



ENFIELD HOUSING AUTHORITY

2024 Annual Report



1 Pearson Way, Enfield, CT 06082

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ENFIELD HOUSING AUTHORITY

January 6, 2025

On behalf of the Board of Commissioners, I am pleased to present the Annual Report for the Housing Authority of the Town of Enfield (EHA) for Fiscal Year Ending December 31, 2024. This past year the EHA focused on the Enfield Manor & Extension Redevelopment Project and facility improvement to our housing portfolio.

The employees of the EHA continue to be the foundation of our ability to maintain services to all of our residents and program participants. The EHA Board of Commissioners and I sincerely thank each employee for their efforts, and we greatly appreciate their hard work and dedication.

The redevelopment of the Enfield Manor and Extension housing development has made significant strides over the past year. The Enfield Housing Authority (EHA) has partnered with the Tobacco Valley Development Corporation (TVDC), to sponsor and act as developer for the project. This collaboration has led to securing \$53 million in funding for the project through a mixed finance model. The project's financial closing is expected in February 2025, with construction beginning in March 2025.

During 2024, the EHA worked diligently to continue necessary improvements to operations and housing units. A Capital Needs Assessment was performed to identify, prioritize, and plan for current and future capital expenditures.

The EHA continues to meet our mission of providing effective, sustainable, and fiscally responsible housing programs in a manner which promotes safe, decent, sanitary, drug free and smoke free housing. The EHA Board of Commissioners and staff remain committed to providing quality affordable housing opportunities.

Respectfully Submitted,

Shari Riddick

Shari Riddick, CEO/Executive Director

Mission Statement

“It is the mission of the Housing Authority of the Town of Enfield to provide effective, sustainable and fiscally responsible housing programs in a manner which promotes safe, decent, sanitary, drug free and smoke free housing opportunities.”

Vision Statement

“Five years from now, the EHA will be the local leader in affordable housing by developing and managing programs while forging partnerships that result in high performing, sustainable and fiscally responsible housing.”

Adopted: January 14, 2013

ORGANIZATIONAL SUMMARY

Board of Commissioners

Howard Coro, Jr., Chairman – *Serving since 2012*

Barbara Lawrence, Vice Chair – *Serving since 2013*

Mary Ellen Kuraska, Commissioner – *Serving 2009-Nov. 2024*

Mark Zarcaro, Commissioner – *Serving Since 2019*

Kyle Bell, Commissioner – *Serving since 2023*

Jacquelyn Edwin, Commissioner- *Serving since 2024*

Housing Authority Staff

Administration

Shari Riddick, CEO/Executive Director

Scott C. Bertrand, Chief Planning & Development Officer

Housing Programs

Colin Hoppie, Portfolio Director

Giovanna Bacile, Housing Coordinator

Diane Wolf, Housing Coordinator

Michele Tolo, Housing Coordinator

Mary Ellen Laskarzewski, Resident Services Coordinator

Marquea Smith, Finance Coordinator

Denise Jimenez, Finance Manager

Drew Martin, Congregate Desk Attendant

Angela Ahern, Congregate Desk Attendant

Judy McNally, Executive Assistant

Jason Merrick, Mark Twain Dining Room Assistant

Facilities

Ryan Coppinger, Facilities Manager

Theodore Sheiber, Facilities Supervisor

Matthew Smith, Maintenance Mechanic

Ahren Riddle, Maintenance Mechanic

Xavier Ragonese, Maintenance Mechanic

Tyler Prajzner, Maintenance Laborer

Bailey Bousquet, Maintenance Laborer



ACTIVITIES

Enfield Manor Redevelopment

The Enfield Housing Authority and the Tobacco Valley Development Corporation (TVDC) seek to replace all existing structures containing 80 units, with two new three-story buildings that will have 99 units in total. Existing site improvements would also be removed and replaced.

The redevelopment of the Enfield Manor and Extension housing development has made significant strides over the past year. The Enfield Housing Authority (EHA) has partnered with the Tobacco Valley Development Corporation (TVDC), to sponsor and act as developer for the project. The TVDC is a non-profit entity established by the EHA to access funding that is typically unavailable to housing authorities. This collaboration has led to securing \$53 million in funding for the project through a mixed finance model. Key sources of funding include:

- \$11.3 million from the State of Connecticut Community Investment Fund 2030

- \$6.8 million from the U.S. Department of Housing and Urban Development’s Supportive Housing for the Elderly Program
- \$20.3 million in Low Income Housing Tax Credit equity, partnered with Grow America
- Gap financial support from the Connecticut Housing Finance Authority and the State of Connecticut Department of Housing

The project’s financial closing is expected in February 2025, with construction beginning in March 2025.

The redevelopment will occur in two phases. In Phase I, demolition of existing buildings along Enfield Terrace Extension and two buildings at the end of Enfield Terrace will make way for a new 44-unit building. Current residents have been successfully relocated, and once the new Phase I structure is complete, they will be moved into the new building. Phase II will see the demolition of the remaining buildings and the construction of a 55-unit building and a community center. This phase is anticipated to conclude by early 2027.

We would like to express our deep gratitude to our residents for their cooperation and patience throughout this process. Additionally, we recognize and thank our partners and development team for their ongoing commitment to ensuring the success of this vital project.

State of CT Community Investment Fund 2030
US Department of Housing & Urban Development
Grow America/NDC
CT Housing Finance Authority
State of CT Department of Housing
Town of Enfield
Tobacco Valley Development Corporation
Newcastle Housing Ventures
Capital Studio Architects
MAPPLAN Partners
Hoopes Morganthaler Rausch & Scaramozza LLC
Enterprise Builders, Inc.
Housing Opportunities Unlimited



(L to R) Senator John Kissel, Bob Cressotti, Governor Ned Lamont



Visit from Congressman Joe Courtney (2023)

For more information regarding this exciting project, please contact:

Scott Bertrand
EHA Chief Planning & Development Officer
TVDC CEO/Executive Director
(860) 745-7493

Administrative Transition

In October, Scott Bertrand transitioned from Executive Director to the role of Chief Planning & Development Officer. This change allowed for more efficient and effective execution of the Enfield Manor Redevelopment project.

Deputy Executive Director Shari Riddick was promoted to CEO/Executive Director.

Board of Commissioners

After thirty-nine years of service to the EHA and fifteen years of that time as a commissioner, Mary Ellen Kuraska resigned from the Board of Commissioners effective November 1, 2024.

Jacquelyn Edwin was appointed by the Enfield Town Council in December to fill the vacant seat.

Housing Advocacy & Associations

The EHA continues to be committed to supporting and advocating for public and affordable housing. EHA Chief Planning & Development Officer, Scott Bertrand, remains an active Executive Board member for the Connecticut Chapter of the National Association of Housing and Redevelopment Officials (CONN-NAHRO). He is a member of the Housing/Legislation and Liaison Committees. Mr. Bertrand also serves on the HAI Group Board of Directors and served a second year as Board Chair during 2024. He is also a member of Governance and Compensation Committees. Member-owned and nationally recognized, HAI Group is known for pioneering public and affordable housing insurance.

CEO/Executive Director, Shari Riddick, serves as an Executive Board member of CONN-NAHRO and the New England Regional Council of the National Association of Housing and Redevelopment Officials (NERC-NAHRO). She is Chair of the Scholarship Committee and serves on the Professional Development, and Member Services Committees. Ms. Riddick also serves on the

HAI Group Sales & Marketing Committee and Board of Ethics and Credentialing Trustees and Membership Committee member for the National Association of Housing and Redevelopment Officials (NAHRO).

The EHA is also a member of the Public Housing Administrators and Directors Association (PHADA).

Resident Services

The Enfield Housing Authority enhances our ability to provide a positive living environment through a commitment to resident services. This has been achieved by dedicating a full-time staff member to work directly with our residents, with the assistance of an annual grant awarded from the State of CT Department of Housing.



Mark Twain Mural Project
September 2024



Community Partnerships

The EHA continues to engage in both formal and informal local partnerships. These relationships help to maintain and improve the quality of life for the residents of Enfield.

HUD Section 8 Management Assessment

The EHA has maintained the status of being a High Performing Agency with the U.S. Department of Housing and Urban Development in the management of the Section 8 Program.

FINANCIAL INFORMATION

Annual Financial Audit

The audited Financial Statements for 2023 are attached at the end of this report. A full copy of the audited financial statements is available upon request.

Management Plans

The Congregate Housing Management and Services Plans as well as the Elderly and Moderate Rental Plans were submitted as required.

Base Rent Structure

Moderate Rental – The base rents for the Moderate Rental program were increased beginning January 1, 2024. The base (minimum) rent is \$462 per month for a 2-bedroom unit, \$500 for a 3-bedroom unit and \$533 for the 4-bedroom unit. It is anticipated that the base rents will need to be increased in future years to keep in step with the reserve levels indicated from the independent capital needs assessments and the EHA Capital Improvement Plan. The Fair Market Rent (FMR) for comparable apartments is approximately \$1,740 to \$2,550 per month.

Elderly – The Base Rents were increased for the fiscal year that began January 1, 2024. The base (minimum) rents range from \$459 to \$508 with consideration to unit size, site, and utilities. However, the actual amount paid by many residents was substantially less due to assistance from the State of Connecticut’s Elderly Rental Assistance Payment (ERAP) program. It is anticipated that the base rents will need to be increased each year to keep in step with the reserve levels indicated from the capital needs assessments and the EHA Capital Improvement Plan. The Fair Market Rent (FMR) for comparable apartments is approximately \$1,180 to \$1,390 per month.

Congregate – The rents were increased for the fiscal year that began July 1, 2024. The base rents range from \$515 to \$600 per month, which includes all utilities. Future increases will be made in consideration of the rent levels needed for long-term sustainability of the developments.

Many residents who cannot afford the base rent will receive a rent subsidy from the State of Connecticut’s Congregate Rental Assistance Payment program. The fee for congregate services is \$382 per month. The State of Connecticut will also subsidize the cost for residents whose income will not support this amount. To remain sustainable, increases to both the Base Rent and Service Fee will likely be needed for July 1, 2025.

Annual Agency Plan (HUD required)

The required Agency Plan for FY2025 has been submitted to the US Department of Housing and Urban Development. A copy of the plan is available for viewing at the Central Office during regular business hours.

HOUSING PROGRAM SUMMARY

State Financed Moderate Rental “Family Housing”

Green Valley Village (MR 26) – Developed in 1951 with 84 units within 42 side by side duplex style buildings

Laurel Park (MR 56) – Developed in 1954 with 90 units within 45 side by side duplex style buildings

Unit Breakdown & Base Rents:			<u>2024</u>
122	Two-bedroom	Base Rent:	\$462
51	Three-Bedroom	Base Rent:	\$500
1	Four-Bedroom	Base Rent:	\$533

Residents pay the greater of the monthly base rent or 30% of their adjusted gross income. During Fiscal Year 2024, 11 families moved in and 13 moved out. This is a significant decrease from 2023 where 35 families moved in and 23 moved out. This likely reflects the affordability of the Enfield Housing Authority units compared to the private market. As of December 31, 2024, there were (3) vacant units in the process of being made ready or leased. There were 108 families on the waiting list at the end of 2024 which is significantly higher than the 29 that were on the list at the end of 2023 (a 272.4% increase). The average gross household income was \$34,091.



Green Valley Drive by Pearl Street

State Financed Elderly Housing

Enfield Manor & Extension (E 10 & E 21) – Developed in 1964 & 1965 with 80 units within 17 one story buildings along with a community/office building that includes a laundry room. The base rents for 2024 were \$499 for an efficiency unit and \$531 for a one bedroom.



Enfield Manor

Windsor Court (E 31 & E 50) – Developed in 1968, redeveloped in 2002, and substantially renovated in 2017. There are 40 units within 10 one story buildings along with a community building that includes a laundry room. The base rent for 2024 were \$508 for a one bedroom.



Windsor Court

Woodside Park (E 61) – Developed in 1972 with 40 units within 10 one story buildings along with a community building that includes a laundry room. Substantial renovation 2017. The base rents for 2024 were \$459 for a standard one-bedroom unit and \$487 for a larger one bedroom.



Woodside Park

Ella Grasso Manor (E 125) – Developed in 1982 with 40 one-bedroom units within 20 one story buildings along with a community building that includes a laundry room. Substantially renovated in 2017. The base rents for 2024 ranged from \$475 to \$502 depending on the unit size.



Ella Grasso Manor

For all elderly developments: Residents pay the greater of; the monthly base rent or 30% of their adjusted gross income. Households who would be paying in excess of 30% of their adjusted monthly income are eligible to participate in the State of Connecticut’s Elderly Rental Assistance Program if funding is available.

During Calendar Year 2024, 2 households moved in and 59 moved out. The large number of move outs were due to the relocation of Enfield Manor residents. As of December 31, 2024, there were 38 vacant units. All 38 vacant units are located at Enfield Manor and are being held due to the planned redevelopment. There were 102 applicants on the wait list as of December 31, 2024. The average gross household income was \$18,284, which is more than twice the amount in 2023.

State Financed Congregate Housing

Mark Twain Congregate Living Center (C-3 & C-18) – 1982/1992

The development contains 82 units. The original 42 units were established in 1982 when a former elementary school was converted to housing. In 1992, an addition to the building was added consisting of 40 units. Substantial renovation 2014.

The rents range from \$515 to \$600 which includes all utilities. There is a monthly service fee of \$382 which covers the cost of the congregate program related assistance. Residents who would be paying in excess of 30% of their adjusted monthly income are eligible to participate in the State of Connecticut’s Rental Assistance and Congregate Subsidy Programs if funding is available.

During Calendar Year 2024, 1 household moved in and 6 moved out. Vacant units were held for a period during the year to due to the Enfield Manor Redevelopment project. As of December 31, 2024, there were two (2) vacant units in the process of being made ready or leased. There were 39 applicants on the list as of December 31, 2024. The average gross household income was \$23,104.



Mark Twain Congregate Living Center

Federal Housing Programs

Housing Choice Vouchers (AKA Section 8) – Program participants use the voucher in the private rental market. Program participants pay 30% to 40% of their adjusted gross monthly income toward the rent. A Housing Assistance Payment (HAP) is made directly to the owner for the balance of the rent within certain limitations based on Federal guidelines. The EHA has a HUD approved baseline of 140 Housing Choice Vouchers (HCV) plus 40 Mainstream Vouchers and 15 VASH for a total of 195.

As of December 31, 2024, there were 61 incoming portable vouchers from other jurisdictions. There are currently 15 outgoing vouchers to other voucher programs.

The waitlist was opened and closed in 2020 and reopened for the Mainstream program in 2023. Currently there are 119 households on the list for a Housing Choice Voucher.

The Administrative Fee that the EHA earns for managing each voucher was 91% for 2024, opposed to the prorated amount of 89% in 2023.

Veteran's Administration Supportive Housing (VASH) Program – The EHA has been awarded a total of 15 Veteran's Administration Supportive Housing Choice Vouchers by HUD. The program is intended to reduce chronic homelessness among veterans and to help them along with their families access affordable housing opportunities and important supportive services. The EHA coordinates with recipients to identify quality apartments in the area which may include housing solutions within our existing and planned housing developments.

This program has been difficult to lease. It is important that we get the word out to those in need. Individuals who are facing hardship should contact our VA partner in West Haven. Local rental property owners who are interested in participating in the program should contact the Enfield Housing Authority.

Mainstream Voucher Program – Mainstream vouchers assist non-elderly persons with disabilities. Aside from serving a special population, Mainstream vouchers are administered using the same rules as other housing choice vouchers. As authorized by the CARES Act, HUD has made up to \$150 million in Mainstream funding available for new vouchers to help public housing agencies (PHAs) prevent, prepare for, and respond to coronavirus. The EHA applied for and was awarded 40 Mainstream vouchers in late 2020. The program was implemented April 1, 2021.

FACILITIES

Work Orders

As of December 31, 2024, the EHA maintenance staff completed 1,890 calls for maintenance service, down 20% from 2023.

Unit Turnover 2024

The EHA renovated 36 apartments in preparation for new and/or transferred residents. Compared to 59 during 2023 for a 39% decrease over 2023. The breakdown by program is:

Elderly: 17

Moderate Rental: 13

Congregate: 6

Modernization/Capital Improvements & Replacements

This past year, the Enfield Housing Authority continued investments into our developments and infrastructure. The work included non-routine maintenance work, extraordinary or emergency contract repairs, capital replacements and design. The following is a sample of the activities undertaken.

Mark Twain Updates – Painting and floor replacement took place in the hallways and some common spaces. Carpet was replaced with vinyl planking in these spaces. Camera upgrades consisted of adding cameras to the network and upgrading to a new NVR system. In the Robbins wing, a new water heater was installed.

Moderate Rental – Lock replacement began in 2024 and will take place into 2025. The outdated interconnected locks and passage knobs are being replaced with ADA passage levers with interchangeable cores. This was about a \$51,000 investment.

Windsor Court – A french drain was installed in the rear of the Community Room to stop the flooding that was occurring in the Community Room and garage. Also, the Community Room received painting. Camera upgrades were completed and a new NVR system was installed.

Windsor Court, Ella Grasso & Woodside Park- The fire alarm control panels were upgraded with cell dialers at these sites.

Pearson Way – Pearson Way received a much needed roof replacement along with upgrades to the fire alarm panel.

A Capital Needs Assessment (CNA) was completed for Moderate Rental, Windsor Court, Woodside Park, Ella Grasso and Pearson Way. The CNA will be used to identify, prioritize, and plan for current and future capital expenditures.



Windsor Court French Drain Installation

Contact & Meeting Information

For more information regarding the Housing Authority of the Town of Enfield, please feel free to contact us at:

Central Office

Enfield Housing Authority

1 Pearson Way
Enfield, CT 06082

Phone: 860-745-7493 **Fax:** 860-741-8439 **TTY/TDD:** 800-545-1833 Ext. 849

Congregate Housing Office

Mark Twain Congregate Living Center

110 South Road
Enfield, CT 06082

Phone: 860-745-7493 **Fax:** 860-763-5517 **TTY/TDD:** 800-545-1833 Ext. 849

Website: www.enfieldha.org

The Regular Meeting of the EHA Board of Commissioners is held the second Monday of each month at 5:00 PM in the Conference Room located at 1 Pearson Way, Enfield, CT (unless otherwise posted). If a legal holiday falls on that day, the meeting will be held the following day (Tuesday).

