

# CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY



## MONTHLY OPERATIONS REPORT

FOR THE MONTH OF MAY 2024

JUNE 24, 2024

# **MEMORANDUM**

To: Board of Commissioners  
From: David Bustamante, Executive Director  
Date: June 17, 2024  
Subject: Monthly Operations Reports

Enclosed for your information and review are operations reports from each department for the month of May 2024. The reports are as follows:

Executive Office .....	Section 1
Executive Director's Report	
Human Resources and Administration .....	Section 2
Human Resources	
Workers' Compensation	
Operations Division .....	Section 3
Procurement	
Redevelopment and Revitalization	
Housing Division.....	Section 4
Public Housing Operations	
Security Activities	
Section 8 Operations	
Resident Services	

# EXECUTIVE OFFICE

# Executive Director's Report

## **FY 2025 Operating Budget**

Management staff have completed the first draft of RRHA operating budgets for FY 2025. Budgets are currently under review by the Finance Department. A federal budget has not been approved so funding amounts projected for budgeting purposes are estimates based on amounts included in the President's budget proposal.

A public hearing will be scheduled for August 26, 2024 to occur immediately preceding the regular Board meeting, for Commissioners to receive public comments on the proposed operating budgets. Proposed budgets will be provided to Commissioners for review prior to that meeting. A presentation providing explanation of the proposed budget will be provided at the beginning of the public hearing.

## **Book-Rich Environments/summer lunch program**

This summer RRHA will continue to participate in HUD's Book Rich Environment initiative. We received over 3,500 books this year. We have plans to host children and family events throughout our developments and at the EnVision Center, similar to what we have done in years past. Books will be given out when the Roanoke City Public Schools does meal distribution at six public housing sites and during RRHA's summer lunch program. In addition, books will be placed in the lobby of the Central office so that Section 8 parents can take some home to their children.

The summer lunch program will continue at Lansdowne, VAL, Hunt, Bluestone, Jamestown and IRV. The distribution time will be extended from ½ hour to 1 hour so that children can space out their arrival times. We will be operating as we did pre COVID, children should come in and either take the lunch home or eat at the community rooms in the RRHA developments.

**HUMAN RESOURCES &  
ADMINISTRATION DIVISION**

HUMAN RESOURCES  
MONTHLY REPORT  
MAY 2024

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**

**May 2024**

**HUMAN RESOURCES REPORT**

**EMPLOYEE CENSUS AS OF MONTH END**

Regular Full-Time	69
Regular Part-Time	3
<b><u>TOTAL</u></b>	<b><u>72</u></b>
Temp Agency Employee	5
<b><u>TOTAL</u></b>	<b><u>77</u></b>

**Position Title**

**Division**

**Name**

**NEW HIRES**

Executive Assistant	Housing	Barbara Quinones
Maintenance Worker	Housing	Trevor Carpenter

**SEPARATIONS**

Clerical Assistant, Lansdowne	Housing
Clerical Assistant, HCV	HCV
Maintenance Technician I	Housing

**TURNOVER**

		<b>Current Month</b>
Turnover	Voluntary	1.40%
	Involuntary	2.80%
	Total Turnover	4.20%
Turnover by Job Category	Maintenance	30%
	Other NE	67%
	Exempt	0%

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**May 2024**

**RECRUITING REPORT**

**OPEN POSITIONS**

<u>Position Title</u>	<u>Division</u>	<u>Status</u>
Accountant II	Finance	Posted / Screening / Interviewing
Maintenance Technician	Housing	Posted / Screening / Interviewing
Resident Ambassador	Community Services	Offered
Housing Choice Voucher Manager	HCV	Offered internally
Compliance & Quality Specialist	Operations	Offered
Maintenance Worker	Housing	Posted / Screening
Clerical Assistant, HCV	HCV	Posted / Screening
Housing Choice Voucher Specialist	HCV	Offered
Clerical Assistant, Lansdowne	Housing	Temp in place

**APPLICATIONS SCREENED**

	<b>Applications</b>	<b>Phone Screen</b>	<b>Interviewed</b>	<b>Offered</b>
Accountant II	23	0	0	0
Maintenance Technician	14	2	2	2
Resident Ambassador	5	1	1	1
Housing Choice Voucher Manager	3	0	0	1
Compliance & Quality Specialist	20	0	2	1
Maintenance Worker	68	4	2	2
Clerical Assistant, HCV	1	0	0	0
Housing Choice Voucher Specialist	25	0	1	1
Clerical Assistant, Lansdowne	15	0	0	0
Total	<b>174</b>	<b>7</b>	<b>8</b>	<b>8</b>
%		<b>4%</b>	<b>114%</b>	<b>100%</b>

**Accountant II-** Scheduled 1 interview, candidate accepted another offer prior

**Compliance & Quality Specialist-** Scheduled 3 interviews, 1 no show

**Maintenance Worker-** Scheduled 2 interviews, 1 no show; offered to another candidate that applied for Maintenance Tech, but qualified as a worker

**Clerical Assistant, HCV-** Opened requisition 5/30/24



**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**May 2024**

**TRAINING REPORT**

**RRHA UNIVERSITY**

# of employees completing a course	6
# of unique courses	38
# of courses completed	45
# of hours learning*	26
# of average minutes per course*	34.4

*\*University Courses only, does not include events, and external course records.*

<b>User</b>	<b>Course</b>	<b>Completed</b>
Wilkins, Augustrina	COM 110 - Email Etiquette: Basics of Email Communication	05/10/2024
Wilkins, Augustrina	COM 111 - Email Etiquette: Getting Started	05/10/2024
Wilkins, Augustrina	COM 112 - Email Etiquette: Short and to the Point	05/10/2024
Wilkins, Augustrina	COM 113 - Email Etiquette: Keeping It Professional	05/10/2024
Wilkins, Augustrina	COM 114 - Email Etiquette: Writing with Positivity	05/13/2024
Wilkins, Augustrina	COM 115 - Email Etiquette: Being Considerate	05/28/2024
Wilkins, Augustrina	COM 120 - Effective Telephone Skills: Basic Communication	05/01/2024
Wilkins, Augustrina	COM 121 - Effective Telephone Skills: Put Yourself in the Zone	05/28/2024
Wilkins, Augustrina	COM 122 - Effective Telephone Skills: Balancing Your Tone	05/28/2024
Wilkins, Augustrina	CS 100 - Introduction to Microsoft Word	05/10/2024
Wilkins, Augustrina	CS 110 - Introduction to Microsoft Excel	05/10/2024
Wilkins, Augustrina	CS 120 - Introduction to Microsoft PowerPoint	05/14/2024
Quinones, Barbara	eL 100 - Welcome to eLearning	05/01/2024
Carpenter, Trevor	eL 100 - Welcome to eLearning	05/28/2024
Quinones, Barbara	FH 100 - Federal Fair Housing Compliance	05/01/2024
Carpenter, Trevor	FH 110 - Federal Fair Housing Compliance for Maintenance	05/28/2024
Quinones, Barbara	HR 130 - Drug-Free Workplace	05/01/2024
Robinson, Aijalon	HR 130 - Drug-Free Workplace	05/08/2024
Carpenter, Trevor	HR 130 - Drug-Free Workplace (English/Spanish)	05/28/2024
Wilkins, Augustrina	LS 180 - Difficult Conversations: Introduction	05/08/2024

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**May 2024**

Wilkins, Augustrina	LS 181 - Difficult Conversations Module 1: The Basics	05/08/2024	
Wilkins, Augustrina	LS 182 - Difficult Conversations Module 2: When to Initiate	05/08/2024	
Wilkins, Augustrina	LS 183 - Difficult Conversations Module 3: Importance of Preparation	05/08/2024	
Wilkins, Augustrina	LS 184 - Difficult Conversations Module 4: Self-Preparation	05/08/2024	
Wilkins, Augustrina	LS 185 - Difficult Conversations Module 5: Reactions and Outcomes	05/08/2024	
Wilkins, Augustrina	LS 186 - Difficult Conversations Module 6: Opening the Conversation	05/08/2024	
Wilkins, Augustrina	LS 187 - Difficult Conversations Module 7: During the Conversation	05/08/2024	
Wilkins, Augustrina	LS 188 - Difficult Conversations Module 8: Ending the Conversation	05/08/2024	
Wilkins, Augustrina	LS 189 - Difficult Conversations Module 9: Following Through	05/08/2024	
Wilkins, Augustrina	MS 012 - Maintenance Mobile Setup in 7S	05/01/2024	
Wilkins, Augustrina	PD 102 - Business Etiquette: Communication	04/30/2024	
Wilkins, Augustrina	PD 103 - Business Etiquette: Work Relationships	04/30/2024	
Wilkins, Augustrina	PD 104 - Business Etiquette: Getting Help and Saying Thanks	05/01/2024	
Quinones, Barbara	RSERV- Mandated Reporting- Adult Protective Services	05/14/2024	
Quinones, Barbara	RSERV- Mandated Reporting- Child Protective Services	05/14/2024	
Goodman, Gregory	RSERV- Mandated Reporting- Child Protective Services	05/20/2024	
Musselman, Buford	SP 001 - Introduction to Workplace Safety	05/14/2024	
Musselman, Buford	SP 110 - Basic First Aid: Introduction	05/14/2024	
Musselman, Buford	SP 115 - Back Injury Prevention: Introduction	05/14/2024	
Musselman, Buford	SP 120 - Avoiding Slips, Trips, and Falls	05/14/2024	
Musselman, Buford	SP 125 - Fire Safety	05/14/2024	
Musselman, Buford	SP 130 - Ladder Safety	05/14/2024	
Carpenter, Trevor	SP 135 - Bloodborne Pathogen Awareness: Introduction	05/28/2024	
Carpenter, Trevor	SP 136 - Bloodborne Pathogen Awareness: Disease Prevention	05/28/2024	
Wilkins, Augustrina	SP 335 - Hazard Communication	05/01/2024	
User	Event		Status
Brammer, Amy	YARDI Training		Attended
Brammer, Amy	YARDI Training		Attended

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**

**May 2024**

Brush, Heather	YARDI Training	Attended
Bunting, Karen	YARDI Training	Attended
Bunting, Karen	YARDI Training	Attended
Castaneda, Meghan	YARDI Training	Attended
Castaneda, Meghan	YARDI Training	Attended
Christoff, Leah	YARDI Training	Attended
Christoff, Leah	YARDI Training	Attended
Colston, Crystal	YARDI Training	Attended
Colston, Crystal	YARDI Training	Attended
Draper, Julia	YARDI Training	Attended
Draper, Julia	YARDI Training	Attended
Gao, Yu	YARDI Training	Attended
Gao, Yu	YARDI Training	Attended
Goodman, Gregory	YARDI Training	Attended
Hill, Emily	YARDI Training	Attended
Hill, Emily	YARDI Training	Attended
Hough, Crystal	YARDI Training	Attended
Hough, Crystal	YARDI Training	Attended
Hunter, Venecia	YARDI Training	Attended
Hunter, Venecia	YARDI Training	Attended
Lewis, Lynelle	YARDI Training	Attended
Mack, Christa	YARDI Training	Attended
Mack, Christa	YARDI Training	Attended
McCoy, Suzzette	YARDI Training	Attended
McCoy, Suzzette	YARDI Training	Attended
Morris, William	YARDI Training	Attended
Morris, William	YARDI Training	Attended
Philpott Paxton, Shauna	YARDI Training	Attended
Philpott Paxton, Shauna	YARDI Training	Attended
Pires, Gina	YARDI Training	Attended
Quinones, Barbara	YARDI Training	Attended
Quinones, Barbara	YARDI Training	Attended
Rayle, Nicole	YARDI Training	Attended
Rayle, Nicole	YARDI Training	Attended
Robinson, Aijalon	YARDI Training	Attended
Robinson, Aijalon	YARDI Training	Attended
Saunders, Lisa	YARDI Training	Attended

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**May 2024**

Saunders, Lisa	YARDI Training	Attended
Simon, Tiffany	YARDI Training	Attended
Simon, Tiffany	YARDI Training	Attended
Stanley, Denise	YARDI Training	Attended
Stanley, Denise	YARDI Training	Attended
Tagle, Karen	YARDI Training	Attended
Tagle, Karen	YARDI Training	Attended

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**May 2024**

**WORK COMP CLAIMS FY 2023-2024**

<u>MONTH</u>	<u>LOST WORK TIME</u>	<u>MEDICAL CLAIM ONLY</u>
October 2023		1
November 2023		1
December 2023	1	
January 2024		
February 2024		
March 2024		1
April 2024		
May 2024		1
<b>FISCAL YEAR Total</b>	<b>1</b>	<b>4</b>

# OPERATIONS DIVISION

PROCUREMENT  
MONTHLY REPORT  
MAY 2024

# PROCUREMENT MAY 2024 MONTHLY ACTIVITY REPORT

## I. Capital Fund

### A. Contracts Awarded

**RED-24-02-06**

**Request for Qualifications for Architectural/Engineering Services for Development of 86 New Affordable Residential Units for City of Roanoke Redevelopment and Housing Authority** was issued February 11, 2024. Comments were received by February 29, 2024. Five (5) responsive Statements of Qualifications were received by March 8, 2024. CJMW Architecture, P. A. submitted the highest ranked Statement of Qualifications. A not-to-exceed contract amount of \$985,000.00 was negotiated with CJMW, Architecture, P. A. Commissioners approved Resolution 4197 on April 22, 2024 accepting the Statement of Qualifications submitted by CJMW Architecture, P. A. for award of contract at the not-to-exceed amount of \$985,000.00. A contract with a not-to-exceed amount of \$985,000.00 was executed May 29, 2024.

**RED-24-02-26**

**Invitation for Bids for Repairs, Painting and Cleaning for 2717 and 2719 Sand Rd., NE, Bluestone Park, AMP 259** was issued March 24, 2024. A pre-bid meeting is scheduled for April 2, 2024. Comments are due by April 9, 2024. One responsive bid was received by April 16, 2024. Russell's Remodeling, LLC submitted the only responsive bid with an amount of \$217,900.00. As a result of negotiations, Russell's Remodeling, LLC revised the amount of the bid to \$200,000.00. Commissioners approved Resolution 4204 accepted the revised bid submitted by Russell's Remodeling, LLC. A contract with a fixed amount of \$200,000.00 was executed May 21, 2024. .

### B. Solicitations Pending



## II. Operating Budget

### A. Contracts Awarded

None

**A Notice of Renewal for Commercial Insurance Policies for RRHA** was submitted to RRHA from Virginia Risk Sharing Association (VRSA) for the term July 1, 2024 through June 30, 2025 with an amount of \$365,181.00. The amount of increase from the current term is determined to be fair and reasonable. Commissions approved Resolution 4203 accepting the Notice of Renewal for Commercial Insurance Policies for RRHA submitted by Virginia Risk Sharing Association (VRSA). The 2024 – 2025 Member Agreement for Commercial Insurance Policies with a fixed amount of \$365,181.00 was executed May 31, 2024.

### B. Solicitations Pending

None

## III. Other Grants and Projects

### A. Contracts Awarded

**RED-24-03-19**

**Invitation for Bids for Installation of Passive Radon Vent Systems for Jamestown Place, AMP 207 and Indian Rock Village, AMP 210** was issued March 31, 2024. A pre-bid meeting was held April 9, 2024. Comments were received by April 23, 2024. One (1) responsive bid was received by April 30, 2024. Russell's Remodeling, LLC submitted the only responsive bid with an amount of \$316,000.00. As a result of negotiations, Russell's Remodeling, LLC revised the amount of the bid to \$280,000.00. Commissioners approved Resolution 4205 on May 20, 2024 accepting the revised bid submitted by Russell's Remodeling, LLC. A contract with a fixed amount of \$280,000.00 is scheduled to be executed in June, 2024.

B. Solicitations Pending

IV. **Protests**

**None**

REDEVELOPMENT AND REVITALIZATION  
MONTHLY ACTIVITY REPORT  
MAY 2024

# Redevelopment and Revitalization Department

## May 2024 MONTHLY ACTIVITY REPORT

### Bluestone Avenue Development

RRHA acquired this property from Habitat for Humanity for \$10,000 in 2020 after RRHA's site acquisition proposal was approved by the HUD field office months prior. The property is adjoined along both sides of Bluestone Avenue by RRHA's Bluestone Park property.

RRHA intends to use the site for the development of two (2) three (3) -bedroom units of public housing. One (1) of the units will be wheelchair accessible per Section 504 requirements and the other will be accessible for audio/visual impaired residents who need such accommodations.

RRHA submitted a development proposal for two parcels to the HUD field office in May 2021, after which HUD advised that the Board of Commissioners would need to approve a resolution to accept the waiver established under several HUD notices pursuant to the CARES Act. The Board approved Resolution 4090, which RRHA in turn submitted to the field office. Late last year, HUD approved the development proposal and a new declaration of trust has been recorded.

RRHA recently was notified that it will receive grant funds from Virginia Housing for public housing Capital Fund projects funded through the American Rescue Plan Act. The development of these units was included in that grant application. Design work that was previously done for the project in 2021 was updated to prepare for a bid process and two (2) responsive bids were received November 8, 2022. The Board approved an award of contract to G & H Contracting, Inc. and a contract with a fixed amount of \$1,071,535.00 was executed January 3, 2023. Construction started May 8, 2023. RRHA received a Certificate of Occupancy from City of Roanoke Building Inspection Officials on March 29.

### Homeownership Programs

RRHA has completed working with two (2) first-time homebuyers per Board Resolution 4064. The properties are 938 Peck Street, NW and 1606 Grayson Avenue, NW. The properties were sold to first-time buyers on terms consistent with the other homeownership programs. Both buyers made deposits and signed letters of intent with RRHA to purchase the properties in 2022. The Board of Commissioners passed a resolution in October 2022 to approve the sale of 938 Peck Street, and passed a resolution to sell 1606 Grayson Avenue in November.

RRHA closed on the sale of 938 Peck Street, NW, on December 29, 2023. The buyer has a Housing Choice Voucher which will now be used to pay a portion of her mortgage for up to 15 years. The buyer was also able to receive down payment assistance from the Federal Home Loan Bank (FHLB) through Truist bank after additional funds were made available. RRHA holds a 20% forgivable second mortgage on the property.

RRHA closed on the sale of 1606 Grayson Avenue, NW, on January 17, 2024. The buyer was a public housing resident who'd completed the Family Self Sufficiency program at the Villages at Lincoln and was once named resident of the month.

RRHA was notified in 2022 that it will be awarded \$111,629 from the Roanoke Valley Alleghany Regional Commission (RVARC). The funds were made available by Virginia Housing and will be used on two (2) new homeownership units for first-time buyers of low-to-moderate income. The RVARC advised that RRHA could amend its scope to purchase existing homes rather than build new as originally planned. The RVARC funds must be expended by June 30, 2025.

The RRHA Board of Commissioners approved a resolution in March to allow for the purchase and renovation of two (2) properties for first-time home buyers. Two (2) qualified applicants have made deposits and are currently working with RRHA staff. RRHA closed on the purchase of 4947 Showalter on May 31 after the Board of Commissioners approved a resolution on May 20. RRHA will begin minor renovations of the property next month with the goal of closing on the sale to the applicant by early August. RRHA will present a resolution to the Board next month for the acquisition of a property for the other applicant in this program.

### **Section 32**

RRHA's Section 32 Program allows RRHA to sell certain public housing units to qualified low to moderate income first-time homebuyers. HUD gave approval for the five (5) single family homes that are included in the program several years ago. All five (5) of the single family homes were constructed during the time that the HOPE 6 Program was active. The Section 32 Program replaced the former 5(h) Homeownership Program that was in effect at that time.

Once a home is under contract for sale, RRHA makes improvements and repairs to the home so that the new homeowner should not have to make any significant repairs to the home for seven (7) years. Improvements or repairs may include such items as roof replacement (depending on the age and type of the roof), HVAC system upgrades, replacement of floor coverings, installation of new appliances and repairs to decks and porches. The improvements are funded by proceeds from previous sale of homes in RRHA's lease purchase and 5(h) Homeownership Programs. These funds may also be used to acquire existing homes in the City of Roanoke and make improvements and repairs to homes for qualified first-time homebuyers.

In October, 2020, RRHA sold the first of five (5) Section 32 homes. The house was located at 1841 Downing St., NW. RRHA closed on the sale of 501 21<sup>st</sup> St., NW in May, 2021. For both loans, RRHA took out a second mortgage for 20% of the loan, which is forgivable after ten years if the owner maintains it as their primary residence. In addition, the buyers benefitted from a forgivable down payment assistance loan from the FHLB.

In March 2023 a buyer qualified to purchase the property at 1613 Dupree Street, NW. In November the Board approved a resolution to sell the property. RRHA closed on the sale of this property on December 27, 2023. The buyer was able to take advantage of the additional down payment assistance funding from the FHLB as well as the City of Roanoke's down payment assistance program. RRHA holds a 20% forgivable second mortgage on the property.

In February a pre-qualified buyer signed a contract and put down a deposit for 2004 Melrose Avenue, NW. RRHA is in the process of relocating the current tenant and will then inspect the property and issue a Request for Quotations for renovations to the house.

### **Lease-Purchase**

In the lease-purchase program, tenants must lease the property for at least six (6) months prior to signing a contract to purchase. There are six (6) single-family homes left in the program, with four (4) reserved or occupied by program participants, and two (2) that are currently available to new applicants. In March 1924 Melrose Avenue was leased and an option to purchase was signed by the tenant. In April, 2008 Melrose Avenue was also leased with an option to purchase signed by the tenant.

RRHA closed on the sale of 1720 Dupree Street, NW in August 2022, which was the first sale in the Lease-Purchase program since 2016. RRHA closed on the sale of 1809 Downing Street, NW on October 30. The buyer was a lease-purchase applicant that had leased the house for over two years. After leasing the house, the buyer's income increased over the 80% average median income threshold the program requires. However, RRHA was able to make the sale to her as an existing public housing tenant per HUD regulations.

Work was completed at 505 21<sup>st</sup> Street, NW and the sale closed on April 3, 2024 after the tenant had leased the property for over two (2) years in the program. On May 22, 2023 the Board of Commissioners passed a resolution to sell the properties at 1809 Downing Street and 505 21<sup>st</sup> Street.

### **Loan Consolidation Program & Surplus Real Estate**

The loans serviced by Truist (formerly Sun Trust) have been paid in full and certificates of satisfaction recorded. Thus, the service arrangement with Truist has ended.

Last month, a certificate was recorded on another outstanding loan of City HUD funds. This leaves only one (1) second mortgage loan in the program that RRHA has a lien on. The second mortgages in this program were with City HUD funds and were typically forgiven once the first loans were paid and all grant obligations were met.

RRHA currently owns 84 vacant parcels in the City. Of these, 77 are part of the Cherry Hill property between Gainsboro Road, 5<sup>th</sup> Street, and Orange and McDowell Avenues, NW. Recently, RRHA has been contacted about some of these properties and is discussing a possible sale with an interested party.

RRHA also has three (3) lots adjacent to the Park Street Square development on 5<sup>th</sup> Street, NW, that are used for utility connections. These three (3) lots are essentially undevelopable. There is one (1) lot in the Hackley development, two (2) on the 2500 block of Shenandoah Avenue, one (1) on Centre Avenue and one (1) at 1805 Rorer Ave, SW.

RRHA has advertised that the Cherry Hill and Shenandoah Avenue lots are available for proposals. Recently, RRHA has been in discussion with several potential developers for the Cherry Hill properties, though none has submitted a proposal. The property currently has an issue with homeless people setting up a camp on the site, and the City has notified RRHA that it will have to be cleaned up due to complaints from nearby residents.

## **Repositioning and Faircloth to RAD**

*Repositioning public housing* is the conversion and transfer of ownership of public housing properties to housing that is subsidized with a long-term contract under the Section 8 Program. The properties go through a HUD authorized process and in the end are owned or controlled by a PHA or a PHA's non-profit affiliate after HUD releases the declaration of trust. The most common conversion method is the Rental Assistance Demonstration (RAD) Program, though there are several other methods of conversion, such as Section 18 demolition/disposition or RAD/section 18 blends.

In late 2021, RRHA procured Dominion Due Diligence Group (D3G) to conduct a repositioning study of RRHA's public housing portfolio. The study was finished in June 2022 and presented to the Board of Commissioners in July. It provides RRHA with an evaluation of each property and a repositioning plan with a potential order and repositioning method for each property.

One action included in the study is using the *Faircloth to RAD* process as a means to create new affordable housing units in Roanoke. This method entails building new public housing units and converting them to the Section 8 Program with a long-term contract before occupancy through the RAD process. RRHA has decided to pursue a Faircloth to RAD project to build 85-90 new units.

On February 27 the Board of Commissioners approved a resolution to allow the Executive Director to submit a proposal to Virginia Housing (VH) for property at 4301 Old Spanish Trail, NW, and set a price cap in executive session. RRHA proposed a Faircloth to RAD development of 86 units at the site and a purchase price of \$750,000. A subsequent additional phase of housing to be developed in the future was also referenced in the proposal.

RRHA was notified by VH in April that it would be awarded the project at the property at the price proposed. VH advised that it would send a contract to RRHA soon and also coordinate a press release for the sale. In the May 2023 Board Meeting the Board of Commissioners approved Resolution 4158 to authorizing the Executive Director to execute a contract for the purchase of the property. The sale will officially be for the assessed amount, \$1,040,000, but RRHA will only pay \$750,000 as VH will cover the difference with grant funds. The contract was executed on August 29, after which RRHA has a 45 day due diligence period. Closing must be scheduled within 30 days thereafter. RRHA received a Phase 1 environmental site assessment last month that states there are no recognized environmental conditions on the property. RRHA closed on the purchase of the property on December 1, 2023.

A Request for Proposals (RFP) for the Consulting Services was advertised November 12, 2023. One (1) responsive proposal was received by the December 12, 2023 deadline. The Board of Commissioners passed a resolution in January to allow the Executive Director to enter into a contract with Dominion Due Diligence (D3G) for these services. A contract for Repositioning and Rental Assistance Demonstration Consulting Services was executed January 31, 2024. RRHA met with D3G staff a few times and discussed the first steps of the process to finance and develop the site at 4301 Old Spanish Trail. D3G submitted an application to HUD on behalf of RRHA for a Notice of Anticipated RAD Rents (NARR). The NARR will provide RRHA with the best possible estimate of rent rates for the development.

RRHA issued a Request for Qualifications for architectural and engineering services to design the project in March. RRHA Evaluation Panel ranked the five (5) responsive Statements of

Qualifications that were received. During the April 2024 meeting, the Board of Commissioners approved a resolution for awarding a contract with CJMW Architecture, a design firm with an office in Lynchburg. RRHA plans to meet with the CJMW staff early next month to initiate the design process.



**City of Roanoke Redevelopment and Housing Authority  
Capital Fund Summaries  
Open Capital Fund**

5/31/2024

Fund #	Total Budgeted	Total Obligated	Balance Unobligated	Total Expended	Balance Available	Obligation End Date	Expenditure End Date
VA36R01150111	\$165,582.00	\$165,582.00	\$0.00	\$165,582.00	\$0.00	29-Sep-2014	29-Sep-2016
VA36R01150212	\$266,474.00	\$266,474.00	\$0.00	\$266,474.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150213	\$150,166.00	\$150,166.00	\$0.00	\$150,166.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150214	\$157,624.00	\$157,624.00	\$0.00	\$157,624.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150215	\$172,897.00	\$172,897.00	\$0.00	\$172,897.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150216	\$179,479.00	\$179,479.00	\$0.00	\$179,479.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36P01150109	\$2,359,489.00	\$2,359,489.00	\$0.00	\$2,359,489.00	\$0.00	14-Sep-2011	14-Sep-2013
VA36P01150110	\$2,171,100.00	\$2,171,100.00	\$0.00	\$2,171,100.00	\$0.00	14-Jul-2012	14-Jul-2014
VA36P01150111	\$1,868,485.00	\$1,868,485.00	\$0.00	\$1,868,485.00	\$0.00	2-Aug-2013	2-Aug-2015
VA36P01150113	\$1,577,083.00	\$1,577,083.00	\$0.00	\$1,577,083.00	\$0.00	8-Sep-2015	8-Sep-2017
VA3F011CNP112	\$200,000.00	\$200,000.00	\$0.00	\$200,000.00	\$0.00	30-Sep-2019	30-Sep-2021
VA36P01150114	\$1,753,413.00	\$1,753,413.00	\$0.00	\$1,753,413.00	\$0.00	12-May-2016	12-May-2018
VA36P01150115	\$1,921,376.00	\$1,921,376.00	\$0.00	\$1,921,376.00	\$0.00	12-Apr-2017	12-Apr-2019
VA36P01150116	\$1,996,769.00	\$1,996,769.00	\$0.00	\$1,996,769.00	\$0.00	12-Apr-2018	12-Apr-2020
VA36P01150117	\$2,066,639.00	\$2,066,639.00	\$0.00	\$2,066,639.00	\$0.00	15-Aug-2020	15-Aug-2022
VA36E01150117	\$250,000.00	\$250,000.00	\$0.00	\$250,000.00	\$0.00	13-Aug-2018	13-Aug-2019
VA36P01150118	\$3,302,705.00	\$3,302,705.00	\$0.00	\$3,302,705.00	\$0.00	28-May-2021	28-May-2023
VA36P01150119	\$3,444,054.00	\$3,444,054.00	\$0.00	\$3,444,054.00	\$0.00	15-Apr-2022	15-Apr-2024
VA36P01150120	\$3,729,394.00	\$3,729,394.00	\$0.00	\$3,403,361.58	\$326,032.42	25-Mar-2023	25-Mar-2025
VA36E01150120	\$275,000.00	\$275,000.00	\$0.00	\$275,000.00	\$0.00	21-Sep-2021	21-Sep-2022
VA36P01150121	\$3,853,905.00	\$3,853,905.00	\$0.00	\$3,853,905.00	\$0.00	22-Feb-2023	22-Feb-2025
VA36P01150122	\$4,757,703.00	\$4,749,703.00	\$8,000.00	\$4,315,096.68	\$442,606.32	11-May-2024	11-May-2026
VA36P01150123	\$4,840,100.00	\$4,549,581.03	\$290,518.97	\$2,076,579.37	\$2,763,520.63	16-Feb-2025	16-Feb-2027
VALRT0010-23	\$449,000.00	\$184,400.00	\$264,600.00	\$14,550.00	\$434,450.00	15-May-2025	15-May-2026
VA36H01150122	\$2,317,269.00	\$455,275.00	\$1,861,994.00	\$23,275.00	\$2,293,994.00	7-Sep-2025	7-Sep-2027
<b>Totals</b>	<b>\$41,908,437.00</b>	<b>\$41,345,318.03</b>	<b>\$563,118.97</b>	<b>\$37,941,827.63</b>	<b>\$3,966,609.37</b>		
		<b>98.7%</b>		<b>90.5%</b>			

VA36R01150111 (Closing Documentation Submitted to HUD for Approval 4/19/2016)

**City of Roanoke Redevelopment and Housing Authority  
Contracts Administered by the Operations Division  
Status Report as of 5/31/24**

Construction Contract Number	Project Name	Name of Contractor	A/E	NTP Date	Modification Number	Current Contract Amount	Present % Complete	Scheduled % Complete	PROJECT STATUS (To include pending change orders, problems, and concerns)
contract 969-2007-1-7 (project 200701)	Bathroom Renovations, Phase 2 Hunt Manor Original Contract Amount \$365,430.00	Russell's Remodeling, LLC	N/A	9/12/22		\$565,430.00	60%	100%	Work has been delayed due to contractor working on other projects for RRHA. Work is progressing in 6 units. Work is complete in 16 units.
contract 570-2101-1-7 (project 201004)	HVAC Improvements for Morningside Manor Original Contract Amount \$439,200.00	Valley Boiler & Mechanical, Inc	Hughes Associates Architects & Engineers	4/19/21	#1 (\$24,262.00) + time	\$463,462.00	99%	100%	Work is nearing completion. Contractor addressing punch list items.
contract 573-2301-1-7 (project 220901)	Porch Repairs for Single-Story Apartment Units for Villages at Lincoln, Phase 2 Original Contract Amount \$464,010.50	Russell's Remodeling, LLC	Hughes Associates Architects & Engineers	TBD		\$464,010.50	0%	0%	Materials are on order.
contract 202-2301-1-7 (project 230101)	Repairs due to Fire and Smoke Damage 1713 Dunbar St Original Contract Amount \$173,531.00	Russell's Remodeling, LLC	N/A	10/23/23		\$173,531.00	76%	100%	Work is nearing completion.
contract 574-2301-1-7 (project 230602)	Heating System Replacement for Bluestone Park Original Contract Amount \$553,100.00	Comfort Systems USA, Inc	Hughes Associates Architects & Engineers	4/1/24	#1 (\$93,848.00) + time	\$646,948.00	36%	45%	Work is progressing. New boilers installed in 13 duplexes.
contract 574-2302-1-7 (project 230501)	Security Measures and Improvements for Jamestown Place Original Contract Amount \$216,000.00	G & H Contracting, Inc	Hughes Associates Architects & Engineers	1/16/24		\$216,600.00	99%	100%	Punch list work is nearly complete.
contract 574-2303-1-7 (project 230704)	Window Replacement for Hunt Manor Original Contract Amount \$719,995.05	Russell's Remodeling, LLC	Hughes Associates Architects & Engineers	3/4/24		\$719,595.05	70%	74%	All windows have been installed. Exterior trim is being installed. Shipment of security screens is delayed.
contract 574-2304-1-5 (project 230901)	Open End A & E Services Original Contract Amount \$175,000.00	Hughes Associates Architects & Engineers	N/A	12/1/23		\$175,000.00	30%	24%	Design work is underway for installation of range hoods for Lansdowne Park, window replacement for Bluestone Park and replacement of HVAC rooftop equipment for Envision Center.
contract 575-2401-1-7 (project 230701)	Installation of Passive Radon Vent Systems for Bluestone Park Original Contract Amount \$601,660.00	Russell's Remodeling, LLC	Hughes Associates Architects & Engineers	TBD		\$601,660.00	0%	0%	Materials have been ordered.
contract 574-2402-1-5 (project 231102)	Repositioning and Rental Assistance Demonstration Consulting Services Original Contract Amount \$250,000.00	Dommon Due Diligence Group	N/A	2/1/24		\$250,000.00	15%	17%	Consulting firm continuing to work on draft LIHTC application. Applied to HUD for NARR.
contract 574-2403-1-7 (project 230702)	Natural Gas Utility Infrastructure Improvements for Jamestown Place Original Contract Amount \$857,416.00	Classic City Mechanical, Inc	Hughes Associates Architects & Engineers	3/11/24	#1 (\$15,050.00) + time	\$872,466.00	53%	44%	Work is progressing well.
contract 574-2404-1-7 (project 230703)	Replacement of Rooftop Mounted HVAC Equipment for Floors 2-9 for Melrose Towers Original Contract Amount \$748,300.00	Comfort Systems USA, Inc	Hughes Associates Architects & Engineers	TBD		\$748,300.00	0%	0%	Material submittals being reviewed and materials are being ordered. Main HVAC equipment may take 6 months or more to be delivered.
contract 225-2401-1-7 (project 240301)	Bathroom Renovations for Bluestone Park Original Contract Amount \$544,000.00	Russell's Remodeling, LLC	N/A	TBD		\$544,000.00	0%	0%	Contract executed April 29, 2024.
contract 574-2405-1-7 (project 240202)	Repairs, Painting and Cleaning 2717/2719 Sand Road Original Contract Amount \$200,000.00	Russell's Remodeling, LLC	N/A	TBD		\$200,000.00	5%	2%	Contract executed May 21, 2024. Demolition work is underway.
contract 574-2406-1-5 (project 240201)	A/E Services New Construction 86 Units Original Contract Amount \$985,000.00	CJMW Architecture	5/29/2024	90 days after completion of units		\$985,000.00	0%	0%	Contract executed May 29, 2024. Kick off meeting for design work is scheduled for first week on June 2024.

# HOUSING DIVISION

PUBLIC HOUSING PROGRAM  
MONTHLY OPERATIONS REPORT  
MAY 2024

**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**

RRHA-Owned Properties	AMP #	Actual Unit Count	Adjusted Unit Count/ Units in MOD status	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
<b>Public Housing</b>									
Lansdowne Park	201	300	2	289	9300	500	8800	94.62%	5.38%
*The Villages at Lincoln/ Handicapped/Elderly Cottages	202	165	3	160	5115	113	5002	97.79%	2.21%
Hunt Manor/Bluestone Park	259	174	17	149	5394	850	4544	84.24%	15.76%
Melrose Towers	206	212	3	203	6572	287	6285	95.63%	4.37%
Jamestown Place	207	150	9	134	4650	376	4274	91.91%	8.09%
Morningside	208	105	2	100	3255	120	3135	96.31%	3.69%
Indian Rock Village/53 Scattered	210	156	0	154	4836	54	4782	98.88%	1.12%
The Villages at Lincoln- 24 Transitional/Homeownership	215	18	0	17	558	121	437	78.32%	21.68%
<b>Portfolio Total:</b>		1280	36	1206	39680	2421	37259	93.90%	6.10%

*\*The Occupancy Rate for the Villages at Lincoln includes The Villages at Lincoln Transitional Homeownership.*

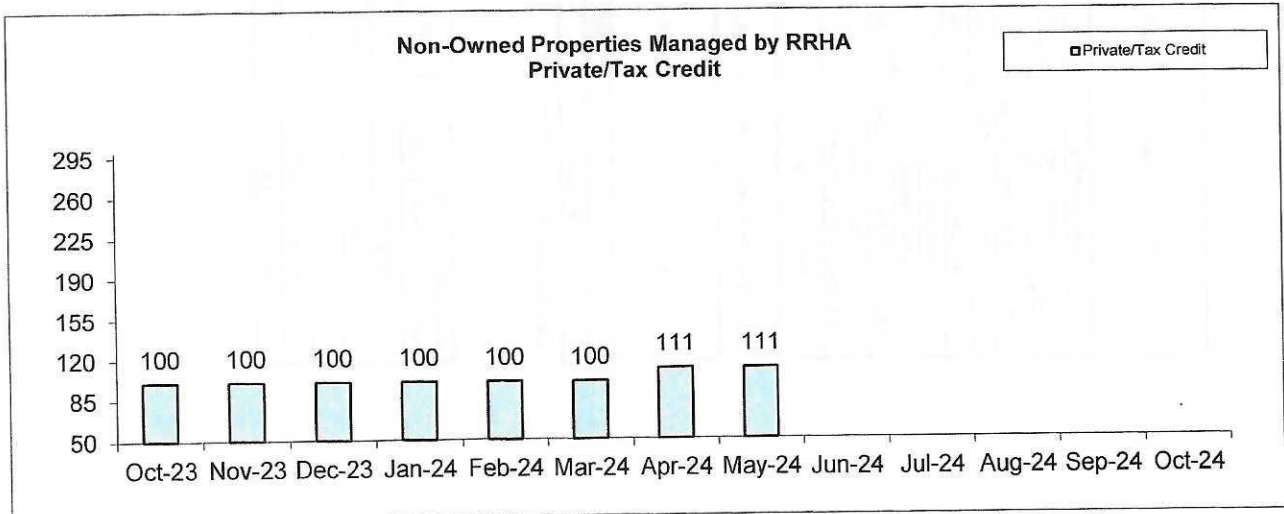
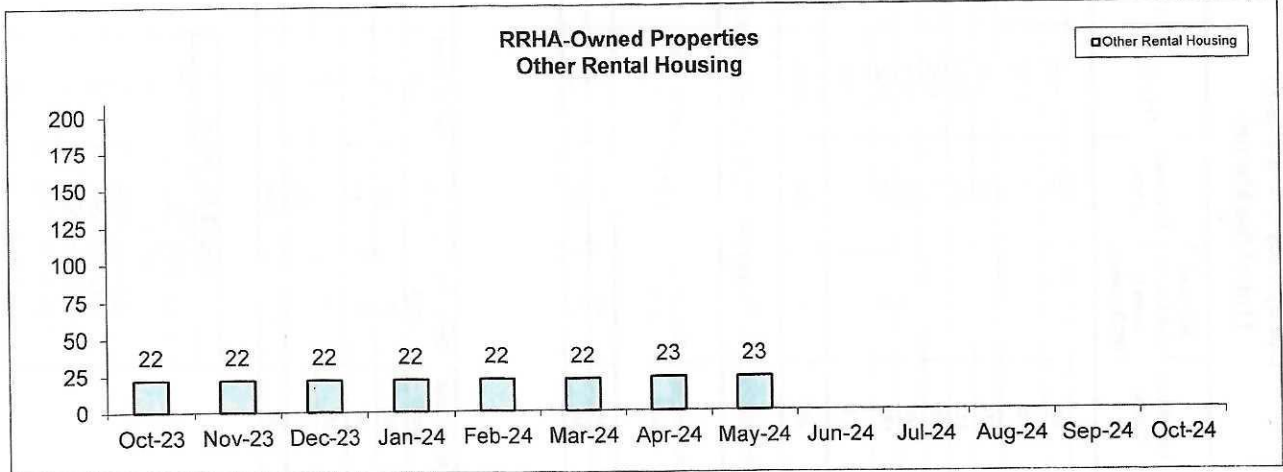
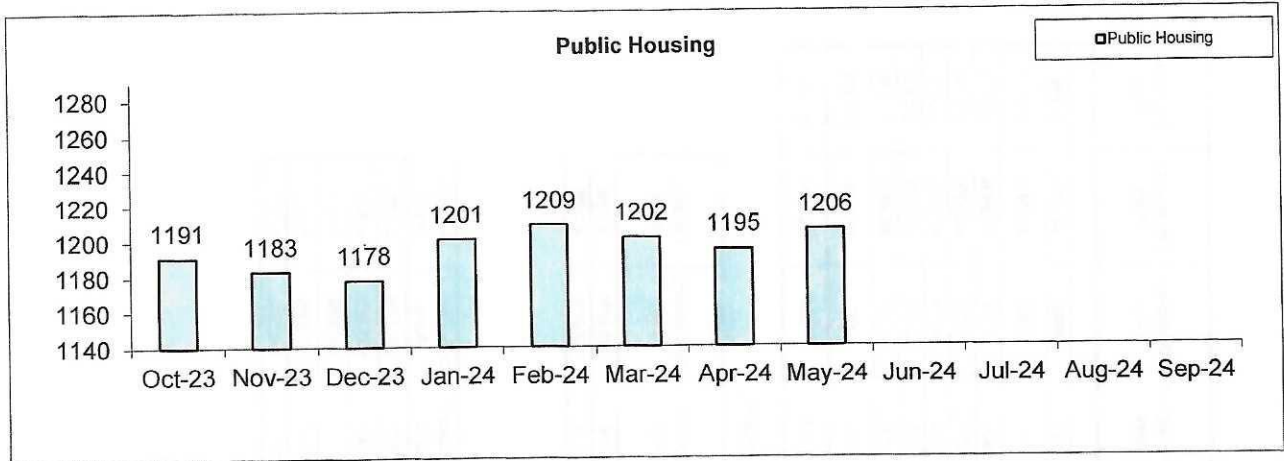
Other Rental Housing	AMP #	Actual Unit Count	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
Hackley Avenue	400	24	23	744	30	714	95.97%	4.03%
<b>Portfolio Total:</b>		24	23	744	30	714	95.97%	4.03%

\*Casualty Loss Fire - 05/03/2021

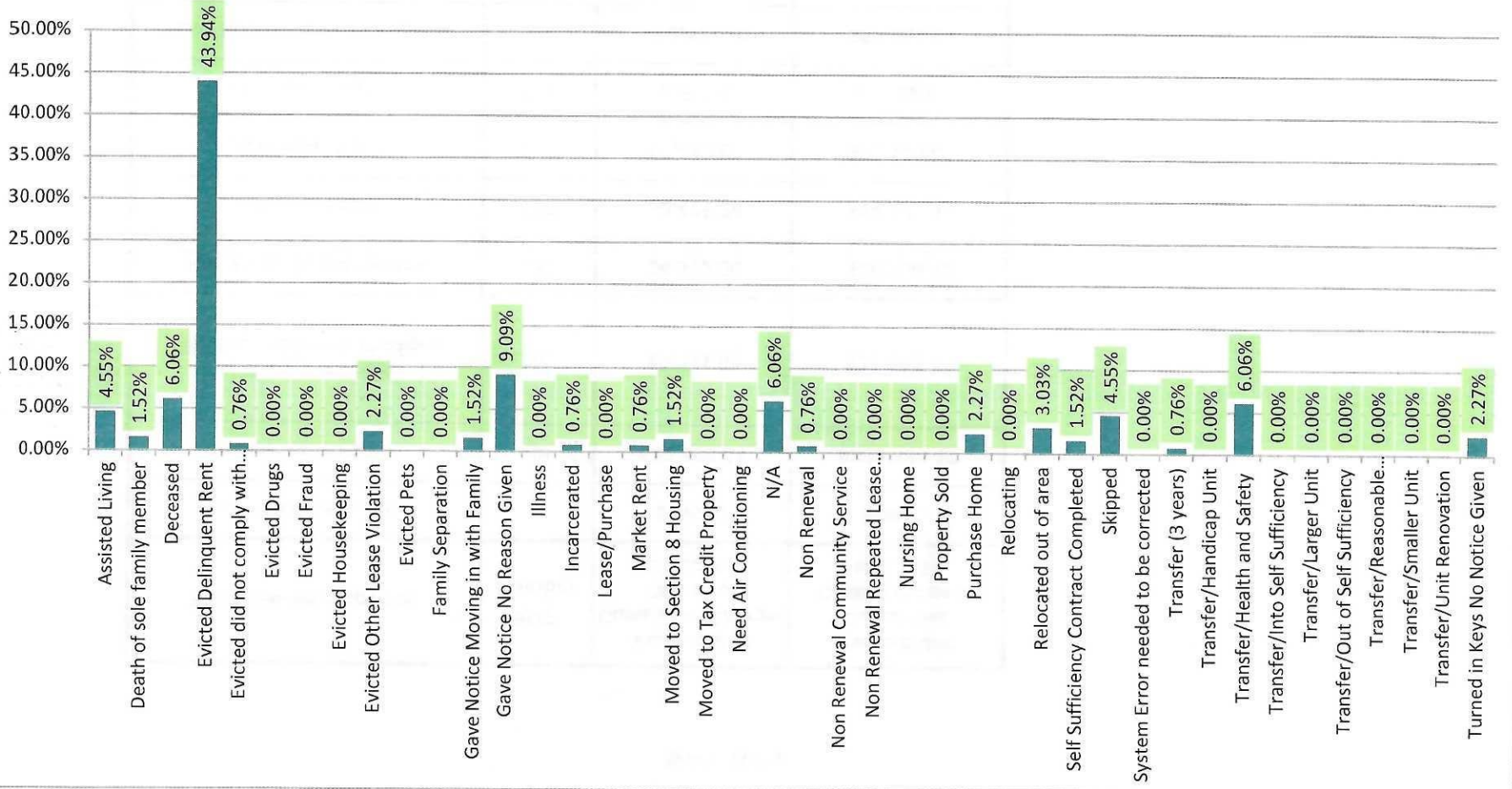
Non-Owned Properties Managed by RRHA/Tax Credit	AMP #	Actual Unit Count	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
Stepping Stone (LIHTC)	455	30	29	930	30	900	96.77%	3.23%
Hillcrest Heights (LIHTC)	456	24	24	744	0	744	100.00%	0.00%
Park Street Square (LIHTC)	457	25	23	775	60	715	92.26%	7.74%
Hurt Park LP (LIHTC)	459	40	35	1240	30	1210	97.58%	2.42%
<b>Portfolio Total:</b>		119	111	3689	120	3569	96.75%	3.25%

PHAS Scoring	
Occupancy	Points
≥ 98%	16
< 98% but ≥ 96%	12
< 96% but ≥ 94%	8
< 94% but ≥ 92%	4
< 92% but ≥ 90%	1
< 90%	0

**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**



## Public Housing Move-out Analysis 10/1/2022-9/30/2023



**Monthly  
Management Report  
Charges vs. Receipts  
MAY 2024**

<b>RRHA-Owned Properties</b>	<b>AMP Number</b>	<b>Vacated Unit Cumulative Charge- Offs as of 05/30/2024</b>	<b>Vacated Unit Cumulative Collections as of 5/30/2024</b>
<b><i>Non-Public Housing</i></b>		<b>\$146.95</b>	<b>\$760.00</b>
Lansdowne Park	201	<b>\$22,096.41</b>	<b>\$284,385.17</b>
The Villages at Lincoln/ Handicapped/Elderly Cottages	202	<b>\$5,241.60</b>	<b>\$31,396.43</b>
Hunt Manor/Bluestone Park	259	<b>\$4,312.00</b>	<b>\$28,738.43</b>
Melrose Towers	206	<b>\$2,426.28</b>	<b>\$14,287.47</b>
Jamestown Place	207	<b>\$7,815.60</b>	<b>\$22,149.43</b>
Morningside Manor	208	<b>\$462.00</b>	<b>\$4,722.67</b>
Indian Rock Village / 53 Scattered	210	<b>\$10,427.10</b>	<b>\$53,652.21</b>
The Villages at Lincoln- 24 Transitional/Homeownership	215	<b>\$731.00</b>	<b>\$0.00</b>
<b>Public Housing</b>	<b>TOTAL</b>	<b>\$53,658.94</b>	<b>\$440,091.81</b>



**Fiscal Year to Date  
Public Housing Inspections  
10/01/23 - 9/30/2024**

<b>AMP #</b>	<b>Location</b>	<b># Units</b>	<b>Inspected</b>	<b>Uninspected</b>	<b>% Inspected</b>
201	Lansdowne Park	300		300	0%
202	Villages at Lincoln	165		165	0%
259	Hunt Manor/Bluestone Park	172		172	0%
206	Melrose Towers	212		212	0%
207	Jamestown Place	150		150	0%
208	Morningside Manor	105		105	0%
210	Indian Rock Village/68 Scattered	156		156	0%
215	Villages at Lincoln - Scattered	18		18	0%
219	New Units at Bluestone	2		2	0%
	Total	1280	0	1280	0%

**A Property is identified as a Performing Property if an annual inspection has occurred on 100% of units and systems.**

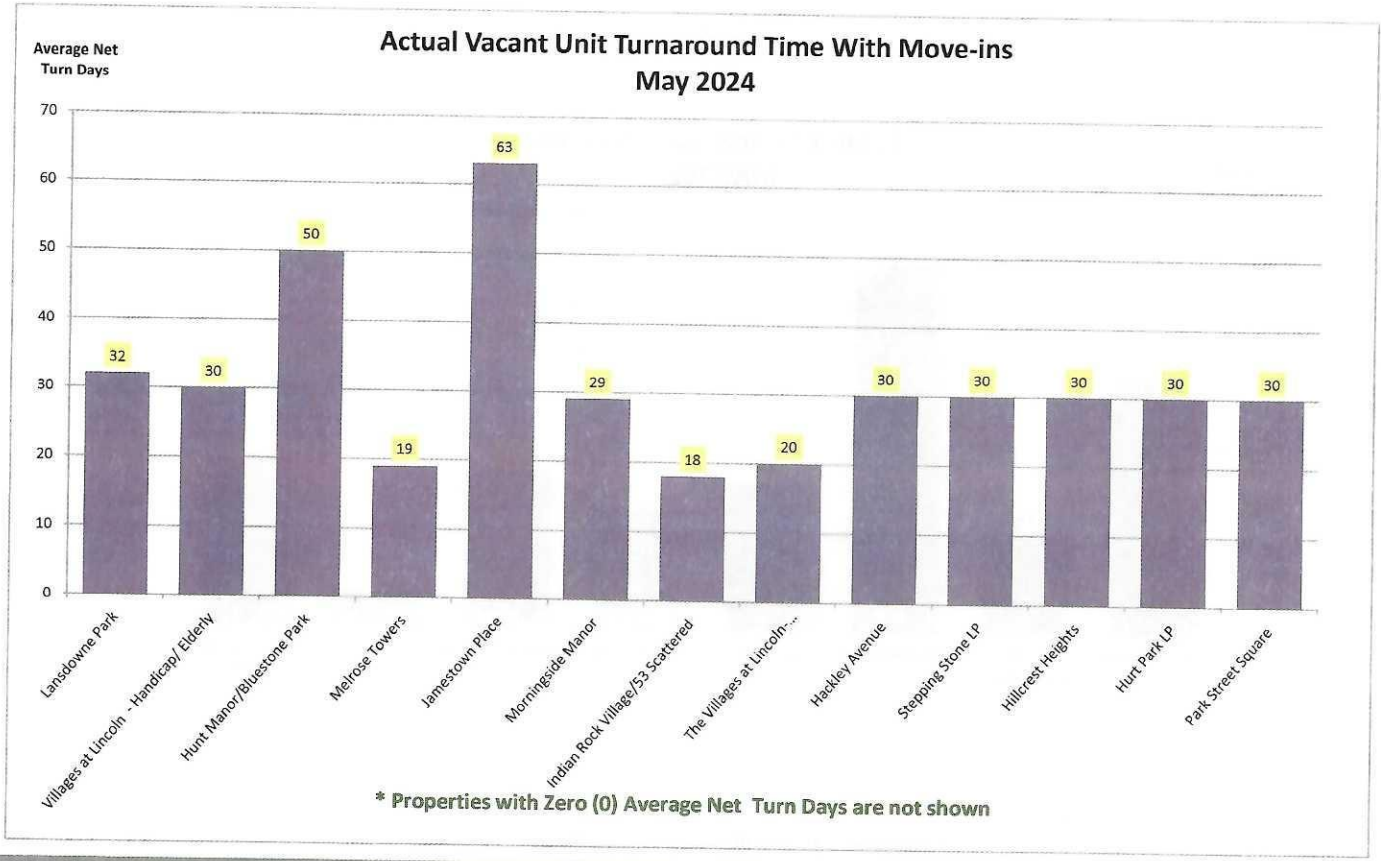

## Utility Consumption Report

### October 2023 - September 2024

#### Consumption and Costs as of April 30, 2024

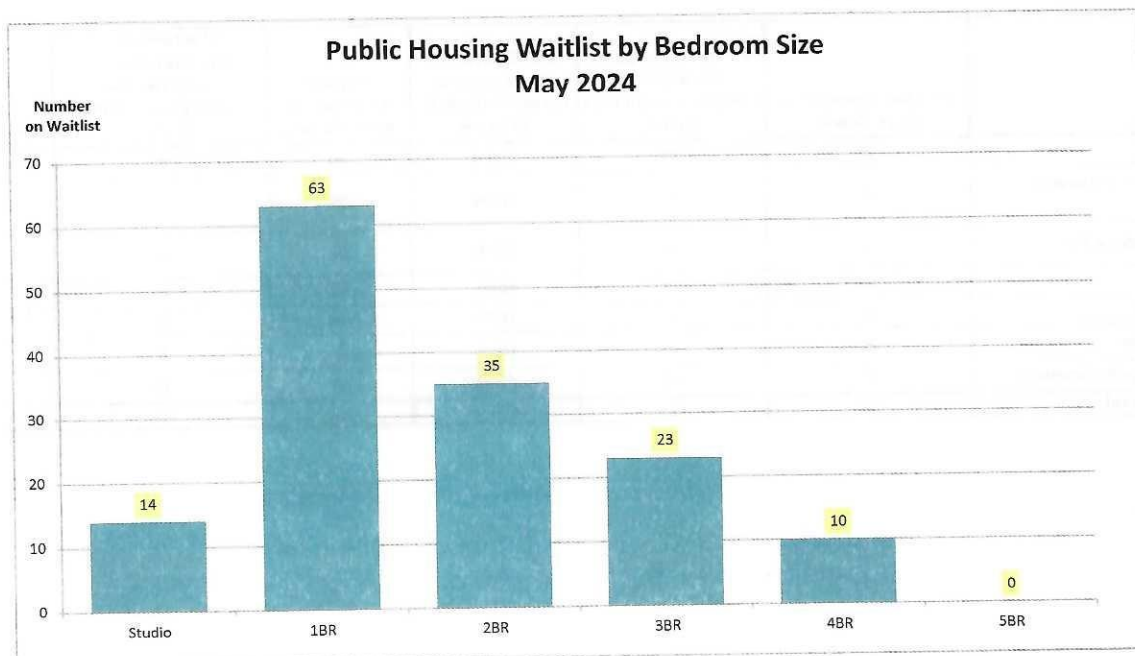
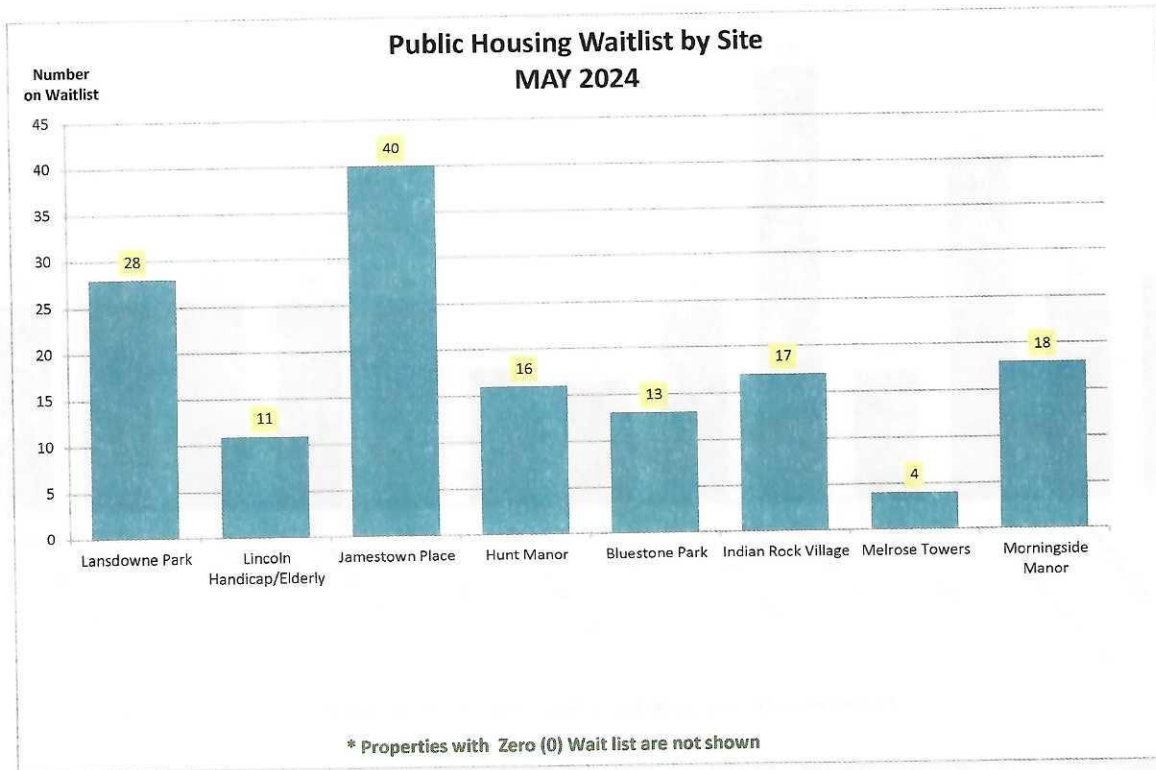
Utility Costs							
AMP	Number of Units	Cost PUM Electric	Cost PUM Gas	Cost PUM Water	Total PUM AMP	RRHA PUM Average	Percent Difference
201	300	51.77	84.81	72.62	209.20	195.61	106.95%
202	165	130.73	5.00	85.23	220.96	195.61	112.96%
259	172	40.20	57.29	93.02	190.51	195.61	97.39%
206	212	59.34	35.07	41.90	136.31	195.61	69.68%
207	150	45.01	41.81	60.89	147.71	195.61	75.51%
208	105	64.31	40.05	43.21	147.57	195.61	75.44%
210	156	60.56	60.07	92.77	213.40	195.61	109.09%
215	21	N/A	N/A	N/A	N/A	195.61	N/A
Total Units: 1281							
Average Cost PUM:		64.93	60.10	70.58		195.61	

Consumption											
AMP	Gas				Electric			Water			Percent Difference
	Number of Units	THERMS PUM	RRHA PUM Average	Percent Difference	KWH PUM	RRHA PUM Average	Percent Difference	Usage PUM	RRHA PUM Average	Percent Difference	
201	300	84.81	64.13	132.25%	523	582	89.86%	6.05	5.85	103.42%	
202	165	N/A	64.13	N/A	1,176	582	202.06%	6.20	5.85	105.98%	
259	172	53.92	64.13	84.08%	367	582	63.06%	7.13	5.85	121.88%	
206	212	39.72	64.13	61.94%	540	582	92.78%	3.83	5.85	65.47%	
207	150	45.11	64.13	70.34%	433	582	74.40%	5.72	5.85	97.78%	
208	105	44.89	64.13	70.00%	562	582	96.56%	3.96	5.85	67.69%	
210	148	55.76	64.13	86.95%	468	582	80.41%	7.89	5.85	134.87%	
215	23	N/A	64.13	N/A	N/A	582	N/A	N/A	5.85	N/A	
Total Units: 1275											
Average THERM PUM: 64.13					Average KWH PUM: 582		Average water usage PUM: 5.85				
<p>Note: AMP 202 - Residential units do not use gas utility - HVAC is total electric (heat pumps).</p> <p>Note: AMP 202 - Administration building and maintenance shop use gas utility.</p> <p>Note: AMP 208 - Residential units have central air conditioning.</p> <p>Note: AMP 210 - Includes 21 scattered sites - residents pay utilities - no utility data available.</p> <p>Note: AMP 215 - Transitional/Homeownership - residents pay utilities - no utility data available.</p> <p>Note: Stormwater Utility Fee for RRHA public housing properties for FY 2023 = TBD 27,616.80</p>											



Work Order Report from 5/01/2024 - 5/30/2024

Development	Number Emergency Work Orders	Number Emergency Work Orders completed within 24 hours	% of Emergency Work Orders completed within 24 hours	Total Non-Emergency Work Orders	Total Number of calendar days to complete Non-Emergency Work Orders	Average Completion Days
Lansdowne Park	25	25	100%	30	25	5
Village at Lincoln/Handicapped/ Elderly Cottages	4	4	100%	24	20	4
Hunt Manor/Bluestone Park	16	16	100%	26	20	4
Melrose Towers	11	11	100%	47	40	2
Jamestown Place	8	8	100%	45	40	5
Morningside Manor	20	20	100%	6	6	1
Indian Rock Village/53 Scattered	37	37	100%	18	15	4
<b>Total</b>	<b>121</b>	<b>121</b>	<b>100%</b>	<b>196</b>	<b>166</b>	<b>1</b>



SECURITY ACTIVITIES  
MONTHLY REPORT  
MAY 2024

Public Housing Criminal Activity for the Month of May 2024 and the Fiscal Year 10/01/23 - 09/30/24

	Jamestown Place		Morningside Manor		Indian Rock Village		Bluestone Park		Lansdowne Park		Villages at Lincoln		Hunt Manor		Melrose Towers	
	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total
Aggravated Assault	0	2	0	0	0	1	0	0	1	2	0	1	0	2	0	2
Arson	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2
Auto Theft	0	1	0	0	0	0	1	1	0	1	0	1	0	2	0	0
Burglary	0	1	0	0	0	3	0	0	1	2	0	1	0	0	0	0
Homicide/Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	2	6	0	1	0	2	0	3	0	11	1	5	0	1	0	4
Rape	0	0	0	1	0	0	0	0	0	1	0	0	0	1	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0
Part I Crime Total	2	10	0	2	0	6	1	4	2	19	1	9	0	7	0	8
Destruction of Property	0	3	0	0	0	5	0	1	0	10	3	13	3	6	0	1
Disorderly Persons	0	1	0	1	0	0	0	0	0	4	0	0	0	1	0	0
Domestic Aggravated Assault	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0
Domestic Disorder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Simple Assault	0	0	0	0	0	0	0	1	0	2	0	2	0	0	0	0
Drug Offense	0	2	0	0	0	5	0	3	1	5	0	1	0	0	0	0
Family Offense (nonviolent)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Fraud	0	3	0	0	0	0	0	0	0	2	0	0	0	0	0	1
Gambling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	1	4	0	0	1	1	0	0	0	6	2	2	1	3	1	1
Liquor Law	0	0	0	0	0	0	0	0	2	5	0	1	0	0	0	0
Loitering	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offense	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	1	4	1	1	1	9	0	4	1	11	1	7	0	8	0	7
Suicide/Attempt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tampering w/Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Towed Vehicle	0	0	0	0	0	0	0	0	0	2	0	0	0	1	0	0
Trespassing	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0
Weapons	0	0	0	0	0	1	0	1	4	9	0	0	0	4	0	1
Part II Crime Total	2	17	1	3	2	21	0	10	8	58	7	28	4	23	1	11
Auto Accident	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Part III Crime Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Area Total	4	27	1	5	2	27	1	14	10	77	8	37	4	30	1	19

0

SECTION 8 PROGRAMS  
MONTHLY OPERATIONS REPORT  
MAY 2024

**Housing Choice Voucher Department  
Summary of Operations, Accomplishments and Challenges  
May 2024**

**Program Utilization**

The utilization rate for the Housing Choice Voucher (HCV) Department during the month of May 2024, reported at 86%. Currently, there are one hundred and thirteen (113) Vouchers out for lease up. The average percentage of the Housing Assistance Payments (HAP), budget authority expense, for fiscal year 2024, is 103%.

**Inspections**

During the month of May 2024 the HCV Housing Quality Standards (HQS) Inspector conducted a total of one hundred and sixteen (116) inspections. This includes fifty five (55) biennials and fifty five (55) initial inspections processed for moving families, in the HCV Program. One (01) special inspection(s) and five (05) re-inspections were also conducted. There were zero (0) HQS Quality Control Inspections that were conducted during the month of May 2024.

**Housing Choice Voucher Waiting List**

For the month of May 2024 the HCV Department conducted frequent briefings for all Special Program/Targeted Selection Vouchers and regular Choice Vouchers. There were zero (0) port-ins and zero (0) port out(s) recorded for the month of May 2024.

**Tenant Briefings**

The HCV Clerical Assistant and Client Specialists provided customer service to a total of seven hundred and eighty two (782) clients; including seven hundred and thirty six (736) tenants/applicants and forty six (46) landlords during the month of May 2024. This number represents scheduled appointments and walk-in participants, such as landlords and HCV clients to sign leases, contracts or to drop off recertification paperwork, etc.

**Landlord Briefings**

The HCV staff has daily contact with current and prospective landlords with regard to explaining and answering various questions concerning the HCV Program and compliance. Daily landlord recruitment has been successful and is a strong suit for the HCV Team. In addition, RRHA continues to offer support to our HCV Landlords with any inquiries regarding the Landlord Portal, etc.

**Homeownership**

The program currently has eleven (11) HCV participants in the Homeownership Program plus one (1) in the process of becoming a new homeowner. The Housing Choice Voucher (HCV) homeownership program allows families that are assisted under the HCV program to use their voucher to buy a home and receive monthly assistance in meeting homeownership expenses. Funding through the HCV program is used to assist with the mortgage payments.



### **Veteran Affairs Supportive Housing (VASH)**

The Veterans Affairs Supportive Housing (VASH) program was created by a partnership between HUD and the Veterans Administration for the sole purpose of providing housing for homeless veterans. HUD's total allocation of vouchers to RRHA for this program, is one hundred and fifty six (156) vouchers. For the month of May 2024, this program has one hundred and fifteen (115) leased vouchers. There are twenty (20) veterans searching for housing and five (5) pending pass HQS inspections. Referrals are steadily being received from our community partner, The Department of Veterans Affairs-Salem VA Medical Center.

### **Mainstream Vouchers**

The Mainstream Voucher program was awarded an additional thirty (30) Vouchers for the FY 2023, increasing the total allocation of vouchers for this program, to two hundred and seventeen (217) vouchers. For the month of May 2024, this program has two hundred and eleven (211) leased participants. There are four (4) Mainstream applicants searching for housing and two (2) pending pass HQS inspections. Referrals for Mainstream vouchers are currently closed and our community partners may not refer any applicants at this time since the number of searching families equals the total allocation of vouchers.

### **Family Unification Program (FUP)**

HUD's Family Unification Program focuses on preventing family separation due to homelessness and easing the transition to adulthood for aging-out youth in Foster Care. A total of eighty one (81) vouchers have been allocated to the City of Roanoke Redevelopment and Housing Authority to serve this population. For the month of May 2024, this program has seventy (70) leased participants. Eleven (11) referrals may be accepted from our community partners, the Roanoke City and Roanoke County Departments of Social Services (DSS).

### **Emergency Housing Voucher Program (EHV)**

The Emergency Housing Voucher program is specifically designed for households who are homeless; at risk of homelessness; recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability; fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking. Effective July 1, 2021 a total of twenty six (26) vouchers have been allocated to the City of Roanoke Redevelopment and Housing Authority. For the month of May 2024, this program has twenty one (21) leased participants. Zero (0) referrals may be accepted from our Continuum of Care (CoC) community partner.

**HCV HQS Inspection Department  
Monthly Activity Report  
May 2024**

INSPECTION TYPE	# COMPLETE	# PASSED	% PASSED	# FAILED	% FAILED
BIENNIAL	55	41	74.55%	29	52.73%
INITIALS	55	39	70.91%	20	36.36%
COMPLAINT	1	0	0.00%	2	0.00%
EMERGENCY	0	0	0.00%	0	0.00%
HQS REINSPECTIONS	5	5	100.00%	3	60.00%
HQS QUALITY CONTROL	0	0	100.00%	0	0.00%

TOTAL INSPECTIONS SCHEDULED	116
AVERAGE INSPECTIONS PER INSPECTOR PER DAY	5.27
AVERAGE INSPECTIONS PER FIELD DAY	5.27
NUMBER OF INSPECTORS	1
TOTAL WORKING DAYS	22

**SECTION 8 MONTHLY STATISTIC REPORT (CY)**

PROGRAM NAME	UNIT MONTHS	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
HOUSING CHOICE VOUCHERS	ALLOCATED	1,903	1,903	1,903	1,903	1,903	1,903	1,903	1,903	1,903	1,903	1,903	1,903
	LEASED	1,653	1,654	1,655	1,655	1,646	-	-	-	-	-	-	-
MAINSTREAM <small>Fund 310, 321, 322, 324, 327</small>	ALLOCATED	217	217	217	217	217	217	217	217	217	217	217	217
	LEASED	212	212	210	209	201	-	-	-	-	-	-	-
VASH (35) Fund 308	ALLOCATED	35	35	35	35	35	35	35	35	35	35	35	35
	LEASED	33	32	35	35	35	-	-	-	-	-	-	-
VASH (25) Fund 309	ALLOCATED	25	25	25	25	25	25	25	25	25	25	25	25
	LEASED	22	22	23	22	22	-	-	-	-	-	-	-
FUP (31) Fund 311	ALLOCATED	31	31	31	31	31	31	31	31	31	31	31	31
	LEASED	29	29	29	29	30	-	-	-	-	-	-	-
FUP (50) Fund 312	ALLOCATED	50	50	50	50	50	50	50	50	50	50	50	50
	LEASED	40	40	39	39	39	-	-	-	-	-	-	-
VASH (43) Fund 315	ALLOCATED	43	43	43	43	43	43	43	43	43	43	43	43
	LEASED	22	21	22	22	23	-	-	-	-	-	-	-
VASH (10) B Fund 316	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	11	11	10	10	10	-	-	-	-	-	-	-
VASH (10) C Fund 317	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	9	9	9	9	8	-	-	-	-	-	-	-
VASH (8) Fund 318	ALLOCATED	8	8	8	8	8	8	8	8	8	8	8	8
	LEASED	7	6	6	6	6	-	-	-	-	-	-	-
VASH (5) Fund 319	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	5	5	5	5	5	-	-	-	-	-	-	-
VASH (5) B Fund 320	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	4	3	3	3	3	-	-	-	-	-	-	-
VASH (5) C Fund 323	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	2	2	1	1	1	-	-	-	-	-	-	-
VASH (5) D Fund 326	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	-	-	-	-	-	-	-	-	-	-	-	-
VASH (5) E Fund 328	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	-	-	-	-	-	-	-	-	-	-	-	-
EMERGENCY HOUSING VOUCHER Fund 360	ALLOCATED	26	26	26	26	26	26	26	26	26	26	26	26
	LEASED	23	22	21	21	20	-	-	-	-	-	-	-

**VOUCHER UNITS LEASED  
CY 2024**

MONTH	TOTAL HUD AWARDED UNITS	TOTAL LEASED UNITS	DIFFERENCE AWARDED V/S LEASED	VOUCHERS ON STREET	MONTHLY ATTRITION	
					MOVE - IN	MOVE - OUT
JANUARY	2,140	1,837	303	56	20	7
FEBRUARY	2,140	1,834	306	54	9	3
MARCH	2,140	1,837	303	68	7	10
APRIL	2,140	1,836	304	76	13	7
MAY	2,140	1,828	312	113	27	7
JUNE			-			
JULY			-			
AUGUST			-			
SEPTEMBER			-			
OCTOBER			-			
NOVEMBER			-			
DECEMBER			-			

**SECTION 8 FY MONTHLY HAP EXPENDITURE ANALYSIS**

HAP	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	YTD
FUNDING RECEIVED	\$ 1,238,557	\$ 1,192,150	\$ 1,282,451	\$ 1,277,607	\$ 1,264,616	\$ 1,378,885	\$ 1,958,285	\$ 1,837,190	\$ -	\$ -	\$ -	\$ -	\$ 11,429,741
ACTUAL HAP EXPENSE	\$ 1,289,013	\$ 1,346,317	\$ 1,346,409	\$ 1,333,127	\$ 1,352,643	\$ 1,397,021	\$ 1,398,859	\$ 1,418,441	\$ -	\$ -	\$ -	\$ -	\$ 10,881,830
VARIANCE	\$ (50,456)	\$ (154,167)	\$ (63,958)	\$ (55,520)	\$ (88,027)	\$ (18,136)	\$ 559,426	\$ 418,749	\$ -	\$ -	\$ -	\$ -	\$ 547,911
PERCENT VARIANCE	-4.07%	-12.93%	-4.99%	-4.35%	-6.96%	-1.32%	28.57%	22.79%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4.79%
YTD VARIANCE	\$ (50,456)	\$ (204,623)	\$ (268,581)	\$ (324,101)	\$ (412,128)	\$ (430,264)	\$ 129,163	\$ 547,911	\$ 547,911	\$ 547,911	\$ 547,911	\$ 547,911	\$ 547,911
<b>PUC</b>													
HUD FUNDED PUC	\$ 585.88	\$ 557.08	\$ 599.28	\$ 597.01	\$ 590.94	\$ 644.34	\$ 915.09	\$ 858.50	\$ -	\$ -	\$ -	\$ -	\$ 445.53
ACTUAL PUC	\$ 704.38	\$ 736.90	\$ 736.14	\$ 725.71	\$ 737.54	\$ 760.49	\$ 761.91	\$ 775.95	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ 742.38
VARIANCE	\$ (118.50)	\$ (179.82)	\$ (136.87)	\$ (128.70)	\$ (146.59)	\$ (116.15)	\$ 153.18	\$ 82.55	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ (296.85)
PERCENT VARIANCE	-16.82%	-24.40%	-18.59%	-17.73%	-19.88%	-15.27%	20.10%	10.64%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-39.99%
<b>UNITS</b>													
HUD BASELINE UNITS	2,114	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	25,654
HUD FUNDED UNITS	2,114	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	25,654
FUNDED UNITS BASED ON													
ACTUAL HAP	1,758	1,618	1,742	1,760	1,715	1,813	2,570	2,368	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
ACTUAL UNITS LEASED	1,830	1,827	1,829	1,837	1,834	1,837	1,836	1,828	-	-	-	-	14,658
VARIANCE TO BUDGET	(72)	(209)	(87)	(77)	(119)	(24)	734	540	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
VARIANCE TO BASELINE	356	522	398	380	425	327	(430)	(228)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
YTD VAR TO BASELINE	356	878	1,276	1,655	2,081	2,407	1,977	1,750	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
VARIANCE FUNDED	284	313	311	303	306	303	304	312	2,140	2,140	2,140	2,140	10,996
YTD VAR TO FUNDED	284	597	908	1,211	1,517	1,820	2,124	2,436	4,576	6,716	8,856	10,996	10,996
<b>ADMIN FEES</b>													
HUD FUNDS	\$ 107,167	\$ 121,876	\$ 121,876	\$ 115,461	\$ 122,181	\$ 115,461	\$ 115,305	\$ 115,305	\$ -	\$ -	\$ -	\$ -	\$ 934,632
ACTUAL EXPENSE	\$ 85,665	\$ 79,585	\$ 97,784	\$ 79,176	\$ 116,092	\$ 115,942	\$ 88,771	\$ 97,315	\$ -	\$ -	\$ -	\$ -	\$ 760,331
VARIANCE	\$ 21,502	\$ 42,291	\$ 24,092	\$ 36,285	\$ 6,089	\$ (481)	\$ 26,534	\$ 17,990	\$ -	\$ -	\$ -	\$ -	\$ 174,301
PERCENT	79.94%	65.30%	80.23%	68.57%	95.02%	100.42%	76.99%	84.40%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	81.35%
CUMULATIVE VARIANCE	\$ 21,502	\$ 63,793	\$ 87,885	\$ 124,170	\$ 130,259	\$ 129,777	\$ 156,311	\$ 174,301	\$ 174,301	\$ 174,301	\$ 174,301	\$ 174,301	\$ 174,301

THIS SHEET INCLUDES HCV, VASH, & FUP

**SECTION 8 CY MONTHLY HAP EXPENDITURE ANALYSIS**

<b>BUDGET VS ACTUAL</b>	<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Oct-24</b>	<b>Nov-24</b>	<b>Dec-24</b>	<b>YTD</b>
FUNDING BUDGET	\$ 1,289,308	\$ 1,286,244	\$ 1,288,058	\$ 1,465,634	\$ 1,331,545	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,660,788
FUNDING RECEIVED	\$ 1,277,607	\$ 1,264,616	\$ 1,378,885	\$ 1,958,285	\$ 1,837,190	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,716,583
VARIANCE	\$ 11,701	\$ 21,628	\$ (90,827)	\$ (492,651)	\$ (505,645)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,055,795)
PERCENT VARIANCE	0.91%	1.68%	-7.05%	-33.61%	-37.97%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-15.85%
YTD VARIANCE	\$ 11,701	\$ 33,329	\$ (57,498)	\$ (550,150)	\$ (1,055,795)	\$ (1,055,795)	\$ (1,055,795)	\$ (1,055,795)	\$ (1,055,795)	\$ (1,055,795)	\$ (1,055,795)	\$ (1,055,795)	\$ (2,111,589)
<b>REVENUE VS EXPENSE</b>													
FUNDING RECEIVED	\$ 1,277,607	\$ 1,264,616	\$ 1,378,885	\$ 1,958,285	\$ 1,837,190	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,716,583
ACTUAL HAP EXPENSE	\$ 1,333,127	\$ 1,352,643	\$ 1,397,021	\$ 1,398,859	\$ 1,418,441	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,900,091
VARIANCE	\$ (55,520)	\$ (88,027)	\$ (18,136)	\$ 559,426	\$ 418,749	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 816,492
PERCENT VARIANCE	-4.35%	-6.96%	-1.32%	28.57%	22.79%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	10.58%
YTD VARIANCE	\$ (55,520)	\$ (143,547)	\$ (161,683)	\$ 397,744	\$ 816,492	\$ 816,492	\$ 816,492	\$ 816,492	\$ 816,492	\$ 816,492	\$ 816,492	\$ 816,492	\$ 816,492
<b>PUC</b>													
HUD FUNDED PUC	\$ 597.01	\$ 590.94	\$ 644.34	\$ 915.09	\$ 858.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300.49
ACTUAL PUC	\$ 725.71	\$ 737.54	\$ 760.49	\$ 761.91	\$ 775.95	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ 752.30
VARIANCE	\$ (128.70)	\$ (146.59)	\$ (116.15)	\$ 153.18	\$ 82.55	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ (451.81)
PERCENT VARIANCE	-17.73%	-19.88%	-15.27%	20.10%	10.64%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-60.06%
<b>UNITS</b>													
HUD BASELINE UNITS	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	25,680
HUD FUNDED UNITS	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	25,680
FUNDED UNITS BASED ON ACTUAL HAP	1,760	1,715	1,813	2,570	2,368	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	10,257
ACTUAL UNITS LEASED	1,837	1,834	1,837	1,836	1,828	-	-	-	-	-	-	-	9,172
VARIANCE TO BUDGET	(77)	(119)	(24)	734	540	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1,085
VARIANCE TO BASELINE	380	425	327	(430)	(228)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	15,423
YTD VAR TO BASELINE	380	805	1,132	701	474	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	15,423
VARIANCE FUNDED	303	306	303	304	312	2,140	2,140	2,140	2,140	2,140	2,140	2,140	16,508
YTD VAR TO FUNDED	303	609	912	1,216	1,528	3,668	5,808	7,948	10,088	12,228	14,368	16,508	16,508
<b>ADMIN</b>													
HUD FUNDED FEES	115,461	122,181	115,461	115,305	115,305	-	-	-	-	-	-	-	583,713
ACTUAL EXPENSE	79,176	116,092	115,942	88,771	97,315	-	-	-	-	-	-	-	\$ 497,297
VARIANCE	\$ 36,285	\$ 6,089	\$ (481)	\$ 26,534	\$ 17,990	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,416
PERCENT	68.57%	95.02%	100.42%	76.99%	84.40%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	85.20%
CUMULATIVE VARIANCE	\$ 36,285	\$ 42,374	\$ 41,893	\$ 68,426	\$ 86,416	\$ 86,416	\$ 86,416	\$ 86,416	\$ 86,416	\$ 86,416	\$ 86,416	\$ 86,416	\$ 86,416

THIS SHEET INCLUDES HCV, VASH, & FUP

# RESIDENT SERVICES REPORT

MAY 2024

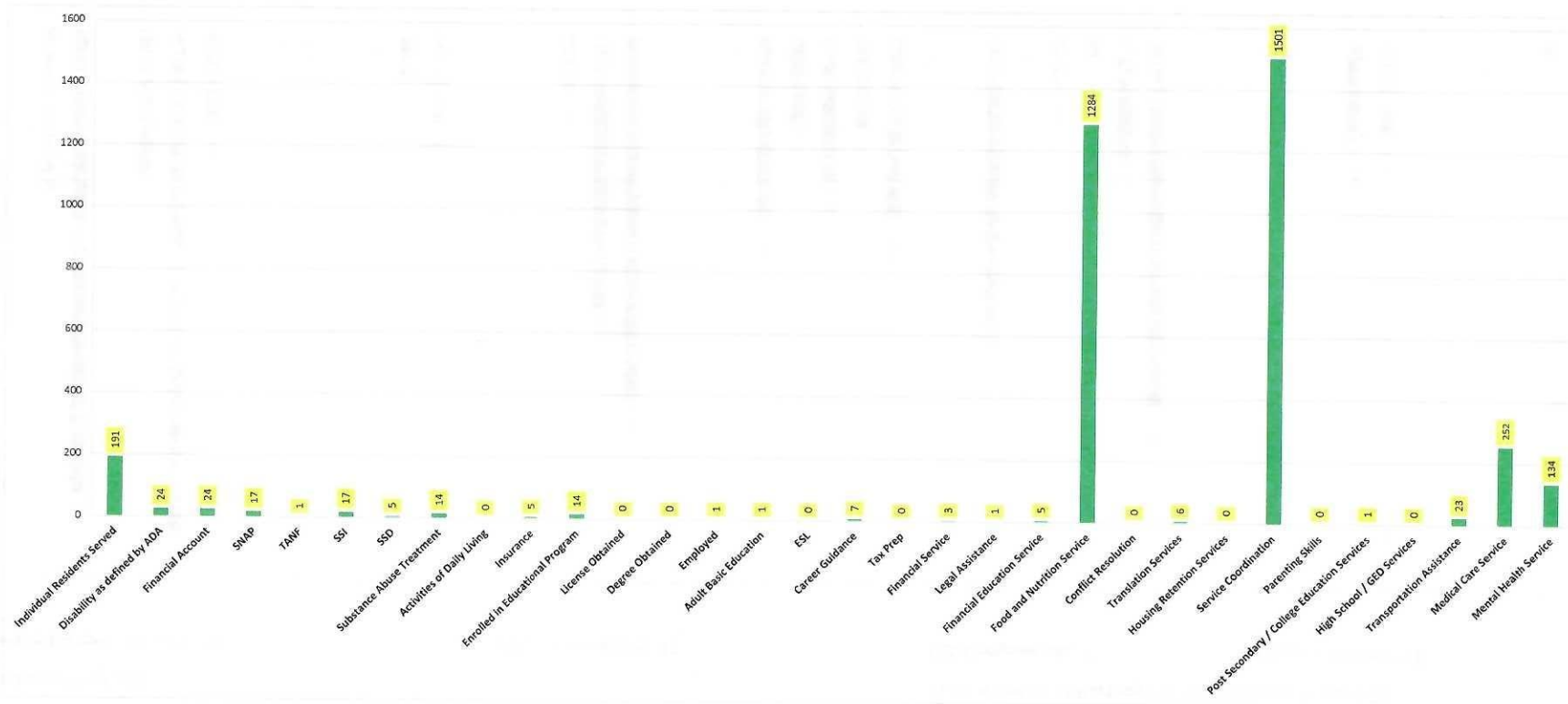
## 2024 ROSS Service Coordinator - All Public Housing Sites (Grant Funded)

1-May

Grant Period: 6/1/2021 - 5/30/2024

Reporting Period: May-24

Service Coordinators: Letia Harris, Denise White



\*ITSP - Individual Training and Service Plan  
\*GED - General Education Development



## 2024 Family Self-Sufficiency (Grant Funded)

Grant Period - 01/01/24-12/31/24

May 2024

Coordinators: Greg Goodman, Heather Brush, Lynelle Lewis, Robert Shepherd

Current Number of Part 130

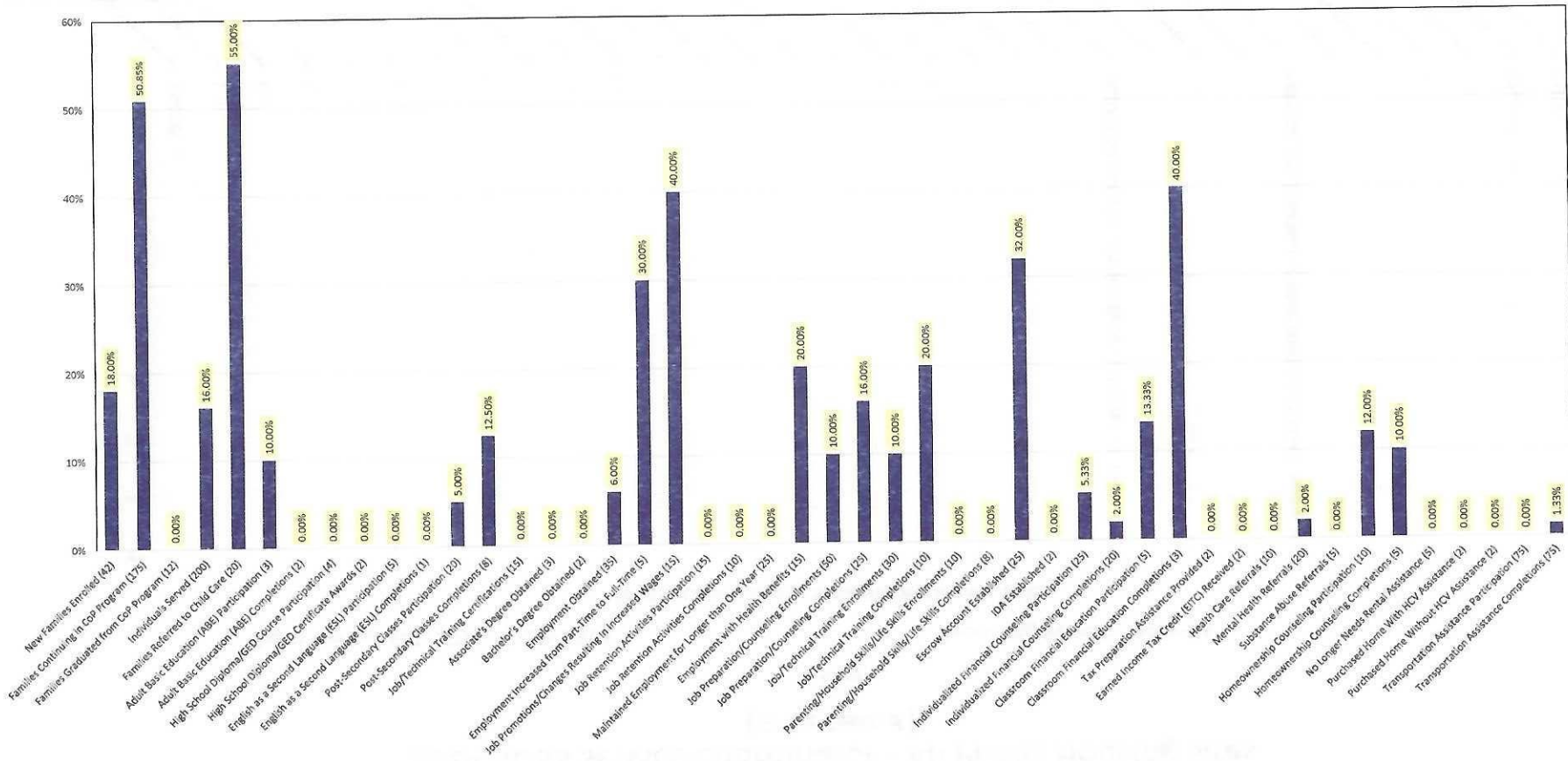
Total Number of Participants With Escrow Account: 70

Total Amount in Escrow 241,490.13

FSS Terminations: 21

FSS Completions: 2

FSS Enrollments: 10



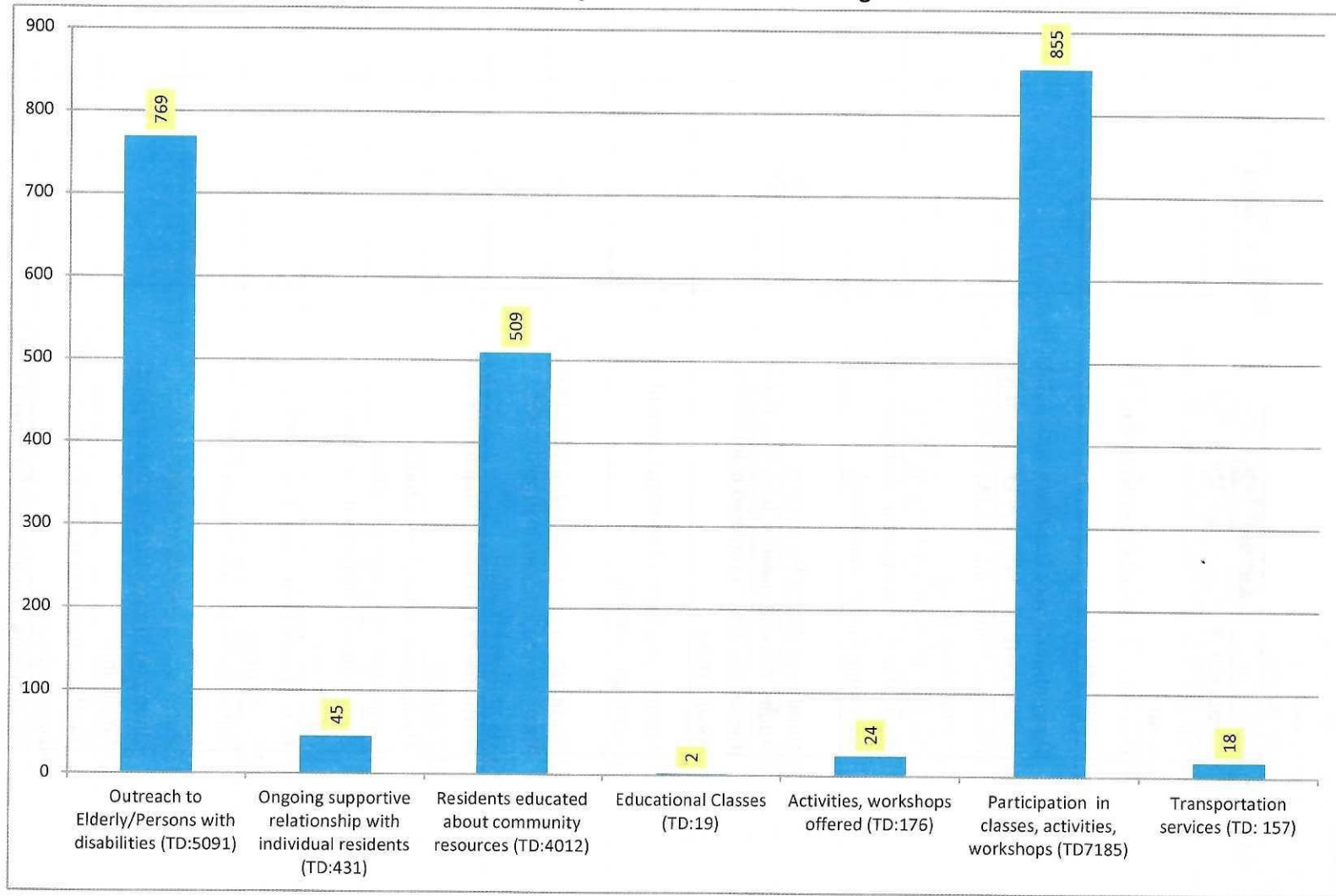
# Elderly & Disabled - Melrose Towers (Operations Funded)

Activity Coordinator: Barbara James

MAY 2024

## Outcome Goals:

- Improved Living Conditions / Quality of Life
- Live Independently and/or Age in Place and Avoid Long-Term Care Placement



Jobs Plus Report

May 2024 2nd Quarter

Grant Period: 4/26/20-6/30/2025

Program Manager Sylvia Williams

Case Managers Natalie Kline,

ITEM	DESCRIPTION	GOAL	TOTALS
1	Number of Work-able Residents (PIC)		345
2	Current Residents with Jobs Plus Assessment (CM)		119
3	Percent of Work-able Residents Who Are Employed (PIC)		61.74% Data: 213/345
4	Percent of Current Residents with a Jobs Plus Assessment and Who Are Employed (CM)		53.78% Data: 64/119
5	Percent of Work-able Residents Employed at Living Wage (PIC)		0.87% Data: 3/345
6	Number of Youth 14-17 Years Old (PIC)		102
7	Work-able Residents Who Connected with a Jobs Plus Community Coach	15	Quarter: 7
8	Number of Jobs Plus Events	15	Quarter: 1 Total: 51
9	Adults Who Attended a Jobs Plus Event	30	Quarter: 7
10	Residents Who Completed a Jobs Plus Assessment	20	Quarter: 1 Total: 134
11	Participants With a Post-Assessment Service Through Jobs Plus	10	Quarter: 41 Total: 99
12	Participants Who Met with a Case Manager	20	Quarter: 89 Total: 130
13	Participants Enrolled in Employment Readiness Program	2	Quarter: 2 Total: 5
14	Participants Enrolled in Training/Certification Program	0	Quarter: 3 Total: 6
15	Participants Who Completed a Training/Certification Program	0	Quarter: 1 Total: 1
16	Participants Provided with Job Search Assistance	15	Quarter: 5 Total: 26
17	Participants Beginning New Part-Time Employment	5	Quarter: 9 Total: 27
18	Participants Beginning New Full-Time Employment	5	Quarter: 4 Total: 37
19	Participants moving to a new job or Changing From Part-Time to Full-Time Employment	1	Quarter: 3 Total: 8
20	Participants Continuously Employed for 90 Days or Longer	2	Quarter: 57
21	Participants Continuously Employed for 180 Days or Longer	1	Quarter: 49

22	Participants Employed On or Before Their Assessment Date and Were Employed in the Current Quarter	4	Quarter: 31
23	Participants Enrolled in a High School Equivalency Program	2	Need: 18 Quarter: 3 Total: 7
24	Participants Who Received a High School Equivalency Credential	0	Quarter: 0 Total: 0
25	Participants Enrolled in a College Degree Program	1	Need: 5 Quarter: 0 Total: 0
26	Participants Who Graduated from a College Degree Program	0	Quarter: 0 Total: 0
27	Participants Receiving Financial Coaching or Education	4	Need: 35 Quarter: 12 Total: 31
28	Participants in an IDA Program	0	Quarter: 0 Total: 0
29	Participants Opening a Bank Account	0	Need: 20 Quarter: 0 Total: 0
30	Participants Receiving Legal Assistance	0	Need: 1 Quarter: 0 Total: 0
31	Participants with Access to Physical Health Care	1	Need: 3 Quarter: 0 Total: 6
32	Participants with Access to Behavioral Health Care	1	Need: 7 Quarter: 3 Total: 19
33	Participants Receiving Child Care Assistance	2	Need: 5 Quarter: 2 Total: 3
34	Participants Receiving Transportation Assistance	4	Need: 14 Quarter: 7 Total: 15
35	Youth Employed in Jobs/Internships	0	Quarter: 0 Total: 0
36	Youth Receiving Financial Literacy Information	0	Quarter: 0 Total: 0
37	Youth Enrolled in Job Training Opportunities	0	Quarter: 0 Total: 0
38	Youth Enrolled in Extracurricular Educational Opportunities	0	Quarter: 0 Total: 0
			Quarter: 0

39	Individuals Enrolled in JPEID	20	Total: 95
40	Households Enrolled in JPEID	20	Quarter: 0 Total: 93
41	Participants who Chose FSS Escrow Rather Than JPEID	0	Quarter: 0 Total: 0