

STAUNTON REDEVELOPMENT AND HOUSING AUTHORITY

Regular Meeting

March 17, 2026

12:00 p.m.

100 Elizabeth Miller Gardens

Staunton, Virginia

AGENDA

I. Call to Order / Roll Call

II. Introduction of New Commissioner – Sheba Lane

III. Approval of Minutes – February 17, 2026 (Action)

IV. Public Comments (3-minute limit per speaker)

V. Executive Director’s Report

A. Financial Reports – January 2026 (Latest Available) (Action)

B. Housing Choice Voucher (HCV) Program Report

C. Multi-Family (MF) Program Report

D. Resident Needs Assessment and Self-Sufficiency Initiatives

VI. Board Committee Reports (Finance, Personnel, Program and Community Development)

VII. Old Business – Recycled and Vehicle Funds Accounts – Policy Direction (Possible Action)

VIII. New Business

A. LIHTC Application Update – Dunsmore

B. NAHRO Day at the Hill – Advocacy Update

C. April Board Meeting – Scheduling Adjustment (VAHDO Conference) (Action)

IX. Closed Session – Personnel Matters – Pursuant to § 2.2-3711(A)(1) of the Code of Virginia

- Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific employees

X. Certification of Closed Session – § 2.2-3712

XI. Adjournment

Regular Meeting

Board of Commissioners

Staunton Redevelopment and Housing Authority

February 17, 2026 | 12:00 p.m.
100 Elizabeth Miller Gardens
Staunton, Virginia

I. Call to Order and Determination of a Quorum

The Regular Meeting of the Board of Commissioners of the Staunton Redevelopment and Housing Authority (SRHA) was called to order by Vice-Chair Chris Okay on Tuesday, February 17, 2026, at 12:00 p.m., at 100 Elizabeth Miller Gardens, Staunton, Virginia. Vice-Chair Okay presided in the absence of Chair Nicholas Hurston.

Upon roll call, the following Commissioners were present:

- Mr. Chris Okay, Vice-Chair (Presiding)
- Mr. Tyler Gallimore, Commissioner
- Ms. Suzi Armstrong, Commissioner
- Mr. Jonathan Mason, Commissioner

Not present at roll call:

- Mr. Nicholas Hurston, Chair
- Mr. Tracy Toye, Commissioner

A quorum was established.

Also present:

- Nehemias Velez, Executive Director
 - Lance Allen, Deputy Director
 - Mandi Smith, General Counsel
-

II. Approval of Minutes – January 20, 2026

The minutes of the January 20, 2026 Regular Meeting were presented for approval.

Commissioner Armstrong made a motion to approve the minutes as presented. The motion was seconded by Commissioner Mason.

AYES: Okay, Gallimore, Armstrong, Mason

NAYS: None

The motion carried unanimously.

III. Public Comments

There were no public comments.

IV. Executive Director's Report

A. Financial Reports

Deputy Director Lance Allen advised the Board that the December 2025 financial reports were not yet available for approval due to year-end reconciliation for fiscal year 2025 in conjunction with HUD's Financial Data Schedule (FDS) audit. The December 2025 financial reports will be presented for approval at the next regular meeting.

Mr. Allen provided an overview of interfund accounting and explained the function of the Multi-Family operating account as the central operating account for the Multi-Family program, the Housing Choice Voucher (HCV) program, and the Staunton Housing Corporation (SHC).

Commissioner Tracy Toyé arrived during the financial report and was present for the remainder of the meeting.

No action was taken on the financial reports.

B. Housing Choice Voucher (HCV) Report

Mr. Velez reported that the HCV Program is currently administering:

- 196 regular vouchers
- 30 Project-Based Vouchers (PBV)
- 10 Veterans Affairs Supportive Housing (VASH) vouchers
- 4 outgoing portable vouchers administered on behalf of other jurisdictions

Total vouchers administered: 240.

The HCV Program is operating at maximum capacity.

C. Multi-Family (MF) Report

Mr. Velez presented the Multi-Family occupancy report with the following statistics:

- Move-ins: 1
 - Move-outs: 1
 - Occupied units: 145
 - Vacant units: 5
 - Evictions: 0
 - Unit transfers: 0
 - Late rents: 21
 - Repayment agreements: 1
 - Unlawful detainers filed: 3
-

D. Needs Assessment / Self-Sufficiency Report

Mr. Velez presented the Needs Assessment and Self-Sufficiency Program Activity Snapshot:

- Households served: 11
- Individuals served: 22
- Households engaged in 2026: 3
- Needs assessments completed in 2026: 2
- Referrals to partner agencies: 2

Key indicators included:

- Two households reporting increased housing stability.
- Ten students participating in the after-school tutoring program.
- SHC food pantry achieving USDA certification, expanding food security and equipment funding opportunities. SRHA residents have been referred to pantry services.

Commissioner Mason expressed appreciation for the program's progress.

V. Board Committee Reports

Personnel Committee

Vice-Chair Okay reported there was nothing to report.

Program and Community Development Committee

Commissioner Mason reported no formal action items and noted ongoing discussion regarding the Booker T. Washington building.

VI. Continued Business – Recycled and Vehicle Funds Accounts

Mr. Velez advised that while the Board previously authorized the creation of the Recycled Funds and Vehicle Funds accounts, additional discussion is required to determine appropriate use. The Board agreed to continue evaluation at a future meeting.

No action was taken.

VII. New Business**A. Resolution – Cooperation Agreement**

Mr. Velez presented a Resolution Authorizing the Execution of a Cooperation Agreement between SRHA and the City of Staunton.

Commissioner Mason made a motion to adopt the Resolution as presented. The motion was seconded by Commissioner Armstrong.

AYES: Okay, Gallimore, Armstrong, Mason, Toye

NAYS: None

The motion carried unanimously.

B. Resolution – Dunsmore Project

Mr. Velez presented a Resolution Authorizing SRHA's Participation in the Acquisition, Financing, and Renovation of the Dunsmore Building. The SRHA intends to use Congressionally Directed Spending on the Dunsmore Building if the tax credits are approved.

Vice-Chair Okay made a motion to adopt the Resolution as presented. The motion was seconded by Commissioner Armstrong.

AYES: Okay, Gallimore, Armstrong, Mason, Toye

NAYS: None

The motion carried unanimously.

C. 2025 Bad Debt Collection Loss

Mr. Velez presented the 2025 Bad Debt Collection Loss report. The Board noted a typographical error listing the year-end date as December 31, 2024. The report was corrected to reflect December 31, 2025 prior to adoption.

The report reflects:

- Total bad debt: \$41,834.50 across 14 accounts
- 2025 collections: \$24,203.03
- Net bad debt collection loss: \$17,631.47

Vice-Chair Okay made a motion to adopt the 2025 Bad Debt Collection Loss report as amended. The motion was seconded by Commissioner Mason.

AYES: Okay, Gallimore, Armstrong, Mason, Toye

NAYS: None

The motion carried unanimously.

VIII. Closed Session

Vice-Chair Okay made a motion that the Board convene in closed session pursuant to § 2.2-3711(A)(3) and § 2.2-3711(A)(8) of the Code of Virginia for:

- Discussion or consideration of the acquisition or disposition of real property where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and
- Consultation with legal counsel regarding specific legal matters requiring legal advice.

The motion was seconded by Commissioner Toye.

AYES: Okay, Gallimore, Armstrong, Mason, Toye

NAYS: None

The motion carried unanimously, and the Board entered closed session.

IX. Certification of Closed Session – § 2.2-3712

Upon return to open session, Vice-Chair Okay made the following motion:

WHEREAS, the Board of Commissioners convened a closed session pursuant to an affirmative recorded vote and in accordance with the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires certification that the closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby certifies that, to the best of each member's knowledge:

- (i) Only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were discussed in the closed meeting; and
- (ii) Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered.

The motion was seconded by Commissioner Mason.

AYES: Okay, Gallimore, Armstrong, Mason, Toye

NAYS: None

The certification was adopted unanimously.

X. Adjournment

There being no further business, Vice-Chair Okay made a motion to adjourn the meeting. The motion was seconded by Commissioner Mason.

AYES: Okay, Gallimore, Armstrong, Mason, Toye

NAYS: None

The motion carried unanimously.

The next Regular Meeting of the Board of Commissioners will be held on March 17, 2026.

Secretary

Chair

Housing Choice Voucher (HCV)

Balance Sheet

Period = Jan 2026

		Current Balance
0999-99-000	All	
1000-00-000	ASSETS	
1001-00-000	CURRENT ASSETS	
1100-00-000	CASH	
1110-00-000	Unrestricted Cash	
1111-11-000	Cash Operating AUB	20,720.80
1111-99-000	Total Unrestricted Cash	20,720.80
1112-00-000	Restricted Cash	
1112-03-100	Cash Restricted-HAP AUB	22,055.09
1112-99-000	Total Restricted Cash	22,055.09
1119-00-000	TOTAL CASH	42,775.89
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R -Tenants	1,206.00
1129-00-000	A/R -Other	-80.00
1130-00-000	A/R Port Ins	-646.71
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVABLE	479.29
1160-00-000	OTHER CURRENT ASSETS	
1211-00-000	Prepaid Expenses and Other Assets	1,570.16
1299-00-000	TOTAL OTHER CURRENT ASSETS	1,570.16
1300-00-000	TOTAL CURRENT ASSETS	44,825.34
1400-00-000	NONCURRENT ASSETS:	
1400-01-000	FIXED ASSETS	
1400-08-000	Furniture and Equipment-Admin.	9,019.53
1405-03-000	Accum Depreciation-Furn & Equip Admin	-8,108.74
1420-00-000	TOTAL FIXED ASSETS	910.79
1430-00-000	Pension Asset	30,325.00
1440-00-000	Deferred Outflows	11,455.00
1499-00-000	TOTAL NONCURRENT ASSETS	42,690.79
1999-00-000	TOTAL ASSETS	87,516.13
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES:	
2100-00-000	CURRENT LIABILITIES:	
2111-00-000	A/P Vendors and Contractors	-514.00
2145-00-000	Interprogram-Due To	144,227.73
2260-00-000	Accrued Compensated Absences-Current	589.95
2299-00-000	TOTAL CURRENT LIABILITIES	144,303.68

Housing Choice Voucher (HCV)

Balance Sheet

Period = Jan 2026

		Current Balance
2300-00-000	NONCURRENT LIABILITIES:	
2305-00-000	Accrued Compensated Absences-LT	5,309.52
2360-00-000	OPEB Liability	1,707.00
2370-00-000	Deferred Inflows	11,141.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	<u>18,157.52</u>
2499-00-000	TOTAL LIABILITIES	<u>162,461.20</u>
2800-00-000	EQUITY	
2807-00-000	RESERVED FUND BALANCE	
2807-01-000	Reserved for Operating Activities	3,379.94
2808-00-000	TOTAL RESERVED FUND BALANCE	<u>3,379.94</u>
2809-00-000	RETAINED EARNINGS:	
2809-01-000	Invested in Capital Assets-Net of Debt	3,643.22
2809-02-000	Retained Earnings-Unrestricted Net Assets	-81,968.23
2809-99-000	TOTAL RETAINED EARNINGS:	<u>-78,325.01</u>
2899-00-000	TOTAL EQUITY	<u>-74,945.07</u>
2999-00-000	TOTAL LIABILITIES AND EQUITY	<u>87,516.13</u>

Housing Choice Voucher (HCV)

Income Statement

Period = Jan 2026

		Period to Date
2999-99-999	Revenue & Expenses	
3000-00-000	INCOME	
3400-00-000	GRANT INCOME	
3410-01-000	Section 8 HAP Earned	194,932.00
3410-02-000	Section 8 Admin. Fee Income	20,852.00
3410-04-000	Port-In Admin Fees Earned	158.84
3410-06-000	Port In HAP Earned	2,606.00
3499-00-000	TOTAL GRANT INCOME	218,548.84
3600-00-000	OTHER INCOME	
3640-10-000	Fraud Recovery HAP	181.50
3640-20-000	Fraud Recovery Admin	181.50
3699-00-000	TOTAL OTHER INCOME	363.00
3999-00-000	TOTAL INCOME	218,911.84
4000-00-000	EXPENSES	
4100-00-000	ADMINISTRATIVE EXPENSES	
4100-99-000	Administrative Salaries	
4110-00-000	Administrative Salaries	8,583.80
4110-05-000	Social Security & Medicare Expense	638.86
4110-06-000	SUTA Expense	382.03
4110-07-000	VRS Retire & Basic Life Expense	158.74
4110-08-000	457b Expense	192.17
4110-09-000	Health Insurance Expense	1,963.40
4110-10-000	Dental Insurance Expense	105.54
4110-99-000	Total Administrative Salaries	12,024.54
4130-00-000	Legal Expense	
4130-02-000	Criminal Background Checks	55.40
4130-04-000	General Legal Expense	337.50
4131-00-000	Total Legal Expense	392.90
4139-00-000	Other Admin Expenses	
4150-00-000	Travel	53.26
4170-00-000	Accounting Fees	60.00
4172-00-000	Port Out Admin Fee Paid	199.28
4182-01-000	Program Consultants	137.75
4189-00-000	Total Other Admin Expenses	450.29
4190-00-000	Miscellaneous Admin Expenses	
4190-01-000	Membership and Fees	870.25
4190-04-000	Office Supplies	116.02

Housing Choice Voucher (HCV)

Income Statement

Period = Jan 2026

		Period to Date
4190-06-000	Computer Parts	750.85
4190-07-000	Telephone	95.40
4190-09-000	Software Lisense Fees	339.75
4190-11-000	Printer Supplies	50.29
4190-13-000	Internet	90.04
4191-00-000	Total Miscellaneous Admin Expenses	2,312.60
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	15,180.33
4700-00-000	HOUSING ASSISTANCE PAYMENTS	
4715-00-000	Housing Assistance Payments	172,593.00
4715-01-000	Tenant Utility Payments-Voucher	4,095.00
4715-02-000	Port Out HAP Payments	7,663.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	184,351.00
8000-00-000	TOTAL EXPENSES	199,531.33
9000-00-000	NET INCOME	19,380.51

Multifamily Program (The Gardens of Staunton)

Balance Sheet

Period = Jan 2026

		Current Balance
0999-99-000	All	
1000-00-000	ASSETS	
1001-00-000	CURRENT ASSETS	
1100-00-000	CASH	
1110-00-000	Unrestricted Cash	
1111-11-000	Cash Operating AUB	74,661.00
1111-90-000	Petty Cash	500.00
1111-99-000	Total Unrestricted Cash	75,161.00
1112-00-000	Restricted Cash	
1112-01-000	Cash Restricted-Security Deposits	49,275.82
1112-04-000	Cash Restricted-Reserve for Replacement	149,064.95
1112-99-000	Total Restricted Cash	198,340.77
1119-00-000	TOTAL CASH	273,501.77
1120-00-000	ACCOUNTS AND NOTES RECEIVABLE	
1122-00-000	A/R -Tenants	43,394.09
1122-01-000	Allowance for Doubtful Accounts-Tenants	-4,192.02
1135-01-000	A/R -50059 HAP	1,725.00
1149-00-000	TOTAL ACCOUNTS AND NOTES RECEIVABLE	40,927.07
1160-00-000	OTHER CURRENT ASSETS	
1162-10-000	Investments-Restricted	442,567.44
1211-00-000	Prepaid Expenses and Other Assets	8,897.57
1260-00-000	Inventories-Materials	49,316.82
1275-00-000	Allowance for Obsolete Inventories	-4,505.18
1295-00-000	Interprogram-Due From	152,141.72
1299-00-000	TOTAL OTHER CURRENT ASSETS	648,418.37
1300-00-000	TOTAL CURRENT ASSETS	962,847.21
1400-00-000	NONCURRENT ASSETS:	
1400-01-000	FIXED ASSETS	
1400-05-000	Land	193,547.00
1400-06-000	Buildings	8,612,652.49
1400-07-000	Furniture and Equipment-Dwelling	209,203.47
1400-08-000	Furniture and Equipment-Admin.	262,535.44
1405-01-000	Accum Depreciation-Buildings	-7,791,416.91
1405-02-000	Accum Depreciation-Furn & Equip Dwellings	-147,991.58
1405-03-000	Accum Depreciation-Furn & Equip Admin	-240,706.51
1420-00-000	TOTAL FIXED ASSETS	1,097,823.40
1430-00-000	Pension Asset	331,115.00
1440-00-000	Deferred Outflows	125,075.00
1499-00-000	TOTAL NONCURRENT ASSETS	1,554,013.40

Multifamily Program (The Gardens of Staunton)

Balance Sheet

Period = Jan 2026

		Current Balance
1999-00-000	TOTAL ASSETS	2,516,860.61
2000-00-000	LIABILITIES & EQUITY	
2001-00-000	LIABILITIES:	
2100-00-000	CURRENT LIABILITIES:	
2111-00-000	A/P Vendors and Contractors	32,967.05
2114-00-000	Tenant Security Deposits	45,713.00
2114-03-000	Security Deposit-Pet	5,890.72
2117-01-000	A/P-Payroll Wages Payable	16,851.71
2117-03-000	A/P-Misc. Payroll Withholdings	0.04
2117-04-000	Federal Tax Withholding	1,501.00
2117-05-000	State Tax Withholding	1,010.00
2117-06-000	Employee FICA Withholding	3,669.16
2117-09-000	State Unemployment Tax	1,110.01
2117-13-000	Health & Dental Payable	873.01
2240-00-000	Tenant Prepaid Rents	2,132.76
2260-00-000	Accrued Compensated Absences-Current	2,986.67
2299-00-000	TOTAL CURRENT LIABILITIES	114,705.13
2300-00-000	NONCURRENT LIABILITIES:	
2305-00-000	Accrued Compensated Absences-LT	26,880.02
2360-00-000	OPEB Liability	18,642.00
2370-00-000	Deferred Inflows	121,642.00
2399-00-000	TOTAL NONCURRENT LIABILITIES	167,164.02
2499-00-000	TOTAL LIABILITIES	281,869.15
2800-00-000	EQUITY	
2809-00-000	RETAINED EARNINGS:	
2809-02-000	Retained Earnings-Unrestricted Net Assets	2,234,991.46
2809-99-000	TOTAL RETAINED EARNINGS:	2,234,991.46
2899-00-000	TOTAL EQUITY	2,234,991.46
2999-00-000	TOTAL LIABILITIES AND EQUITY	2,516,860.61

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = Jan 2026

		Period to Date
2999-99-999	Revenue & Expenses	
3000-00-000	INCOME	
3100-00-000	TENANT INCOME	
3101-00-000	Rental Income	
3111-00-000	Tenant Rent	43,787.00
3112-00-000	HUD 50059 HAP Subsidy	61,629.00
3112-03-000	Utility Reimbursement -59 & TC	2,279.00
3112-05-000	Utility Reimbursement Recovery -59 & TC	407.00
3119-00-000	Total Rental Income	103,544.00
3120-00-000	Other Tenant Income	
3120-01-000	Laundry and Vending	1,490.25
3120-04-000	Late Charges	525.00
3120-05-000	Legal Fees - Tenant	260.00
3120-07-000	Tenant Owed Utilities	15,236.04
3120-11-000	Work Orders	323.28
3129-00-000	Total Other Tenant Income	17,834.57
3199-00-000	TOTAL TENANT INCOME	121,378.57
3400-00-000	GRANT INCOME	
3415-00-000	Other Government Grants	1,494.25
3499-00-000	TOTAL GRANT INCOME	1,494.25
3600-00-000	OTHER INCOME	
3611-00-000	Investment Income - Restricted	747.94
3612-00-000	Security Deposit Interest	5.51
3660-00-000	Operating Transfers IN	1,150.00
3699-00-000	TOTAL OTHER INCOME	1,903.45
3999-00-000	TOTAL INCOME	124,776.27
4000-00-000	EXPENSES	
4100-00-000	ADMINISTRATIVE EXPENSES	
4100-99-000	Administrative Salaries	
4110-00-000	Administrative Salaries	26,316.22
4110-05-000	Social Security & Medicare Expense	2,937.93
4110-06-000	SUTA Expense	2,064.42
4110-07-000	VRS Retire & Basic Life Expense	783.44
4110-08-000	457b Expense	1,183.60
4110-09-000	Health Insurance Expense	7,844.32
4110-10-000	Dental Insurance Expense	468.26

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = Jan 2026

		Period to Date
4110-99-000	Total Administrative Salaries	41,598.19
4130-00-000	Legal Expense	
4130-02-000	Criminal Background Checks	13.85
4130-04-000	General Legal Expense	2,530.75
4131-00-000	Total Legal Expense	2,544.60
4139-00-000	Other Admin Expenses	
4150-00-000	Travel	53.27
4170-00-000	Accounting Fees	60.00
4182-00-000	Consultants	675.00
4182-01-000	Program Consultants	631.75
4189-00-000	Total Other Admin Expenses	1,420.02
4190-00-000	Miscellaneous Admin Expenses	
4190-01-000	Membership and Fees	895.25
4190-04-000	Office Supplies	165.75
4190-06-000	Computer Parts	785.57
4190-07-000	Telephone	95.40
4190-09-000	Software Lisense Fees	359.70
4190-11-000	Printer Supplies	50.30
4190-13-000	Internet	450.23
4190-20-000	Bank Fees	494.54
4190-22-000	Other Misc Admin Expenses	391.06
4191-00-000	Total Miscellaneous Admin Expenses	3,687.80
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	49,250.61
4200-00-000	TENANT SERVICES	
4240-01-000	Food Pantry	383.41
4299-00-000	TOTAL TENANT SERVICES EXPENSES	383.41
4300-00-000	UTILITY EXPENSES	
4320-00-000	Electricity	9,941.07
4330-00-000	Gas	10,849.56
4340-00-000	Garbage/Trash Removal	1,877.76
4399-00-000	TOTAL UTILITY EXPENSES	22,668.39
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES	
4400-99-000	General Maint Expense	
4410-00-000	Maintenance Salaries	13,003.22
4413-00-000	Vehicle Gas, Oil, Grease	294.30
4415-00-000	Maintenance Miscellaneous Expense	1,995.00
4419-00-000	Total General Maint Expense	15,292.52
4420-00-000	Materials	
4420-07-000	Supplies-Maint/Repairs	1,258.05
4429-00-000	Total Materials	1,258.05

Multifamily Program (The Gardens of Staunton)

Income Statement

Period = Jan 2026

		Period to Date
4430-00-000	Contract Costs	
4430-07-000	Contract-Pest Control	444.00
4430-09-000	Contract-Grounds	1,686.00
4430-10-000	Contract-Janitorial/Cleaning	785.00
4430-13-000	Contract-HVAC	123.95
4430-14-000	Contract-Vehicle Maintenance	2,792.17
4439-00-000	Total Contract Costs	5,831.12
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	22,381.69
8000-00-000	TOTAL EXPENSES	94,684.10
9000-00-000	NET INCOME	30,092.17

Staunton Redevelopment & Housing Authority

900 Elizabeth Miller Gardens, Staunton, VA 24401

P: 540-886-3413 F: 540-885-5414

March 10, 2026

Housing Choice Voucher Board Report for February 2026

Total vouchers:

- HCV- 238 (32 of these held for PBV)
- VASH- 15
- Total- 253

Utilization:

- HCV
 - 196
- PBV
 - 30
- VASH
 - 11
- CHOICE MOBILITY (PBRA-RAD TO HCV)
 - 0
- OUTGOING PORTS ADMINISTERED
 - 4
- Total
 - 241

Portability:

- Incoming ports
 - 0 searching
 - 3 administered
- Outgoing ports
 - 0 searching
 - 4 administered

Pre-Issue appointments:

- HCV- 0 (30 paused)
 - Waiting list update letter sent to the 78 paused applicants on 2/3/26. 30 applicants responded and remain paused, the remainder were removed from the waitlist.
- PBV 3br- 100 currently in progress, ongoing
- Choice Mobility- 0

Staunton Redevelopment & Housing Authority does not discriminate on the basis of disabled status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.

The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24CFR, part 8 dated June 2, 1988),

Executive Director
900 Elizabeth Miller Gardens
Staunton, VA 24401
Phone: (540)866-3413
Virginia Relay Service 1-800-828-1120 (TDD) or 1-800-828-1140 (voice) for hearing-impaired inquiries



Vouchers Issued:

- 2 (2 VASH)

New voucher holders leased:

- HCV- 0
- Port-In- 0
- 3br PBV- 0
- VASH- 1

Total searching vouchers:

- 2 (2 VASH, 0 Port-In., 0 HCV, 0 Port-Out)

PBV referred:

- 3br- 0

Waiting List Applicants:

- 0 new HCV, 1646 total
- 0 new 3br PBV, 0 total
- Choice Mobility Priority List- 38 total

Top of Waiting List letters sent out:

- 0- HCV
- 7- 3br PBV
- 0- Choice Mobility

Note: HCV and PBV Waiting Lists were closed on June 1, 2024. PBV waiting list will re-open on March 30, 2026.

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

Audra M Hutchens

Audra Hutchens
Housing Programs Manager

03-10-2026

Date

Staunton Redevelopment & Housing Authority does not discriminate on the basis of disabled status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.

The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24CFR, part 8 dated June 2, 1988),

Executive Director
900 Elizabeth Miller Gardens
Staunton, VA 24401
Phone: (540)866-3413
Virginia Relay Service 1-800-828-1120 (TDD) or 1-800-828-1140 (voice) for hearing-impaired inquiries



Staunton Redevelopment & Housing Authority

900 Elizabeth Miller Gardens

Staunton, VA 24401

P: 540-886-3413

F: 540-885-5414

Multi-Family Board Report for February 2026

March 10, 2026

Total Move-Ins:

- 2

Occupied units:

- 147

Move-Outs:

- 0

Evictions:

- 0

Unit Transfers:

- 0

Total Vacant Units:

- 3

Late Rents:

- 15

Repayment Agreements:

- 2 new

Unlawful Detainers:

- 1 filed

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Abandonment:

- 0

Waiting List Applicants:

- 1 bedroom – 20 new, 390 total
- 2 bedrooms – 15 new, 312 total
- 3 bedrooms – 8 new, 205 total
- 4 bedrooms – 1 new, 74 total
- 5 bedrooms – 2 new, 42 total

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

Audra M Hutchens

Audra Hutchens
Housing Programs Manager

03-10-2026

Date

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Staunton Redevelopment and Housing Authority

Needs Assessment & Self-Sufficiency Program

Board Update | Summary

Program Purpose

The Needs Assessment & Self-Sufficiency Program supports SRHA residents in achieving housing stability and greater independence by identifying barriers, coordinating services, and addressing urgent needs related to employment, education, and food security. Services are delivered directly by SRHA and, where appropriate, in coordination with partner entities, including Staunton Housing Corporation (SHC).

Core Services

- **Needs Assessments:** Conducted at intake and updated every six months to identify barriers affecting stability.
 - **Service Coordination:** Referrals to workforce, education, healthcare, and nonprofit partners.
 - **Emergency Assistance:** Limited, short-term support for critical needs (transportation, utilities, work-related expenses); all assistance requires Executive Director approval.
 - **Food Security Coordination:** Screening for food insecurity and referrals to food resources, including the SHC-operated food pantry.
-

Activity Snapshot

(February 2026)

- **Households Served:** 51
 - **Individuals Served:** 21
 - **Households Engaged (YTD 2026):** 8
 - **Needs Assessments Completed (YTD 2026):** 1
 - **Referrals to Partner Agencies:** 3
-

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TTY/TDD VA Relay Center | 711 or 1-800-828-1120





Key Outcomes & Early Indicators

- **Housing Stability:**
 - 3 household reporting increased stability following service engagement
 - **Youth Education:**
 - 10 students participating in ongoing tutoring
 - Teachers report improved reading skills and increased engagement
 - **Food Security (via SHC):**
 - SHC food pantry achieved **USDA certification**, expanding access to free food supplies
 - Increased capacity to pursue food-security grants and equipment funding
 - SRHA residents referred to pantry services as part of needs assessments
-

Program Highlights

- **Targeted Resident Support:** Coordination with community donors resulted in full holiday assistance for a Farrier Court family experiencing acute financial hardship, addressing immediate basic needs.
 - **Cross-Entity Collaboration:** Alignment between SRHA resident services and SHC-operated programs strengthens service delivery while maintaining appropriate organizational separation.
-

2026 Focus & Performance Targets

- Increase completion of formal needs assessments and individualized service plans
 - Strengthen outcome tracking related to:
 - Housing retention
 - Employment or education engagement
 - Food security referrals and utilization
 - Leverage SHC partnerships and certifications to expand resident support without increasing SRHA operational risk
-

Prepared for the SRHA Board of Commissioners

For oversight, accountability, and strategic planning purposes

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