.

Closed Session

Commissioner Knight made a motion to go into closed session to 1) Consult with legal counsel and discussion regarding the disposition of publicly owned real estate parcel in the downtown area of Newport News, in compliance with Virginia Code 2.2-3711 (A) (3). Public discussion would adversely affect property negotiations. 2) Consultation with legal counsel and briefings by staff pertaining to actual litigation involving an application for housing in compliance with Virginia Code 2.2-3711 (A) (7). Briefings in an open session would adversely affect the litigating posture of the Newport News Redevelopment and Housing Authority. 3) Discussion of a personnel matter related to the Executive Director consistent with Virginia Code 2.2-3711 (A) (1). The motion was seconded by Ms. Clark.

The Board had been provided a resolution certifying to a closed session in accordance with Virginia law, 2.2-3711 (A) (1) (3) (7). Commissioner Clark made a motion to approve the resolution, Commissioner Call seconded the motion which passed with a unanimous vote. The resolution is attached to and made a part of these minutes.

Other Business

**Minutes of a Meeting of the
Newport News Redevelopment and Housing Authority
September 20, 2016**

Adjournment

There being no other business to come before the Board, the Chairman adjourned the meeting at 9:17 a.m.

Secretary-Treasurer