



Harrisonburg Redevelopment & Housing Authority

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September 11, 2025

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, September 17, 2025 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
September 17, 2025

- I. Call to order and determination of quorum
- II. Public Comment
- III. Review and Approval of Minutes
 - August 20, 2025
- IV. Financial Reports
 - August 2025

Reports

A. Executive Director

- 1. Public Comment 2025 Annual- Five Year Plan, MTW Supplement, Housing Choice Voucher Administration Plan, Admission and Continued Occupancy Plans for Franklin Heights, Commerce Village, Commerce Village II, JR Polly Lineweaver and Lineweaver Annex
- 2. Family Self Sufficiency Annual Plan
- 3. Closed Session-Discuss the performance and employment of specific local government **personnel**, as authorized by section 2.2-3711(A)(1)
- 4. 2024 Audit

B. Any New Business/ Old Business

1. Strategic Initiatives Updates

- Homeownership and Neighborhood Revitalization
 - Bluestone Town Center
 - Lineweaver Annex Renovation
 - Commerce Village II
- Addressing Homelessness and Affordable Housing
- Improving Organizational Efficiency and Effectiveness

C. Management Reports

- 1. Housing Choice Voucher
- 2. Family Self-Sufficiency
- 3. Maintenance
- 4. HRHA Owned Properties Utilization (Box Score & Unit Availability)
- 5. Commerce Village
- 6. Franklin Heights
- 7. JR Polly Lineweaver
- 8. Lineweaver Annex
- 9. Financial Monthly Report & Quarterly Investment Update

MINUTES

Regular Meeting
August 20, 2025

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on **Wednesday, August 20, at 4:00 p.m.**

Those present were:

Gil Colman, Chair
Kevin Coffman, Vice-Chair
Luciano Benjamin, Commissioner
Amanda Leech, Commissioner

Also present were:

Michael G. Wong, Executive Director
Tiffany Runion, Deputy Director
Melisa Michelsen, Attorney

The regular meeting was called to order and a quorum was declared present by Gil Colman, Chair.

Chair Colman then opened the public comment period. No public comment was received.

Mr. Wong then presented the June 18th meeting minutes for consideration of approval. After discussion, Commissioner Benjamin, seconded by Vice Chair Coffman, motioned to approve the June minutes. The motion was unanimously approved.

Mr. Wong then presented the June and July 2025 financials for consideration of approval. He related the status of the service coordinator and VADHCD grants has impacted on the JR Polly, Lineweaver Annex and the local community development budgets. He anticipates funding for the VADHCD grant will be in October and November/December for the Service Coordinator grant. After discussion, Commissioner Benjamin, seconded by Commissioner Leech, motioned to approve the June and July financials as presented. The motion was unanimously approved.

Mr. Wong then presented the 2026 Annual Plan, MTW Supplement, Housing Choice Voucher Administrative Plan, Admissions and Continued Occupancy Plans for Franklin Heights, Commerce Village, Commerce Village II, JR Polly Lineweaver and the Lineweaver Annex for consideration of approval. He related of no new initiatives are outlined within the Annual Plan and MTW Supplement. He related the only major change is with the admission preferences which are reorganized and consistent across all program areas. Chair Colman then opened the floor for public comment. No comment was received. Mr. Wong stated the need for a 45 public comment period with any comments received being presented at the next meeting.

Mr. Wong then presented the 2026 Budget for consideration for approval. He related the budget, including 4.5% salary increase for staff earning less than \$90,000.00 and 4% for staff earning more than \$90,000.00. Chair Colman then opened the floor for public comment. Hearing no comment he closed the comment period. After a period of discussion, Commissioner Benjamin seconded by Commissioner Leech made the motion approving the 2026 budget. The motion was unanimously approved.

Mr. Wong proposed due to two commissioners being absent that the closed session be tabled to the next board meeting. After a period of discussion, Commissioner Benjamin, seconded by Commissioner Leech, made the motion to table the closed session till the next board meeting. The motion was unanimously approved.

Mr. Wong then presented a resolution for permanent financing for Bluestone Town Center Senior Housing through Atlantic Union Bank. After discussion, Commissioner Benjamin, seconded by Commissioner Leech, made the motion approving the resolution. A roll call vote was taken:

Gil Colman, Chair	Aye
Kevin Coffman, Vice Chair	Aye
Luciano Benjamin, Commissioner	Aye
Shonda Green, Commissioner	Absent
Janet Awkward Rogers, Commissioner	Absent
Amanda Leech, Commissioner	Aye

Mr. Wong then presented a resolution for Erosion and Sediment Bond for the Bluestone Town Center. He related the bond is needed for the City's permitting and site infrastructure work. After discussion, Commissioner Benjamin, seconded by Vice Chair Coffman made the motion approving the Erosion and Sediment Bond. The motion was unanimously approved. A roll call vote was taken:

Gil Colman, Chair	Aye
Kevin Coffman, Vice Chair	Aye
Luciano Benjamin, Commissioner	Aye
Shonda Green, Commissioner	Absent
Janet Awkward Rogers, Commissioner	Absent
Amanda Leech, Commissioner	Aye

Mr. Wong then presented a resolution for construction financing of Lineweaver Annex through the Bank of the James. He related due to the use of Fannie Mae MTEB financing, construction financing needs to be in place. After a period of discussion, Commissioner Benjamin, seconded by Commissioner Leech, made the motion to approve the Construction Financing resolution. The motion was unanimously approved. A roll call vote was taken:

Gil Colman, Chair	Aye
Kevin Coffman, Vice Chair	Aye
Luciano Benjamin, Commissioner	Aye
Shonda Green, Commissioner	Absent

Janet Awkward Rogers, Commissioner
Amanda Leech, Commissioner

Absent
Aye

Mr. Wong then provided program updates. He related that the Bluestone project is working on closing on the LOCUS financing in September which will pay off the sellers note and provide resources for interest payments. Working also on closing on Enterprise and United financing in October which will enable start of infrastructure, construction townhome pads and senior housing units. He stated that BTC has submitted a proffer revision which will require planning commission and City Council approval to allow families at 60% of AMI to access the for-sale town homes.

Mr. Wong related that the Lineweaver Annex project is working through issues with the building being in the flood plain. He stated that these issues have delayed the development of construction documents, which also impacts the selection of a general contractor for the project. To address the flood plain issues, HRHA is considering relocating all housing units to the second floor of the building, all offices and meeting space to the ground floor level and adding waterproofing to the ground floor.

Mr. Wong then presented June and July's management and financial reports for approval. After discussion, Commissioner Benjamin, seconded by Vice Chair Coffman, made the motion approving the reports. The motion was unanimously approved.

Commissioner Benjamin, seconded by Commissioner Leech, made the motion to adjourn the meeting. The motion was unanimously approved.

Michael G. Wong
Executive Director

Gil Colman
Chair

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - August 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	38,255.03	39,387.25	-1,132.22	311,734.35	315,098.00	-3,363.65	472,647.00
3112-06-000	PBV HAP Subsidy	38,821.00	37,749.67	1,071.33	302,637.00	301,997.36	639.64	452,996.00
3119-00-000	Total Rental Income	77,076.03	77,136.92	-60.89	614,371.35	617,095.36	-2,724.01	925,643.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	168.19	333.33	-165.14	3,044.33	2,666.64	377.69	4,000.00
3120-03-000	Damages	2,045.00	541.67	1,503.33	16,581.43	4,333.36	12,248.07	6,500.00
3120-04-000	Late Charges	65.00	83.33	-18.33	1,495.00	666.64	828.36	1,000.00
3120-08-000	Workorders/Maint Charges	1,765.00	41.67	1,723.33	1,925.00	333.36	1,591.64	500.00
3129-00-000	Total Other Tenant Income	4,043.19	1,000.00	3,043.19	23,045.76	8,000.00	15,045.76	12,000.00
3199-00-000	TOTAL TENANT INCOME	81,119.22	78,136.92	2,982.30	637,417.11	625,095.36	12,321.75	937,643.00
3400-00-000	GRANT INCOME							
3410-50-100	VA Homelessness Solutions Program	0.00	4,949.25	-4,949.25	59,391.00	39,594.00	19,797.00	59,391.00
3410-60-200	Homelessness Assistance Grant (HMIS/SNAP)	7,360.98	7,006.00	354.98	50,676.73	56,048.00	-5,371.27	84,072.00
3410-61-200	COC Planning Grant	2,759.24	4,168.25	-1,409.01	26,992.61	33,346.00	-6,353.39	50,019.00
3499-00-000	TOTAL GRANT INCOME	10,120.22	16,123.50	-6,003.28	137,060.34	128,988.00	8,072.34	193,482.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	282.19	0.00	282.19	2,228.50	0.00	2,228.50	0.00
3620-00-000	Management Fee Income	1,166.93	1,000.00	166.93	8,819.91	8,000.00	819.91	12,000.00
3621-00-000	Bond Application Fees	0.00	3,750.00	-3,750.00	0.00	30,000.00	-30,000.00	45,000.00
3650-00-000	Miscellaneous Other Income	0.00	16,666.67	-16,666.67	0.00	133,333.36	-133,333.36	200,000.00
3699-00-000	TOTAL OTHER INCOME	1,449.12	21,416.67	-19,967.55	11,048.41	171,333.36	-160,284.95	257,000.00
3999-00-000	TOTAL INCOME	92,688.56	115,677.09	-22,988.53	785,525.86	925,416.72	-139,890.86	1,388,125.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	16,456.23	21,132.42	4,676.19	156,051.14	169,059.36	13,008.22	253,589.00
4110-03-000	Compensated Absences	33.75	0.00	-33.75	33.75	0.00	-33.75	0.00
4110-04-000	Employee Benefit Contribution-Admin	4,809.13	6,778.92	1,969.79	40,957.53	54,231.36	13,273.83	81,347.00
4110-50-100	Salary-VA Homelessness Solutions Program(VHSP)	832.00	3,484.00	2,652.00	24,738.28	27,872.00	3,133.72	41,808.00
4110-50-101	Adm Benefits-VA Homelessness Solutions Program(VHSP)	249.60	1,215.25	965.65	8,579.75	9,722.00	1,142.25	14,583.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4110-60-200	Salary-Homelessness Assistance Grant(HMIS)	5,845.73	3,731.75	-2,113.98	29,696.48	29,854.00	157.52	44,781.00
4110-60-201	Adm Benefits-Homelessness Assistance Grant(HMIS)	1,871.04	1,249.33	-621.71	10,772.64	9,994.64	-778.00	14,992.00
4110-61-200	Salary-COC Planning Grant	4,892.30	3,452.67	-1,439.63	29,108.01	27,621.36	-1,486.65	41,432.00
4110-61-201	Adm Benefits-COC Planning	1,554.56	715.58	-838.98	4,331.46	5,724.64	1,393.18	8,587.00
4110-99-000	Total Administrative Salaries	36,544.34	41,759.92	5,215.58	304,269.04	334,079.36	29,810.32	501,119.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	66.67	66.67	64.00	533.36	469.36	800.00
4130-02-000	Criminal Background Checks	0.00	16.67	16.67	0.00	133.36	133.36	200.00
4130-04-000	General Legal Expense	0.00	1,458.33	1,458.33	3,112.81	11,666.64	8,553.83	17,500.00
4131-00-000	Total Legal Expense	0.00	1,541.67	1,541.67	3,176.81	12,333.36	9,156.55	18,500.00
4140-00-000	Staff Training	4,255.00	916.66	-3,338.34	7,148.02	7,333.28	185.26	11,000.00
4140-50-100	Staff Training-VHSP	0.00	125.00	125.00	0.00	1,000.00	1,000.00	1,500.00
4150-00-000	Travel	7,441.86	916.66	-6,525.20	19,521.26	7,333.28	-12,187.98	11,000.00
4171-00-000	Auditing Fees	0.00	721.67	721.67	0.00	5,773.36	5,773.36	8,660.00
4189-00-000	Total Other Admin Expenses	7,441.86	1,763.33	-5,678.53	19,521.26	14,106.64	-5,414.62	21,160.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	100.00	100.00	0.00	800.00	800.00	1,200.00
4190-02-000	Publications	0.00	41.67	41.67	213.20	333.36	120.16	500.00
4190-03-000	Advertising	299.16	83.33	-215.83	517.57	666.64	149.07	1,000.00
4190-04-000	Office Supplies	0.00	166.66	166.66	243.81	1,333.28	1,089.47	2,000.00
4190-06-000	Compliance	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4190-07-000	Telephone & Internet	960.25	805.00	-155.25	6,597.31	6,440.00	-157.31	9,660.00
4190-08-000	Postage	57.60	166.67	109.07	1,946.13	1,333.36	-612.77	2,000.00
4190-10-000	Copiers	181.86	166.66	-15.20	1,144.42	1,333.28	188.86	2,000.00
4190-12-000	Software	16,090.20	1,250.00	-14,840.20	16,870.24	10,000.00	-6,870.24	15,000.00
4190-13-000	IT/Website Maintenance	341.41	416.67	75.26	3,926.04	3,333.36	-592.68	5,000.00
4190-14-000	Community Donations	0.00	1,000.00	1,000.00	10,976.60	8,000.00	-2,976.60	12,000.00
4190-18-000	Small Office Equipment	1,256.53	250.00	-1,006.53	1,331.53	2,000.00	668.47	3,000.00
4190-22-000	Other Misc Admin Expenses	4,008.43	291.66	-3,716.77	3,108.45	2,333.28	-775.17	3,500.00
4190-50-100	Other Expenses-VHSP	177.66	125.00	-52.66	1,406.84	1,000.00	-406.84	1,500.00
4190-60-200	Equipment (HMIS/SNAP)	0.00	202.08	202.08	1,370.50	1,616.64	246.14	2,425.00
4190-60-201	Software (HMIS/SNAP)	0.00	1,065.42	1,065.42	11,536.00	8,523.36	-3,012.64	12,785.00
4190-60-202	Services (HMIS/SNAP)	704.30	757.42	53.12	5,722.18	6,059.36	337.18	9,089.00
4191-00-000	Total Miscellaneous Admin Expenses	24,077.40	6,929.91	-17,147.49	66,910.82	55,439.28	-11,471.54	83,159.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	72,318.60	52,911.49	-19,407.11	401,025.95	423,291.92	22,265.97	634,938.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	1,793.76	1,833.33	39.57	15,522.31	14,666.64	-855.67	22,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	1,793.76	1,833.33	39.57	15,522.31	14,666.64	-855.67	22,000.00
4300-00-000	UTILITY EXPENSES							

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4310-00-000	Water	914.05	916.66	2.61	8,314.13	7,333.28	-980.85	11,000.00
4320-00-000	Electricity	5,809.42	6,000.00	190.58	49,738.36	48,000.00	-1,738.36	72,000.00
4330-00-000	Gas	-44.33	83.33	127.66	55.19	666.64	611.45	1,000.00
4390-00-000	Sewer & Trash	1,853.76	2,083.33	229.57	16,818.64	16,666.64	-152.00	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	8,532.90	9,083.32	550.42	74,926.32	72,666.56	-2,259.76	109,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	6,360.78	7,130.75	769.97	57,472.35	57,046.00	-426.35	85,569.00
4410-05-000	Employee Benefit Contribution-Maint.	1,922.31	2,569.08	646.77	15,811.07	20,552.64	4,741.57	30,829.00
4419-00-000	Total General Maint Expense	8,283.09	9,699.83	1,416.74	73,283.42	77,598.64	4,315.22	116,398.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	174.85	25.00	-149.85	561.32	200.00	-361.32	300.00
4420-02-000	Supplies-Appliance	193.37	83.33	-110.04	843.17	666.64	-176.53	1,000.00
4420-03-000	Supplies-Unit Turnover	1,792.34	291.67	-1,500.67	5,282.75	2,333.36	-2,949.39	3,500.00
4420-04-000	Supplies-Electrical	0.00	441.67	441.67	1,584.93	3,533.36	1,948.43	5,300.00
4420-05-000	Supplies-Fuel & Parts	61.30	62.50	1.20	482.55	500.00	17.45	750.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	166.66	166.66	634.67	1,333.28	698.61	2,000.00
4420-07-000	Supplies-Maint/Repairs	759.53	916.67	157.14	2,674.28	7,333.36	4,659.08	11,000.00
4420-08-000	Supplies-Plumbing	156.65	175.00	18.35	3,488.94	1,400.00	-2,088.94	2,100.00
4420-09-000	Tools and Equipment	0.00	41.67	41.67	590.00	333.36	-256.64	500.00
4420-10-000	Maintenance Paper/Supplies	0.00	66.67	66.67	0.00	533.36	533.36	800.00
4420-11-000	Supplies-HVAC	0.00	41.67	41.67	49.62	333.36	283.74	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4429-00-000	Total Materials	3,138.04	2,354.18	-783.86	16,192.23	18,833.44	2,641.21	28,250.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	479.19	416.67	-62.52	3,619.94	3,333.36	-286.58	5,000.00
4430-04-000	Contract-Snow Removal	0.00	125.00	125.00	1,405.00	1,000.00	-405.00	1,500.00
4430-05-000	Contract-Unit Turnover	0.00	1,250.00	1,250.00	3,028.65	10,000.00	6,971.35	15,000.00
4430-06-000	Contract-Electrical	0.00	166.67	166.67	492.50	1,333.36	840.86	2,000.00
4430-07-000	Contract-Pest Control	800.00	1,450.00	650.00	4,060.77	11,600.00	7,539.23	17,400.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	997.67	666.64	-331.03	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	400.00	400.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	223.68	341.66	117.98	1,624.51	2,733.28	1,108.77	4,100.00
4430-11-000	Contract-Plumbing	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-12-000	Contract-Inspections	0.00	291.67	291.67	6,800.00	2,333.36	-4,466.64	3,500.00
4430-13-000	Contract-HVAC	0.00	750.00	750.00	3,810.06	6,000.00	2,189.94	9,000.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-17-000	Contract-Elevator Maintenance	0.00	916.67	916.67	12,514.60	7,333.36	-5,181.24	11,000.00
4430-18-000	Contract-Alarm Monitoring	38.00	133.33	95.33	941.80	1,066.64	124.84	1,600.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	266.67	266.67	1,350.00	2,133.36	783.36	3,200.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4430-99-000	Contract Costs-Other	0.00	250.00	250.00	4,611.75	2,000.00	-2,611.75	3,000.00
4439-00-000	Total Contract Costs	1,540.87	6,575.01	5,034.14	45,257.25	52,600.08	7,342.83	78,900.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	12,962.00	18,629.02	5,667.02	134,732.90	149,032.16	14,299.26	223,548.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	246.34	331.17	84.83	2,186.47	2,649.36	462.89	3,974.00
4510-10-000	Property Insurance	435.57	548.34	112.77	3,560.73	4,386.72	825.99	6,580.00
4510-20-000	Liability Insurance	235.02	192.92	-42.10	1,654.05	1,543.36	-110.69	2,315.00
4510-30-000	Workmen's Compensation	529.29	494.25	-35.04	3,820.23	3,954.00	133.77	5,931.00
4521-00-000	Misc. Taxes/Licenses/Insurance	0.00	0.00	0.00	4,266.56	0.00	-4,266.56	0.00
4570-00-000	Bad Debt-Tenant Rents	0.00	833.33	833.33	0.00	6,666.64	6,666.64	10,000.00
4599-00-000	TOTAL GENERAL EXPENSES	1,446.22	2,400.01	953.79	15,488.04	19,200.08	3,712.04	28,800.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	5,220.32	4,845.50	-374.82	39,759.39	38,764.00	-995.39	58,146.00
4899-00-000	TOTAL FINANCING EXPENSES	5,220.32	4,845.50	-374.82	39,759.39	38,764.00	-995.39	58,146.00
8000-00-000	TOTAL EXPENSES	102,273.80	89,702.67	-12,571.13	681,454.91	717,621.36	36,166.45	1,076,432.00
9000-00-000	NET INCOME	-9,585.24	25,974.42	-35,559.66	104,070.95	207,795.36	-103,724.41	311,693.00

BRIDGEPORT BUILDING								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,156.26	19,053.92	102.34	152,258.08	152,431.36	-173.28	228,647.00
3119-00-000	Total Rental Income	19,156.26	19,053.92	102.34	152,258.08	152,431.36	-173.28	228,647.00
3199-00-000	TOTAL TENANT INCOME	19,156.26	19,053.92	102.34	152,258.08	152,431.36	-173.28	228,647.00
3999-00-000	TOTAL INCOME	19,156.26	19,053.92	102.34	152,258.08	152,431.36	-173.28	228,647.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4130-00-000	Legal Expense							
4130-04-000	General Legal Expense	0.00	208.33	208.33	0.00	1,666.64	1,666.64	2,500.00
4131-00-000	Total Legal Expense	0.00	208.33	208.33	0.00	1,666.64	1,666.64	2,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-07-000	Telephone & Internet	37.30	55.00	17.70	389.36	440.00	50.64	660.00
4191-00-000	Total Miscellaneous Admin Expenses	37.30	55.00	17.70	389.36	440.00	50.64	660.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	37.30	263.33	226.03	389.36	2,106.64	1,717.28	3,160.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	0.00	83.33	83.33	315.00	666.64	351.64	1,000.00
4399-00-000	TOTAL UTILITY EXPENSES	0.00	83.33	83.33	315.00	666.64	351.64	1,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4420-00-000	Materials							
4420-07-000	Supplies-Maint/Repairs	0.00	166.67	166.67	0.00	1,333.36	1,333.36	2,000.00
4429-00-000	Total Materials	0.00	166.67	166.67	0.00	1,333.36	1,333.36	2,000.00
4430-00-000	Contract Costs							
4430-04-000	Contract-Snow Removal	0.00	41.67	41.67	830.00	333.36	-496.64	500.00
4430-06-000	Contract-Electrical	0.00	0.00	0.00	410.00	0.00	-410.00	0.00
4430-07-000	Contract-Pest Control	0.00	75.00	75.00	498.29	600.00	101.71	900.00
4430-10-000	Contract-Janitorial/Cleaning	0.00	208.33	208.33	0.00	1,666.64	1,666.64	2,500.00
4430-13-000	Contract-HVAC	0.00	250.00	250.00	593.25	2,000.00	1,406.75	3,000.00
4430-17-000	Contract-Elevator Maintenance	0.00	250.00	250.00	620.00	2,000.00	1,380.00	3,000.00
4430-18-000	Contract-Alarm Monitoring	23.00	20.83	-2.17	184.00	166.64	-17.36	250.00

BRIDGEPORT BUILDING								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4430-19-000	Contract-Sprinkler Monitoring	0.00	166.67	166.67	375.00	1,333.36	958.36	2,000.00
4430-99-000	Contract Costs-Other	0.00	83.33	83.33	1,200.00	666.64	-533.36	1,000.00
4439-00-000	Total Contract Costs	23.00	1,095.83	1,072.83	4,710.54	8,766.64	4,056.10	13,150.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	23.00	1,262.50	1,239.50	4,710.54	10,100.00	5,389.46	15,150.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,656.48	2,328.25	-328.23	19,288.33	18,626.00	-662.33	27,939.00
4899-00-000	TOTAL FINANCING EXPENSES	2,656.48	2,328.25	-328.23	19,288.33	18,626.00	-662.33	27,939.00
8000-00-000	TOTAL EXPENSES	2,716.78	3,937.41	1,220.63	24,703.23	31,499.28	6,796.05	47,249.00
9000-00-000	NET INCOME	16,439.48	15,116.51	1,322.97	127,554.85	120,932.08	6,622.77	181,398.00

LINEWEAVER ANNEX APARTMENTS
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - August 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,098.77	20,333.33	-1,234.56	159,476.27	162,666.64	-3,190.37	244,000.00
3112-06-000	PBV HAP Subsidy	38,821.00	37,749.67	1,071.33	302,637.00	301,997.36	639.64	452,996.00
3119-00-000	Total Rental Income	57,919.77	58,083.00	-163.23	462,113.27	464,664.00	-2,550.73	696,996.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	168.19	333.33	-165.14	3,044.33	2,666.64	377.69	4,000.00
3120-03-000	Damages	2,045.00	541.67	1,503.33	14,883.43	4,333.36	10,550.07	6,500.00
3120-04-000	Late Charges	65.00	83.33	-18.33	1,381.00	666.64	714.36	1,000.00
3120-08-000	Workorders/Maint Charges	1,765.00	41.67	1,723.33	1,925.00	333.36	1,591.64	500.00
3129-00-000	Total Other Tenant Income	4,043.19	1,000.00	3,043.19	21,233.76	8,000.00	13,233.76	12,000.00
3199-00-000	TOTAL TENANT INCOME	61,962.96	59,083.00	2,879.96	483,347.03	472,664.00	10,683.03	708,996.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	278.58	0.00	278.58	2,143.30	0.00	2,143.30	0.00
3699-00-000	TOTAL OTHER INCOME	278.58	0.00	278.58	2,143.30	0.00	2,143.30	0.00
3999-00-000	TOTAL INCOME	62,241.54	59,083.00	3,158.54	485,490.33	472,664.00	12,826.33	708,996.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	4,421.33	5,491.25	1,069.92	39,756.92	43,930.00	4,173.08	65,895.00
4110-04-000	Employee Benefit Contribution-Admin	1,664.60	1,867.50	202.90	12,674.38	14,940.00	2,265.62	22,410.00
4110-99-000	Total Administrative Salaries	6,085.93	7,358.75	1,272.82	52,431.30	58,870.00	6,438.70	88,305.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	66.67	66.67	64.00	533.36	469.36	800.00
4130-02-000	Criminal Background Checks	0.00	16.67	16.67	0.00	133.36	133.36	200.00
4130-04-000	General Legal Expense	0.00	416.67	416.67	1,461.50	3,333.36	1,871.86	5,000.00
4131-00-000	Total Legal Expense	0.00	500.01	500.01	1,525.50	4,000.08	2,474.58	6,000.00
4140-00-000	Staff Training	0.00	83.33	83.33	119.00	666.64	547.64	1,000.00
4150-00-000	Travel	0.00	83.33	83.33	20.00	666.64	646.64	1,000.00
4171-00-000	Auditing Fees	0.00	166.67	166.67	0.00	1,333.36	1,333.36	2,000.00
4189-00-000	Total Other Admin Expenses	0.00	250.00	250.00	20.00	2,000.00	1,980.00	3,000.00

LINEWEAVER ANNEX APARTMENTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	16.67	16.67	0.00	133.36	133.36	200.00
4190-03-000	Advertising	0.00	0.00	0.00	218.41	0.00	-218.41	0.00
4190-04-000	Office Supplies	0.00	83.33	83.33	67.02	666.64	599.62	1,000.00
4190-06-000	Compliance	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4190-07-000	Telephone & Internet	409.63	250.00	-159.63	2,092.10	2,000.00	-92.10	3,000.00
4190-08-000	Postage	16.20	41.67	25.47	516.20	333.36	-182.84	500.00
4190-10-000	Copiers	71.57	83.33	11.76	390.48	666.64	276.16	1,000.00
4190-12-000	Software	4,434.53	416.67	-4,017.86	4,475.48	3,333.36	-1,142.12	5,000.00
4190-13-000	IT/Website Maintenance	220.21	125.00	-95.21	1,226.16	1,000.00	-226.16	1,500.00
4190-18-000	Small Office Equipment	0.00	41.67	41.67	75.00	333.36	258.36	500.00
4190-22-000	Other Misc Admin Expenses	4,058.19	83.33	-3,974.86	1,320.12	666.64	-653.48	1,000.00
4191-00-000	Total Miscellaneous Admin Expenses	9,210.33	1,183.34	-8,026.99	10,380.97	9,466.72	-914.25	14,200.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	15,296.26	9,375.43	-5,920.83	64,476.77	75,003.44	10,526.67	112,505.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	1,793.76	1,833.33	39.57	15,522.31	14,666.64	-855.67	22,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	1,793.76	1,833.33	39.57	15,522.31	14,666.64	-855.67	22,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	914.05	833.33	-80.72	7,999.13	6,666.64	-1,332.49	10,000.00
4320-00-000	Electricity	5,743.25	5,833.33	90.08	48,653.58	46,666.64	-1,986.94	70,000.00
4390-00-000	Sewer & Trash	1,853.76	2,083.33	229.57	16,818.64	16,666.64	-152.00	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	8,511.06	8,749.99	238.93	73,471.35	69,999.92	-3,471.43	105,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	4,692.28	5,036.17	343.89	40,045.50	40,289.36	243.86	60,434.00
4410-05-000	Employee Benefit Contribution-Maint.	1,407.39	1,833.33	425.94	11,518.42	14,666.64	3,148.22	22,000.00
4419-00-000	Total General Maint Expense	6,099.67	6,869.50	769.83	51,563.92	54,956.00	3,392.08	82,434.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	174.85	25.00	-149.85	513.01	200.00	-313.01	300.00
4420-02-000	Supplies-Appliance	193.37	83.33	-110.04	843.17	666.64	-176.53	1,000.00
4420-03-000	Supplies-Unit Turnover	1,792.34	291.67	-1,500.67	5,282.75	2,333.36	-2,949.39	3,500.00
4420-04-000	Supplies-Electrical	0.00	416.67	416.67	1,584.93	3,333.36	1,748.43	5,000.00
4420-05-000	Supplies-Fuel & Parts	61.30	62.50	1.20	482.55	500.00	17.45	750.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	83.33	83.33	634.67	666.64	31.97	1,000.00
4420-07-000	Supplies-Maint/Repairs	1,058.69	666.67	-392.02	2,674.28	5,333.36	2,659.08	8,000.00
4420-08-000	Supplies-Plumbing	156.65	166.67	10.02	3,488.94	1,333.36	-2,155.58	2,000.00

LINEWEAVER ANNEX APARTMENTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-09-000	Tools and Equipment	0.00	41.67	41.67	590.00	333.36	-256.64	500.00
4420-10-000	Maintenance Paper/Supplies	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4420-11-000	Supplies-HVAC	0.00	41.67	41.67	49.62	333.36	283.74	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4429-00-000	Total Materials	3,437.20	1,962.52	-1,474.68	16,143.92	15,700.16	-443.76	23,550.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	479.19	416.67	-62.52	3,619.94	3,333.36	-286.58	5,000.00
4430-04-000	Contract-Snow Removal	0.00	83.33	83.33	575.00	666.64	91.64	1,000.00
4430-05-000	Contract-Unit Turnover	0.00	1,250.00	1,250.00	3,028.65	10,000.00	6,971.35	15,000.00
4430-06-000	Contract-Electrical	0.00	166.67	166.67	82.50	1,333.36	1,250.86	2,000.00
4430-07-000	Contract-Pest Control	800.00	1,333.33	533.33	3,135.33	10,666.64	7,531.31	16,000.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	997.67	666.64	-331.03	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	400.00	400.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	223.68	133.33	-90.35	1,624.51	1,066.64	-557.87	1,600.00
4430-11-000	Contract-Plumbing	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-12-000	Contract-Inspections	0.00	291.67	291.67	6,800.00	2,333.36	-4,466.64	3,500.00
4430-13-000	Contract-HVAC	0.00	416.67	416.67	2,850.00	3,333.36	483.36	5,000.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-17-000	Contract-Elevator Maintenance	0.00	666.67	666.67	11,894.60	5,333.36	-6,561.24	8,000.00
4430-18-000	Contract-Alarm Monitoring	15.00	50.00	35.00	553.75	400.00	-153.75	600.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	100.00	100.00	975.00	800.00	-175.00	1,200.00
4430-99-000	Contract Costs-Other	0.00	0.00	0.00	308.75	0.00	-308.75	0.00
4439-00-000	Total Contract Costs	1,517.87	5,125.01	3,607.14	36,445.70	41,000.08	4,554.38	61,500.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	11,054.74	13,957.03	2,902.29	104,153.54	111,656.24	7,502.70	167,484.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	139.99	231.17	91.18	1,445.19	1,849.36	404.17	2,774.00
4510-10-000	Property Insurance	411.75	406.67	-5.08	2,833.85	3,253.36	419.51	4,880.00
4510-20-000	Liability Insurance	222.95	117.92	-105.03	1,476.19	943.36	-532.83	1,415.00
4510-30-000	Workmen's Compensation	132.82	119.25	-13.57	1,009.55	954.00	-55.55	1,431.00
4570-00-000	Bad Debt-Tenant Rents	0.00	833.33	833.33	0.00	6,666.64	6,666.64	10,000.00
4599-00-000	TOTAL GENERAL EXPENSES	907.51	1,708.34	800.83	6,764.78	13,666.72	6,901.94	20,500.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,563.84	2,517.25	-46.59	20,471.06	20,138.00	-333.06	30,207.00
4899-00-000	TOTAL FINANCING EXPENSES	2,563.84	2,517.25	-46.59	20,471.06	20,138.00	-333.06	30,207.00
8000-00-000	TOTAL EXPENSES	40,127.17	38,141.37	-1,985.80	284,859.81	305,130.96	20,271.15	457,696.00

LINEWEAVER ANNEX APARTMENTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
9000-00-000	NET INCOME	22,114.37	20,941.63	1,172.74	200,630.52	167,533.04	33,097.48	251,300.00

COMMUNITY GRANTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3400-00-000	GRANT INCOME							
3410-50-100	VA Homelessness Solutions Program	0.00	4,949.25	-4,949.25	59,391.00	39,594.00	19,797.00	59,391.00
3410-60-200	Homelessness Assistance Grant (HMIS/SNAP)	7,360.98	7,006.00	354.98	50,676.73	56,048.00	-5,371.27	84,072.00
3410-61-200	COC Planning Grant	2,759.24	4,168.25	-1,409.01	26,992.61	33,346.00	-6,353.39	50,019.00
3499-00-000	TOTAL GRANT INCOME	10,120.22	16,123.50	-6,003.28	137,060.34	128,988.00	8,072.34	193,482.00
3999-00-000	TOTAL INCOME	10,120.22	16,123.50	-6,003.28	137,060.34	128,988.00	8,072.34	193,482.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-50-100	Salary-VA Homelessness Solutions Program(VHSP)	832.00	3,484.00	2,652.00	24,738.28	27,872.00	3,133.72	41,808.00
4110-50-101	Adm Benefits-VA Homelessness Solutions Program	249.60	1,215.25	965.65	8,579.75	9,722.00	1,142.25	14,583.00
4110-60-200	Salary-Homelessness Assistance Grant(HMIS)	5,845.73	3,731.75	-2,113.98	29,696.48	29,854.00	157.52	44,781.00
4110-60-201	Adm Benefits-Homelessness Assistance Grant(HMI	1,871.04	1,249.33	-621.71	10,772.64	9,994.64	-778.00	14,992.00
4110-61-200	Salary-COC Planning Grant	4,892.30	3,452.67	-1,439.63	29,108.01	27,621.36	-1,486.65	41,432.00
4110-61-201	Adm Benefits-COC Planning	1,554.56	715.58	-838.98	4,331.46	5,724.64	1,393.18	8,587.00
4110-99-000	Total Administrative Salaries	15,245.23	13,848.58	-1,396.65	107,226.62	110,788.64	3,562.02	166,183.00
4140-50-100	Staff Training-VHSP	0.00	125.00	125.00	0.00	1,000.00	1,000.00	1,500.00
4189-00-000	Total Other Admin Expenses	0.00	125.00	125.00	0.00	1,000.00	1,000.00	1,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-50-100	Other Expenses-VHSP	177.66	125.00	-52.66	1,406.84	1,000.00	-406.84	1,500.00
4190-60-200	Equipment (HMIS/SNAP)	0.00	202.08	202.08	1,370.50	1,616.64	246.14	2,425.00
4190-60-201	Software (HMIS/SNAP)	0.00	1,065.42	1,065.42	11,536.00	8,523.36	-3,012.64	12,785.00
4190-60-202	Services (HMIS/SNAP)	704.30	757.42	53.12	5,722.18	6,059.36	337.18	9,089.00
4191-00-000	Total Miscellaneous Admin Expenses	881.96	2,149.92	1,267.96	20,035.52	17,199.36	-2,836.16	25,799.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	16,127.19	16,123.50	-3.69	127,262.14	128,988.00	1,725.86	193,482.00
8000-00-000	TOTAL EXPENSES	16,127.19	16,123.50	-3.69	127,262.14	128,988.00	1,725.86	193,482.00
9000-00-000	NET INCOME	-6,006.97	0.00	-6,006.97	9,798.20	0.00	9,798.20	0.00

HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MS5, and FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - August 2025

2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3400-00-000	GRANT INCOME							
3410-01-000	Section 8 HAP Earned	703,149.00	591,992.92	111,156.08	5,446,638.00	4,735,943.36	710,694.64	7,103,915.00
3410-02-000	Section 8 Admin. Fee Income	56,315.00	52,501.92	3,813.08	431,435.00	420,015.36	11,419.64	630,023.00
3410-03-000	Section 8 FSS Grant Income	11,532.13	5,512.50	6,019.63	89,843.12	44,100.00	45,743.12	66,150.00
3410-04-000	Port-In Admin Fees Earned	385.42	100.00	285.42	2,865.77	800.00	2,065.77	1,200.00
3410-06-000	Port In HAP Earned	7,532.00	2,500.00	5,032.00	50,102.00	20,000.00	30,102.00	30,000.00
3499-00-000	TOTAL GRANT INCOME	778,913.55	652,607.34	126,306.21	6,020,883.89	5,220,858.72	800,025.17	7,831,288.00
3600-00-000	OTHER INCOME							
3640-00-000	Fraud Recovery-HAP	464.50	958.33	-493.83	7,296.28	7,666.64	-370.36	11,500.00
3640-01-000	Fraud Recovery-ADM	464.50	958.33	-493.83	7,296.27	7,666.64	-370.37	11,500.00
3699-00-000	TOTAL OTHER INCOME	929.00	1,916.66	-987.66	14,592.55	15,333.28	-740.73	23,000.00
3999-00-000	TOTAL INCOME	779,842.55	654,524.00	125,318.55	6,035,476.44	5,236,192.00	799,284.44	7,854,288.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	19,235.37	28,561.92	9,326.55	215,404.67	228,495.36	13,090.69	342,743.00
4110-04-000	Employee Benefit Contribution-Admin	1,457.09	9,609.50	8,152.41	59,478.51	76,876.00	17,397.49	115,314.00
4110-20-400	Administrative Salaries-FSS	8,600.50	4,386.67	-4,213.83	76,393.93	35,093.36	-41,300.57	52,640.00
4110-21-400	Employee Benefits Contribution-FSS	2,931.64	1,042.50	-1,889.14	22,813.79	8,340.00	-14,473.79	12,510.00
4110-30-100	Administrative Salaries-MS5	8,243.72	4,675.67	-3,568.05	26,849.09	37,405.36	10,556.27	56,108.00
4110-30-101	Employee Benefits Contribution-MS5	6,863.27	1,859.00	-5,004.27	11,582.31	14,872.00	3,289.69	22,308.00
4110-99-000	Total Administrative Salaries	47,331.59	50,135.26	2,803.67	412,522.30	401,082.08	-11,440.22	601,623.00
4130-00-000	Legal Expense							
4130-02-000	Criminal Background Checks	357.50	166.67	-190.83	3,416.50	1,333.36	-2,083.14	2,000.00
4130-04-000	General Legal Expense	0.00	166.67	166.67	0.00	1,333.36	1,333.36	2,000.00
4131-00-000	Total Legal Expense	357.50	333.34	-24.16	3,416.50	2,666.72	-749.78	4,000.00
4140-00-000	Staff Training	745.00	833.33	88.33	4,935.06	6,666.64	1,731.58	10,000.00
4140-01-400	Staff Training-FSS	0.00	83.33	83.33	4,000.00	666.64	-3,333.36	1,000.00
4150-00-000	Travel	0.00	666.67	666.67	8,733.86	5,333.36	-3,400.50	8,000.00
4171-00-000	Auditing Fees	0.00	833.33	833.33	0.00	6,666.64	6,666.64	10,000.00
4172-00-000	Port Out Admin Fee Paid	269.50	166.67	-102.83	1,660.36	1,333.36	-327.00	2,000.00
4189-00-000	Total Other Admin Expenses	269.50	1,666.67	1,397.17	10,394.22	13,333.36	2,939.14	20,000.00

HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MS5, and FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

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4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	83.33	83.33	799.00	666.64	-132.36	1,000.00
4190-02-000	Publications	0.00	16.67	16.67	0.00	133.36	133.36	200.00
4190-03-000	Advertising	0.00	83.33	83.33	0.00	666.64	666.64	1,000.00
4190-04-000	Office Supplies	0.00	41.67	41.67	1,861.78	333.36	-1,528.42	500.00
4190-05-000	Fuel-Administrative	87.58	66.67	-20.91	689.36	533.36	-156.00	800.00
4190-06-000	Compliance	0.00	833.33	833.33	4,749.50	6,666.64	1,917.14	10,000.00
4190-07-000	Telephone & Internet	439.98	416.67	-23.31	3,554.30	3,333.36	-220.94	5,000.00
4190-08-000	Postage	64.80	166.67	101.87	2,064.80	1,333.36	-731.44	2,000.00
4190-10-000	Copiers	312.14	125.00	-187.14	1,245.35	1,000.00	-245.35	1,500.00
4190-12-000	Software	17,183.81	2,500.00	-14,683.81	20,475.87	20,000.00	-475.87	30,000.00
4190-13-000	IT/Website Maintenance	1,453.89	416.67	-1,037.22	5,217.35	3,333.36	-1,883.99	5,000.00
4190-18-000	Small Office Equipment	7,234.51	166.67	-7,067.84	8,314.67	1,333.36	-6,981.31	2,000.00
4190-22-000	Other Misc Admin Expenses	-815.51	0.00	815.51	3,212.68	0.00	-3,212.68	0.00
4191-00-000	Total Miscellaneous Admin Expenses	25,961.20	4,916.68	-21,044.52	52,184.66	39,333.44	-12,851.22	59,000.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	74,664.79	57,968.61	-16,696.18	487,452.74	463,748.88	-23,703.86	695,623.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	0.00	125.00	125.00	1,770.06	1,000.00	-770.06	1,500.00
4220-02-000	Tenant FSS Goal Incentives	0.00	125.00	125.00	0.00	1,000.00	1,000.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	250.00	250.00	1,770.06	2,000.00	229.94	3,000.00
4300-00-000	UTILITY EXPENSES							
4320-00-000	Electricity	0.00	0.00	0.00	2,000.00	0.00	-2,000.00	0.00
4330-00-000	Gas	0.00	0.00	0.00	2,000.00	0.00	-2,000.00	0.00
4399-00-000	TOTAL UTILITY EXPENSES	0.00	0.00	0.00	4,000.00	0.00	-4,000.00	0.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	153.54	104.17	-49.37	1,158.08	833.36	-324.72	1,250.00
4510-10-000	Property Insurance	54.78	16.67	-38.11	288.88	133.36	-155.52	200.00
4510-20-000	Liability Insurance	14.01	16.67	2.66	87.01	133.36	46.35	200.00
4510-30-000	Workmen's Compensation	1,708.34	616.67	-1,091.67	5,460.07	4,933.36	-526.71	7,400.00
4570-01-000	Bad Debt-Other	0.00	0.00	0.00	-0.66	0.00	0.66	0.00
4599-00-000	TOTAL GENERAL EXPENSES	1,930.67	754.18	-1,176.49	6,993.38	6,033.44	-959.94	9,050.00
4700-00-000	HOUSING ASSISTANCE PAYMENTS							
4715-00-000	Housing Assistance Payments	690,062.00	576,676.25	-113,385.75	5,409,564.00	4,613,410.00	-796,154.00	6,920,115.00
4715-01-000	Tenant Utility Payments-Voucher	7,287.00	8,458.33	1,171.33	79,848.00	67,666.64	-12,181.36	101,500.00
4715-02-000	Port Out HAP Payments	5,240.00	2,083.33	-3,156.67	34,758.00	16,666.64	-18,091.36	25,000.00
4715-07-000	Tenant FSS Goal Incentives	2,200.00	4,166.67	1,966.67	22,700.00	33,333.36	10,633.36	50,000.00

HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MS5, and FSS Grant)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
4715-08-000	Landlord Incentives	1,312.94	4,166.67	2,853.73	10,627.39	33,333.36	22,705.97	50,000.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	706,101.94	595,551.25	-110,550.69	5,557,497.39	4,764,410.00	-793,087.39	7,146,615.00
8000-00-000	TOTAL EXPENSES	782,697.40	654,524.04	-128,173.36	6,057,713.57	5,236,192.32	-821,521.25	7,854,288.00
9000-00-000	NET INCOME	-2,854.85	-0.04	-2,854.81	-22,237.13	-0.32	-22,236.81	0.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - August 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	18,312.00	14,148.33	4,163.67	148,071.20	113,186.64	34,884.56	169,780.00
3112-00-000	50059 HAP Subsidy	23,590.00	26,275.50	-2,685.50	183,109.00	210,204.00	-27,095.00	315,306.00
3119-00-000	Total Rental Income	41,902.00	40,423.83	1,478.17	331,180.20	323,390.64	7,789.56	485,086.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	168.19	416.67	-248.48	3,034.35	3,333.36	-299.01	5,000.00
3120-03-000	Damages	50.00	541.67	-491.67	7,375.00	4,333.36	3,041.64	6,500.00
3120-04-000	Late Charges	99.00	83.33	15.67	993.00	666.64	326.36	1,000.00
3120-06-000	NSF Charges	0.00	0.00	0.00	25.00	0.00	25.00	0.00
3120-08-000	Workorders/Maint Charges	0.00	250.00	-250.00	65.00	2,000.00	-1,935.00	3,000.00
3129-00-000	Total Other Tenant Income	317.19	1,291.67	-974.48	11,492.35	10,333.36	1,158.99	15,500.00
3199-00-000	TOTAL TENANT INCOME	42,219.19	41,715.50	503.69	342,672.55	333,724.00	8,948.55	500,586.00
3400-00-000	GRANT INCOME							
3410-20-300	Service Coordinator Grant (SC)	0.00	6,526.75	-6,526.75	947.64	52,214.00	-51,266.36	78,321.00
3499-00-000	TOTAL GRANT INCOME	0.00	6,526.75	-6,526.75	947.64	52,214.00	-51,266.36	78,321.00
3999-00-000	TOTAL INCOME	42,219.19	48,242.25	-6,023.06	343,620.19	385,938.00	-42,317.81	578,907.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	3,151.82	3,878.17	726.35	28,603.94	31,025.36	2,421.42	46,538.00
4110-04-000	Employee Benefit Contribution-Admin	1,393.02	1,466.17	73.15	10,373.46	11,729.36	1,355.90	17,594.00
4110-99-000	Total Administrative Salaries	4,544.84	5,344.34	799.50	38,977.40	42,754.72	3,777.32	64,132.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	41.67	41.67	154.00	333.36	179.36	500.00
4130-02-000	Criminal Background Checks	0.00	16.67	16.67	286.50	133.36	-153.14	200.00
4130-04-000	General Legal Expense	0.00	333.33	333.33	2,433.00	2,666.64	233.64	4,000.00
4131-00-000	Total Legal Expense	0.00	391.67	391.67	2,873.50	3,133.36	259.86	4,700.00
4140-00-000	Staff Training	0.00	83.33	83.33	219.00	666.64	447.64	1,000.00
4150-00-000	Travel	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4171-00-000	Auditing Fees	0.00	166.67	166.67	0.00	1,333.36	1,333.36	2,000.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
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January - August 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4189-00-000	Total Other Admin Expenses	0.00	208.34	208.34	0.00	1,666.72	1,666.72	2,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	8.33	8.33	0.00	66.64	66.64	100.00
4190-03-000	Advertising	0.00	0.00	0.00	218.41	0.00	-218.41	0.00
4190-04-000	Office Supplies	0.00	41.67	41.67	272.59	333.36	60.77	500.00
4190-06-000	Compliance	0.00	0.00	0.00	35.50	0.00	-35.50	0.00
4190-07-000	Telephone & Internet	317.79	250.00	-67.79	2,918.19	2,000.00	-918.19	3,000.00
4190-08-000	Postage	10.80	41.67	30.87	396.86	333.36	-63.50	500.00
4190-10-000	Copiers	54.38	41.67	-12.71	338.92	333.36	-5.56	500.00
4190-12-000	Software	3,325.89	300.00	-3,025.89	3,353.19	2,400.00	-953.19	3,600.00
4190-13-000	IT/Website Maintenance	200.75	125.00	-75.75	911.63	1,000.00	88.37	1,500.00
4190-18-000	Small Office Equipment	0.00	0.00	0.00	30.09	0.00	-30.09	0.00
4190-22-000	Other Misc Admin Expenses	-899.13	83.33	982.46	-750.88	666.64	1,417.52	1,000.00
4191-00-000	Total Miscellaneous Admin Expenses	3,010.48	891.67	-2,118.81	7,724.50	7,133.36	-591.14	10,700.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	7,555.32	6,919.35	-635.97	49,794.40	55,354.80	5,560.40	83,032.00
4200-00-000	TENANT SERVICES							
4210-20-300	Tenant Services-Salaries	4,253.04	4,553.33	300.29	31,738.09	36,426.64	4,688.55	54,640.00
4211-20-300	Tenant Services-Benefits	1,187.19	1,104.58	-82.61	8,027.21	8,836.64	809.43	13,255.00
4220-01-000	Other Tenant Svcs.	1,793.76	1,833.33	39.57	15,562.29	14,666.64	-895.65	22,000.00
4240-20-300	Tenant Services-Other Direct Costs	286.42	472.17	185.75	2,143.10	3,777.36	1,634.26	5,666.00
4241-20-300	Tenant Services-Training	436.12	188.33	-247.79	1,017.93	1,506.64	488.71	2,260.00
4242-20-300	Tenant Services-Supplies & Materials	0.00	83.33	83.33	444.05	666.64	222.59	1,000.00
4243-20-300	Tenant Services-Travel	0.00	125.00	125.00	0.00	1,000.00	1,000.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	7,956.53	8,360.07	403.54	58,932.67	66,880.56	7,947.89	100,321.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	1,167.06	833.33	-333.73	6,832.89	6,666.64	-166.25	10,000.00
4320-00-000	Electricity	5,769.13	5,833.33	64.20	59,498.70	46,666.64	-12,832.06	70,000.00
4390-00-000	Sewer & Trash	2,226.38	2,083.33	-143.05	15,294.12	16,666.64	1,372.52	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	9,162.57	8,749.99	-412.58	81,625.71	69,999.92	-11,625.79	105,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	4,692.32	5,036.17	343.85	40,141.99	40,289.36	147.37	60,434.00
4410-05-000	Employee Benefit Contribution-Maint.	1,407.44	1,833.33	425.89	11,526.56	14,666.64	3,140.08	22,000.00
4419-00-000	Total General Maint Expense	6,099.76	6,869.50	769.74	51,668.55	54,956.00	3,287.45	82,434.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	99.82	25.00	-74.82	620.01	200.00	-420.01	300.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
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4420-02-000	Supplies-Appliance	0.00	83.33	83.33	653.50	666.64	13.14	1,000.00
4420-03-000	Supplies-Unit Turnover	0.00	125.00	125.00	3,328.40	1,000.00	-2,328.40	1,500.00
4420-04-000	Supplies-Electrical	249.22	416.67	167.45	1,914.70	3,333.36	1,418.66	5,000.00
4420-05-000	Supplies-Fuel & Parts	56.93	41.67	-15.26	448.09	333.36	-114.73	500.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	83.33	83.33	800.96	666.64	-134.32	1,000.00
4420-07-000	Supplies-Maint/Repairs	2.59	666.67	664.08	3,025.14	5,333.36	2,308.22	8,000.00
4420-08-000	Supplies-Plumbing	66.00	125.00	59.00	1,638.03	1,000.00	-638.03	1,500.00
4420-09-000	Tools and Equipment	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4420-10-000	Maintenance Paper/Supplies	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4420-11-000	Supplies-HVAC	0.00	41.67	41.67	87.25	333.36	246.11	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4429-00-000	Total Materials	474.56	1,733.35	1,258.79	12,516.08	13,866.80	1,350.72	20,800.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	456.19	416.67	-39.52	3,459.79	3,333.36	-126.43	5,000.00
4430-04-000	Contract-Snow Removal	0.00	83.33	83.33	1,150.00	666.64	-483.36	1,000.00
4430-05-000	Contract-Unit Turnover	0.00	833.33	833.33	0.00	6,666.64	6,666.64	10,000.00
4430-06-000	Contract-Electrical	0.00	166.67	166.67	1,472.92	1,333.36	-139.56	2,000.00
4430-07-000	Contract-Pest Control	0.00	1,166.67	1,166.67	4,749.16	9,333.36	4,584.20	14,000.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	0.00	666.64	666.64	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	400.00	400.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	223.68	133.33	-90.35	1,624.53	1,066.64	-557.89	1,600.00
4430-11-000	Contract-Plumbing	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-13-000	Contract-HVAC	0.00	208.33	208.33	3,177.50	1,666.64	-1,510.86	2,500.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-17-000	Contract-Elevator Maintenance	0.00	1,250.00	1,250.00	14,019.98	10,000.00	-4,019.98	15,000.00
4430-18-000	Contract-Alarm Monitoring	15.00	50.00	35.00	553.75	400.00	-153.75	600.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	100.00	100.00	975.00	800.00	-175.00	1,200.00
4430-99-000	Contract Costs-Other	0.00	0.00	0.00	700.00	0.00	-700.00	0.00
4439-00-000	Total Contract Costs	694.87	4,625.00	3,930.13	31,882.63	37,000.00	5,117.37	55,500.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	7,269.19	13,227.85	5,958.66	96,067.26	105,822.80	9,755.54	158,734.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	302.84	306.08	3.24	2,257.42	2,448.64	191.22	3,673.00
4510-10-000	Property Insurance	418.71	433.33	14.62	3,268.66	3,466.64	197.98	5,200.00
4510-20-000	Liability Insurance	226.68	216.67	-10.01	1,706.74	1,733.36	26.62	2,600.00
4510-30-000	Workmen's Compensation	113.85	127.25	13.40	866.42	1,018.00	151.58	1,527.00
4599-00-000	TOTAL GENERAL EXPENSES	1,062.08	1,083.33	21.25	8,099.24	8,666.64	567.40	13,000.00
4800-00-000	FINANCING EXPENSE							

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4851-00-000	Interest Expense-Loan 1	1,898.92	2,011.58	112.66	15,275.23	16,092.64	817.41	24,139.00
4899-00-000	TOTAL FINANCING EXPENSES	1,898.92	2,011.58	112.66	15,275.23	16,092.64	817.41	24,139.00
8000-00-000	TOTAL EXPENSES	34,904.61	40,352.17	5,447.56	309,794.51	322,817.36	13,022.85	484,226.00
9000-00-000	NET INCOME	7,314.58	7,890.08	-575.50	33,825.68	63,120.64	-29,294.96	94,681.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	43,637.80	56,367.00	-12,729.20	322,327.90	450,936.00	-128,608.10	676,404.00
3112-06-000	PBV HAP Subsidy	162,924.00	131,523.00	31,401.00	1,238,415.00	1,052,184.00	186,231.00	1,578,276.00
3119-00-000	Total Rental Income	206,561.80	187,890.00	18,671.80	1,560,742.90	1,503,120.00	57,622.90	2,254,680.00
3120-00-000	Other Tenant Income							
3120-03-000	Damages	449.09	1,666.67	-1,217.58	19,843.08	13,333.36	6,509.72	20,000.00
3120-04-000	Late Charges	571.00	833.33	-262.33	5,040.00	6,666.64	-1,626.64	10,000.00
3120-06-000	NSF Charges	0.00	8.33	-8.33	75.00	66.64	8.36	100.00
3120-07-000	Tenant Owed Utilities	90.00	125.00	-35.00	760.00	1,000.00	-240.00	1,500.00
3120-08-000	Workorders/Maint Charges	0.00	166.67	-166.67	0.00	1,333.36	-1,333.36	2,000.00
3120-11-000	Collection Loss-Tenants	0.00	0.00	0.00	5,161.01	0.00	5,161.01	0.00
3129-00-000	Total Other Tenant Income	1,110.09	2,800.00	-1,689.91	30,879.09	22,400.00	8,479.09	33,600.00
3199-00-000	TOTAL TENANT INCOME	207,671.89	190,690.00	16,981.89	1,591,621.99	1,525,520.00	66,101.99	2,288,280.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	0.00	166.67	-166.67	6.34	1,333.36	-1,327.02	2,000.00
3699-00-000	TOTAL OTHER INCOME	0.00	166.67	-166.67	6.34	1,333.36	-1,327.02	2,000.00
3999-00-000	TOTAL INCOME	207,671.89	190,856.67	16,815.22	1,591,628.33	1,526,853.36	64,774.97	2,290,280.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	25,176.03	33,344.42	8,168.39	224,644.12	266,755.36	42,111.24	400,133.00
4110-04-000	Employee Benefit Contribution-Admin	7,903.89	11,223.17	3,319.28	67,713.67	89,785.36	22,071.69	134,678.00
4110-99-000	Total Administrative Salaries	33,079.92	44,567.59	11,487.67	292,357.79	356,540.72	64,182.93	534,811.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	0.00	0.00	320.00	0.00	-320.00	0.00
4130-02-000	Criminal Background Checks	0.00	0.00	0.00	347.00	0.00	-347.00	0.00
4130-04-000	General Legal Expense	0.00	1,250.00	1,250.00	6,102.99	10,000.00	3,897.01	15,000.00
4131-00-000	Total Legal Expense	0.00	1,250.00	1,250.00	6,769.99	10,000.00	3,230.01	15,000.00
4140-00-000	Staff Training	1,201.47	1,250.00	48.53	5,047.39	10,000.00	4,952.61	15,000.00
4150-00-000	Travel	200.00	1,250.00	1,050.00	11,248.58	10,000.00	-1,248.58	15,000.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4171-00-000	Auditing Fees	0.00	208.33	208.33	0.00	1,666.64	1,666.64	2,500.00
4189-00-000	Total Other Admin Expenses	200.00	1,458.33	1,258.33	11,248.58	11,666.64	418.06	17,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	100.00	100.00	550.00	800.00	250.00	1,200.00
4190-02-000	Publications	0.00	66.67	66.67	71.36	533.36	462.00	800.00
4190-04-000	Office Supplies	168.54	333.33	164.79	2,547.91	2,666.64	118.73	4,000.00
4190-06-000	Compliance	0.00	83.33	83.33	337.00	666.64	329.64	1,000.00
4190-07-000	Telephone & Internet	432.57	550.00	117.43	3,950.89	4,400.00	449.11	6,600.00
4190-08-000	Postage	41.40	333.33	291.93	1,778.29	2,666.64	888.35	4,000.00
4190-10-000	Copiers	283.26	208.33	-74.93	1,676.47	1,666.64	-9.83	2,500.00
4190-12-000	Software	17,614.81	1,833.33	-15,781.48	22,698.32	14,666.64	-8,031.68	22,000.00
4190-13-000	IT/Website Maintenance	1,077.68	416.67	-661.01	4,538.90	3,333.36	-1,205.54	5,000.00
4190-18-000	Small Office Equipment	9,972.08	250.00	-9,722.08	10,172.32	2,000.00	-8,172.32	3,000.00
4190-22-000	Other Misc Admin Expenses	0.00	416.67	416.67	-2,304.11	3,333.36	5,637.47	5,000.00
4191-00-000	Total Miscellaneous Admin Expenses	29,590.34	4,591.66	-24,998.68	46,017.35	36,733.28	-9,284.07	55,100.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	64,071.73	53,117.58	-10,954.15	361,441.10	424,940.64	63,499.54	637,411.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	92.68	250.00	157.32	345.18	2,000.00	1,654.82	3,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	92.68	250.00	157.32	345.18	2,000.00	1,654.82	3,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	3,057.02	2,666.67	-390.35	22,828.76	21,333.36	-1,495.40	32,000.00
4320-00-000	Electricity	1,288.32	833.33	-454.99	8,453.26	6,666.64	-1,786.62	10,000.00
4330-00-000	Gas	96.19	166.67	70.48	546.49	1,333.36	786.87	2,000.00
4390-00-000	Sewer & Trash	2,117.93	3,333.33	1,215.40	22,468.99	26,666.64	4,197.65	40,000.00
4399-00-000	TOTAL UTILITY EXPENSES	6,559.46	7,000.00	440.54	54,297.50	56,000.00	1,702.50	84,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	16,727.12	20,903.92	4,176.80	142,698.55	167,231.36	24,532.81	250,847.00
4410-05-000	Employee Benefit Contribution-Maint.	4,711.09	7,267.58	2,556.49	39,311.67	58,140.64	18,828.97	87,211.00
4419-00-000	Total General Maint Expense	21,438.21	28,171.50	6,733.29	182,010.22	225,372.00	43,361.78	338,058.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	299.90	166.67	-133.23	3,351.14	1,333.36	-2,017.78	2,000.00
4420-02-000	Supplies-Appliance	0.00	250.00	250.00	2,216.13	2,000.00	-216.13	3,000.00
4420-03-000	Supplies-Unit Turnover	833.43	166.67	-666.76	16,369.61	1,333.36	-15,036.25	2,000.00
4420-04-000	Supplies-Electrical	0.00	833.33	833.33	2,822.73	6,666.64	3,843.91	10,000.00
4420-05-000	Supplies-Fuel & Parts	210.20	333.33	123.13	1,853.83	2,666.64	812.81	4,000.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-06-000	Supplies-Janitorial/Cleaning	126.92	416.67	289.75	2,835.36	3,333.36	498.00	5,000.00
4420-07-000	Supplies-Maint/Repairs	648.07	1,666.67	1,018.60	7,114.96	13,333.36	6,218.40	20,000.00
4420-08-000	Supplies-Plumbing	776.85	416.67	-360.18	8,513.11	3,333.36	-5,179.75	5,000.00
4420-09-000	Tools and Equipment	474.03	333.33	-140.70	2,930.88	2,666.64	-264.24	4,000.00
4420-10-000	Maintenance Paper/Supplies	0.00	66.67	66.67	0.00	533.36	533.36	800.00
4420-11-000	Supplies-HVAC	0.00	416.67	416.67	136.87	3,333.36	3,196.49	5,000.00
4420-12-000	Supplies-Exterior Supplies	0.00	416.67	416.67	0.00	3,333.36	3,333.36	5,000.00
4429-00-000	Total Materials	3,369.40	5,483.35	2,113.95	48,144.62	43,866.80	-4,277.82	65,800.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	213.88	333.33	119.45	2,614.01	2,666.64	52.63	4,000.00
4430-04-000	Contract-Snow Removal	0.00	83.33	83.33	1,310.00	666.64	-643.36	1,000.00
4430-05-000	Contract-Unit Turnover	1,040.60	833.33	-207.27	1,040.60	6,666.64	5,626.04	10,000.00
4430-06-000	Contract-Electrical	0.00	83.33	83.33	0.00	666.64	666.64	1,000.00
4430-07-000	Contract-Pest Control	0.00	500.00	500.00	5,769.44	4,000.00	-1,769.44	6,000.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	466.20	666.64	200.44	1,000.00
4430-09-000	Contract-Grounds	0.00	416.67	416.67	20,625.00	3,333.36	-17,291.64	5,000.00
4430-10-000	Contract-Janitorial/Cleaning	421.94	416.67	-5.27	3,248.19	3,333.36	85.17	5,000.00
4430-11-000	Contract-Plumbing	985.00	250.00	-735.00	985.00	2,000.00	1,015.00	3,000.00
4430-12-000	Contract-Inspections	0.00	833.33	833.33	7,520.00	6,666.64	-853.36	10,000.00
4430-13-000	Contract-HVAC	1,050.72	1,666.67	615.95	12,186.03	13,333.36	1,147.33	20,000.00
4430-14-000	Contract-Vehicle Maintenance	0.00	83.33	83.33	0.00	666.64	666.64	1,000.00
4430-15-000	Contract-Video Surveillance	0.00	10,000.00	10,000.00	105,000.00	80,000.00	-25,000.00	120,000.00
4430-18-000	Contract-Alarm Monitoring	299.40	0.00	-299.40	299.40	0.00	-299.40	0.00
4430-99-000	Contract Costs-Other	0.00	0.00	0.00	187.00	0.00	-187.00	0.00
4439-00-000	Total Contract Costs	4,011.54	15,583.32	11,571.78	161,250.87	124,666.56	-36,584.31	187,000.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	28,819.15	49,238.17	20,419.02	391,405.71	393,905.36	2,499.65	590,858.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	209.86	275.00	65.14	1,356.22	2,200.00	843.78	3,300.00
4510-10-000	Property Insurance	1,390.16	1,358.33	-31.83	10,347.62	10,866.64	519.02	16,300.00
4510-20-000	Liability Insurance	739.75	608.33	-131.42	4,868.11	4,866.64	-1.47	7,300.00
4510-30-000	Workmen's Compensation	1,922.06	550.00	-1,372.06	5,820.15	4,400.00	-1,420.15	6,600.00
4521-00-000	Misc. Taxes/Licenses/Insurance	0.00	2,666.67	2,666.67	16,841.66	21,333.36	4,491.70	32,000.00
4570-00-000	Bad Debt-Tenant Rents	0.00	2,083.33	2,083.33	0.00	16,666.64	16,666.64	25,000.00
4599-00-000	TOTAL GENERAL EXPENSES	4,261.83	7,541.66	3,279.83	39,233.76	60,333.28	21,099.52	90,500.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,774.28	14,346.33	11,572.05	167,017.81	114,770.64	-52,247.17	172,156.00
4899-00-000	TOTAL FINANCING EXPENSES	2,774.28	14,346.33	11,572.05	167,017.81	114,770.64	-52,247.17	172,156.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
8000-00-000	TOTAL EXPENSES	106,579.13	131,493.74	24,914.61	1,013,741.06	1,051,949.92	38,208.86	1,577,925.00
9000-00-000	NET INCOME	101,092.76	59,362.93	41,729.83	577,887.27	474,903.44	102,983.83	712,355.00

COMMERCE VILLAGE LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	9,131.00	10,919.75	-1,788.75	71,810.00	87,358.00	-15,548.00	131,037.00
3112-06-000	PBV HAP Subsidy	13,054.00	10,919.75	2,134.25	95,869.00	87,358.00	8,511.00	131,037.00
3119-00-000	Total Rental Income	22,185.00	21,839.50	345.50	167,679.00	174,716.00	-7,037.00	262,074.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	46.50	150.00	-103.50	884.67	1,200.00	-315.33	1,800.00
3120-03-000	Damages	0.00	208.33	-208.33	2,270.00	1,666.64	603.36	2,500.00
3120-04-000	Late Charges	146.00	41.67	104.33	651.00	333.36	317.64	500.00
3120-08-000	Workorders/Maint Charges	0.00	100.00	-100.00	693.00	800.00	-107.00	1,200.00
3129-00-000	Total Other Tenant Income	192.50	500.00	-307.50	4,498.67	4,000.00	498.67	6,000.00
3199-00-000	TOTAL TENANT INCOME	22,377.50	22,339.50	38.00	172,177.67	178,716.00	-6,538.33	268,074.00
3600-00-000	OTHER INCOME							
3611-00-000	Investment Income - Restricted	373.86	416.67	-42.81	2,980.39	3,333.36	-352.97	5,000.00
3699-00-000	TOTAL OTHER INCOME	373.86	416.67	-42.81	2,980.39	3,333.36	-352.97	5,000.00
3999-00-000	TOTAL INCOME	22,751.36	22,756.17	-4.81	175,158.06	182,049.36	-6,891.30	273,074.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	3,140.93	3,530.67	389.74	26,988.78	28,245.36	1,256.58	42,368.00
4110-04-000	Employee Benefit Contribution-Admin	1,035.63	1,214.83	179.20	9,057.80	9,718.64	660.84	14,578.00
4110-99-000	Total Administrative Salaries	4,176.56	4,745.50	568.94	36,046.58	37,964.00	1,917.42	56,946.00
4130-00-000	Legal Expense							
4130-02-000	Criminal Background Checks	0.00	0.00	0.00	38.50	0.00	-38.50	0.00
4130-04-000	General Legal Expense	0.00	150.00	150.00	0.00	1,200.00	1,200.00	1,800.00
4131-00-000	Total Legal Expense	0.00	150.00	150.00	38.50	1,200.00	1,161.50	1,800.00
4140-00-000	Staff Training	0.00	83.33	83.33	419.00	666.64	247.64	1,000.00
4150-00-000	Travel	0.00	100.00	100.00	21.89	800.00	778.11	1,200.00
4173-00-000	Management Fee	1,166.93	1,000.00	-166.93	8,819.91	8,000.00	-819.91	12,000.00
4189-00-000	Total Other Admin Expenses	1,166.93	1,100.00	-66.93	8,841.80	8,800.00	-41.80	13,200.00
4190-00-000	Miscellaneous Admin Expenses							

COMMERCE VILLAGE LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4190-04-000	Office Supplies	0.00	50.00	50.00	50.21	400.00	349.79	600.00
4190-06-000	Compliance	0.00	125.00	125.00	1,400.00	1,000.00	-400.00	1,500.00
4190-07-000	Telephone & Internet	249.98	300.00	50.02	1,872.50	2,400.00	527.50	3,600.00
4190-08-000	Postage	5.40	41.67	36.27	231.73	333.36	101.63	500.00
4190-10-000	Copiers	56.66	83.33	26.67	376.96	666.64	289.68	1,000.00
4190-12-000	Software	1,662.94	166.67	-1,496.27	1,676.59	1,333.36	-343.23	2,000.00
4190-13-000	IT/Website Maintenance	89.12	83.33	-5.79	444.55	666.64	222.09	1,000.00
4190-21-000	HCC Fees	0.00	666.67	666.67	7,391.18	5,333.36	-2,057.82	8,000.00
4190-22-000	Other Misc Admin Expenses	6.00	41.67	35.67	197.36	333.36	136.00	500.00
4191-00-000	Total Miscellaneous Admin Expenses	2,070.10	1,558.34	-511.76	13,641.08	12,466.72	-1,174.36	18,700.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	7,413.59	7,637.17	223.58	58,986.96	61,097.36	2,110.40	91,646.00
4200-00-000	TENANT SERVICES							
4210-00-000	Tenant Services Salaries	0.00	1,520.83	1,520.83	10,000.00	12,166.64	2,166.64	18,250.00
4220-01-000	Other Tenant Svcs.	0.00	125.00	125.00	2,869.00	1,000.00	-1,869.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	1,645.83	1,645.83	12,869.00	13,166.64	297.64	19,750.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	449.81	358.33	-91.48	3,367.34	2,866.64	-500.70	4,300.00
4320-00-000	Electricity	1,830.25	1,666.67	-163.58	14,143.48	13,333.36	-810.12	20,000.00
4330-00-000	Gas	202.89	200.00	-2.89	1,540.19	1,600.00	59.81	2,400.00
4390-00-000	Sewer & Trash	887.70	916.67	28.97	7,210.80	7,333.36	122.56	11,000.00
4399-00-000	TOTAL UTILITY EXPENSES	3,370.65	3,141.67	-228.98	26,261.81	25,133.36	-1,128.45	37,700.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	1,390.79	1,565.25	174.46	11,941.02	12,522.00	580.98	18,783.00
4410-05-000	Employee Benefit Contribution-Maint.	458.49	655.50	197.01	3,673.73	5,244.00	1,570.27	7,866.00
4419-00-000	Total General Maint Expense	1,849.28	2,220.75	371.47	15,614.75	17,766.00	2,151.25	26,649.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	8.33	8.33	378.79	66.64	-312.15	100.00
4420-02-000	Supplies-Appliance	28.42	83.33	54.91	359.19	666.64	307.45	1,000.00
4420-03-000	Supplies-Unit Turnover	0.00	83.33	83.33	206.77	666.64	459.87	1,000.00
4420-04-000	Supplies-Electrical	144.48	125.00	-19.48	1,304.31	1,000.00	-304.31	1,500.00
4420-05-000	Supplies-Fuel & Parts	21.90	16.67	-5.23	172.34	133.36	-38.98	200.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	50.00	50.00	118.10	400.00	281.90	600.00
4420-07-000	Supplies-Maint/Repairs	138.00	133.33	-4.67	897.71	1,066.64	168.93	1,600.00
4420-08-000	Supplies-Plumbing	0.00	50.00	50.00	28.17	400.00	371.83	600.00
4420-10-000	Maintenance Paper/Supplies	0.00	8.33	8.33	0.00	66.64	66.64	100.00

COMMERCE VILLAGE LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - August 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-11-000	Supplies-HVAC	0.00	150.00	150.00	127.25	1,200.00	1,072.75	1,800.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4429-00-000	Total Materials	332.80	749.99	417.19	3,592.63	5,999.92	2,407.29	9,000.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	625.40	225.00	-400.40	3,031.59	1,800.00	-1,231.59	2,700.00
4430-04-000	Contract-Snow Removal	0.00	83.33	83.33	2,545.00	666.64	-1,878.36	1,000.00
4430-06-000	Contract-Electrical	0.00	25.00	25.00	0.00	200.00	200.00	300.00
4430-07-000	Contract-Pest Control	0.00	166.67	166.67	498.30	1,333.36	835.06	2,000.00
4430-10-000	Contract-Janitorial/Cleaning	205.63	133.33	-72.30	1,445.30	1,066.64	-378.66	1,600.00
4430-11-000	Contract-Plumbing	0.00	41.67	41.67	0.00	333.36	333.36	500.00
4430-12-000	Contract-Inspections	0.00	166.67	166.67	1,335.00	1,333.36	-1.64	2,000.00
4430-13-000	Contract-HVAC	0.00	208.33	208.33	2,820.75	1,666.64	-1,154.11	2,500.00
4430-15-000	Contract-Video Surveillance	60.00	41.67	-18.33	60.00	333.36	273.36	500.00
4430-18-000	Contract-Alarm Monitoring	0.00	50.00	50.00	824.49	400.00	-424.49	600.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	125.00	125.00	1,425.00	1,000.00	-425.00	1,500.00
4430-99-000	Contract Costs-Other	0.00	0.00	0.00	124.75	0.00	-124.75	0.00
4439-00-000	Total Contract Costs	891.03	1,266.67	375.64	14,110.18	10,133.36	-3,976.82	15,200.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	3,073.11	4,237.41	1,164.30	33,317.56	33,899.28	581.72	50,849.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	20.48	15.00	-5.48	131.36	120.00	-11.36	180.00
4510-10-000	Property Insurance	-568.23	465.42	1,033.65	2,987.35	3,723.36	736.01	5,585.00
4510-20-000	Liability Insurance	-229.29	185.00	414.29	773.60	1,480.00	706.40	2,220.00
4510-30-000	Workmen's Compensation	75.90	51.25	-24.65	451.77	410.00	-41.77	615.00
4521-00-000	Misc. Taxes/Licenses/Insurance	42.51	87.50	44.99	340.08	700.00	359.92	1,050.00
4570-00-000	Bad Debt-Tenant Rents	0.00	208.33	208.33	0.00	1,666.64	1,666.64	2,500.00
4599-00-000	TOTAL GENERAL EXPENSES	-658.63	1,012.50	1,671.13	4,684.16	8,100.00	3,415.84	12,150.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	1,365.00	1,365.00	0.00	10,920.00	10,920.00	0.00	16,380.00
4899-00-000	TOTAL FINANCING EXPENSES	1,365.00	1,365.00	0.00	10,920.00	10,920.00	0.00	16,380.00
8000-00-000	TOTAL EXPENSES	14,563.72	19,039.58	4,475.86	147,039.49	152,316.64	5,277.15	228,475.00
9000-00-000	NET INCOME	8,187.64	3,716.59	4,471.05	28,118.57	29,732.72	-1,614.15	44,599.00



Harrisonburg Redevelopment & Housing Authority

FAMILY SELF-SUFFICIENCY PROGRAM

Annual Family-Self Sufficiency Program Report

October 2025

The Harrisonburg Redevelopment and Housing Authority's (HRHA) Family Self-Sufficiency (FSS) Program has worked with families in the community for more than 20 years. Currently, 94 families participate in the program – 29 participants that hold Housing Choice Vouchers (HCVs) and 65 participants in the Franklin Heights Project-Based Voucher (FHPBV) Program. Of the 94 participants, 11 are elderly, 25 receive disability benefits, and four face mental health or other medical challenges. The FSS program supports participants through structured goal setting, personalized mentoring and financial incentives—empowering families to make meaningful progress toward long-term self-sufficiency.

Participation generally lasts for five years, during which participants identify educational, professional and personal goals. It can be extended by two years if needed. Goals include advancing education in GED or post-secondary studies; completing specialized job training; obtaining employment or advancing their career; improving financial stability; transitioning out of subsidized housing; achieving homeownership; and repairing and building credit.

In May 2023, HRHA launched a rent reform and incentive initiative designed to promote participant self-sufficiency while enhancing landlord engagement. The program leverages community-based services, targeted incentives and streamlined administrative processes to improve cost-effectiveness. Key outcomes include increased voucher use and retention, stronger landlord participation, and reduced operational burdens.

Through the Moving to Work (MTW) program, HRHA is empowered to respond to evolving needs and craft innovative, locally driven solutions to address housing and self-sufficiency challenges. The FSS escrow model has been replaced with a Goal Rewards Program, which provides participants with immediate cash incentives for reaching milestones in income, finance, education, health, employment and other self-sufficiency goals. Unlike the previous model, this approach rewards progress right away and motivates participants to take the next steps toward achieving their long-term goals.

The Goal Rewards Program is structured around six core pillars: financial activities, FSS engagement, family wellness, education, employment and homeownership. These focus areas are designed to holistically support participants in achieving greater stability, independence and long-term success.

PILLAR	DESCRIPTION
FINANCIAL ACTIVITIES	Encourages budgeting, saving, credit building and responsible financial management.
FSS ENGAGEMENT	Rewards active participation in FSS events, goal tracking and progress updates.
FAMILY WELLNESS	Supports physical and mental health, parenting and overall family well-being.
EDUCATION	Incentivizes enrollment in GED programs, college courses or vocational training.
EMPLOYMENT	Promotes job readiness, career advancement and sustained employment.
HOMEOWNERSHIP	Assists in preparing for and achieving the goal of owning a home.

This year participants have demonstrated remarkable enthusiasm and progress across several key Goal Rewards. Among the most frequently achieved milestones are maintaining steady employment for one year, completing homeownership education classes and attending annual physical checkups. These accomplishments reflect a growing sense of motivation and commitment among families as they pursue personal goals such as purchasing a home, improving credit scores and advancing their education.

Below is a snapshot of the 2024 -2025 goals completed and incentives awarded.

Goal Incentives	Number of Times the goal has been achieved	Goal Reward Amount	HCV	FHPBV
- Homebuyer education class	10	\$ 125	3	7
- Home renter education class	14	\$125	8	6
- Pre-qualification	1	\$250	1	0
- Place a contract and close on a home	1	\$250	0	1
- Maintain employment for 12 Months	21	\$300	7	14
- Annual medical check up	31	\$ 100	12	19
- Attend two FSS events	19	\$100	9	10
- Parenting class	11	\$100	4	7
- Counseling/therapy/ support group for three months	10	\$200	6	3
- GED or ESL registration	2	\$50	1	0
- GED or ESL completion	1		1	0
- Intensive English Program & Training Registration	5	\$250	0	5

- Intensive English Program & Training completion	5	\$250	3	2
- Bachelor's degree	1	\$1000	1	0
- Associate's degree	1	\$1000	1	0
- Master's degree	0	\$1,000	0	0
- Saving for six months	2	\$150	2	0
- Credit repair	8	\$100	2	6
- Budgeting for six months	3	\$100	2	1
- Resume/cover letter workshop	7	\$ 50	2	5
- Submitting goal sheet for 12 months	16	\$200	10	6
- Driver's license	2	\$250	0	

This year the FSS program received its second grant from Sentara Cares to support skilled career and job training. Last year's grant enabled participants to attend a business boot camp, enroll in CDL training at Blue Ridge Community College (BRCC), pursue healthcare career training, obtain a GED and participate in the Intensive English Program at Eastern Mennonite University (EMU).

This new grant will allow the program to serve more residents. The goal is to equip participants with the skills and credentials needed to secure high-paying jobs after training. The previous grant funded the purchase of 20 laptops for residents who lack computer access, enabling them to prepare for the GED, take online classes or search for jobs. To date 12 residents have benefitted from this initiative, and the new funding will expand these opportunities to many more.

To better serve participants, FSS staff received extensive training in Yardi; attended the FSS Conference in Washington, DC; participated in NeighborWorks

training in Philadelphia; and took part in a mental health in public housing conference in Norfolk, VA.

The HRHA Community Advisory Board (CAB)—launched in 2023—hosted several capacity-building meetings for its members as well as events for residents. The mission of the CAB is to empower residents; provide a forum for sharing input on the MTW program; and promote health, equity, safety and self-sufficiency within the community.

BASIC ORGANIZATION AND PROCEDURES

The FSS program is voluntary for all participants, including households composed of elderly and/or disabled residents. Staff maintain a waiting list for interested participants. When a prospective participant's name is at the top of the waiting list for HCV recipients and for FHPBV housing, they are notified about the opening. If an individual is interested, he or she is invited to the FSS office to discuss enrollment. The FSS office also reaches out to new participants to increase enrollment numbers. At the initial appointment, the FSS staff explain program expectations, answer the family's questions and give them a copy of the FSS Handbook for future reference.

If the participant chooses to join the program, FSS staff have them sign an Addendum to the Contract of Participation (COP) and begin the assessment. In 2023, HRHA modified the FSS COP to reflect the new Goal Rewards Program based on achieving self-sufficiency goals.

At the enrollment meeting, each participant meets with an assigned FSS Coordinator to develop an Individual Training and Service Plan. This plan outlines specific action steps to help participants begin working toward their goals and successfully complete the program.

Following the initial assessment and planning session, participants start implementing their goals and submitting a monthly goal sheet to update FSS staff on their progress. The Head of Household, along with any other household adults

enrolled in the program, are required to complete and submit these monthly goal sheets.

Throughout the program FSS staff use a participant-driven coaching approach to provide personalized support and connect residents with additional resources.

PROGRAM COORDINATING COMMITTEE

The Program Coordinating Committee (PCC) is a group of community agencies that provide direct services to participants. The PCC meets quarterly and is currently composed of 17 organizations and two resident representatives. This group ensures the FSS program is well-connected by linking our participants with the best services locally. These meetings are also a time for the FSS program to share updates, receive feedback on policy or program changes and hear from community service organizations about their updates or developments. The FSS staff continue to work on increasing the number of community partners and strengthening relationships.

MOTIVATING PARTICIPANTS

Keeping participants motivated in the FSS program is paramount to each family's success. All participants are required to complete monthly goal sheets to monitor their continued progress. If participants do not turn in a goal sheet, FSS staff contact them by phone, email or letter. If goal sheets still are not submitted, a letter is sent regarding possible termination. FSS staff use a participant-driven coaching model that gives participants more empowerment and ownership of their path forward while still providing needed guidance. It increases collaboration and trust between staff and participants to make progress toward goals.

FSS staff often refer any participant who is not working to the Virginia Workforce Center – a PCC member – for a pre-employment class. The class teaches soft skills such as the importance of work attire, attendance, punctuality and getting along

with supervisors and co-workers. This organization also helps with the job search and connects participants to available educational or vocational opportunities.

Daily communications are a cornerstone of the FSS program because of its emphasis on working with everyone to encourage and cultivate responsibility as well as self-reliance. In addition, through regular contacts, FSS staff finds resources and ways to help participants overcome current obstacles to achieving their individual goals. As a participant's career, educational and family circumstances change from month to month, FSS staff provide continued encouragement and support appropriate to the specific challenges the participant faces.

The monthly goal sheets provide supplementary documentation for the annual review of goal progress. Each year, the case manager meets with the participant to review and, if appropriate, revise goals they established when they joined the program. While participants are required to meet their original goals of achieving independence from government assistance and maintaining stable employment to successfully graduate from the program, those who make appropriate changes to their paths to self-sufficiency are allowed to revise their supplemental goals accordingly.

ACCOMPLISHMENTS

FSS staff continually strive to expand resources for participants by seeking out organizations, businesses and programs that offer employment, financial or educational assistance, thus increasing PCC offerings. FSS staff gave employment resources to participants who were currently job searching and provided the necessary assistance in moving through the job application process.

FSS staff also met again with the BRCC Program Coordinator to arrange for discounted fees for residents interested in taking certificate courses. Most participants are eligible for BRCC's Fast-Forward deduction, which can reduce tuition by two-thirds. HRHA has paid full tuition at EMU for students taking an Intensive English program in the past.

Currently, residents are interested in courses such as Medical Office Assistant, Certified Medical Assistant, Commercial Driver's License, Real Estate License and Cybersecurity. Thanks to the Sentara Cares grant, HRHA has been able to provide funds to subsidize or fully cover the cost of tuition for participants.

The FSS program partnered with local organizations and businesses to provide gifts and host events during the holiday season for children of participants who were meeting their goals and maintaining employment. The program also received donations from local businesses to provide gifts to youth enrolled in HRHA's Summer Reading program and Youth Money Smart program.

While the FSS program is organized around the idea of helping families become self-reliant, the high cost of living has affected the mental, physical and financial well-being of many participants. Most of our participants are concerned about the rise in cost of living, and some have reported being unable to pay their bills, to budget and even to pay rent on time. Others have reported the inability to keep up with the cost of fuel, transportation and car repairs.

FSS staff have collaborated closely with the Harrisonburg Department of Transportation to secure paratransit services for participants with disabilities, ensuring they have handicap-accessible transportation. In addition, FSS staff have referred participants to the Way to Go organization for assistance with car repairs, gas cards and rideshare vouchers, helping them maintain reliable transportation to get to work.

Currently, 16 out of 29 HCV participants are employed. Ten participants are unemployed mainly due to medical conditions, four are elderly and two are full-time college students. In the FHPBV program, 36 out of 65 households have at least one adult employed a minimum of 20 hours a week. Eighteen are unemployed due to medical conditions and disability, six are elderly and two are full-time students. Five HCV household members 18 years and older and 13 FHPBV household members are participating. We have 25 HCV heads of household – three male and 22 female – and 52 FHPBV heads of household – six male and 46 female.

Presently about 52 participants out of 94 are of Hispanic, Middle Eastern or African descent. There are 9 Arabic Kurdish speakers, 14 Hispanic and 24 participants of African descent, 2 native Hawaiians, 1 Asian and 1 other determination. Two local universities, James Madison University and Eastern Mennonite University, offer beginner, intermediate and advanced English classes for families. Many students demonstrate a marked improvement in English language skills after these classes, which helps them obtain jobs.

Highlights - October 2024 to October 2025

In the past year, FSS staff members have:

- continued distributing monthly newsletters to keep participants informed and engaged, connecting them with community activities, valuable resources and educational programs.
- hosted a Community Give Back event, bringing holiday gifts to children from participant families. Kids received gifts of gloves, hats, books and toys, generously provided by HRHA and local community members.
- hosted a series of workshops covering financial literacy, credit repair, homeownership, mental health, healthy cooking and gardening, equipping participants with practical skills to improve their well-being and achieve greater self-sufficiency.
- in collaboration with the HRHA CAB, the Harrisonburg Fire Department and the Harrisonburg Rockingham Community Services Board, hosted Mental Health and Fire Safety events to raise awareness, provide resources and support the well-being and safety of the community.
- supported two participants in completing the journey to homeownership — a significant achievement that provides greater

stability, independence and long-term wealth-building for their families.

- referred three participants to the Southeast Rural Community Assistance Project for housing counseling, leading to a major milestone: one participant has already opened an Individual Development Account that matches every dollar she saves with an additional \$10, putting her significantly closer to achieving homeownership.
- helped 13 participants successfully complete homeownership classes, gaining the knowledge and confidence needed to prepare for homeownership. Eight of them improved their credit scores, moving closer to financial stability and the dream of owning a home.
- supported two participants in proudly earning college degrees — one an associate's and another a bachelor's. A third participant completed the Intensive English Program, and a fourth obtained her GED, opening new doors for education, career advancement and greater self-sufficiency.
- referred two additional participants to the Skyline Literacy Coalition and another to Penn Foster high school to begin their GED preparation, supporting their educational advancement and future opportunities.
- coordinated more than 50 children in the HRHA Summer Reading Program and the Youth Money Smart Program, allowing them to gain valuable literacy skills and financial knowledge to support their growth and future success.
- held a Back-to-School Bash in collaboration with six community partners, creating a fun and supportive kickoff to the new school year. During the event, 60 donated backpacks filled with school supplies were distributed to elementary, middle and high school students, helping them start the year prepared and confident.

- provided 20 laptops to participants, enabling them to pursue job searches, attend business boot camp training and complete online courses, ensuring they have the technology needed to achieve their goals.
- referred four participants to Way to Go for assistance with car repairs, gas and other transportation needs to maintain employment. One participant is currently in the process of receiving a car through their vehicle program, further supporting her journey toward self-sufficiency.
- partnered with nonprofit Vine and Fig to distribute more than 550 bags of fresh vegetables to 29 residents. This collaboration supports nutritional needs while alleviating the financial burden of food costs.
- coordinated three PCC meetings, fostering collaboration, communication and planning among participants and program partners.
- enrolled 18 new program participants, saw 10 participants successfully graduate, 2 port out, and terminated 4 due to lack of participation, responsiveness or not being in good standing with HRHA.
- assisted many participants who needed additional help applying for jobs online and in person.

PROGRAM GOALS

The FSS program has the following 2025 goals:

1. Address Skill Gaps: Encourage all residents to complete jobs skills training, obtain their GED or further their education, if possible.
2. Promote Self-Sufficiency: Support participants in setting and achieving personal and family goals that move them toward long-term independence and stability.

3. Strengthen Employment and Career Development: Connect participants to job training, education and employment opportunities that improve earning potential and create pathways to sustainable careers.
4. Improve Financial Literacy: Help participants build budgeting and money management skills, pay bills on time and strengthen credit. Offer workshops on finance and budgeting to promote lasting financial stability.
5. Support Housing Stability and Homeownership: Provide counseling, referrals and resources to help participants maintain stable housing and, when ready, take steps toward homeownership.
6. Advance Health and Well-Being: Collaborate with community partners to provide workshops, events and resources that strengthen participants' physical, mental and emotional well-being.
7. Expand Youth Programs and Education: Engage youth in programs that encourage learning and leadership while providing scholarship opportunities to support higher education and future success.

MOVING TO WORK

In May 2023, HRHA implemented its MTW activities. For FSS, the new Goal Rewards Program replaced the escrow savings component in the traditional FSS program.

Waiver 10d: Modify or eliminate the Contract of Participation.

HRHA has modified the FSS contract of participation to reflect the removal of the traditional escrow model and the implementation of the new Goal Rewards Program. This has involved modifying the following sections in the FSS Contract: FSS Escrow Account; Withdrawal of Funds from FSS Escrow Account; Loss of FSS Escrow Account; and HA Responsibilities.

Waiver 10e: Policies for addressing increases in family income

HRHA has replaced the FSS escrow model with a Goal Rewards Program where participants earn immediate cash incentives for reaching milestones related to education, health, employment and other self-sufficiency goals. Incentives immediately and tangibly reward participants for progress toward self-sufficiency and inspire them to take the next steps. Participants receive the incentive immediately via check or direct deposit.

Any household member 18 years or older may participate. Each participant has a COP and must submit a monthly goal sheet. The maximum a household can earn through Goal Rewards is \$14,250, with an average earning between \$4,000 and \$6,000 over 5 years.

The Goal Rewards Incentives program provides a range of financial incentives to help FSS participants achieve their self-sufficiency goals. By expanding savings opportunities, rewarding progress in multiple areas of self-sufficiency beyond earned income and motivating participants to reach their goals, the program is vital in supporting long-term success.

This year, FSS distributed over \$30,250 in Goal Rewards incentives. The most notable achievements were seen in employment, credit score improvement, homeownership education and continued education.

The Goal Rewards Program is as follows:

Educational Activities	Amount	Requirements	Notes
GED or ESL Registration	\$50	Registration and First Class Attendance	Through MTC or Skyline
GED/ESL Course Completion	\$250	Certificate	

Technical training or IEP English Program (EMU) Registration	\$250	Registration and First Class Attendance	Cap 3 certificates
Training or IEP Completion	\$250	Certificate	
Associate's (2 years)	\$1,000	Certificate/Diploma	
Bachelor's (4 years)	\$1,000	Certificate/Diploma	

Master's	\$1,000	Certificate/Diploma	
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FSS Activities	Amount	Requirements
Goal Sheet Every month by the 10th for a year	\$200	Completed Goal Sheets for 12 months, 1 late goal sheet allowed
Attend 2 FSSP/HRHA events/year	\$100	

Homebuyer Activities	Amount	Requirements
VHDA Rental Education Course	\$125	Certificate
VHDA Home Buyer Course	\$125	Certificate

Pre-qualification	\$250	Pre-qualification document
Contract on a Home & Closing Date Set	\$2,000	Contact, Communication with Title Company

Family Wellness Activities	Amount	Requirements
Counseling/Therapy/Support Group for 3 months	\$200 for 3- month attendance \$1,000 per contract max	Signed letter from the provider (FSSP provides letter)
Driver's License (does not include renewal)	\$150	Copy of license and any driver's ed certificates. One-time payment per participant.
Parenting or Co-Parenting Class	\$100	Class Options will be provided
Annual Physical - Open to more than one household member	\$100/physical - Max \$500 per contract	Note/Form from doctor + establishes a health-related goal(s) and action steps with the FSSP Coordinator

Financial & Work Activities	Amount	Requirements
Credit Repair Max: \$300/contract	\$100 - 500+ \$100 - 600+ \$100 - 700+	Credit Report, Plan with Green Path or other agency, start & end credit score
Budget every month for six months Max: \$1,000/contract	\$100 for 6 mo. / \$100 for 12mo	Completed budget by month including income, all expenses. Can be via paper, apps (like mint), bank software, etc. Required meeting every 6 months to get the incentive
Deposit in savings accounts for six months Max: \$1,500/contract	\$150 for 6 mo. / \$150 for 12mo	6-month statements with minimum monthly \$25 deposit, no withdrawal
Maintain work for 12 months (Average of 20 hours per week or more) Max: \$1,500/contract	\$300 for 12 months	One Paystub and annual letter from the employer (Over 1,000 hours/year)
Resume/Cover Letter Workshop Max: \$100/contract	\$50 for workshop session	Meet at FSSP office with Coordinator

CONCLUSION

The FSS program has significantly improved participants' lives. It provides support to families who otherwise may not have access to the resources available through the program. Top priorities are to promote positive change and to assist families in obtaining self-sufficiency. While trying to meet these priorities, FSS staff repeatedly encounter challenges that pose barriers to success for program participants. The program is always looking for new and innovative ways to keep current participants active and hopes to continue to make a difference in the lives of the families that participate. Implementing MTW activities and securing Sentara Cares funding for skilled career training have greatly increased resident engagement.

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

August 2025

Prepared by Mary Walala, HCV Manager

1. PROGRAM SUMMARY

The HCV Administrative Plan has now been fully revised and released for public comment, marking a significant milestone in ensuring clarity and compliance across program operations. In addition, we have launched the process of merging all property-specific project-based voucher waiting lists into a single consolidated list. This work will create a more streamlined and equitable system for applicants while simplifying management for staff. These efforts reflect our ongoing commitment to transparency, consistency, and improved access for the households we serve.

2. VOUCHER UTILIZATION

Number of Vouchers Available (includes Ms5 and PBV): 979			
	Under Lease	Issued, Not Leased	Not Issued
Housing Choice Vouchers-MTW (Includes Project Based Vouchers):	699	7	175
Mainstream Vouchers:	48	1	49
Totals	747	8	224
Voucher Utilization Rate: 76%			

3. WAITING LISTS

Number of Applicants on All Waitlists: 4786					
Below are application numbers by program/ property:					
Commerce Village:		468			
Franklin Heights:		1616			
Tenant-Based:		2566			
Lineweaver Annex:		136			
Franklin Heights Waitlist Per Bedroom Size					
FH:1BR		FH:2BR	FH:3BR	FH:4BR	FH:5BR
715		458	338	92	13

4. FINANCIAL SUMMARY

Total funding received from HUD for MTW and Mainstream Vouchers: \$759,464
Housing Assistance Payments (MTW and Mainstream Vouchers): \$689,852
Administrative Costs: \$66,102
Landlord and Family Self Sufficiency Incentives \$3,513
Average HAP cost per unit: \$1,017
Projected Variance for All Vouchers Combined: -\$3

*** See Variance Table Below*

Variance = Amount Received from HUD <i>minus</i> Actual Expenses	HUD	HRHA	VARIANCE BY CATEGORY
HAP Expense Payments	\$703,149	\$689,852	\$13,297
Administrative Expense Payments	\$56,315	\$66,102	-\$9,787
Landlord Incentives	\$0	\$1,313	-\$1,313
Family Self Sufficiency Program Incentives	\$0	\$2,200	-\$2,200
Security Deposit Incentives	\$0	\$0	\$0
TOTAL VARIANCE (all categories)	\$759,464	\$759,467	-\$3

5. HOUSING QUALITY AND INSPECTIONS

Number of Initial Inspections Completed: 49
Number of Units Passed: 33
Number of Units Failed: 15
Number of failed units that were re-inspected: 8
Number of re-inspected units that passed: 100%
Number of Landlords who have made NSPIRE updates 100%

Common Violations:

Smoke Detectors, GFCI

Other:

0

6. PROGRAM COMPLIANCE AND REGULATIONS**HUD Regulatory Compliance:**

No significant issues or violations to report.

There are no HUD Monitoring visits scheduled at this time.

Fair Housing Compliance:

All HCV program activities continue to follow fair housing guidelines.

No discrimination complaints or violations were reported this month.

7. LANDLORD PARTICIPATION AND ENGAGEMENT

Number of active landlords: 174

Landlord Outreach Efforts:

8. SUCCESS AND CHALLENGES**Market Conditions**

As in prior months, market conditions remain unchanged and continue to present challenges.

Technology

No update

9. PROGRAM PERFORMANCE METRICS

Property/Voucher Type	New Admission	Transfer/ Change of Unit	Port-In	Property Total
Franklin Heights	0	0	0	0
Commerce Village	0	0	0	0
Lineweaver	0	0	0	0
Tenant-Based Vouchers	1	6	1	8
TYPE TOTAL	1	6	1	
Interim Certifications		Explanation of "Other" Certification:		
Income Decrease	8	CHANGE COHORT, NAME CHANGE, ADJUST INCOME WITH PAYSTUBS		
Income Increase	11			
Household Change	2			
Owner-Led (rent change)	43			
Other	4			
TOTAL	68			
End of Participation / Termination		Explanation of "Other" Certification:		
Didn't Complete Annual	0	0		
Gave Up Voucher	2			
Voucher Expired	0			
Other	0			
TOTAL	2			

MONTHLY REPORT – August 2025

HCV PARTICIPANTS

Employment	Education/Training	Goal Rewards
In Program: 28	Enrolled in GED: 2	Family Wellness. 1
Employed: 17	Enrolled in ESL: 0	Financial Activities: 2 Employment. 1
Unemployed/Furlough: 11	Enrolled in Continuing Ed: 3	FSS Activities: 1
Medical Leave/ Disability or Maternity Leave: 9. Elderly: 3	Education Activities Goal Reward.	Homebuyer Activity. Resume.
New jobs this month:		Goal Rewards completed: 5

FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Goal Rewards
In Program: 58	Enrolled in GED:	Family Wellness. 5
Employed: 34	Enrolled in ESL: 1	Financial Activities: 3 Employment. 2
Unemployed/Furlough: 24	Enrolled in Continuing Ed: (6)	FSS Activities. Resume
Medical Leave/ Disability or Maternity Leave: Elderly: 6	Educational Goal Reward:	Homebuyer Activities:
New job this month:		Total Goal Rewards completed: 5

HARRISON HEIGHTS

Employment	Education/Training	Goal Rewards
In Program: 6	Enrolled in GED: 0	Family Wellness:1 Resume.0
Employed: 2	Enrolled in ESL:	Financial Activities:
Unemployed: 4	Enrolled in Continuing Ed	FSS Activities.0
Medical Leave/ Disability or Maternity Leave: 0. Elderly.	Education Activities Goal Reward: 1	Homebuyer Activities: Education. 0
New jobs these months:		Total Goal Rewards completed: 1

Program Highlights

In collaboration with the HRHA Community Advisory Board (CAB), the FSS program hosted a Back-to-School Bash at Lucy Simms. Eight local organizations participated, sharing resources with attendees. More than 60 backpacks were distributed, and food and refreshments were provided. FSS also referred a participant to Way to Go for assistance in acquiring a car, helping her sustain employment. FSS additionally concluded with its 2025 Summer Reading and Money Smart programs. The Summer Reading program is designed to strengthen literacy, encourage a love of learning, and prevent summer learning loss—contributing to children’s long-term academic success. The Money Smart program focuses on financial empowerment, providing participants with practical skills in budgeting, saving, and credit management. Together, these programs support both educational growth and economic stability, reinforcing FSS’s mission to help families achieve greater self-sufficiency.

FSS Coordinator:

Jacques Mushagasha & Victoria Hill

September 1, 2025

HRHA Maintenance Report

August, 2025

Work Orders

Property	Opening Balance	Created	Closed	Closing Balance
Bridgeport(bport)				
Commerce Village Operating(cvo)	<u>1</u>	<u>10</u>	<u>11</u>	0
Franklin Heights Operating(fho)	<u>2</u>	<u>29</u>	<u>28</u>	<u>3</u>
JR Polly Lineweaver(jrpl)	<u>1</u>	<u>45</u>	<u>45</u>	<u>1</u>
Lineweaver Annex Operating(lao)	<u>1</u>	<u>35</u>	<u>29</u>	<u>7</u>
Pleasant View(plesview)	<u>1</u>	0	<u>1</u>	0
Total	<u>6</u>	<u>119</u>	<u>114</u>	<u>11</u>

Unit turns

Property	Opening Balance	Created	Closed	Closing Balance
Commerce Village (cvo)				
Franklin Heights Operating(fho)				
JR Polly Lineweaver(jrpl)	0	1	1	0
Lineweaver Annex Operating(lao)	1	4	4	1
Total	1	5	5	1

Emergency Work Orders

Property	Created	Closed
Commerce Village Operating(cvo)		
Franklin Heights Operating(fho)	2	2
JR Polly Lineweaver(jrpl)	4	4
Lineweaver Annex Operating(lao)		
Pleasant View		
Total	6	6
units off line due to maintenance issues	0	

Year to Date

Work Orders Created

Property	W.O. created
Bridgeport	<u>3</u>
Commerce Village Operating(cvo)	<u>89</u>
Franklin Heights Operating(fho)	<u>385</u>
JR Polly Lineweaver(jrpl)	<u>315</u>
Lineweaver Annex Operating(lao)	<u>250</u>
Pleasant View(plesview)	<u>1</u>
Total	<u>11</u>
	<u>1,054</u>

Unit turns

Property	
Commerce Village (cvo)	3
Franklin Heights Operating(fho)	7
JR Polly Lineweaver(jrpl)	8
Lineweaver Annex Operating(lao)	7
Total	25

Emergency Work orders

Property	
Commerce Village Operating(cvo)	1
Franklin Heights Operating(fho)	4
JR Polly Lineweaver(jrpl)	1
Lineweaver Annex Operating(lao)	6
Pleasant View	0
Total	12

HRHA Maintenance Report - cont.

Contractors used this month:

2 Brothers plumbing

Strickler Carpet

Blauch Brothers Plumbing

Comments on this month

I was out on medical leave for three weeks in August. Maintenance staff did a great job of keeping work orders and turns moving. Things were in good shape when I returned on Aug 25!

The main drain line for the Reservoir Street office clogged again in late July. It had been requiring service periodically. There is barely a negative slope towards Reservoir Street and a camera shows that there is a dip in the line, causing things to clog up somewhat frequently. The line was rerouted to a main sewer line at the rear of the Reservoir St houses. This caused the office to be closed for 3 weeks while the work was done. The office bathroom is now functioning and the office is open for our staff and clients.

Commerce Village Program Management Summary Report

Month of: August 31, 2025

1. Occupancy as of 08-31-2025

	VASH	HCV	Total
# of Leased Units	15	15	30
# of Move Ins	0	0	0
# of Move Outs	0	0	0
# of Evictions	0	0	0
# of Unlawful Detainers Filed	0	0	0

2. Current Tenant Accounts Receivable

Current Total Owed				
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	1,609.00	89.00	93.00	66.00
Current Month Rent/HAP Charged	22,185.00			
Amount Collected (Rent/HAP)	23,806.00			
Late Fees Applied	2			
Late Fee Amount Billed	146.00			

1. Comment on accomplishments and/or challenges experienced during the month

30 day – 2 resident have not paid rent – one resident being evicted – one working with to get up to date with rent

31-60 – WO charge – late fees from last month have not been paid

61-90 – late fees

November 21, 2025 JMU providing Thanksgiving meal

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: *Sandra Lowther*

Date: 08-31-2025

Franklin Heights Program Management Summary Report

Month of: August 2025

1. Occupancy (as of the last day of the month)

	1 bdrm	2 bdrms	3 bdrms	4 bdrms	5 bdrms	Total
# of Leased Units	18	38	54	12	4	125
# of Move Ins						
# of Move Outs						
# of Evictions						
# of Unlawful Detainers Filed		3				

2. Current Tenant Accounts Receivable

Current Total Owed	\$82,991.34			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	4778.09	1,076.75	7,858.25	69,278.25
Current Month Rent/HAP charged	\$204390.09			
Amount Collected (Rent/HAP)	\$208,467.18			
Late Fees Applied (date)	8/14/2025			
Late Fee Amount Billed (amount)	\$578.00			

3. Comment on accomplishments and/or challenges experienced during the month.

*Addressing several issues between neighbors
*working on cleaning up front/back porches and keeping yards picked up
*working court for repayments not being paid
* working with maintenance on cleaning out gutters on Myrtle, Reservoir and Sterling

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Christa Good Date: 9/5/25

JR Polly Lineweaver Program Management Summary Report

Month of: August 2025

1. Occupancy (as of the last day of the month)

	Efficiencies	1 Bedroom	Total
# of Leased Units	47	14	61
# of Move Ins	1	1	2
# of Move Outs	0	0	0
# of Evictions	0	0	0
# of Unlawful Detainers Filed	0	0	0

2. Tenant Accounts Receivable

Current Total Owed	\$11,420.92			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	\$2,541.00	\$355.00	\$447.74	\$8,077.18
Current Month Rent/HAP Charged	\$41,469.00			
Amount Collected (Rent/HAP)	\$39,126.00			
Late Fees Applied (date)	08/18/2025			
Late Fee Amount Billed (amount)	\$99.00			

3. Comment on accomplishments and/or challenges experienced during the month

In August, Valley Washers upgraded our washers and put in a change machine outside of the property manager's office. The change machine is very secure and so far I have received a lot of positive comments about the convenience of it. We will be getting new dryers in September or early October.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Natalie Gazzara Date: 09/04/2025

Lineweaver Annex Program Management Summary Report

Month of: August, 2025

1. Occupancy (as of the last day of the month)

	1 Bedroom
# of Leased Units	56
# of Move Ins	0
# of Move Outs	2
# of Evictions	2
# of Unlawful Detainers Filed	0

2. Current Tenant Accounts Receivable

Current Total Owed	\$25,687.84			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	\$1,296.00	\$225.11	\$1,341.00	\$22,825.73
Current Month Rent/HAP Charged	\$56,045.00			
Amount Collected (Rent/HAP)	\$59,839.00			
Late Fees Applied (date)	8/18/2025			
Late Fees Applied (amount)	\$65.00			

3. Comment on accomplishments and/or challenges experienced during the month (including resident services provided, delays in contract services, needs for support/welfare checks, etc.)

In August, Valley Washers upgraded our washers and put in a change machine outside of the property manager's office. The change machine is very secure and so far I have received a lot of positive comments about the convenience of it. We will be getting new dryers in September or early October.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Natalie Jazzara Date: 09/04/2025

Harrisonburg Redevelopment & Housing Authority Report

Financial Report as of August 31, 2025

LOCAL COMMUNITY DEVELOPMENT

Cash:	First Bank & Trust-Operating Funds		\$161,975.54
		Total	\$161,975.54
	AR Due from:		
	JR Polly Lineweaver Apartments	\$354,882.62	
	Housing Choice Voucher Program	\$0.00	
	Commerce Village, LLC	\$0.00	
	Franklin Heights, LLC-Operating/Debt Servicing	\$0.00	
	Commerce Village II	\$40,961.82	
	Glen's Fair Price/JRL/LAO	\$16,293.61	
	EPHO	\$110,678.25	
		\$522,816.30	

HOUSING CHOICE VOUCHER PROGRAM

Cash:	Truist-Checking Account		\$145,720.84
		Total	\$145,720.84

J.R. POLLY LINEWEAVER APARTMENTS

Cash:	United Bank-Checking Account		\$9,393.45
		Total	\$9,393.45

ALL PROGRAMS-FH, LW, JRL

Cash:	United Bank-Security Deposit Account		\$220,180.46
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COMPONENT UNITS

Franklin Heights, LLC

Cash:	United Bank-Checking Account		\$496,272.55
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Commerce Village, LLC

Cash:	First Bank & Trust		\$259,138.25
	Virginia Housing-Replacement Reserve Account		\$83,815.32
	Truist-Operating Reseve Account		\$133,919.55

	<u>Grand Total</u>		<u>\$1,510,415.96</u>
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**Harrisonburg Redevelopment & Housing Authority Report
YTD Financial Report as of August 31, 2025**

	Cash Balance as of 1/31	Cash Balance as of 2/29	Cash Balance as of 3/31	Cash Balance as of 4/30	Cash Balance as of 5/31	Cash Balance as of 6/30	Cash Balance as of 7/31	Cash Balance as of 8/31
LOCAL COMMUNITY DEVELOPMENT								
First Bank & Trust	\$58,899.97	\$77,645.45	\$188,131.91	\$39,640.32	\$148,623.75	\$29,070.82	\$18,884.37	\$161,975.54
HOUSING CHOICE VOUCHER PROGRAM								
Truist-Checking	\$141,439.33	\$198,290.43	\$127,228.57	\$149,712.83	\$157,142.51	\$164,851.40	\$185,962.96	\$145,720.84
J.R. POLLY LINEWEAVER APARTMENTS								
United Bank-Checking	\$2,637.50	\$51,906.91	\$5,673.55	\$45,384.95	\$10,432.34	\$5,158.34	\$13,488.34	\$9,393.45
ALL PROGRAMS-FH, LW, JRL, CVO								
United Bank-Security Dep.	\$223,694.66	\$210,179.75	\$209,581.95	\$211,004.87	\$213,888.26	\$217,055.05	\$217,455.88	\$220,180.46
COMPONENT UNITS								
Franklin Heights, LLC								
United Bank-Checking	\$359,588.15	\$484,086.17	\$561,374.37	\$555,204.88	\$755,545.19	\$937,822.02	\$496,603.23	\$496,272.55
Commerce Village LLC								
First Bank & Trust	\$213,363.26	\$92,773.26	\$260,303.09	\$280,445.09	\$287,455.63	\$289,103.80	\$290,696.02	\$259,138.25
VA Housing-Repl Reserve	\$83,224.88	\$77,473.14	\$78,509.94	\$79,574.05	\$80,621.90	\$81,694.14	\$82,748.32	\$83,815.32
Truist-Operating Reserve	\$133,531.19	\$133,582.42	\$133,936.16	\$133,694.09	\$133,750.88	\$133,805.86	\$133,862.69	\$133,919.55
Total	\$1,216,378.94	\$1,325,937.53	\$1,564,739.54	\$1,494,661.08	\$1,787,460.46	\$1,858,561.43	\$1,439,701.81	\$1,510,415.96