



AGENDA
NRHA Commissioners' Meeting
Thursday, October 14, 2021
555 East Main Street
Norfolk, VA 23501
9:00 a.m.

WELCOME AND REMARKS BY THE CHAIR OF THE BOARD

- I. **APPROVAL OF MINUTES OF COMMISSIONERS' MEETING** **Pg. 3**
September 16, 2021 Board of Commissioners' Minutes
- II. **REMARKS**
Executive Director's Comments
Commissioners' Comments
- III. **DEVELOPMENT** **Pg. 15**
 - 1) Choice Neighborhoods Initiative (CNI) St. Paul's Area Transformation – Tidewater Gardens Blocks 9, 10 & 16
Presented by: Mel Price, Principle
Work Program Architects
- IV. **COMMUNITY ENGAGEMENT** **Pg. 54**
 - 1) Recognition of Resident Councils
Presented by: Kim Thomas
Chief Community Engagement Officer
- V. **FINANCE AND ADMINISTRATIVE ACTIVITIES** **Pg. 55**
 - 1) Previous Month's Activities
 - a) Contract Activities
 - b) Anticipated Requests for Proposals, Qualifications, or Quotations and Invitations for Bids
 - c) Cash Advance Report
 - 2) Review of August 2021 Financial Statements
Presented by: Scott Pontz
Chief Finance Officer
- VI. **HOUSING OPERATIONS** **Pg. 80**
 - 1) Tenants Accounts Receivables – Rent Delinquencies
Presented by: Donna Mills
Chief Housing Officer
- VII. **NEW BUSINESS**

VIII. COMMITTEE MEETING NOTES Pg.82

- 1) Housing and Safety Committee minutes and attachments
- 2) HCV Committee minutes and attachments

IX. CLOSED SESSION

- 1) Personnel matters involving the assignment, appointment, promotion, demotion, performance, salaries, or resignation of employees of the Authority, as authorized by Section 2.2-3711(A)(1) of the Act.
- 2) Consultation with the Authority's legal counsel regarding probable or actual litigation requiring the provision of legal advice by counsel as authorized by Section 2.2-3711(A)(7) of the Act."

X. COMMITTEE NOTES AND UPDATES Pg.128

- 1) Tidewater Gardens Relocations Efforts Update – 9/30/2021
 - a. Tidewater Gardens Relocations Dashboard
 - b. Tidewater Gardens Vacancy Map
- 2) Communications and Government Relations Update
- 3) Development Update
- 4) Families First Update
- 5) Resident Advisory Board and Annual Plan Process for FY2023
- 6) Safety and Security Efforts

FUTURE MEETINGS

BOC HCV Committee Meeting

Tuesday, October 19, 2021 at 11:00 a.m.
555 East Main Street

BOC Housing and Safety Committee Meeting

Monday, October 25, 2021 at 9:30 a.m.
555 East Main Street

BOC Meeting

Thursday, November 18, 2021 at 9:00 a.m.
555 East Main Street

MINUTES OF MEETING

The Commissioners (the “Commissioners” or the “Board”) of the Norfolk Redevelopment and Housing Authority (the “Authority” or “NRHA”) met in a regular monthly meeting at 555 East Main Street in Norfolk, Virginia (the “City”) on Thursday, September 16, 2021.

The meeting was called to order at 9:05 a.m. by Chairman Donald Musacchio. Those Commissioners present and absent were as follows:

Present: Mr. Alphonso Albert
 Ms. Rose Arrington
 Mr. Kenneth R. Benassi
 Mr. Joe W. Dillard, Jr.
 Mr. Richard Gresham
 Mr. Donald Musacchio

Absent: Ms. Suzanne Puryear

Also present were Ronald Jackson, Secretary, Delphine Carnes, Attorney, and various staff members, some of whom were present by telephone.

Welcome and Remarks by the Chairman of the Board

Chairman Musacchio welcomed the Commissioners back after the August break and thanked them for their participation in today’s meeting. He announced that there will be a very full agenda, including three presentations and three closed session items. Chairman Musacchio mentioned that recently there has been a significant amount of criminal activity in NRHA’s communities, which has impacted the lives of not only the residents, but also NRHA staff. He reported that he and Vice-Chair Albert met with the Authority’s executive staff and the front-line employees in Young Terrace, who were directly affected by witnessing some of these traumatic criminal acts. Chairman Musacchio observed that he and Mr. Albert wanted to offer support to these employees, as well as address how best to handle the recent increase in criminal activity. Chairman Musacchio stated that Mr. Jackson will be providing the Board with more details about the outcome of those meetings.

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I. Approval of Minutes of Board of Commissioners’ Meeting

Chairman Musacchio presented for approval the minutes of the July 15, 2021 Board of Commissioners’ meeting. Upon motion of Mr. Gresham, seconded by Ms. Arrington, the minutes

of the July 15, 2021 Board meeting were unanimously approved by all of the Commissioners present.

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II. Remarks

Executive Director Comments

Mr. Jackson reported that he met with Chairman Musacchio and Mr. Albert regarding recent criminal activity in NRHA's communities and then had a follow-up meeting with the Young Terrace front-line staff. Mr. Jackson indicated that the level of crime has risen at an alarming rate and therefore it is critical for NRHA to be more visible in the communities and to provide more support for residents and staff. He noted that the Authority has offered counseling to staff members who witnessed criminal acts, and thanked Karen Rose, Kimberly Thomas and Donna Mills for working with him on this effort. Mr. Jackson outline the following items that resulted from the meetings:

- A community engagement event is scheduled for October 25, 2021 at Diggs Town to discuss mental health issues, including those that particularly affect youth. Mr. Jackson reiterated the need for NRHA to be visible and supportive.
- NRHA will be meeting with Sentara regarding its Foresight Program, which provides support and services to victims of violence and addresses the root cause of violence in local communities. NRHA hopes to collaborate with Sentara and incorporate some of its strategies in NRHA's CARE program.
- The Authority has scheduled meetings with the Norfolk Police Department with the goal of reducing gun violence in NRHA's communities.
- NRHA will provide access to a comprehensive network of services for residents and staff who experience violence.
- NRHA will create more opportunities for dialogue and interaction on a variety of issues, including crime and safety. Mr. Jackson mentioned that this has been challenging during the pandemic. He noted that National Night Out had to be cancelled due to COVID concerns; the Authority has not been able to accomplish as much as it had planned, but it is still providing crisis services and communicating their availability.
- The Authority is restructuring staffing assignments to ensure that staff members are concentrated in the communities rather than in the main office.
- Security staff is scheduled to provide coverage during those times of day when most criminal activity tends to occur; security cameras in the Calvert Square community are being upgraded; remote access to security cameras is being expanded and improvements are being made to the confidential crime Tip Line.
- NRHA is working to increase the presence of Community Resource Officers in its neighborhoods.

- The Authority is enhancing its data collection and mapping capabilities to track significant criminal events.

Mr. Jackson assured the Commissioners that the Authority is taking an active role in combatting crime and ensuring the safety of its communities and residents. He reported that he, Mr. Albert and Chairman Musacchio had a second meeting with Young Terrace staff who had witnessed a traumatic event in broad daylight. Mr. Jackson stated that they had a very honest discussion during which staff members had an opportunity to express their concerns and have their questions addressed. As an example, Mr. Jackson reported that staff members indicated that they enjoy their jobs, but are concerned about their safety. He noted that this concern will be addressed by installing more surveillance cameras and increasing armed security in the neighborhoods. Mr. Jackson mentioned that staff members also asked for automobile signage so police can recognize their cars; NRHA is working on providing that. Mr. Jackson observed that employees feel it takes too long for the Executive team to reach out after a critical event. Mr. Jackson reported that a new policy has been adopted that assigns him responsibility for making the initial contact and coordinating an appropriate response.

Mr. Jackson stated that, in recognition of the various community events that have taken place and are planned, he would like to invite the Tenant Management Council (“TMC”) to attend the next Board meeting. He explained that this will give the Board an opportunity to acknowledge the TMC’s daily efforts and contributions to the mission of NRHA. Mr. Jackson announced that a brief reception honoring the TMC will be held on the first floor of 555 East Main immediately following the October meeting; more detailed information will be provided in the coming weeks. Mr. Jackson reported that the November Board meeting will spotlight the outstanding work of NRHA staff in the communities.

Commissioners’ Comments

Chairman Musacchio noted that the date of the October Board meeting is incorrect on the previously circulated agenda; the correct date is Thursday, October 14. Chairman Musacchio commented that it was very interesting to hear staff talk about the actual events they witnessed. He added that they were very open about what steps NRHA should take in response.

Mr. Gresham asked if NRHA has gained any insight into the genesis for the criminal events, wondering if certain conditions such as the pandemic, summertime, or gang activity, were contributing factors. Chairman Musacchio responded that many of these issues were discussed, but a consistent theme relative to criminal activity was the ready availability of firearms and the resulting increase of the number of guns in NRHA’s communities. He stated that one senior staff member noted that altercations are now “resolved” with firearms, rather than fistfights. Chairman Musacchio explained that these events result from a combination of factors and can’t be attributed to just one cause. He added that mental health issues play a role as well. Mr. Jackson agreed. He observed that NRHA also met with the Norfolk Police Department to discuss how to deal with the

increase in violent crime. He added that there have been fewer criminal incidents since the various meetings took place and he hopes, although cannot confirm, that this is due in part to the Authority's efforts to address this concerning situation.

Karen Rose, NRHA's Security Programs Manager, who was participating remotely via telephone, reported that she works closely with the Community Resource Officers. She acknowledged that these officers have to address security issues citywide but noted that they are consistently present in the Authority's neighborhoods. Ms. Rose added that her staff provides "boots on the ground" monitoring and also are there to engage with residents and stabilize families to prevent issues from arising. She mentioned that having schools back in session changes the landscape, but her staff continues their efforts to support the residents and keep them safe. Ms. Rose thanked the Board for their support. Ms. Arrington asked if the individual who was shot in Young Terrace was a resident. Ms. Rose responded that the victim was not a resident and explained that it was a domestic violence- related incident, although there was gang affiliation.

Mr. Albert mentioned how impressed he was hearing the concern of NRHA's staff members. He noted that it is especially difficult because residents themselves sometimes contribute to the violence and outsiders come into the communities under the guise, whether real or fabricated, of visiting family and friends. Mr. Albert stated that there is such a thing as "speaking truth to power." He mentioned that it is important to take community concerns to people of influence and make every effort to bring about change. Mr. Albert stated that he is discouraged because no one is imposing a mandate to do what he feels needs to be done. He mentioned that he holds himself to a higher standard, observing that while he never lived in public housing, he grew up poor and has a better sense than many of his colleagues of what residents are going through. Mr. Albert acknowledged that everyone has different life experiences but he stated that he is frustrated by how often those in positions of influence have skirmishes with the poor who do not have the resources to properly defend themselves. He commented that the poor are often characterized as the enemy and do not receive the respect and dignity they deserve. Mr. Albert emphasized that the Board has been charged with a specific task and has the responsibility to use NRHA's resources to provide essential services in an efficient and appropriate manner. He observed that the Authority is accountable to the U.S. Department of Housing and Urban Development ("HUD"), community leaders and residents of NRHA's neighborhoods. Mr. Albert remarked that he is troubled by the fact that NRHA often ends up in an adversarial relationship with the low-income people it is supposed to serve. He indicated that he understands there are certain residents who are troublemakers or misrepresent their incomes, but that does not diminish his desire to continue to be accountable to them. Mr. Albert noted that he feels some people resent him for always taking the side of the poor, but for him, it is the right side to be on. He told the Board and the staff that he would continue to be the "enemy" as long as he serves, by constantly and consistently advocating for those who have little influence and are underrepresented.

Chairman Musacchio congratulated Mr. Dillard on his new appointment. Mr. Gresham

asked for more information. Mr. Dillard responded that he is now the Director of Equitable Innovation and Legislative Policy, a newly created position at the Greater Richmond Transit Company. He stated that he is not sure when he will be moving to Richmond. All of the Board members joined Chairman Musacchio in congratulating Mr. Dillard.

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III. Finance and Administrative Operations

1) Previous Month's Activities

Chairman Musacchio announced that the Previous Month's Activities Reports are included in the Board Packet. Mr. Gresham asked about the security cost at \$750,000 and the police contract at \$500,000. He noted that it seems like a lot of money is directed at security. Both Mr. Jackson and Chairman Musacchio agreed that it is costly, but Chairman Musacchio explained that residents have asked for more security and NRHA staff has requested greater visibility of surveillance devices and more police presence in order to feel more comfortable working in the neighborhoods. Ms. Arrington asked if the quoted amounts include security cameras. Kathy Moseley, Director of Procurement and Administrative Services, responded that the amounts cited are only for "boots on the ground;" funds for security cameras are reported separately.

Mr. Dillard commented that these security measures do not stop crime, just assist in solving crime. He asked if NRHA could implement a strategy other than these prison-style tactics, for example, helping young people find employment. He indicated that he would like to see NRHA use its resources to support and encourage residents to improve their situations and questioned whether NRHA has the funds available to do so. Mr. Jackson responded that the Authority does have programs, especially for youth, and added that NRHA just approved a request for approximately \$800,000 in funding from Hampton Roads Ventures, L.L.C. for youth programming. Mr. Jackson agreed that it is important to give young people meaningful opportunities and programs so they have constructive outlets.

Mr. Dillard reiterated that he feels the increase in security devices and guards is just building a prison outside a prison. He stressed that NRHA needs to work on stopping crime before it starts. Chairman Musacchio agreed and confirmed that NRHA is trying strategies that directly involve residents in the safety of their own neighborhoods, for example by encouraging them to "say something if they see something." Ms. Arrington commented that the Board and staff sometimes make conclusions about what they think is best for the community, but perhaps NRHA should conduct a survey to give community members an opportunity to tell NRHA what they really need. She noted that there might be simpler, less expensive security measures, such as better lighting rather than spending millions of dollars for additional security officers. Mr. Jackson agreed a survey would be helpful, but observed that NRHA also needs to schedule meetings to

give residents an opportunity to voice their concerns. Ms. Arrington stated that there needs to be a safe way for residents to report what they know and/or have seen; police presence is an important safety measure, but it is not sufficient alone to address all of the issues. Mr. Jackson indicated that NRHA is currently working on a better reporting system because residents do not believe that the existing “tip line” is safe and therefore do not feel comfortable using it. Mr. Dillard stated that he would like to see the data; twenty years ago there was an increase in police presence that made it more difficult for bad actors to make a profit in the communities through illicit activities. He noted that the dynamics have changed dramatically since then and the culture and prevalent types of crime are now very different and require a different approach.

Mr. Albert reported that in 2019 there was a proliferation of crime in Berkley and Park Place. He noted that the Gethsemane Baptist Church convened a meeting with the two gang leaders to call a truce; that meeting resulted in a meaningful dialogue between the two sides and violent crime tapered off for the next six months. Although the church did not hold a follow-up meeting because of potential media involvement, its actions led the perpetrators to make the right decision. Chairman Musacchio agreed and commented that it is important to keep track of expenditures to see if they are truly resulting in the type and extent of anticipated outcomes.

2) Electronic Signature Policy

Ms. Moseley introduced a resolution authorizing the implementation of an electronic signature policy. She explained that the impetus to adopt such a policy began during the pandemic when it was difficult to get original signatures because of social distancing restrictions. Ms. Moseley commented that when NRHA initially drafted the policy there was no guidance in place. She reported that HUD has since issued guidance for all programs except Public and Indian Housing (“PIH”) and the HOME Program. Ms. Moseley noted that the proposed policy is based on HUD’s guidance for electronic signatures, storage and transmission. She told the Commissioners that the process is outlined in the policy and requires staff members in each department to create specific procedures governing use of electronic signatures. Chairman Musacchio asked if implementation of this policy will make life easier for staff and residents. Ms. Moseley answered in the affirmative and confirmed that the HUD guidance does include methods for accepting electronic signatures from residents and Housing Choice Voucher (“HCV”) participants.

3) Resolution Authorizing the Creation and Implementation of Policy Guidance for the use of Electronic Signatures

Upon motion of Mr. Albert, seconded by Mr. Benassi, the following resolution was unanimously approved by all of the Commissioners present:

RESOLUTION 9471

WHEREAS, the Authority, amid the 2019 – 2020 Coronavirus pandemic, has implemented and authorized a continued work from home arrangement causing the need to obtain electronic signatures for various use cases throughout our agency; and

WHEREAS, at present time, no policy or procedure exists authorizing the use of electronic signatures, electronic transmission, electronic storage, or its' technology; and

WHEREAS, On May 26, 2020, HUD's Office of Multifamily Housing published guidance for electronic signatures. Notice H 2020-4, the "Electronic Signature, Transmission and Storage – Guidance for Multifamily Assisted Housing Partners" is technical in nature and is oriented to owners and management agents of HUD multifamily assisted housing properties; and

WHEREAS, Notice H 2020-4 provides that a state agency may allow any governmental record created, owned, used, distributed, or maintained by such agency be signed with an electronic signature, and that such signature is to be considered a validly enforceable original signature; and

WHEREAS, the only exclusions to this Policy pertains to conveyances of land, and conveyances of real property. The guidance in this Policy does not apply to Public and Indian Housing programs or the HOME program; for these programs the offices of HUD have not released guidance on the use of electronic documents, signatures or storage.

WHEREAS, The Policy shall be used to increase productivity and ensure convenient, timely and appropriate access to Agency information by using electronic signature technology to collect and preserve signatures on documents quickly, securely, and efficiently; and

WHEREAS, the attached Policy authorizes the use of electronic signatures for various internal documents and contracts to be accepted as the legal signature for those applicable use cases.

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Norfolk Redevelopment and Housing Authority as follows:

That the Electronic Signature, Transmission and Storage Policy for Norfolk Redevelopment and Housing Authority be, and is hereby, approved for agency-wide use, for situations deemed applicable, effective September 16, 2021.

That wherever the word "signature" appears in an existing or future agency document allowed by the Electronic Signature, Transmission and Storage Policy, that the signature may be electronic in nature, except for the exclusions provided for in the policy, and

The Executive Director or his designee is hereby authorized to take or cause to be taken, on behalf of the Authority, any such actions as might be necessary in the execution and implementation of the use of electronic signatures, and document storage and transmission.

This Resolution shall be in effect from and after the date of its adoption.

4) FY2021 4th Quarter Charge Offs

Donna Mills, Chief Housing Officer, addressed the Commissioners regarding fourth quarter charge-offs (for the period ending June 2021), which are documented in the previously circulated Board Packet. She noted that the Authority has seen an increase in charge-offs recently as families are abandoning their units or being evicted. Ms. Mills observed that she expects the trend to continue as the eviction moratorium is set to expire in October 2021. She reported that the delinquency rate currently stands at \$469,000 and more than 300 families owe more than one month's rent. Ms. Mills stated that three families owe more than \$10,000; two of those families are applying for assistance and one family has still not responded to the Authority's offers to work with them. She indicated that NRHA is also assisting other families in preparing applications for rent assistance.

Mr. Benassi asked about the status of NRHA's work with residents on their respective payment plans. Ms. Mills responded that four families signed payment plan agreements and also applied for rent assistance. She confirmed that these efforts have picked up recently since tenants are aware that the eviction moratorium is about to expire. Mr. Albert stated that he is very concerned about the upcoming moratorium expiration and the prospect of eviction for many families. Mr. Benassi mentioned that funding is available for those who need it. Mr. Albert agreed but stated that many people have gotten used to the moratorium being in place and the balance of rent they owe keeps increasing. He acknowledged that the theory behind the policy was noble, but the reality is that it has created challenges for families who now have outstanding balances that they cannot afford. Ms. Mills agreed. She acknowledged that some residents refuse to pay rent and just abandon their units, but noted that there are many more tenants who are willing to work with NRHA on payment plans and applications for funding assistance. Chairman Musacchio stated that he was glad to hear this and encouraged NRHA staff to continue to work with those residents to make the transition as successful as possible.

Mr. Dillard asked if tenants become discouraged if they do not receive funding or if they will generally reapply in hopes of future assistance. Ms. Mills responded that NRHA continues to work with those residents who have been denied assistance, including by extending the repayment period to more than 12 months to ensure that the repayment amounts do not exceed 40% of the tenants' respective incomes. Mr. Jackson confirmed that there is also funding available for the residents' portion of the rent payment in the HCV Program.

5) Orientation and High-level Look at July 2021 Financial Statements

Mr. Jackson announced that, in response to the TAG Report recommendations, NRHA is presenting its financial reports in a new format to give the Board a more comprehensive overview of the Authority's financial status. He noted that a Financial Memorandum for the months of June and July can be found on page 45 of the Board Packet and introduced Scott Pontz, NRHA's Chief Financial Officer, to review the information with the Commissioners. Mr. Pontz explained that there is no uniform format consistently used by housing authorities across the country. He noted that financial reports vary dramatically – some being very detailed and others very basic. Mr. Pontz observed that the Authority modeled its current format on a financial reporting system utilized by the housing authority in Tampa, Florida; this system is very user-friendly and provides an explanation of financial issues of particular significance in the report's designated time frame. Mr. Pontz indicated that he has included information in this report about "operating projects" and thanked his staff for all of the heavy lifting involved in preparing these financial reports while also working on reports due to HUD in August. Mr. Pontz indicated that five staff members will be assigned to prepare the financial memorandum each month for presentation to the Board. He observed that this month's memorandum includes an explanation of the various expense and revenue categories and how to read the report's bottom line. Chairman Musacchio stated that the walk-through begins on page 46 of the Board Packet and is very helpful.

Mr. Pontz explained that July is very light and always looks good due to the timing for submitting reports to HUD. Mr. Benassi mentioned that the way revenue is depicted as a negative number is disconcerting from a presentation standpoint. Mr. Pontz stated that he agrees; the accounting system is designed to depict it that way, but he will try to reverse the way the numbers are shown before next month's presentation. Mr. Benassi commented that the reports are very good, but the Board needs to focus on the problem areas, not each of the 40 operating budgets. He recommended concentrating on those budgets that are of particular interest or concern. Mr. Pontz responded that he would find a way to do that going forward. He thanked Ophelia for her work on this project. Mr. Gresham asked if the summary will include not only trouble areas, but also special accomplishments and major changes. Mr. Pontz responded in the affirmative. Mr. Gresham also inquired how the changes during construction at Diggs Town will be illustrated in these reports. Mr. Pontz replied that these are operating statements so those changes would not show up in these summaries, but would be illustrated in a different report that provides accountings for construction in progress. Mr. Benassi stated that this new format is very helpful. Mr. Gresham agreed, as did Chairman Musacchio, who thanked Scott and his staff for their hard work.

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IV. Development

Mike Clark, Deputy Executive Director, Operations, participated by telephone. He commented that his reports are included with the summaries from the other departments. Mr.

Clark noted that acquisitions will be low this year other than in Willoughby because NRHA has not received funding from the City. He added that more dispositions will occur in the October to November time frame. Mr. Clark explained that his reports now include transfers to the City, even if at no cost. Mr. Gresham asked if those transfers included, for example, the conveyance to the City to build the fire station in Fairmont. Mr. Clark confirmed that this is the case.

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V. Housing Operations

1) Housing Operations Divisions Quarterly Report – FY2021 4th Quarter

Donna Mills directed the Commissioners to the reports for the quarter ending on June 30, 2021. She provided the following highlights: 3,845 families participated in the HCV program and 30 new landlords were added; NRHA received 63 emergency HCVs designated for the homeless or families in danger of violence. Ms. Mills also noted that the Board Packet includes updates on the Choice Neighborhood Initiatives (“CNI”) efforts. She reported that the Authority’s 2022 Annual Plan was submitted to HUD on June 16, 2021; NRHA has not heard from HUD so the plan is now deemed approved. Ms. Mills stated that her staff has kept busy turning and emptying vacant units in Tidewater Gardens. She mentioned that tenants’ accounts receivable are higher than last year, which is to be expected considering the recent eviction moratorium. Ms. Mills reported that NRHA received a \$137,500 grant from the Workforce Innovation and Opportunity Act to continue the Out of School Youth program and provided nutrition education to 14,000 families and individuals this summer. She observed that NRHA has instituted the Code Red Alert Program and added new security measures and protocols to improve neighborhood safety. Ms. Mills indicated that the banned list has been reviewed and 22 individuals were removed from the list. She clarified the information regarding security costs that was reported earlier in the meeting; the \$750,000 security contract is for courtesy officers (as opposed to armed guards) in the midrises and the \$500,000 contract is with the Norfolk Police Department for patrolling the family communities. She concluded by reporting that the Housing Operations staff has been working on a number of repairs, including water line maintenance. Ms. Mills thanked all of the staff members in her department for their dedication and hard work. There were no questions from the Commissioners regarding her reports.

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VI. Community Engagement

Kimberly Thomas, Chief Community Engagement Officer participated via telephone. She stated that she had nothing to report this month.

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VII. New Business

None.

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VIII. Committee Meeting Notes

Chairman Musacchio directed the Commissioners to the Committee Meeting Notes contained in the Board Packet. There were no comments or questions from the Commissioners regarding that information.

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Chairman Musacchio then explained that any virtual participants may comment by either clicking the “raise hand” icon on their computer screens or by typing a comment. He and Jennifer Moore, Communications and Government Relations Director, noted that no one had commented online. Ms. Moore then checked the hallway and lobby, and rechecked online for virtual participants; no members of the public were present in person and no one commented online.

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IX. Closed Session

At 10:39 a.m. upon motion of Mr. Gresham, seconded by Mr. Benassi the following resolution was unanimously approved by all Commissioners in attendance:

RESOLUTION 9472

BE IT RESOLVED, that the Authority will convene in a closed meeting pursuant to the Virginia Freedom of Information Act, as amended (the "Act"), to discuss the following matters which are specifically exempted from public disclosure by the code section referred to below:

Resolution Convening a Closed Meeting on September 16, 2021 for:

1) “Personnel matters involving the assignment, appointment, promotion, demotion, performance, salaries, or resignation of employees of the Authority, as authorized by Section 2.2-3711.A.1 of the Act.”

Discussion of the Operational and Organizational Assessment prepared by TAG Associates, Inc. and review of the Executive Director’s evaluation.

2) “Consultation with the Authority’s legal counsel regarding probable litigation requiring the provision of legal advice of counsel as authorized by Section 2.2-3711.A.7 of the

Act.”

Discussion of ongoing St. Paul’s and Waterside litigations.

At 11:49 a.m. upon motion of Mr. Albert, seconded by Mr. Gresham, the following resolution was read by Chairman Musacchio and unanimously approved by all of the Commissioners, with the exception of Mr. Benassi who was not present for the vote.

RESOLUTION 9473

WHEREAS, the Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the 1950 Code of Virginia, as amended, requires a certification by this Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, upon motion duly made and seconded, BE IT RESOLVED, that the Authority hereby certifies that, to the best of each Commissioner's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were heard, discussed or considered in the closed meeting, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Authority.

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X. Board of Commissioner Updates

None.

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Before adjourning, staff checked to be sure that there were no members of the public waiting to speak either online or in person; there were none. There being no further business, the regular meeting was adjourned at 11:51 a.m.

Secretary

Chair



Agenda Item

NRHA Board of Commissioners

Subject: Choice Neighborhood Initiative (CNI) St. Paul's Area Transformation - Tidewater Gardens Blocks 9, 10 & 16

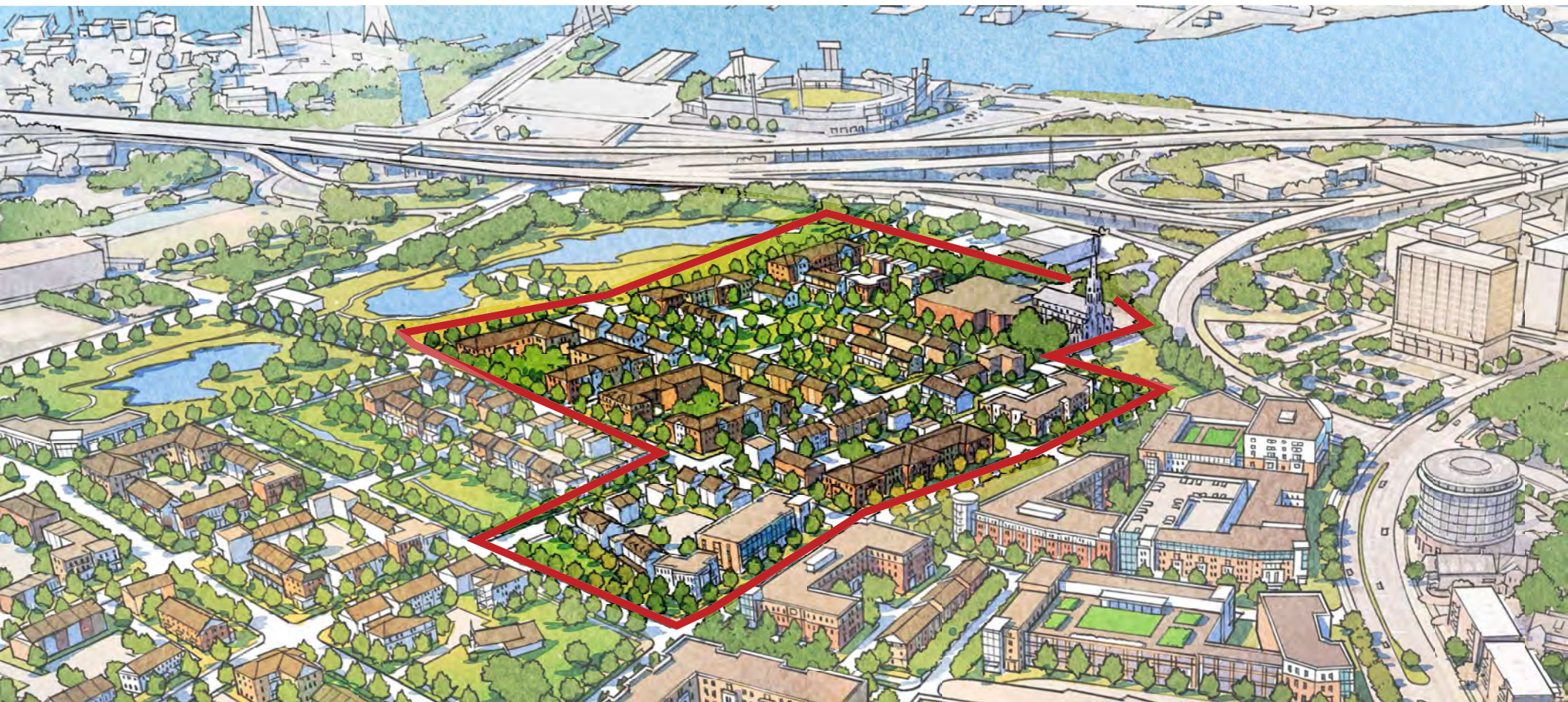
Executive Contact: Ron Jackson

Date: October 14, 2021

BACKGROUND

NRHA and the City of Norfolk are proceeding with the St. Paul's/Tidewater Gardens Choice Neighborhood Initiative with the transformation of the Tidewater Gardens public housing community. To further the St. Paul's area effort, the City and NRHA applied for and were awarded a Choice Neighborhoods Initiative (CNI) implementation grant for \$30 million from HUD. The grant was awarded May 2019 and all grant funds must be expended by September 25, 2025. Brinshore Development has been selected as the housing lead and is responsible for development of the housing units in accordance with a housing plan approved by HUD.

Brinshore Development is currently in the detailed design work for the Tidewater Gardens blocks. These blocks will include a combination of multi-story apartments and lower density town/row houses. The developer will be submitting two phases for tax credits in 2022 and another two in 2023. Construction is anticipated to begin on the Tidewater Blocks in late 2023 and continue thru September 2025. Mel Price, Work Program Architects (WPA) and John Majors Vice President of Development for Brinshore will present to the board the current work and design concepts for the Tidewater Blocks.



ST. PAUL'S NEIGHBORHOOD TRANSFORMATION

TIDEWATER GARDENS SITE

NORFOLK, VA

CHARRETTE: JULY 2018



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

COMMUNITY ENGAGEMENT : PEOPLE FIRST BLOCK PARTY

"Like variety of colors of houses"

"Brick buildings feel **permanent** and **secure**"



"Like Modern *and* Traditional images of buildings"

"Not look like office buildings"



"Variety of building types - But not look busy or crowded"

"Porches & Balconies"



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021



ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

CHOICE NEIGHBORHOOD
IMPLEMENTATION

COMMUNITY ENGAGEMENT : PEOPLE FIRST BLOCK PARTY



"Would like to see **both** single-story and multistory units"

"**Concerned about flooding**"

"**Community Amenities:** computer labs, music classes, yoga, gardening"



"**Park Spaces:** walking/ bike trails, playgrounds"



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021



ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

CHOICE NEIGHBORHOOD
IMPLEMENTATION

DESIGN GOALS

Visionary: Embody the aspirational future of the City of Norfolk and the St. Paul's residents

Sustainable: Transformational design that sets a precedent for the most sustainable neighborhood in the City

Comfortable Streetscapes: Every street is designed for people first, providing slow streets that are safe, beautiful, and comfortable

Contemporary Compatible: Architecture responds directly residents desire for a unique, new place that seamlessly blends with a historic city

Family-Centric Design: Every building and block supports the needs of families

Amenity-Packed: Every block has a unique amenity that gives back to the community

Diverse Neighborhood of Choices: Variety of housing types and scales for people to choose

Celebrates History and Culture: Wayfinding by way of historic landmarks acknowledges and celebrates history as a way to lift the community up and move the City forward

DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**





DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

NEIGHBORHOOD SITE PLAN

DIVERSITY OF CHOICES



LEGEND

- 2.5 - 3 STORY TOWNHOUSES
- CARRIAGE HOUSES
- 3 STORY WALK UP APARTMENTS & MANOR HOMES
- 3 - 4 STORY ELEVATOR APARTMENT BUILDINGS
- COMMUNITY SPACE
- COMMUNITY SPACE

DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

TIDEWATER GARDENS: A VIBRANT NEIGHBORHOOD

VISIONARY



TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

A VIBRANT & DIVERSE NEIGHBORHOOD

CONTEMPORARY COMPATIBLE



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021



ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

CHOICE NEIGHBORHOOD
IMPLEMENTATION

COMMUNITY BUILDINGS & COMMUNITY GREEN SPACE

BLUE GREEN WAY

**SUSTAINABLE
AMENITY-PACKED**



COMMUNITY BUILDINGS



COMMUNITY GREEN SPACE



PLAZA



PLAYGROUND / TOT LOT



FARMERS MARKET



COMMUNITY GARDEN / URBAN FARMING



TREE SAVE

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TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

ILLUSTRATIVE SITE PLAN

SUSTAINABLE



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ACTIVE GROUND FLOOR SPACE IN BUILDINGS

AMENITY-PACKED



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BIRDSEYE VIEW OF NEIGHBORHOOD

AMENITY-PACKED



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TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

BLOCK 9

DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

BLOCK 9 AERIAL

**CELEBRATES HISTORY
& CULTURE**



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



CHURCH ST LOOKING SOUTHEAST FROM FREEMASON



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

CHURCH ST LOOKING SOUTH

COMFORTABLE STREETSCAPES



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



CHURCH ST LOOKING NORTH AT MARINER ST

CONTEMPORARY COMPATIBLE



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



CHAPEL ST LOOKING NORTHWEST AT MARINER ST



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

CHAPEL ST LOOKING SOUTHWEST AT FREEMASON ST

DIVERSITY OF CHOICES



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



CHAPEL ST LOOKING SOUTH AT FREEMASON ST

**CELEBRATES HISTORY
& CULTURE**



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



FREEMASON ST LOOKING WEST FROM CHAPEL ST



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

BLOCK 10

DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



BLOCK 10 AERIAL

VISIONARY



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

CHAPEL ST LOOKING SOUTH AT FREEMASON ST

**CELEBRATES HISTORY
& CULTURE**



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



CHAPEL ST LOOKING SOUTHWEST

CONTEMPORARY COMPATIBLE



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



CHAPEL ST LOOKING NORTHEAST



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

CHAPEL ST LOOKING NORTHEAST



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

BLOCK 10 INTERIOR LOOKING SOUTHWEST



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TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

MARINER ST LOOKING NORTHEAST AT CHAPEL ST

FAMILY-FRIENDLY



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

MARINER ST LOOKING WEST AT REILLY ST

COMFORTABLE STREETSCAPES



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

FREEMASON ST LOOKING WEST FROM REILLY ST

SUSTAINABLE



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

BLOCK 16

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TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA

**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



BLOCK 16 AERIAL

VISIONARY



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TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

CHURCH ST LOOKING SOUTH FROM TRANSIT CENTER

AMENITY PACKED



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**

FREEMASON ST LOOKING NORTHWEST AT CHURCH ST

FAMILY FRIENDLY



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



CHOICE NEIGHBORHOOD
IMPLEMENTATION

FREEMASON ST LOOKING NORTHWEST AT CHURCH ST



DRAFT - FOR DISCUSSION PURPOSES ONLY

TIDEWATER GARDEN BLOCKS NEIGHBORHOOD DEVELOPMENT
SEPTEMBER 20, 2021

ST. PAUL'S - TIDEWATER GARDENS
NORFOLK | VIRGINIA



**CHOICE NEIGHBORHOOD
IMPLEMENTATION**



P.O. Box 968, Norfolk, VA 23501 p 757.623.1111 tdd 800.545.1833 www.nrha.us

Date Range: 07/01/2021 - 09/30/2021

ACQUISITIONS

Block	Parcel	Tag	Address	BNO	Owner	Date	Amount
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No Acquisitions for September 2021

SALES (DISPOSITIONS)

Disposition #	Address	Developer	Usage	Development Value	Settlement Date	Sales Price
Scattered Site property	2218 Harrell Avenue	NRHA	LM single family 3bd/1 bath, 1169 sqft.		07/01/2021	\$168,200.00
Scattered Site property	450 Jean Court	NRHA	LM single family 3bd/1.5 bath, 1369 sqft.		09/22/2021	\$140,100.00

FY2021 Dedications to the City of Norfolk

Usage

Church Street Redevelopment Project

901 Church Street

Development TBD

Downtown West Redevelopment Project

251 Waterside Drive

Right of way improvement

Fairmont Park Redevelopment Project

2601, 2605, 2609 Lafayette Blvd.,
3131, 3133 Lens Ave.

New Fire Station

South Brambleton Redevelopment Project

59 Individual parcels on Brown, Clay, Claiborne,
Reeves and Willoughby Streets

Future Development



Agenda Item

NRHA Board of Commissioners

Subject: Resident Councils Recognition

Executive Contact: Kimberly Thomas, Chief Community Engagement Officer

Date: October 14, 2021

BACKGROUND

Resident participation is vital in offering residents a way to build working relationships with the housing agency, and create a positive living environment in public and assisted housing. One form resident participation can take is the resident council. A resident council is a group of public and assisted housing residents who organize by holding elections for officers and adopting by-laws that serve as a roadmap for how the council will conduct its business. The council's democratically elected board must consist of five board members who have been elected by the voting membership.

In accordance with the Department of Housing and Urban Development (HUD) Code of Federal Regulations (CFR)§ 964.100, the role of the resident councils to improve the quality of life and resident satisfaction and to participate in self-help initiatives that enable residents to create a positive living environment for families living in public housing.

The Public Housing Authority (PHA) must acknowledge a duly elected resident council as the one voice of the residents and support its tenant participation activities. These groups play a part in improving the quality of life for Public Housing communities and bring a wide variety of issues to the attention of PHA from safety and unit to pet and eviction policies.

Today, NRHA recognizes the dedication, commitment and hard work of the eight active resident councils from these communities:

Mid-rises (Advisory Councils):

Bobbitt
Cottage Bridge
Franklin Arms
Partrea
Sykes

Family communities (Tenant Management Councils):

Calvert Square
Diggs Town
Grandy Village



COMMISSIONERS' MONTHLY CONTRACT REPORT –
Meeting Date: OCTOBER 14, 2021

As set forth in Resolution No. 8053 adopted January 23, 1995, the below listed contracts, change orders, and bid activities are for the Commissioners' information only, and no vote is required.

September 30, 2021

New contracts issued between \$30,000 and \$99,999:	<i>Contract Ceiling</i>	A	B	C
1. None				
New contracts issued for \$100,000 and over:	<i>Contract Ceiling</i>	A	B	C
1. F1026 - Sentry Force Security, LLC (Armed Security)	168,652.80	O		FF
New task orders issued for \$30,000 and over:	<i>Contract Ceiling</i>	A	B	C
1. None				
New Interagency Agreements for \$30,000 and over:	<i>Contract Ceiling</i>	A	B	C
1. None				
Change orders issued for \$30,000 and over:	<i>Contract Ceiling</i>	A	B	C
1. None				
Options exercised for \$30,000 and over:	<i>Contract Ceiling</i>	A	B	C
1. None				

A. KEY to contract type:

C – Construction O – Other than Professional Services
P – Professional Services G – Goods, Equipment, Materials, etc.

B. KEY to ownership type, new contracts only:

M – Minority owned 3 – Section 3 W – Woman owned

C. KEY to Funding:

FF – Fully Funded IF – Incrementally Funded

BID ACTIVITY FOR CONTRACTS \$100,000 AND ABOVE
FOR THE MONTH ENDING SEPTEMBER 30, 2021

F1026 - Sentry Force Security, LLC - \$168,652.80

Norfolk Redevelopment and Housing Authority solicited for competitive proposals from licensed and qualified security contractors interested in entering into an agreement to provide armed security services for six (6) NRHA owned/ managed, multi-family public housing communities, located in Norfolk, Virginia.

A Request for Proposal (RFP) was advertised and subsequently issued on July 9, 2021 with proposals due by August 9, 2021. The final date for questions was Thursday, July 22, 2021. All questions were to be submitted in writing and emailed to rpotts@nrha.us. After that date questions were not accepted. Amendment A001 was issued on July 12, 2021 with zoom meeting non-mandatory correction to the solicitation. Amendment A002 was issued on July 26, 2021 changes to Scope of Work Sections Section B. Section B3 Service Requirements with questions and answers. Amendment A003 issued on July 27, 2021 Attached Non-Collision Affidavit and Amendment A004 issued on July 29, 2021 Address correction for proposal submission.

Six (6) proposals were received in response to the RFP. The proposals were evaluated according the requirements of the solicitation.

The resultant scoring was as follows:

<u>Sentry Force Security, LLC</u>	<u>97.07</u>
<u>Security Solutions Group & Investigative Services (SSGIS)</u>	<u>91.57</u>
<u>Samaritan Protective Services</u>	<u>76.03</u>
<u>Signal 88 Security Hampton Roads</u>	<u>72.85</u>
<u>United Security Forces</u>	<u>39.50</u>
<u>Devine Professional Consulting Group</u>	<u>23.80</u>

Award was made to Sentry Force Security, LLC in the amount of \$168,652.80

Project Based Vouchers (Provided for Information Purposes only)

NRHA solicited applications under the Project-Based Voucher (PBV) program from property owners and developers for new construction, rehabilitated housing, adaptive reuse of existing structures, or existing housing for residential housing developments in the boundaries of the City of Norfolk and Neighboring Jurisdictions.

The RFP was advertised and subsequently issued on July 15, 2021 with proposals due by August 26, 2021. The final date for questions was Friday, August 13, 2021. All questions were to be submitted in writing and emailed to rpotts@nrha.us. After that date questions were not accepted. Amendment A001 was issued on July 29, 2021 with correction to proposal submittal address. Amendment A002 was issued on August 17, 2021 with questions and answers.

Under this RFP a maximum of 130 Project Based Vouchers were to be awarded.

Based on the technical evaluation the following firms were awarded Project Based Vouchers:

1. BSE Enterprise, LLC – Seventy-Eight@ St. Paul's (8) Project Based Vouchers
2. Brinshore Development LLC – TWG A1 Apartments (29) Project Based Vouchers
3. Brinshore Development LLC - TWG A2 Apartments (35) Project Based Vouchers
4. WODA Cooper Companies Carney Place (20) Project Based Vouchers
5. TRG Community Development. LLC – ASPIRE Apartments (21) Projected Based Vouchers



Anticipated Requests for Proposals, Quotations and Invitations for Bids October 2021

RFP , Janitorial Services Housing Operations Bldg.	Oct-21	Facilities Management
IFB , Printing Services - Checks, Envelopes, 1099s	Oct-21	Finance/Client Services
IFB , Tidewater Garden Demolition Phase 2A, 2B, 2C, & 4A	Oct-21	DCM
IFB , Tidewater Gardens Abatement Phase 2A, 2B, 2C, & 4A	Oct-21	DCM
RFP , Pleasant Ave Sewer Line Installation	Oct-21	DCM
RFP , Banking Services	Oct-21	Finance
IFB , NRHA Bobbitt Midrise Window Replacement	Oct-21	DCM
IFB , Glass Replacement (As-needed)	Oct-21	Property Management
Recently Removed (*this section is added for continuity)		
RFP , Sewer Wastewater System Inspections and Cleaning Services	In Evaluation	Facilities Maintenance
RFP , Project Based Voucher (PBV) for Projects within the Boundaries of the City of Norfolk for replacement units for the Tidewater Gardens/St. Paul's Area Choice Neighborhoods Transformation Projects	Awarded	Property Management
RFP , Armed Security Guard Services - 6 Communities	Awarded	Property Management
RFP , Guy Avenue Brick Wall Replacement	Awarded	DCM

RFP = Request for Proposal (Price + Factored Criteria)

IFB = Invitation for Bid (Price Only Criteria)

RFQ = Request for Qualifications



COMMISSIONERS' CASH ADVANCES STATUS REPORT

As set forth in Resolution No. 9043 adopted November 15, 2010, listed below are disbursed balances advanced for approved budgeted activities
Commissioner's information only, and no vote is required.

		September 30, 2021						
Outstanding Uses		Drawn, Funding in Transit	To Be Drawn	Other Program Earnings/ Reserves	Total Amount	Projected Repayment Date	Repayment Source	
<i>Development Division Disbursements</i>								
1	Home	\$ -	157,105	-	157,105	a	Oct-21	Reimbursement Request - City Contract
2	City General Fund & Capital Improvement	134,589	19,556	-	154,145	b	Oct-21	Reimbursement Request - City Contract
3	Coronavirus Relief Funds	156,350		-	156,350	c	Oct-21	Reimbursement Request - City Contract
<i>Housing Division Initiatives</i>								
4	VA Dept of Rail & Public Transportation	-	-	10,879	10,879		Jun-22	Earnings from Other Programs Budgeted
5	Out of School Youth	-	-	-	0		Oct-21	Reimbursement Request - Hampton Roads Workforce Council
<i>Other</i>								
6	Executive Director Contingency Fund	-	-	40,096	40,096		Jun-22	Earnings from Other Programs Budgeted
7	Core Business Services	-	-	222,408	222,408		Jun-22	Earnings from Other Programs Budgeted
8	Communications & Govt. Relations	-	-	56,359	56,359		Jun-22	Earnings from Other Programs Budgeted
9	CNI	-	327,490	-	327,490		Oct-21	Reimbursement Request - HUD
10	Earnings from other programs	-	-	-329,742	-329,742			Merrimack & Oakmont
Total Outstanding Advances		\$ 290,939	504,151	0	795,090	d **		

a Prior & current year contracts for the Home program.

b Prior year & current year contracts for CIP programs.

c Current year contract for Coronavirus Relief Fund program.

d Other temporary advances also exists, ie. A/R Diggs Phase 1 Relocation- \$20,047, A/R Diggs Phase 1 Temp Construction loan 413,225, A/R ROI -\$92,600 , A/R CIP - \$573,158 A/R Pleasant Ave & Pretty Lake Ave - \$1,030.804, A/R Tidewater Gardens \$ 21,500, A/R Hunton YMCA - \$30,830, A/R CNI Brinshore \$280,909 - **TOTAL \$2,463,073**

Additional commitments totaling \$170,642 have been made for these initiatives.



To: Board of Commissioners

From: D. Scott Pontz, Chief Financial Officer

CC: Ronald Jackson, Executive Director, Virginia Mack, Deputy Executive Director

Subject: Financial Reporting for the Months of June 2021, and August 2021

Date: October 11, 2021

Financial Highlights

June 30, 2021

The NRHA finance staff has completed and submitted the un-audited financial statements for June 30, 2021. This submission is in the form of an internet upload to the Department of Housing and Urban Development's Real Estate Assessment Center (REAC). The submission will be reviewed by HUD staff and either approved, approved conditionally (with further clarification provided later with the audit), or returned to NRHA for clarification or correction.

Jump Perry and Co, CPAs are scheduled to begin work on the FY 2021 NRHA audit during the second week of October. They will send a team on site this year to perform compliance testing work that week. Staff will be prepared and is working on compiling the first reports for the audit team.

Financial Highlights

August 31, 2021

A detailed explanation of the format and content of the statements as presented last month remains below in the section "Walk through of financial statements". Changes have been made to this section to help you better gauge how we are doing with respect to areas of

concern.

Statements provided for August are:

Housing Choice Voucher Program (Section 8) administration,
RAD communities in summary,
Tax Credit Partnerships in summary,
City View Tower,
Merrimack Landing,
Oakmont North,
Public Housing communities in summary and individually,
Central Office Cost Center Administrative Overhead,
Specialized Maintenance.

We have the ability to provide these statements for any and all operating instruments of the authority.

Below, and as a central piece of this information to be provided monthly you will find a narrative outlining the financial highlights of the agency for the period covered. This is intended as an attempt to answer your questions in advance and provide you with the background information needed to understand the content of the statements as provided.

Walk through of financial statements

Headings across the top for the statement are to define the time frames contained within the statements. The "Monthly" columns will always reflect the most recent month as a stand-alone. Actual columns denote the revenue and expenses recorded for the month, while the budget column denotes 1/12 of the annual approved operating budget. The YTD columns reflect the timeframe of the fiscal period to the date of the statements. The YTD column for August denotes two months of operations and a pro-rated 2/12 of the annual approved operating budget. We have shaded the "YTD" columns blue to have them stand apart from the "Monthly".

The "variance" columns are extremely important as they show how the project performed during the period shown. In the case of the first line in HVCP, "Operating Subsidy", the variance indicates that NRHA received \$18,510 less than expected for the year to date. Positive numbers in the variance column are always "good". Negative values in this column indicate that revenue was below budget, or expenses were above. This is the first step staff takes in review, determine if variances in particular lines are sufficient to produce a detailed review.

In an effort to clarify what is in each row I have worked up the below highlights.

- Operating subsidy denotes funds received for operations from an outside entity. Usually HUD, but in some cases this would be from the City or even from NRHA itself in the cases of RAD and LIHTC projects.
- Other revenue is the miscellaneous category. It covers any revenue not picked up specifically in other lines. In the case of Young Terrace it was a forfeiture of FSS and rent received from the food bank.
- Tenant Rent is precisely that. This line is not mingled with any other information. It must be noted that through HUD's prescription to use accrual accounting methodology this shows charges, not collections.
- Tenant Revenue is where we capture all other charges paid to us by residents: damage charges, late fees etc.
- Admin Salary is also self-explanatory. The importance of this area dictates it not be mingled with any other expense.
- Fringe Benefits is also stand alone. In this line are: Health benefits, VRS retirement, etc.
- Fee expense is where we capture all fees that are paid either to our Central Office Cost Center or to outside managers. In the case of Young Terrace this is the HUD mandated safe harbor management, book keeping and asset management fees.
- General expense is a HUD defined category. Here you will find insurance, collection losses, interest expense, PILOT or real estate tax and other expenditures which in HUD's definition do not fit anywhere else. You will note in Young Terrace this is the only area of the expense side showing a negative variance. These are the kinds of things I hope to explain in this narrative monthly. In this case the annual insurance bills are paid in July and thus for the fiscal year most of the insurance shows in the first month.
- Maintenance expense is the are for any expense for the routine maintenance of the property that is not salary.
- Maintenance salary is a line solely for salary expense as with administration above.
- Other administrative expenses encompass administrative cost that are not salary. It is the largest assembly of different items on the report. Examples of items within this line are: Legal, audit, telephone, office supply, copier leases, rents paid, court costs, bank fees etc.
- Protective Services denotes security expenses.
- Tenant Service is all labor, contracts, relocation and tenant

organization expenses for a given project.

- Utility expense includes water and sewer, electricity, natural gas and waste disposal expenses.
- The “Other outflows” section will highlight items affecting the cash flow of a project while not being a traditional income or expenses. Items that will be found here include replacement reserve deposits, operating transfers, and on a future version, debt principle payments.
- The net income line is where the reader can note how a project is operating irrespective of budget. A positive number indicates revenues exceed expenses and the project is “in the black”. A negative number indicates the opposite and that the project is “in the red”. On this line the reader can determine two outcomes. First, how is the project doing? This is the figure on the net income line of the YTD actual columns. In HCVP Admin there is a YTD a net income of \$(2,878). Second, how is the project doing against budget? This is the figure on the net income line in the YTD variance column. In the case of HCVP Admin we are \$41,234 better than budget. So the very high level conclusion is that while this project is in the red as to actual performance it is performing much better than the budget expectations through two months.

General Notes across all projects

- Owing to HUD’s guidance on accrual of expenses the month of August is the first “full” month of the year but year to date can still look light due the fiscal year end accruals. Staff has equalized certain expenses such as utility costs where appropriate.
- Salary expense also appears light due to year end accruals. As noted last month July payroll expense is 8 days short of a whole month as this expense was charged back to June. Payroll will appear light until the first month where we charge three payrolls. At that point it will stabilize.

Housing Choice Voucher Program Administration (HCVP) For the month ended August 31, 2021

- The HCVP administrative revenue for August was \$233,953. It is the expectation of staff that through increased leasing we will meet and likely exceed budgeted administrative revenue for the year.
- The program as a whole is running \$41,234 ahead of budget expectations as of

August 31. Analysis indicates the under-budget line items are salary expenses which as noted above tend to look low until the first three payroll month. It is staff's expectations that this will even out over time.

Rental Assistance Demonstration (RAD)

For the month ended August 31, 2021

- Total RAD project rents and other revenues exceed budget for August by \$16,080.
- Expense variances for the RAD properties are all in the positive owing to the factors noted in the general notes section above. Maintenance costs continue to run below budget expectations for the year.

Low Income Housing Tax Credits

For the month ended August 31, 2021

- Reports generated for this category note one month of operations as the results are compared to the NRHA master budget on a fiscal basis. Reports for individual property investors are also prepared using investor approved budgets representing seven months of operations.
- Diggs Town Phase I
 - Diggs Phase I remains in active rehab. Revenue results for July and August are in excess of budget.
 - The net income (loss) for the property is \$26,765 through August.
 - Other administrative expenses are in excess of budget due to the timing of the payment for audit and tax preparation. This is a one-time cost and will stabilize as we move further into the year.
- Grandy 70 LP
 - The net income (loss) for the property is \$32,969 through August.
 - The Grandy 70 project is currently in its break-even period. During this period the property must maintain a certain operating level in order to qualify for the final installment of equity from the limited partner. This installment is scheduled to pay off the construction loan. We note that due to utility usage and higher than expected maintenance costs the project is not meeting its expectations and the final installment of equity is as of this date not scheduled to be paid in.
- Grandy Village LP (Grandy Revite)
 - The net income (loss) for the property is (\$10,979) through August but it is performing better than budget.
 - Revenue is in excess of budget.

- Partrea LP (Cottage Bridge)
 - The net income (loss) for the property is \$13,587 through August.

Business Activities

For the month ended August 31, 2021

- City View Tower
 - The net income (loss) for the property is \$40,807 through August.
 - Budgeted parking garage work having has begun.
 - 38% of rental income reported is coming from NRHA.
- Merrimack Landing
 - The net income (loss) for the property is \$516,791 through August.
 - Timing of expenses contributes to this result, which will stabilize closer to the budgeted amount.
- Oakmont North
 - The net income (loss) for the property is \$375,358 through August.
 - Maintenance expense is far under budget and is expected to stabilize toward the budgeted amount as the year progresses.
 - Rental income exceeds budget for the year to date

Low Income Housing Program

For the month ended August 31, 2021

- The net income (loss) for the program is (\$254,448) through August.
- Tenant rents for the public housing program are 1.5% below expectation. There is a shortfall in Oakleaf Forrest that accounts for most of the amount.
- Subsidy revenue is subject to appropriations and is short of expectations due to a HUD adjustment on Young Terrace.
- Expense variances program wide are generally positive due mostly to the factors discussed above.
- Several individual properties are showing a negative expense variance in the general expense category. This is due to the timing of the annual property and liability insurance payments. Other administration expense variance is due to an annual computer licensing charge that hits in August.

Central Office Cost Center Overhead
For the month ended August 31, 2021

- The net income (loss) for this program area is (\$285,195) through August
- Analysis of the August results shows the expenses for these projects are \$159,551 below budget.
- Salary expense as noted above is generally low at this time of year but there are vacant positions in this cost center would will be contributing to aggregated savings.
- In August this area also had a computer license expense exceeding 100K that is not a recurring cost.

Central Office Cost Center Maintenance
For the month ended August 31, 2021

- Analysis of the August results shows the expenses for these projects are \$178,456 below budget.
- Savings on staff turnover are attributing to the result.

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

HCV

HCV Administration

For the month ended August 31, 2021

		Monthly Actual	Monthly Budget	Variance	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0
	Operating Subsidy	233,953	243,208	(9,255)	467,906	486,416	(18,510)	2,918,501
	Other Revenue	2,922	1,040	1,882	5,565	2,080	3,485	12,484
	Tenant Rent	0	0	0	0	0	0	0
	Tenant Revenue	1,255	0	1,255	1,255	0	1,255	0
Total Revenue		\$ 238,130	\$ 244,248	\$ (6,118)	\$ 474,726	\$ 488,496	\$ (13,770)	\$ 2,930,985
Expenses	Admin Salary	76,587	75,522	(1,065)	122,525	151,044	28,519	906,255
	Capital Improvement	0	0	0	0	0	0	0
	Employee Benefits	36,246	38,314	2,068	72,573	76,628	4,055	459,751
	Fee Expense	74,588	76,286	1,699	148,844	152,572	3,729	915,424
	General Expense	3,828	5,958	2,130	11,931	11,916	(15)	71,501
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	0	0	0	0	0	0	0
	Maintenance Salary	21,868	28,162	6,294	34,920	56,324	21,404	337,941
	Other Administrative Expense	70,431	42,054	(28,377)	86,813	84,108	(2,705)	504,610
	Protective Services	0	0	0	0	0	0	0
	Tenant Services Expense	0	8	8	0	16	16	100
	Utility Expense	0	0	0	0	0	0	0
Total Expenses		283,548	266,304	(17,244)	477,604	532,608	55,004	3,195,582
Other OutFlows	Operating Transfer in	0	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0	0
Total Other OutFlows		0	0	0	0	0	0	0
Net (income) loss		\$ (45,418)	\$ (22,056)	\$ (23,362)	\$ (2,878)	\$ (44,112)	\$ 41,234	\$ (264,597)

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

RAD – PBV

For the month ended August 31, 2021

		Franklin Arms	Grandy Ph V	North Wellington	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0
	Operating Subsidy	61,314	5,997	9,609	153,661	134,264	19,397	805,584
	Other Revenue	152	23	64	476	816	(340)	4,892
	Tenant Rent	22,688	5,789	8,538	75,333	78,116	(2,783)	468,699
	Tenant Revenue	639	0	0	686	880	(194)	5,279
Total Revenue		\$ 84,793	\$ 11,809	\$ 18,211	\$ 230,156	\$ 214,076	\$ 16,080	\$ 1,284,454
Expenses	Admin Salary	4,724	409	111	8,370	13,044	4,674	78,250
	Capital Improvement	0	0	0	0	0	0	0
	Employee Benefits	3,517	660	143	8,768	10,392	1,624	62,307
	Fee Expense	8,117	1,310	2,047	22,949	25,560	2,611	153,356
	General Expense	5	41	0	2,129	16,066	13,937	96,402
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	22,951	1,591	6,231	40,806	97,850	57,044	587,064
	Maintenance Salary	3,519	747	286	7,592	9,762	2,170	58,572
	Other Administrative Expense	2,943	462	275	4,524	5,442	918	32,564
	Protective Services	4	116	0	176	13,348	13,172	80,093
	Tenant Services Expense	307	293	0	935	2,680	1,745	16,078
	Utility Expense	13,012	3,270	347	21,275	30,870	9,595	185,214
Total Expenses		\$ 59,098	\$ 8,900	\$ 9,440	\$ 117,525	\$ 225,014	\$ 107,489	\$ 1,349,900
Other OutFlows	Operating Transfer in	0	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	(8,750)	(400)	(625)	(19,550)	(19,550)	0	(117,300)
Total Other OutFlows		\$ (8,750)	\$ (400)	\$ (625)	\$ (19,550)	\$ (19,550)	\$ -	\$ (117,300)
Net (income) loss		\$ 16,945	\$ 2,509	\$ 8,146	\$ 93,081	\$ (30,488)	\$ 123,569	\$ (182,746)

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

LIHTC Partnership

For the month ended August 31, 2021

		Diggs Ph I	Grandy 70	Grandy Revite	Partrea LP	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0	0
	Operating Subsidy	125,461	79,196	106,089	32,180	769,398	693,886	75,512	4,163,305
	Other Revenue	0	0	3,678	0	7,554	15,688	(8,134)	94,106
	Tenant Rent	42,616	23,832	96,083	14,664	354,257	331,480	22,777	1,988,876
	Tenant Revenue	150	0	667	48	1,020	3,784	(2,764)	22,698
Total Revenue		\$ 168,227	\$ 103,028	\$ 206,517	\$ 46,892	\$ 1,132,229	\$ 1,044,838	\$ 87,391	\$ 6,268,985
Expenses	Admin Salary	8,245	1,780	6,491	2,030	30,686	59,638	28,952	357,815
	Capital Improvement	0	0	0	0	0	0	0	0
	Employee Benefits	11,713	2,910	11,617	998	56,223	70,908	14,685	425,396
	Fee Expense	17,015	5,135	22,232	3,009	92,439	106,280	13,841	637,678
	General Expense	6,598	14,758	16,752	10,410	82,179	95,290	13,111	571,696
	Housing Assistance Payments	0	0	0	0	0	0	0	0
	Maintenance Expense	21,597	8,836	23,913	6,161	100,581	187,246	86,665	1,123,420
	Maintenance Salary	15,303	3,306	13,888	2,133	59,190	80,454	21,264	482,721
	Other Administrative Expense	6,517	2,822	7,859	1,844	37,567	25,462	(12,105)	152,753
	Protective Services	6,615	3,550	59,871	2,720	44,103	51,122	7,019	306,723
	Tenant Services Expense	1,614	1,293	5,717	241	12,742	30,746	18,004	184,441
	Utility Expense	46,247	25,670	57,638	3,760	291,477	337,200	45,723	2,023,194
Total Expenses		\$ 141,462	\$ 70,060	\$ 225,977	\$ 33,305	\$ 807,187	\$ 1,044,346	\$ 237,159	\$ 6,265,837
Other OutFlows	Operating Transfer in	0	0	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0	0
	Replacement Reserve	0	0	8,481	0	1,606	(24,850)	26,456	(149,100)
Total Other OutFlows		\$ -	\$ -	\$ 8,481	\$ -	\$ 1,606	\$ (24,850)	\$ 26,456	\$ (149,100)
Net (income) loss		\$ 26,765	\$ 32,969	\$ (10,979)	\$ 13,587	\$ 326,647	\$ (24,358)	\$ 351,005	\$ (145,952)

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

Business Activity

City View Tower

For the month ended August 31, 2021

		Monthly Actual	Monthly Budget	Variance	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0
	Operating Subsidy	0	0	0	0	0	0	0
	Other Revenue	11,149	10,705	444	11,149	21,410	(10,261)	128,457
	Tenant Rent	0	0	0	0	0	0	0
	Tenant Revenue	144,356	133,759	10,597	298,438	267,518	30,920	1,605,101
Total Revenue		\$ 155,505	\$ 144,464	\$ 11,041	\$ 309,587	\$ 288,928	\$ 20,659	\$ 1,733,558
Expenses	Admin Salary	0	0	0	0	0	0	0
	Capital Improvement	0	41,667	41,667	0	83,334	83,334	500,000
	Employee Benefits	0	0	0	0	0	0	0
	Fee Expense	8,794	2,171	(6,623)	10,010	4,342	(5,668)	26,047
	General Expense	37,481	68,286	30,805	74,543	136,572	62,029	819,432
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	20,735	27,430	6,695	52,107	54,860	2,753	329,160
	Maintenance Salary	0	0	0	0	0	0	0
	Other Administrative Expense	36,817	677	(36,140)	37,511	1,354	(36,157)	8,123
	Protective Services	6,580	15,100	8,520	38,429	30,200	(8,229)	181,200
	Tenant Services Expense	0	42	42	0	84	84	500
	Utility Expense	35,454	30,758	(4,696)	56,179	61,516	5,337	369,096
Total Expenses		145,860	186,131	40,271	268,780	372,262	103,482	2,233,558
Other OutFlows	Operating Transfer in	0	41,667	(41,667)	0	83,334	(83,334)	500,000
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0	0
Total Other OutFlows		0	41,667	(41,667)	0	83,334	(83,334)	500,000
Net (income) loss		\$ 9,645	\$ -	\$ 9,645	\$ 40,807	\$ -	\$ 40,807	\$ -

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

Business Activity

Merrimack Landing

For the month ended August 31, 2021

		Monthly Actual	Monthly Budget	Variance	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0
	Operating Subsidy	0	0	0	0	0	0	0
	Other Revenue	37	0	37	68	0	68	0
	Tenant Rent	461,571	470,594	(9,023)	1,009,026	941,188	67,838	5,647,127
	Tenant Revenue	8,599	0	8,599	15,612	0	15,612	0
Total Revenue		\$ 470,206	\$ 470,594	\$ (388)	\$ 1,024,706	\$ 941,188	\$ 83,518	\$ 5,647,127
Expenses	Admin Salary	12,939	53,460	40,521	31,442	106,920	75,478	641,518
	Capital Improvement	0	0	0	0	0	0	0
	Employee Benefits	7,728	12,476	4,748	20,422	24,952	4,530	149,706
	Fee Expense	16,568	28,139	11,571	31,489	56,278	24,789	337,669
	General Expense	92,700	119,411	26,711	167,916	238,822	70,906	1,432,941
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	46,791	73,291	26,500	90,554	146,582	56,028	879,468
	Maintenance Salary	19,181	0	(19,181)	50,026	0	(50,026)	0
	Other Administrative Expense	17,253	9,326	(7,927)	34,356	18,652	(15,704)	111,905
	Protective Services	3,250	4,320	1,070	7,125	8,640	1,515	51,840
	Tenant Services Expense	0	558	558	0	1,116	1,116	6,692
	Utility Expense	36,627	36,632	5	74,585	73,264	(1,321)	439,588
Total Expenses		253,036	337,613	84,577	507,915	675,226	167,311	4,051,327
Other OutFlows	Operating Transfer in	0	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0	0
Total Other OutFlows		0	0	0	0	0	0	0
Net (income) loss		\$ 217,170	\$ 132,981	\$ 84,189	\$ 516,791	\$ 265,962	\$ 250,829	\$ 1,595,800

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

Business Activity

Oakmont North

For the month ended August 31, 2021

		Monthly Actual	Monthly Budget	Variance	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0
	Operating Subsidy	0	0	0	0	0	0	0
	Other Revenue	489	0	489	4,047	0	4,047	0
	Tenant Rent	39,068	375,038	(335,970)	826,837	750,076	76,761	4,500,451
	Tenant Revenue	13,070	0	13,070	19,073	0	19,073	0
Total Revenue		\$ 52,626	\$ 375,038	\$ (322,412)	\$ 849,957	\$ 750,076	\$ 99,881	\$ 4,500,451
Expenses	Admin Salary	12,129	14,494	2,365	30,729	28,988	(1,741)	173,933
	Capital Improvement	92,452	0	(92,452)	92,452	0	(92,452)	0
	Employee Benefits	6,964	10,417	3,453	16,244	20,834	4,590	125,007
	Fee Expense	15,383	23,528	8,145	27,616	47,056	19,440	282,340
	General Expense	33,217	18,093	(15,124)	19,334	36,186	16,852	217,131
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	69,865	116,138	46,274	103,937	232,276	128,339	1,393,651
	Maintenance Salary	21,484	27,789	6,305	56,113	55,578	(535)	333,464
	Other Administrative Expense	9,124	13,225	4,101	20,167	26,450	6,283	158,696
	Protective Services	5,128	4,596	(532)	12,108	9,192	(2,916)	55,152
	Tenant Services Expense	0	548	548	0	1,096	1,096	6,576
	Utility Expense	43,636	49,690	6,054	95,899	99,380	3,481	596,281
Total Expenses		309,381	278,518	(30,863)	474,599	557,036	82,437	3,342,231
Other OutFlows	Operating Transfer in	(2,355)	0	(2,355)	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0	0
Total Other OutFlows		(2,355)	0	(2,355)	0	0	0	0
Net (income) loss		\$ (259,110)	\$ 96,520	\$ (355,630)	\$ 375,358	\$ 193,040	\$ 182,318	\$ 1,158,220

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

LIPH

For the month ended August 31, 2021

		Bobbit Apts	Calvert Square	Diggs Town	Grandy Village	Hunter Square Apts	Oakleaf Forrest	Partrea Apts
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	0	0
	Operating Subsidy	19,491	144,340	75,189	7,752	29,221	124,950	30,701
	Other Revenue	0	4,186	101	0	1	1	1
	Tenant Rent	26,781	81,263	31,737	0	25,008	43,890	32,998
	Tenant Revenue	9	687	56	0	10	851	1,630
Total Revenue		\$ 46,281	\$ 230,475	\$ 107,082	\$ 7,752	\$ 54,240	\$ 169,692	\$ 65,330
Expenses	Admin Salary	5,124	11,679	3,203	0	5,224	10,239	3,874
	Capital Improvement	0	0	0	0	0	0	0
	Employee Benefits	3,144	17,107	5,802	0	2,984	13,228	2,186
	Fee Expense	6,807	25,150	7,983	0	7,452	20,820	9,264
	General Expense	26	2,075	130	(680)	3	1,813	7
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	10,635	46,926	26,528	0	19,625	46,235	16,600
	Maintenance Salary	2,976	29,104	7,055	0	3,869	15,632	2,251
	Other Administrative Expense	2,109	6,869	3,623	0	92,264	10,890	2,697
	Protective Services	3,518	2,083	1,186	0	3	2,143	4
	Tenant Services Expense	258	4,585	2,341	0	1,837	4,395	984
	Utility Expense	2,033	85,439	21,753	0	6,149	69,035	6,454
Total Expenses		\$ 36,630	\$ 231,017	\$ 79,604	\$ (680)	\$ 139,411	\$ 194,430	\$ 44,322
Other OutFlows	Operating Transfer in	0	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0	0
Total Other OutFlows		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net (income) loss		\$ 9,652	\$ (542)	\$ 27,478	\$ 8,432	\$ (85,171)	\$ (24,737)	\$ 21,008

Scattered Sites	Sykes Apts	Tidewater Gardens	Young Terrace	YTD Actual	YTD Budget	YTD Variance	Annual Budget
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
2,075	28,026	307,546	136,900	2,224,301	2,472,754	(248,453)	14,836,544
0	0	3	329	12,733	9,278	3,455	55,667
6,788	21,671	70,683	204,875	1,091,156	1,105,828	(14,672)	6,634,967
15	891	(391)	616	7,009	44,582	(37,573)	267,488
\$ 8,878	\$ 50,589	\$ 377,841	\$ 342,720	\$ 3,335,199	\$ 3,632,442	\$ (297,243)	\$ 21,794,666
781	4,301	16,426	25,151	137,209	187,390	50,181	1,124,344
17,750	0	0	0	17,750	0	(17,750)	0
1,843	3,091	17,528	25,054	180,891	203,326	22,435	1,219,913
1,013	6,663	58,332	59,622	405,565	447,012	41,447	2,682,103
204	77	1,503	4,020	293,077	284,656	(8,421)	1,707,858
0	0	0	0	0	0	0	0
3,576	22,833	44,429	97,683	662,303	805,338	143,035	4,831,899
396	3,372	13,773	28,166	168,273	241,844	73,571	1,451,072
165	2,479	20,201	17,137	171,134	81,648	(89,486)	489,815
0	3	4,487	4,945	138,833	141,664	2,831	849,956
5,159	1,397	4,824	2,289	45,699	70,806	25,107	424,860
22	19,690	192,306	281,576	1,368,913	1,376,864	7,951	8,261,162
\$ 30,908	\$ 63,907	\$ 373,809	\$ 545,644	\$ 3,589,647	\$ 3,840,548	\$ 250,901	\$ 23,042,982
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ (22,030)	\$ (13,319)	\$ 4,032	\$ (202,924)	\$ (254,448)	\$ (208,106)	\$ (46,342)	\$ (1,248,316)

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

COCC

For the month ended August 31, 2021

Program COCC

Type	Subtype Board	Sum of YTD Actual					
		555 East Main St	Administration	Assistant ED and CF	Budget and Compli	Core Business servi	Development Indirect
Revenue	Capital Subsidy	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0
	Management Fee Revenue	0	0	0	0	0	2,344
	Operating Subsidy	0	0	0	0	0	0
	Other Revenue	0	0	0	0	0	0
	Tenant Rent	0	0	0	0	0	0
	Tenant Revenue	128,200	0	0	0	0	0
Total Revenue		\$ 128,200	\$ -	\$ -	\$ -	\$ -	\$ 2,344
Expenses	Admin Salary	0	29,796	16,346	18,953	0	0
	Capital Improvement	0	0	0	0	0	0
	Employee Benefits	2,231	13,454	5,531	9,546	15,095	0
	Fee Expense	0	0	0	0	0	0
	General Expense	0	0	0	0	0	0
	Housing Assistance Payments	0	0	0	0	0	0
	Maintenance Expense	231	0	0	0	0	0
	Maintenance Salary	3,552	0	0	0	0	0
	Other Administrative Expense	121,265	18,433	1,615	7,334	174,217	2,344
	Protective Services	0	0	0	0	0	0
	Tenant Services Expense	0	0	0	0	0	0
	Utility Expense	0	0	0	0	0	0
Total Expenses		\$ 127,279	\$ 61,683	\$ 23,492	\$ 35,833	\$ 189,312	\$ 2,344
Other OutFlows	Operating Transfer in	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0
Total Other OutFlows		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net (income) loss		\$ 920	\$ (61,683)	\$ (23,492)	\$ (35,833)	\$ (189,312)	\$ 0

Sum of YTD Actual									
ED Contingency	Executive Office	Finance	Government Relations	Housing Indirect	Human Resources	Information Technnc	LIPH Contracts	Management Fees	
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	365	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
\$ -	\$ -	\$ 365	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0	29,647	81,119	29,519	87,692	36,435	45,302	24,506	219	
0	0	0	0	0	0	0	0	0	
0	10,302	49,579	12,770	35,342	19,619	21,501	11,252	6,746	
0	0	0	0	0	0	0	21,749	0	
635	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
13,776	14,313	17,990	11,522	16,056	10,257	9,524	0	1,042	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
\$ 14,411	\$ 54,262	\$ 148,688	\$ 53,811	\$ 139,090	\$ 66,311	\$ 76,327	\$ 57,507	\$ 8,007	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
\$ (14,411)	\$ (54,262)	\$ (148,323)	\$ (53,811)	\$ (139,090)	\$ (66,311)	\$ (76,327)	\$ (57,507)	\$ (8,007)	

Sum of YTD Actual				Total Sum of Monthly actual	Total Sum of Monthly budget	Total Sum of Monthly Variance
Procurement	Revenue	Special Projects	Adi Structured Finance			
0	0	0	0	0	0	0
0	0	0	0	0	25,974	(25,974)
0	973,605	0	0	498,368	499,371	(1,003)
0	0	0	0	0	0	0
0	0	94,449	0	85,005	50,616	34,389
0	0	0	0	0	0	0
0	0	0	0	64,100	60,000	4,100
\$ -	\$ 973,605	\$ 94,449	\$ -	\$ 647,472	\$ 635,961	\$ 11,512
28,525	0	74,836	40,362	372,552	364,443	(8,108)
0	0	0	0	0	0	0
14,177	0	67,963	16,219	131,736	140,111	8,375
0	0	58,783	22,582	60,058	40,298	(19,760)
0	0	0	0	635	7,938	7,303
0	0	0	0	0	0	0
0	0	1,645	0	11,637	7,955	(3,682)
0	0	0	0	2,222	2,408	186
11,201	0	20,934	7,634	129,020	261,059	127,471
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	5,145	0	(5,145)
\$ 53,903	\$ -	\$ 224,162	\$ 86,797	\$ 713,006	\$ 824,213	\$ 106,639
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ (53,903)	\$ 973,605	\$ (129,713)	\$ (86,797)	\$ (65,534)	\$ (188,253)	\$ (95,127)

Total Sum of YTD Actual	Total Sum of YTD Budget	Total Sum of YTD Variance	Total Sum of Annual Budget
0	0	0	0
0	51,948	(51,948)	311,684
975,949	998,741	(22,792)	5,992,448
0	0	0	0
94,964	96,663	(1,699)	607,308
0	0	0	0
128,200	120,000	8,200	720,000
\$ 1,199,113	\$ 1,267,352	\$ (68,239)	\$ 7,631,440
590,046	728,887	138,841	4,373,310
0	0	0	0
311,327	280,223	(31,104)	1,681,302
103,114	80,596	(22,518)	483,581
2,455	15,876	13,421	95,249
0	0	0	0
22,282	15,910	(6,372)	95,468
3,552	4,816	1,264	28,896
446,387	517,551	71,164	3,132,672
0	0	0	0
0	0	0	0
5,145	0	(5,145)	0
\$ 1,484,307	\$ 1,643,858	\$ 159,551	\$ 9,890,478
0	0	0	0
0	0	0	0
0	0	0	0
\$ -	\$ -	\$ -	\$ -
\$ (285,194)	\$ (376,506)	\$ (227,791)	\$ (2,259,038)

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

COCC – Maint

(Multiple Items)

For the month ended August 31, 2021

		Monthly Actual	Monthly Budget	Variance	YTD Actual	YTD Budget	Variance	Annual Budget
Revenue	Capital Subsidy	0	0	0	0	0	0	0
	Loss on Sale	0	0	0	0	0	0	0
	Management Fee Revenue	332,456	349,932	(17,476)	759,913	699,864	60,049	4,199,142
	Operating Subsidy	0	0	0	0	0	0	0
	Other Revenue	99,111	66,154	32,957	161,373	132,308	29,065	793,850
	Tenant Rent	0	0	0	0	0	0	0
	Tenant Revenue	0	0	0	0	0	0	0
Total Revenue		\$ 431,567	\$ 416,086	\$ 15,481	\$ 921,286	\$ 832,172	\$ 89,114	\$ 4,992,992
Expenses	Admin Salary	0	0	0	0	0	0	0
	Capital Improvement	0	15,250	15,250	0	30,500	30,500	183,000
	Employee Benefits	66,265	73,718	7,453	133,310	147,436	14,126	884,613
	Fee Expense	62,483	77,836	15,353	145,843	155,672	9,829	934,002
	General Expense	0	9,737	9,737	0	19,474	19,474	116,842
	Housing Assistance Payments	0	0	0	0	0	0	0
	Maintenance Expense	142,414	135,760	(6,654)	260,156	271,520	11,364	1,629,068
	Maintenance Salary	149,395	160,925	11,530	237,820	321,850	84,030	1,931,077
	Other Administrative Expense	39,383	34,618	(4,765)	62,833	69,236	6,403	415,420
	Protective Services	0	0	0	0	0	0	0
	Tenant Services Expense	0	1,365	1,365	0	2,730	2,730	16,372
	Utility Expense	0	0	0	0	0	0	0
Total Expenses		459,940	509,209	49,269	839,962	1,018,418	178,456	6,110,394
Other OutFlows	Operating Transfer in	0	0	0	0	0	0	0
	Operating Transfer out	0	0	0	0	0	0	0
	Replacement Reserve	0	0	0	0	0	0	0
Total Other OutFlows		0	0	0	0	0	0	0
Net (income) loss		\$ (28,373)	\$ (93,123)	\$ 64,750	\$ 81,324	\$ (186,246)	\$ 267,570	\$ (1,117,402)



Agenda Item

NRHA Board of Commissioners

Subject: Rent Collection Efforts and Eviction Moratorium

Contact: Donna Mills, Chief Housing Officer

Date: October 14, 2021

BACKGROUND

Since the eviction moratorium became effective March 27, 2020, a concentrated effort at all NRHA properties has been made to notify residents of their delinquent balance and the fact that rent is still due and payable. In order to preempt the rent delinquencies, NRHA has notified residents through personal letters, monthly newsletters, the NRHA website and home visits to inform them that the eviction moratorium is not rent forgiveness and that monthly rent is still due and payable. All correspondence further informs the residents that in the event they are delinquent and have problems with paying their rent, they must notify their Property Manager. In the event they experienced a loss of income, interim adjustments to their rent will be processed to reflect their current income once their circumstances are reported and verified in accordance with NRHA policy.

Additional rental collection efforts are listed below:

- ▶ Semi-monthly letters are being issued to residents with outstanding balances on the 10th and the 15th of each month.
- ▶ The second letter requests that the resident contact the Property Manager directly in order to arrange an appointment for discussion of their rent amount and to assist in devising an appropriate strategy for payment or address the need for assistance.
- ▶ Families that respond or contact the Property Manager's office are referred for voluntary Financial Counselling.
- ▶ In the event there is no response from the second letter, the Property Managers are addressing the resident directly through home visits.
- ▶ Families are being referred to various churches and organizations to seek assistance with outstanding rent.
- ▶ Term agreements are being offered to families with extended repayment periods.

There have been several extensions of the eviction moratorium however the most recent moratorium expired on October 5, 2021. NRHA staff has continually worked with our residents to sign up for rental assistance through the Rent and Mortgage Relief Program. Information regarding this resource has been included in delinquency notices, community newsletters, and posted on NRHA's website and Social Media Account. The Rent Relief Programs (RRP) website <https://dmz1.dhcd.virginia.gov/RMRPEligibility/> allows the resident to log on and apply for assistance. Realizing that some residents may have difficulties, site staff were notified of the program and the manner in which to apply in order to assist residents if necessary.

As of September 30, 2021, 541 NRHA residents were delinquent for a total of \$517,072.96.

- ▶ 198 residents owe one month's rent - \$39,561.87
- ▶ 343 residents owe two or more months - \$477,511.09
- ▶ Three (3) residents owe more than \$10,000
- ▶ Twelve (12) residents owe between \$5,000 and \$10,000.
- ▶ One hundred twenty-two (122) residents owe between \$1,000 and \$5,000.
- ▶ Four hundred four (404) residents owe less than \$1,000

We have one hundred twelve (112) resident that have applied for rent relief funding with most of them still waiting for assistance. Sixty-seven (67) residents have been non-responsive to our outreach efforts.

On October 7, 2021 HUD published a new rule where tenants in HUD-subsidized public housing cannot be evicted for nonpayment without providing them 30 days' notice and information about available federal emergency rental assistance.

Elements of the new rule are not new. The 30-day notice requirement is part of the original COVID-19 relief package. But the change will be coupled with specific guidance for housing authorities on how to steer tenants toward the billions of dollars in available emergency rental assistance. It's also designed to buy some extra time for those funds to work their way through the system.

While waiting for further guidance from HUD on the new requirements NRHA will continue our concentrated efforts to address rental collection and keep residents informed of agencies that could possibly provide rental assistance and opportunity to enter into a repayment agreement.



Committee Notes

NRHA Board of Commissioners

Committee: Public Housing and Safety Committee	Meeting Date: September 27, 2021
Subject: Monthly Meeting Minutes	Executive Contact: Donna Mills

Committee Agenda and Attendees

Attendees: Don Musacchio, Rose Arrington, Donna Mills, Lysandra Shaw, Steve Morales, Karen Rose, and Yilla Smith

Agenda:

- I. COVID 19 Updates – Ron Jackson
- II. Diggs Town RAD Redevelopment – Lysandra Shaw
- III. St. Paul's Transformation/Choice Neighborhood Implementation Grant – Steve Morales
- IV. Community Engagement Updates – Kim Thomas
- V. Client Services Update – Yilla Smith
- VI. Property Management Updates – Donna Mills
- VII. Significant Events – Karen Rose

Policy Discussion

Donna Mills:

Good morning, everyone. We are going to start the Board of Commissioner's Housing & Safety Committee Meeting. We have with us in the room Mr. Don Musacchio, our Chair of the Board, Karen Rose, Steve Morales and Lysandra Shaw. Yilla Smith is with us virtually and Ron Jackson and Kim Thomas are unfortunately unable to join us.

COVID-19 Updates

Donna Mills:

HR is currently surveying our staff about your vaccination status. The survey results have come in and this information has been reported to the COVID-19 team. We're looking at that data and information as we move forward and looking at possible policies related to requirements for staff to be vaccinated. That's in the works and we'll have more information at the next month's meeting.

Diggs Town Redevelopment

Lysandra Shaw:

Diggs Town is moving right along. There are five buildings left in yellow which are still under renovation. Two additional buildings were turned over to the NRHA since our last meeting and two additional buildings are expected to be turned over any day now, which will leave three more buildings that need to be renovated. We're expecting the renovations for wrap up towards the end of November.

Another part of this project was the demolition. The buildings in black on the map are set to be demolished. Those buildings which are marked through in black on the map have been

demolished already. The contractor is starting to demo additional buildings on the site and we expect them to complete demolition in November as well. NRHA has 36 units under renovation with a total of 186 units and 30 buildings complete.

NRHA is anticipating substantial completion towards the end of November.

Rose Arrington:

Does this mean that there would be no more change orders and everything is moving forwarded to be completed by the time date?

Lysandra Shaw:

We have the change orders that we predicted associated with the trees and the handicap ramps. We also have a time extension change order currently being negotiated.

St. Paul's Transformation/Choice Neighborhood Implementation Grant

Steve Morales:

Reviewed the Tidewater Gardens Blocks CNI development parcels. The developer and the architects will be at the October board meeting and do a more in-depth presentation. This was the same presentation that was done at the St. Paul's Advisory Committee meeting last Tuesday. Currently, we are in the process of showing images of the planned development up on the screen, and of some of the community input meetings that were held over the summer.

One of the key things is right now we have four projects. I wish I had better names for them, but now we refer to them as block 19, 20, 17 and 18. Blocks 19 and 20 have been a little bit delayed on getting their financing in place from VHDA and getting our final from approvals from HUD, but it looks like we will have all of that done in November for a final close in January. Construction will star in January for blocks 19 and 20. Blocks 17 and 18 will be following behind them and start construction later in 2022.

So, as we move forward with those projects for construction, we're also teeing up the next projects that we submit to Virginia Housing for low-income housing tax credit financing. We will be submitting in March for the 9% competitive, and then later in the summer for the 4% of non-competitive. And that's what this presentation is showing, is the projects that are getting ready to be teed up for those middles. And again, I wish I had better names, but they are block 16, block nine, and block 10, are moving forward to be submitted to Virginia Housing next year for tax credits.

The Tidewater Gardens Blocks will have more three- and two-story buildings, with more family townhouses.

Steve showed images on the screen of the proposed architecture for the Tidewater Blocks. The images were shown to residents to get their feedback. The architects got a lot of feedback from residents who wanted to see that break from the past and build more of a modern look. One of the key things that really are coming out of the discussions with the residents gets into open space. Where are our kids going to play? What's the green space of the area? What does the neighborhood look like? And so, an image up that shows the blue greenway coming in along the new Freemason Street, which really is kind of parallel to Charlotte Street today. And then key

areas where there's a playground planned and other green spaces, perhaps community gardens being planned. All of this is just to show that were not just building buildings. We are trying to build a neighborhood. I think the architects are actually doing a really amazing job.

I do want to caution people here that there's this big green space on one side Church Street. That as an area is just not planned. We haven't gotten into the design work for that area and it is not part of the CNI project.

Again, I'm just going to just run some images and take any questions. Block nine, again, this is a four-story building, but really the first floor is retail and parking underneath, and it's three floors of residential above that. And again, we've got an image up showing what it's going to look like down the realigned Church Street, and you can kind of see the outline of the St. Mary's cathedral. And again, this was a really important part of bringing all this back and having that look and the importance of Church Street. Again, I'm real impressed. If you look at the designs themselves, it is a modern style, not traditional. Not like what we did at Broad Creek.

Rose Arrington:

You were cut off a little bit when you were talking about eventually the destruction, tearing down of Tidewater. When did you say you think the last building may come down in Tidewater?

Steve Morales:

I would say that the last building in Tidewater to be demolished would be in early 2023. We are hoping to complete all demolition by June of 2023, with relocation completed by late fall next year. So, we've still got a while to go. The first phase of the demolition in Tidewater is on-going and anticipated to be completed by mid-November. We will be looking to start demolition of the second phase probably in the January timeframe, although there will be some demolition of vacant buildings happening before that time.

We have a phased relocation and a phased demolition approach to all of this, so that allows USI to continue to work with families a little bit longer. It allows, again, to keep the development of the project moving forward in line with the city's need to build the new roads and water and sewer lines. So, it's all kind of an orchestrated dance to try and get all of this done by September of 2025.

Rose Arrington:

And I'm just kind of worried, and because I drove through there, and a lot of buildings have come down. And I'm kind of worried to make sure that the people that are left there, are they being protected? Because there's less light and less people, are they being protected? Has some security really been set there for them?

Donna Mills:

The short answer to your question is: Yes, they are. We have ongoing meetings with the Norfolk Police Department, Karen and her staff, to talk about Tidewater Gardens specifically on any concerns or issues. We actually had a meeting last week, and thankfully we're not seeing any increased reports of activity or any concerns. We are monitoring that quite regularly and having those regular meetings with the police department to stay on top of it, to make sure that any concerns get addressed.

Steve Morales:

There's been 4 buildings that have actually been vacated since last October, and we actually just got the okay to go ahead to move forward to demolish those. Since those buildings were vacated, we thought it would be best to go ahead and get those down and taken care of prior to their demolition phase to address security issues.

We're trying to work on all elements where how we target our relocation, how we target our demo, in order to work with the families as best we can and keep the project moving forward being sensitive to people's relocation needs.

And as noted, as part of the CNI project, again, this is a one-third, one-third, one-third income mix. So, we're looking at these buildings, we're seeing a combination of assisted units, affordable units and market rate units. And there's no distinction between the three. Each building will have a mixture of assisted, affordable and market units.

Going onto the images of the townhouses. Some three-story walk-ups around a little park area. There'll be playgrounds for the kids. A fence, hopefully to prevent them from running onto the street. Showing block 16, which is at the corner of Freemason and Church Street. There's going to be a big plaza that is sort of at the beginning of the blue green-way there. Underneath will be a lot of effort put in to deal with sort of the top of the flood mitigation, but it allows, basically, creating this little plaza area, which the building will front off. Again, some areas with some commercial spaces, places again for the community to kind of just enjoy the plaza.

That's my general overview. The blocks, like I say, 16, 10, and nine will be submitted for tax credit allocation in next year. That means that if all goes well, that they will be ready to start construction in 2023 for occupancy at the end of 2024.

Don Musacchio:

Actually, so the interesting part of the presentation by the young lady architect was when they went to the architectural, they thought this was great, except they thought the colors were too bold. Apparently, the residents said, "Don't make it a monolith. Please add some color." So, when you look at the presentation, the colors jump out at you, and apparently the architecture review board said, "We like the idea of colors, but these are way too bold."

Steve Morales:

They'll probably dial them back a little bit, but they'll still certainly want to keep some distinction. This block 16, you see this kind of blue color as it is at the beginning of the blue-greenway.

Donna Mills:

I'm going to give an update on the Tidewater Gardens relocation dashboard as of the end of August. At that point, 496 families had made their housing choices and of that, 270 had identified that they want to return to the redeveloped area, which is about 55%. We had 386 vacant units at that time or about 63% of the community is vacant. Of that, 206 (53%) families had moved with the voucher. And the next highest is our transfers, which is to our other NRHA properties at 58 total or 15%. We are still staying around 80% or 306 families have decided to remain in Norfolk. And then as far as the areas of opportunity, we have a total of 106 families

that moved to either housing choice voucher or rented elsewhere, project-based voucher, family splits, purchased home and second moves, and that comes to 32% of the families. And then just looking at the poverty numbers at below 40% poverty, we have 269 families or 82%. And altogether at this point, 618 youth have relocated on the Tidewater Gardens.

I do want to highlight the map. You'll see at the top of the map the gray colored buildings, there's actually 13 listed there that have already been demolished. And then the four remaining green buildings, which is buildings 31 through 33 and 37. I think those were the four buildings Steve was talking about. We just got approval to move forward with demo.

Steve Morales:

The other 4 buildings to be demolished are the ones on the far side of the project. The buildings one, six, twenty-four and twenty-three.

Donna Mills:

So, those are down at the bottom of the map. They're the ones that are completely gray. Those are the four buildings that just got approval and we will be demolishing. All of the ones now, which would be 17 buildings up at the top of the map, have been demolished.

Over at the Ruffner area, which is on the right side at the top, you'll see some of the highlights in orange. We're using some of these units for re occupancy, as we're working with families in phase two that have to be relocated and are struggling with the process or having some personal challenges. We are using the units off Ruffner as a re-occupancy to give them a little bit more time to work with USI and get them ready for their next move. That is updates on the dashboard. Any questions on any of that information?

Okay, great. Then we'll move on from CNI if there's nothing else. Community engagement updates is next. Kim Thomas is not here but she included the draft Economic Inclusion Policy for review. I see that Linda Davenport is now with us. Good morning, Linda. Did you have an update this morning for the board, Linda?

Linda Davenport:

Yes. Kim did ask me to speak with the board about the final draft of the economic inclusion policy, which she said was going to be included in the board packages. She is prepared, at this point, to submit it to the board with the anticipation that we will get some feedback on the direction that we have chosen, to make sure that we're doing exactly what the board is expecting. We have some economic inclusion goals that were included:

GOAL 1) Design a program that supports a stated goal for MWBE participation and embrace a numerical value for the goal stated as a percentage of overall business.

GOAL 2) Create a program that will afford a fair process for awarding contracts that is open and equitable for all comers while also considering the need for added incentive for inclusion of MWBE and Section 3 businesses.

GOAL 3) Develop an environment that encourages large or majority businesses to partner with, include or embrace participation from MWBE and Section 3 businesses as a means of

enhancing and strengthening their business capacity.

GOAL 4) Provide direct benefits for majority businesses that serve as mentors to MWBE and Section 3 businesses when it is necessary to get them in position to respond to contract opportunities.

Now we have some objectives that we've put in place, or a strategy if you will, that's in place right now in the draft, so I think that that's what we want the most feedback on. And of course, this is dependent upon our procurement laws and what we can and cannot do, so we want to make sure that we are conscious of that in the process. But this is the final draft at this point, and we are looking forward to feedback so that we can continue and finalize it. If anyone has any questions about it, I'll be glad to attempt to address them.

Donna Mills:

It sounds like, Linda, they just need the opportunity to review it in detail. It's quite a long policy, so we'll get some feedback from them once they've had a chance to do that.

Linda Davenport:

Yes. That's exactly what we're hoping for.

Donna Mills:

Okay. Thank you, Linda. So, we will move on to client service. Ms. Smith, you are up next with the Client Service update.

Client Services Updates

Yilla Smith:

Just a couple of updates from client services. Client services, in partnership with Linda, thank you, we actually participated in back to school events. Staff positioned themselves at P.B. Young, Chesterfield Heights, Southside STEM academy, and the Calvert EnVision staff hosted events at the bus stops as well as at the EnVision Center. We worked to greet kids as they were arriving on their first day of school. We handed out school supplies and snacks. They had beautiful posters and just lots of good energy in hopes of kind of keeping the momentum and being a voice of encouragement in welcoming our youth back to school. We distributed about 160 school supply bags with crayons, pencils, headphones at some of the schools. And we also donated some supplies to the teachers, boxes of hand sanitizer that were donated, as well as some masks that were donated as well.

The Workforce Development team also hosted a virtual Amazon hiring event on Wednesday, September 22nd. Workers from the new Amazon facility, which is in Norfolk on Sewells Point Road, actually spoke to our residents about their efforts to hire hundreds of warehouse team members, as well as positions in picking and packaging for Amazon. They discussed their application process, career pathways and provided plenty of time to answer any questions that participants had. Workforce Development staff also worked to accommodate the residents that did not have access to Wi-Fi, or didn't feel comfortable with participating virtually. In the multi-purpose room was a live screening of the event in that room. I believe we had four residents actually participate onsite in the EnVision center in that multi-purpose space.

The FSS team on the same evening of Wednesday, September 22nd, hosted a virtual workshop in partnership with Optima Health. The focus of that workshop was to address youth mental health and to help our residents identify resources, as well as signs and symptoms of mental health in our youth. They focused on depression, anxiety, the influences of social media, drugs and alcohol, bullying. They covered a number of topics and the FSS program participants seem to be very engaged, very interested in that conversation continuing, so they will be looking to host ongoing group sessions to discuss it further.

Kim and many of us are very actively planning the TMC recognition to be hosted during the October 14th board meeting, as well as some events and activities thereafter. We hope to get the invites out, I believe, this week. And we have some promising signs of some good participation and attendance from our TMCs and Advisory Councils, so we're excited about the opportunity to finally recognize them for their efforts.

We are also working to host a youth mental health event out in Diggs Town. It's called Emotionally Scarred. We're working with a group mental health provider to provide an art therapy-based initiative in that community. We will be inviting in home and mental health providers to socialize and hopefully engage with the youth that attend this event. This event is scheduled for Monday, October 25th and we'll be in the grassy area on Greenleaf Drive in Diggs Town.

And then just a nod of recognition, if I may. Our youth program team was invited once again to present during the October 4th, 2021 Connect Home virtual summit. Many continuum's, housing authorities and providers across the nation have been reaching out to our youth program staff for some information, and guidance, and strategies on how they work to engage with the hard to reach residents, specifically our youth residents throughout the pandemic. They were very successful, as you all know, in increasing Wi-Fi accessibility, not just for our Midrises, but we distributed 60 tablets with Wi-Fi capability, as well as our food program. And they also implemented a very creative approach to getting our youth access to and acquainted with our youth in-home mental health providers throughout this initiative. They will be given an opportunity to present as a panelist as well as they'll have their own forum during that session. So, that's it.

Rose Arrington:

Great.

Donna Mills:

Yes. Congratulations, Yilla and the team. Any questions for Yilla.

Property Management Updates

Donna Mills:

We're going to move on to property management updates. A couple of things I'd like to highlight today. I do not have updated numbers of the rent delinquencies since the last board meeting but I should be getting those this afternoon. We're about in line with where we were at the board meeting earlier this month. We continue to work with those families to get applications into the risk relief program and setting up term agreements. We're seeing term agreements starting to come in a little bit more frequently now, which is good. Right now, the

moratorium is set to expire the 3rd of October. We decided that we're going to start back with assessing late fees and processing warrants, if we need to, for those families that are not being cooperative with the process.

We're still struggling with staffing. We have seen some movement, but we're still short in the maintenance area, which is causing some challenges with getting units turned quickly. We have not been as responsive we would like and we continue to work with HR department to look at some options and different ways to implement better recruitment efforts. That's still a struggle, but we're not the only one in that category right now.

We do have some leadership training coming up with our property management staff, which I'm looking forward to. The Asset Zone Managers have coordinated this effort to meet with all of the staff, and it's really to stress to them the reason that we're here, why we do what we do, and we need their assistance and cooperation. It's going to be the end of this week. And I'm hoping that we'll get some great feedback from that training with the staff.

I have my last two site visits this month. I started several months ago visiting two of the sites per month and having allotted time for residents to come in, to meet with me and talk to me about any concerns that they have. After completing the last two this week I we'll start a new cycle to go back out for the residents to come in and talk to me, especially now that we're not doing the committee meetings on site. I think it's good for me to be out there to talk to the residents.

Rose Arrington:

How do you feel that the change of the staff issue is going along? Does everything seem to be moving along and everybody's adjusting? Because I knew it's a great adjustment, but how do you think that's moving along?

Donna Mills:

So, for the structural reorganization, I think there's still some unknown, which I think are a little concerning for some of the staff. I know we're working on some of the recommendations that were made as part of the TAG assessment. I think right now it's just more of a feeling of what's going to happen in the future and not knowing exactly where we're heading. I think it's a little challenging for some of the staff.

Rose Arrington:

Okay. And I just pray and hope that there's better understanding for everybody.

Donna Mills:

Yes. One of the things I mentioned about my site visits is it's not just an opportunity to talk to the residents, but it's also an opportunity for the staff at those sites to talk to me. And I have time available when I go out, if any of the staff have any questions or concerns, to try to address those as well.

Rose Arrington:

Yes. Yes. That's a very good thing. That's a very good thing. All right. Thank you so much for the answer.

Donna Mills:

You're welcome. Well, if there are no other questions, we're going to move on Karen Rose and she's going to give the significant events update report.

Significant Events

Karen Rose:

Karen Rose:

Thank you, Donna. Morning, everyone. Significant events from my last reporting period, we've had a total of 12 events. Four were in Grandy Village, with shooting into dwellings. Just to focus, number one, bringing attention to Grandy Village. I'm working very closely with the homicide squad and with the gang unit, trying to do file research to see if we can find a pattern as to why so suddenly we started having driven-by shootings in Grandy Village.

So, I will keep the board updated on that with as much information as I can share, but right now I'm doing file reviews. This is an initiative that I started probably about 10 years ago when we had an influx of violence such as this, that if there were significant same type incidents in the same area, that I would try my best to find a needle in the haystack by reviewing files to see if I could find a connection, maybe someone that used to live with the household, or someone connected to the household in the community, to see if I could assist the police department in lessening some of the threats.

We had two over in Young Terrace. One was the domestic related shooting. The other was a drive by shooting of a young man walking from Young Terrace towards Huntersville. I understand there had been some tiff, anyway, prior to the shooting, so he was targeted over a female. Now, over in Calvert Square we had three shootings, no residents involved. Non-life-threatening injuries and all of the victims were uncooperative and not residents.

Oakleaf Forest, we had two instances here. One was a shooting into a vehicle. The other was a stabbing at the bus stop, right outside of the rental office. A young lady and a young man had a domestic related incident. Uncooperative once the police responded. Over in Tidewater Gardens, we had one incident. It was a shooting and that victim was uncooperative. Saturday night, and this is not on the report that I provided, we had a shooting in Calvert Square. A young man sustained non-life-threatening injuries. We have assessed that information and I have not received anything in addition as of now.

Are there any questions about significant events before I move on?

Rose Arrington:

Was anyone caught that was doing the shooting or is it just still being investigated?

Karen Rose:

Everything is still being investigated, Ms. Arrington. I have no suspect information. No arrests have been made at this time. And just want to keep in mind that this report is spanning over a course of two months since the last time we met.

I do want to add some additional information so that everyone is aware. The news reported the football game at Lake Taylor High School the weekend before last on Friday. Involving multiple large fights. There was a lot of disturbances and a lot of fights that broke out before that game, so much so that the police and Norfolk Public Schools actually had to end the game and clear the stadium. As a result of that, certainly the officers were outnumbered to all the folks that were fighting. We have the fights on video and it looks like something out of a movie scene. You can very clearly see 25 plus people fighting. One police officer is struggling just to get people pulled apart, so no arrests were made. Their goal was to try to stop people from fighting. They emptied the stadium. The fighting continued outside of the stadium, still putting police response at high numbers, just trying to stop the fighting.

The third mob fight was at Oakleaf Forest. Lots of fighting between families. Of course, people calling people from other areas that had nothing to do with the initial fights at the school. All these people showing up, so there was a number of fights that occurred over in Oakleaf Forest. They have managed to gather some names of the households involved. However, nobody wants to press any charges. I'm working closely with Norfolk Public Schools to try to get some of these people identified and find out whether or not they're pressing charges. And some of these families are already on our radar. They tend to fight, make reports, with no follow through. However, our biggest challenge is that nobody presses any charges. So my team will monitor that, I've had to try to at least get some calmness to it because Oakleaf can be difficult to police and monitor. So, as I receive additional information on that, I'll certainly let you know.

However, I do want to mention, and I can see everybody has some misinformation about our CROs. We're not necessarily losing them by going out of the unit, but we'll lose one out of the unit, I want to say, end of October. I have 2 extra assigned so that kind of helps to balance things out a little. Our officer that is over a Tidewater Gardens just received orders that he has military orders for active duty by the end of November. Other CROs will continue to work each community and still work to try to make sure sites are covered as much as possible.

I think we'll have to worry about that school has now started. One of the things that I always have an issue with is when school starts, these groups that were in communities now come together from the summer months. Once they're back in school, they're back in a setting where they're together. Kids fight at the football game, and they are involved in fights at school. School resource officers are only in high schools. They're not in the middle schools right now. So, that's all I have from, I would say, a difficult circumstance. Are there any questions relative to that?

Rose Arrington:

No. You all have a job out there. I know it's hard, and just hoping that it gets better.

Karen Rose:

Yes, ma'am. Absolutely. Firstly, the last thing I do want to mention: During our last board meeting, we were looking at the security contract that's still hopefully in the making and we're moving along with that. In addition, we talked about funding supplemental patrol spending. I want to let everyone know that while we have budgeted this money, we only pay for services rendered. I want to kind of make sure I clear any common misconceptions and I'm not just paying the city money when the work has not been performed.

Secondly, as we move forward, hopefully coming out of COVID, that we're able to engage the

community more. Some of this stuff is very difficult to do based on availability and scheduling and we're moving the CROs in that direction, not only who are just patrolling the communities, but interacting with the community. Our goal is to track them as services. This is the image that I want to portray. We want to look at keeping people in their houses, and not displacing them. That's certainly going to be clear. I will continue to push that along.

However, my goal is to try and get back to some sense of normalcy. But I'm able to get my CROs involved in a positive way: Mentoring, being involved with activities, structured activities, and trying to target troubled youth. In the past, the youth who are shooting, robbing, gang banging, were the youth involved in things such as football tournaments and such. That is one of those things that I want to focus on with this money is for them. So, they're going to see us trying to restate some of these programs.

Any questions?

Rose Arrington:

No. I don't have anymore. Thank you, Karen.

Donna Mills:

Okay. Well, if there's no other items or questions, we are finished with our meeting today. Our next meeting will be back here on October the 25th at 09:30 AM. Thanks everyone.

Attachments and Handouts

- Agenda with St. Pauls Guiding Principles
- Diggs Town Phase I – Construction Status
- Diggs Town Redevelopment Map
- CNI Tidewater Gardens Site Presentation
- Tidewater Gardens Relocation Dashboard – 8/31/2021
- Vacancy Tracking Map for Tidewater Gardens – 8/31/2021
- Draft Economic Inclusion Policy
- Significant Events 7/20/2021 – 9/210/2021



BOC Public Housing and Safety Committee Meeting
555 E. Main Street – 16th Floor Board Room
Monday, September 27, 2021 - 9:30 a.m.

Agenda

- I. COVID-19 Updates – Ronald Jackson
- II. Diggs Town RAD Updates – Lysandra Shaw
- III. St. Paul's Transformation/Choice Neighborhood Implementation Grant – Steve Morales
- IV. Community Engagement Updates – Kim Thomas
- V. Client Services Updates – Yilla Smith
- VI. Property Management Updates – Donna Mills
- VII. Significant Events – Karen Rose

Next Meeting: 10/25/2021
555 E Main Street Board Room – 9:30 a.m.

St. Paul's Guiding Principles:

Annual Plan – it will be essential to respect and recognize the needs of each individual resident. To that end, NRHA will undertake this effort in adherence with the following guiding principles:

- Community redevelopment decisions shall be **family-focused** and family priorities will be paramount in service delivery and relocation decisions;
- **Honoring the housing choices** of families affected by the redevelopment of their communities shall be the highest priority;
- Collaborative partnerships shall be pursued to implement a **human development plan** that will include high quality supportive services in the areas of employment, education, public safety, housing services and health;
- Economic development benefits can mitigate costs but **not outweigh** family-focused decision making;
- Revitalization strategies shall strive to have **positive impacts on surrounding neighborhoods**; and
- Decision making will reflect **continuous input, transparency** and feedback from residents and all other stakeholders.

Peoples First Information Hotline: 314-2000
www.stpaulsdistrict.org



Diggs Town Phase I - Construction Status

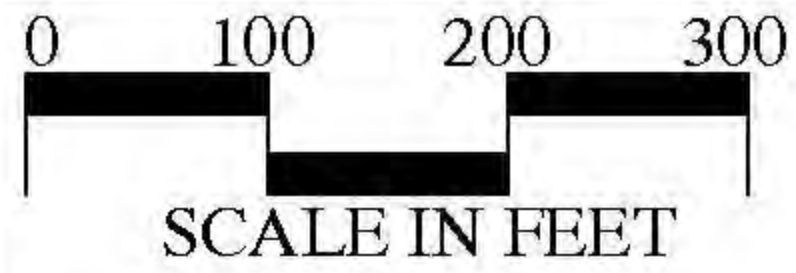
As of September 2021, the construction status for Diggs Town Phase I is as follows:

Project Summary

Total number of buildings:	43	Total number of units:	272
Buildings to be renovated:	35	Units to be renovated:	222 (6 combined)
Buildings to be demolished:	8	Units to be demolished:	44

Current Status:

Buildings completed:	30	Units completed:	186
Buildings under renovation:	5	Units under renovation:	36



DIGGS TOWN, VA6-6

NOT TO SCALE

Revised 03/11/08



- Completed and Occupied
- Under Renovation
- To Be Demolished



UNIT NUMBER
UNIT ADDRESS
BUILDING NUMBER



Tidewater Gardens Relocation Dashboard - 8/31/2021

Resident Relocation Choices by Phase

Phases	Total Units	TPV Choice	LIPH/PBV Choice	Total Current Relocation Choices	Change from Prior Report
Phase 1	187	132	47	179	0
Phase 2	262	157	64	221	0
Phase 3	116	54	5	59	+1
Phase 4	53	29	8	37	0
Grand Total	618	372	124	496	+1

* Phase 1 = 179 + 4 prior move-outs + 2 deceased + 2 evictions = 187 total units

Residents Desire to Return to St. Paul's Area

Phases	Total Units	Total Choices	Total Residents	Return	Desire to	Percentage Residents Desire to Return	Change from Prior Report
Phase 1	187	179		82		45.81%	0
Phase 2	262	221		129		58.37%	0
Phase 3	116	59		34		57.63%	+1
Phase 4	53	37		25		67.57%	0
Grand Total	618	496		270		54.44%	+1

Vacancy Statistics by Phase

Phases	Total Units	Total Vacant Units	Total Occupied Units	Percentage	Vacant Units	Change from Prior Report
Phase 1	187	167	20	89.30%		+1
Phase 2	262	150	112	57.25%		+7
Phase 3	116	45	71	38.79%		0
Phase 4	53	24	29	45.28%		+2
Grand Total	618	386	232	62.46%		+10

People First Empowered by Urban Strategies, Inc. Case Management

Household Served by Phase	Change Prior Report	Service and Assessments	Total	Change from Prior Report
Phase 1	182	-2	Service linkages July 2021	81
Phase 2	232	0	Total number of household assessments completed	501
Phase 3	107	0	Collaborative housing stability interventions	62
Phase 4	54	0		
Grand Total	575	-2		

Reason for Vacancy

Reason for Vacancy	Total Count	Percentage by Move Out Reason
Moved to Housing Choice Voucher	206	53%
Unit Transfer	58	15%
Rented Elsewhere	47	12%
Moved to Project Based Housing	41	11%
Purchased Home	3	1%
Eviction	19	5%
Termination	1	0%
Deceased	9	2%
Moved Without Notice	2	1%
Grand Total	386	100%

Relocation by City

Relocation City	Count of City	Percentage by Relocation City
Norfolk, Virginia	306	79%
Chesapeake, Virginia	12	3%
Hampton, Virginia	1	0%
Newport News, Virginia	1	0%
Portsmouth, Virginia	6	2%
Suffolk, Virginia	1	0%
Virginia Beach, Virginia	18	5%
Arlington, Virginia	1	0%
Columbia, Maryland	1	0%
Fort Still, Oklahoma	1	0%
Greensboro, North Carolina	1	0%
Grovetown, Georgia	1	0%
Peach Tree Corners, Georgia	1	0%
Pensacola, Florida	1	0%
Eviction/Termination	20	5%
Deceased	9	2%
No Forwarding Address	5	1%
Grand Total	386	100%

CNI Areas of Opportunity

Reason for Vacancy	Total	Count
Housing Choice Voucher	206	74
Rented Elsewhere	47	15
Project Based Voucher	41	5
Family Splits	19	6
Purchased Home	3	2
Second Moves	12	4
Total	328	106

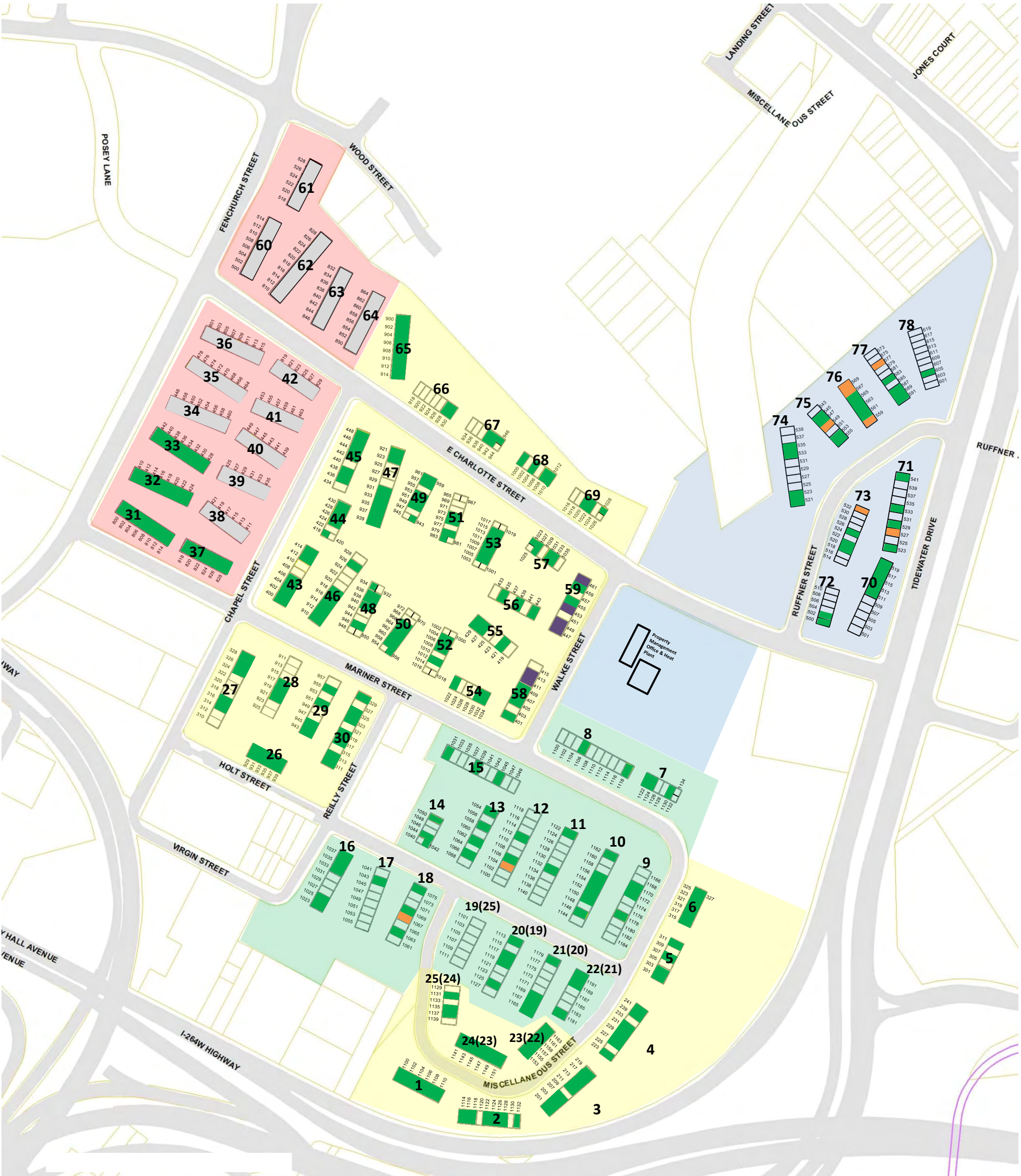
Youth Relocation

Total Youth Relocation	618
Youth Relocated to HCV	361
Youth Relocated to LIPH/Project Based	257

* < 62% mi concentration and <40% poverty 32%
 <40% poverty 269 82%
 <20% poverty 122 37%

Vacancy Tracking Map

For Tidewater Gardens



Legend

Vacant Units



People First Offices



Demolished Units



Re-occupied Units



August 31, 2021 Status Update

Demolition Sequence	Total Units	Vacant Units	Demolished Units	Occupied Units
Demo Seq 1	124	30	94	0
Demo Seq 2	285	187		98
Demo Seq 3	133	48		85
Demo Seq 4	76	31		45
	618	296	94	228

Economic Inclusion Policy

Purpose & Background: The Norfolk Redevelopment & Housing Authority is a political sub division of the City of Norfolk that operates with its own Board of Commissioners appointed by the Norfolk City Council. As a public body that regularly boast more than a \$100 Million-dollar budget with a considerable portion of that being spent on goods and services that supports the goals and objectives of the agency. In that these funds are public dollars, the imperative to insure fair and equitable distribution of contracts and award directives is vital to this process and to this overall goal of the agency.

Goals that strengthen strategic planning and intentional decisions reinforce our efforts to enhance utilization of registered minority, woman and Section 3 businesses and promote a level playing field by removing barriers that impede their abilities to compete. The Economic Inclusion Team is headed by the Executive Director with a diverse group of staff charged with policy development, agency-wide compliance and oversight.

Economic Inclusion Program Goals

GOAL 1) Design a program that supports a stated goal for MWBE participation and embrace a numerical value for the goal stated as a percentage of overall business.

GOAL 2) Create a program that will afford a fair process for awarding contracts that is open and equitable for all comers while also considering the need for added incentive for inclusion of MWBE and Section 3 businesses.

GOAL 3) Develop an environment that encourages large or majority businesses to partner with, include or embrace participation from MWBE and Section 3 businesses as a means of enhancing and strengthening their business capacity.

GOAL 4) Provide direct benefits for majority businesses that serve as mentors to MWBE and Section 3 businesses when it is necessary to get them in position to respond to contract opportunities.

We seek to attract, engage and build vibrant partnerships that encourage unimpeded economic growth and self-sufficiency. This Economic Inclusion strategy is comprised of two sub-policies: *The Minority and Women Owned Business Policy* and *The Section 3 Regulatory Compliance Policy (addendum)*. Each are equally significant and essential to development of a robust Economic Inclusion program focusing on increased diversity and competition in procurement.

Federal and state governments and some funded grants require numerical goals for contracting with minorities, women and Section 3 businesses. Compliance and documented good faith efforts are factors for continued resources. Driven by **Procurement, Mentorship Training, Business Development, Workforce Development, Outreach and Evaluation**, our best efforts will serve the needs of NRHA, create a more inclusive procurement environment and promote economic opportunities.

Minority and Women-Owned Business Policy (MWBE)

A Minority-owned Business (MBE) is a business that is at least 51% owned, operated and controlled on a daily basis by one or more minority American citizens.

A Woman-Owned Business Enterprise (WBE) is defined as one that is at least 51% owned, operated and controlled on a daily basis by one or more female American citizens.

Numerical goals were established to augment our intent and are aligned with the recent Virginia Beach Disparity Study. They represent benchmarks to measure and evaluate effectiveness.

MWBE Goals: At minimum, award twenty five percent (25.3%) of all NRHA contracts to Minority and Women-owned businesses.

- 12 percent to Minority businesses
- 13.3 percent to Women businesses

Procurement Strategy

Open, ethical communications with the target groups will help them to better understand how we do business. Implementation of steps listed demonstrate our commitment and support our inclusionary objectives. We will:

1. Streamline the solicitation package, revise procurement documents and change processes for user friendly accessibility and comprehension.
2. Pre-qualify all contractors and businesses seeking to do business with NRHA.
3. Utilize the “*Minority Inclusion Preference*” to award contracts up to \$150,000 to qualified MWBE and Section 3 contractors. To receive preference the contractors must be registered as a SWaM business by the Commonwealth of Virginia and/or Section 3 certified and listed in the HUD Section 3 Business Portal.
4. Divide projects, when feasible, into smaller tasks or quantities to remove barriers that impede participation of the target groups.
5. Increase the bond threshold for construction contracts to \$150,000 to eliminate bond barriers for the target groups.
6. Process invoices submitted by target groups within 2 weeks of receipt to eliminate capital shortfalls that may impede progress.
7. Define the transitional phase from procurement to administration relative to the responsibilities of the procurement staff, contract manager and project manager. Relay this information to the contractor and identify the POC.

Economic Opportunities Strategy

1. Maintain open communications with target groups to share and exchange information.
2. Maintain a local list of MWBE and Section 3 businesses for outreach preference and planned procurement opportunities.
3. Share networking and training opportunities that promote business growth and development, especially disadvantaged business resources
4. Convene a Construction Contractor's College. The curriculum may include procurement procedures, how to complete bid documents, the competitive bid process, submitting a responsible bid, Davis Bacon responsibilities, etc.
5. Utilize the website to showcase our Economic Inclusion Policy, post economic opportunities and share resources.
6. Enhance internal and external partnerships with other community, federal, state and local agencies and educational institutions with a mission for workforce and business development.
7. Partner in a consortium or interagency agreement with local government to enhance capacity to achieve contracting goals.
8. Create an environment for emerging and expanding resident-owned businesses to network, learn and grow. Invite local professionals and agencies to conduct workshops to share standard business practices, etc.
9. Create a bridge loan program to help new and emerging resident owned businesses with start-up and next steps resources.

Mentorship Training Program

We will foster a partnership affiliation with the SBA for referral of contractors to their Mentor-Protégé Program, which helps eligible small businesses gain capacity and win government contracts through partnerships with more experienced companies. With objectives, qualifications, and program evaluation already established, the program is proven and funded. We will also continue to brainstorm about strategies to incentivize an NRHA mentorship training program.

Joint ventures are also encouraged as majority-owned or larger businesses mentor small and disadvantaged businesses on projects.

Addendums:

1. Section 3 Plan (entire publication)
2. Contractor Qualification Form
- 3.
- 4.
- 5.

DRAFT

Section 3 Plan and Regulatory Compliance
24 CFR Part 75

Enhancing and Streamlining the Implementation of Section 3
Requirements for Creating Economic Opportunities for Low- and
Very Low-Income Persons and Eligible Businesses

WHAT IS SECTION 3?

Section 3 is a public policy that requires recipients of certain HUD financial assistance, to the greatest extent possible, provide job training, employment, contracting and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons. It fosters local economic development, neighborhood economic improvement, and individual self-sufficiency.

Section 3 Public Policy

Congress established Section 3 of the Housing and Urban Development Act of 1968, as amended, to guarantee employment and other economic opportunities created by Federal financial assistance are directed toward low- and very-low income persons, particularly those who are recipients of federal housing assistance.

Section 3 Plan Purpose

NRHA has developed and implemented strategies that promote economic awareness and inclusion for Section 3 Workers and certified contractors, as well as SWAM certified minority and woman-owned businesses. The overall objective is to:

- Facilitate favorable employment and training conditions that empower and inspire Section 3 Workers and the contractors committed to hiring them.
- Promote capacity building and economic inclusion for Section 3 certified, minority and woman-owned businesses.

Applicability

Section 3 applies to public housing financial assistance and Section 3 projects, as follows:

(1) Public housing financial assistance means:

- (i) Development assistance provided pursuant to section 5 of the United States Housing Act of 1937 (the 1937 Act);
- (ii) Operations and management assistance provided pursuant to section 9(e) of the 1937 Act;
- (iii) Development, modernization, and management assistance provided pursuant to section 9(d) of the 1937 Act; and
- (iv) The entirety of a mixed-finance development project as described in [24 CFR 905.604](#), regardless of whether the project is fully or partially assisted with public housing financial assistance as defined in paragraphs (a)(1)(i) through (iii) of this section.

(2) Section 3 projects

Section 3 projects means housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000. The threshold is \$100,000 where the assistance is from the Lead Hazard Control and Healthy Homes programs. The project is the site or sites

together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

Legislative Oversight and Policies

Federal Public Policy:

Section 3 of the Housing and Urban Development Act of 1968, as amended
Presidential Executive Orders 11625, 12138 and 12432 (Minorities and Women Businesses)

Virginia Mandate:

Executive Orders 35 (Advancing Equity for Small-, Women-, Minority-, and Service Disabled Veteran-Owned Businesses)

General Policy Statement

NRHA provides equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran status, marital status or economic status. Affirmative action is taken to ensure job applicants and existing employees are given fair and equal treatment.

NRHA gives hiring preference to qualified Section 3 Workers and seeks to award contracts to developers, contractors, vendors, and suppliers who also commit to Section 3 compliance. This practice is enacted agency-wide as applicable for all new economic opportunities. This Plan was created to demonstrate a favorable level of success with recruiting qualified Section 3 Workers for job placement and contract opportunities for Section 3 certified businesses. This commitment is also extended to minorities and woman-owned businesses.

NRHA implements the Section 3 Plan through the award of contracts to contractors and businesses that offer employment, training and contract opportunities to Section 3 Workers and certified businesses, to the greatest feasible. The anticipated outcomes should yield a reasonable level of success with opportunities on NRHA projects.

Commitment Statement

The Human Resources Department, resident organizations, hiring managers and contract managers are committed to Section 3 compliance.

The Office of Economic Opportunities (EO), Client Services (Workforce Development, Youth Services, Family Self-sufficiency), and the community Case Managers collaborate to promote sustained employment through job readiness and other capacity building services that prepare Section 3 Workers for “real work” opportunities. The level of Section 3 success is directly aligned with the ability to identify skilled and unskilled Section 3 Workers and certified businesses. The Client Services team and community Case Managers identify work ready Section 3 Workers. The local Section 3 certified contractors’ database, referrals, tracking and reporting are maintained by the Office of Economic Opportunities.

Procurement Policy

This Section 3 policy is supported by the NRHA Procurement Policy, which includes language and documents consistent with the requirements of the Section 3 federal regulation (24 CFR Part 75). Contractors seeking Section 3 preference must be certified. Such certifications shall be adequately supported with the appropriate documentation, as required.

The Procurement Policy also contains goals to encourage inclusion of minority and woman-owned business (MWBE), participation in procurement. These businesses must be SWaM (Small, Woman-owned and Minority-owned business), certified.

HUD Income Limits

The Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs including the Public Housing, Section 8 project-based, Section 8 Housing Choice Voucher, Section 202 housing for the elderly, and Section 811 housing for persons with disabilities programs. HUD develops income limits based on Median Family Income estimates and Fair Market Rent area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county.

- (1) Low income is defined as 80% or below the median income of that area.
- (2) Very low income is defined as 50% or below the median income of that area.

Who are Section 3 Workers?

- (1) Any worker who currently fits or when hired within the past five years fit at least one of the following categories:
 - (i) The worker's income for the previous or annualized calendar year is below the income limit established by HUD.
 - (ii) The worker is employed by a Section 3 business concern.
 - (iii) The worker is a YouthBuild participant.
- (2) The status of a Section 3 worker shall not be negatively affected by a prior arrest or conviction.
- (3) Nothing in this part shall be construed to require the employment of someone who meets this definition of a Section 3 worker. Section 3 Workers are not exempt from meeting the qualifications of the position to be filled.

Who are Targeted Section 3 Workers?

A Section 3 worker who is:

- (1) A worker employed by a Section 3 business concern; or
- (2) A worker who currently fits or when hired fit at least one of the following categories, as documented within the past five years:
 - (i) A resident of public housing or Section 8-assisted housing;
 - (ii) A resident of other public housing projects or Section 8-assisted housing managed by the PHA that is providing the assistance; or
 - (iii) A YouthBuild participant.

For HUD assistance programs, the priorities are:

- (1) Section 3 Workers within the service area or the neighborhood of the project, and
- (2) YouthBuild participants.

What is a Section 3 business concern?

- (1) A business concern meeting at least one of the following criteria, documented within the last six-month period:
 - (i) It is at least 51 percent owned and controlled by low- or very low-income persons;
 - (ii) Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 Workers; or
 - (iii) It is a business at least 51 percent owned and controlled by current public housing Section 3 Workers or Section 3 Workers who currently live in Section 8-assisted housing.
- (2) The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.
- (3) Nothing in this part shall be construed to require the contracting or subcontracting of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the contract.

Employment and Training (Workforce Development)

The Office of Economic Opportunities (EO), partners with the Client Services Department and their workforce development partners to promote sustained employment through job readiness and other capacity building services that prepare Section 3 Workers for “real work” opportunities and experiences. The level of Section 3 success is directly aligned with the capacity to identify skilled and unskilled job ready Section 3 Workers.

The mission for our Workforce Development Program is to reduce unemployment and underemployment in Norfolk’s public housing communities by empowering Section 3 Workers and providing the support necessary to pursue education and training leading to gainful employment and advancement in their career pathways. The first objective is to prepare Section 3 Workers for employment opportunities. Building strategic partnerships with our Section 3 Workers, workforce teams and community organizations is paramount to the success of the WFD program.

The EO Manager initiates outreach for Section 3 employment opportunities. Workforce Development, Family Self-sufficiency, Community Case Managers, Resident Organizations and other workforce program teams identify Section 3 Targeted Workers. The Employment Commission, civic leagues and other organizations are also outreach resources for Section 3 Workers.

NRHA employs a comprehensive approach to address special needs to connect Targeted Section 3 Workers with a variety of services including, but not limited to the following:

- Quality, Affordable Housing
- Safety and Security
- WFD and Personal Development Skills
- Education and Training
- Physical and Mental Health Services
- Transportation
- Child Care
- Social Services

When resources are available, WFD training is another opportunity to enhance the skills and education levels for Section 3 Targeted Workers. Training initiatives are designed to create generational wealth through training, employment, homeownership and entrepreneurship. We continue to pursue grants, collaborative partners and other resources that advance WFD and training programs.

Employment and Training

HUD will use industry standards and other relevant labor market data to establish employment and training benchmarks. NRHA engages and seeks to employ Targeted Section 3 Workers for all new employment and training opportunities. Contractors and sub-contractors are also required to search for Section 3 Workers and give them priority for new jobs and training opportunities, particularly on contracts that are partially or wholly funded by HUD.

Contracting

All contractors submitting bids or proposals for NRHA projects must certify that they have the capacity and commitment to comply with the Section 3 Policy. The Section 3 Certificate of Compliance is included with the bid submission forms. Contractor and their sub-contractors are required to submit a Section 3 Work Plan to project employment, training and sub-contract opportunities anticipated on the project. If no opportunities exist the Work Plan should be documented accordingly. A review of the Section 3 Work Plan with the contractor ensures the documents are accurate and all opportunities identified. The Section 3 Work Plan is not required for contracts awarded below \$200,000.

Contractors and subcontractors must conduct outreach to Section 3 Workers for new employment and training opportunities. They will also seek to solicit and award contracts to Section 3 certified contractors and businesses.

Outreach for Section 3 Workers

The EO Manager works with the contractors and subcontractors in their search to find Section 3 Workers and sub-contractors. The Client Services, Community Case Managers and Resident Organizations teams are the outreach sources for Targeted Section 3 Workers. Workers with skills that match the opportunities are referred to the contractor/employer.

Low income persons who do not reside in public housing or receive Section 8 housing assistance may verify their Section 3 Worker status by completing the Section 3 Worker Certification form. The form may be downloaded from the NRHA website at www.nrha.us or by email request to ldavenport@nrha.us.

Job readiness and retention are primary objectives for Section 3 Workers to achieve financial stability. Some Section 3 Workers may be challenged with retaining employment for a variety of reasons. When retention is an issue the Targeted Section 3 Worker is directed to share the problem with the employer and follow up with the Case Manager. The Case Manager and WFD team will help assess the situation and work with the employee and employer to help reconcile the challenges. Ultimately, the employer has the authority to exercise their personnel policy to make hiring and termination decisions.

Outreach for Section 3 Contractors

NRHA will engage the following outreach strategies to alert Section 3 businesses when contract opportunities exist:

1. Post upcoming contract opportunities on NRHA website.
2. Advertise on the Virginia eProcurement Portal, i.e., eVA website.
3. Place ads in the Virginia Pilot (local newspaper) and other print media associations.
4. Email opportunities directly to Section 3 certified businesses and promote participation in bid meetings.
5. Conduct business development workshops on how to do business with NRHA on subjects such as bonds, insurance, bid documents and other pertinent requirements.
6. Forward contract opportunities to minority and women business associations, contractor associations, community organizations, etc.

How Contractor May Fulfill Section 3 Compliance

The contractor may provide job opportunities for both skilled and unskilled Targeted Section 3 Workers on NRHA developments, especially where HUD assistance is being utilized. NRHA complies with all segments of the Davis Bacon prevailing wage requirements and all contractors and sub-contractors are required to pay the current prevailing wage.

- 1) The primary Section 3 objective is for Section 3 Workers to gain skills for self-sufficiency through full time employment. Contractors are expected to maintain employment for Section 3 Workers throughout the duration of a project, and where the performance warrants and the opportunity exists, hire them for full-time, permanent employment.
- 2) While employment is the primary objective, if an employer is unable to provide job opportunities, the employer may develop an On-the-Job Training (OJT) program where Section 3 Workers are paid to learn a specific trade or skill. The contractor will incur the training costs.

OJT training is not limited to construction. Other examples may include receptionist, clerical support, resident liaisons, etc. These jobs are excellent entry-level positions that introduce Section 3 Workers to the job market and expose them to real work situations. It also helps the employer observe, modify and enhance job skills and workplace maturity. The OJT experience will provide trainees with experience to enable them to make informed career training and employment decisions.

When the OJT period ends the contractor assists with job placement of trainees who successfully complete the training program. They submit at least two job leads to the EO to assist with job placement by the Workforce Development teams.

Business Certifications

Contractors and businesses seeking Section 3 priority in the award of contracts or purchase agreements with NRHA must meet the Section 3 business criteria and complete the certification process. The EO facilitates Section 3 business certifications and maintains the database for outreach and referrals for local Section 3 businesses. The database is available to developers, contractors, subcontractors, potential contractors and others via the NRHA website or by email request at ldavenport@nrha.us. You may also certify your company as a Section 3 business entity in the HUD Section 3 portal at www.HUD.gov/Section3. The Section 3 portal may also be used to search for Section 3 certified contractors by geographical location

NRHA will seek to award contracts to SWaM certified Minority and Woman-owned businesses. Aligned with the 2020 Virginia Beach Disparity Study, the goals have been established at 12 percent for minority-owned and 13.3 percent for woman-owned businesses. The NRHA Economic Inclusion Policy addresses efforts to achieve these goals. For more information on SWaM certifications visit www.sbsd.virginia.gov.

Contracting with Resident Owned Businesses

NRHA seeks to award contracts to eligible and qualified resident owned businesses for public housing services, supplies or construction consistent with the provisions of 24 CFR Part 963, Alternative Procurement Program. The solicitation would be limited to resident owned businesses. Contracts awarded shall not exceed \$1 million.

In order to be eligible to participate in the Alternate Procurement Program a resident business would be certified to ensure that the following criteria are met:

1. The business must be legally formed. The business must verify that it was formed in accordance with state law.
2. The business must be Section 3 certified as a resident owned business.
3. The business shall submit evidence to demonstrate that the business has the ability to perform successfully under the terms and conditions of the proposed contract.
4. The business shall submit a certification on the number of contracts awarded and dollar amount of contracts awarded under the alternative procurement process.

The method of procurement provided in 24 CFR Part 85.36(d) will be followed in contracting with resident owned businesses. However, the solicitation will be limited to resident owned businesses. An award will not be made to a resident owned business if the contract award exceeds the independent cost estimate and/or the price normally paid for comparable supplies, services or construction in the project area. Records shall be maintained by the Contract Manager to document the significant history of the procurement.

Business Development Resources

NRHA strongly encourages and promotes the development of resident owned businesses. The EO has established relationships with agencies and organizations across Hampton Roads that support the establishment, growth and development of emerging and growing businesses. These resources include, but are not limited to:

- The Small Business Association (SBA)
- City of Norfolk
- Virginia Small Business and Supplier Diversity (SBSD)
- ODU Women Business Center
- SCORE (Hampton Roads Small Business Mentors)
- The Virginia Department of Business Assistance (VDBA)
- The Small Business Development Center (SBDC)
- Local Financial Institutions
- Other supportive services agencies that promote business development and provide resources that support entrepreneurship, especially for disadvantaged businesses.

Partnerships and Joint Ventures

Partnerships and joint ventures that increase the capacity and resources of Section 3, minority, woman and resident-owned businesses are strongly encouraged. Partnership and joint ventures may increase opportunities to enter into an agreement for the provision of services, supplies or construction on NRHA projects.

Compliance

(a) *Records of compliance.* Each recipient shall maintain adequate records demonstrating compliance with this part, consistent with other recordkeeping requirements in [24 CFR part 200](#).

(b) *Complaints.* Complaints alleging failure of compliance with this part may be reported to the HUD program office responsible for the public housing financial assistance or the Section 3 project, or to the local HUD field office.

(c) *Monitoring.* HUD will monitor compliance with the requirements of this part. The applicable HUD program office will determine appropriate methods by which to oversee Section 3 compliance. HUD may impose appropriate remedies and sanctions in accordance with the laws and regulations for the program under which the violation was found.

NRHA monitors and evaluates its contractors for Section 3 compliance. If it is determined that a contractor is not in compliance, the EO meets with the contractor to assess the non-compliance issue and makes every effort to help the contractor resolve it. If the contractor is still unable to achieve compliance, but can provide evidence of compliance efforts the contractor's file is documented accordingly.

If it is determined that the contractor's failure to achieve compliance is willful or lacks effort, a Section 3 Compliance Review is conducted to assess the contractor's efforts. If it reveals the contractor has not make sufficient efforts, NRHA will work to help the contractor become compliant. All required paperwork must be submitted with projected economic opportunities included. Continued failure or refusal by the contractor may result in further action. The EO will make a recommendation to the project manager and the appropriate steps will be taken, which may include sanctions, termination of the contract and debarment or suspension.

- 1) **Sanctions:** Funds will be withheld until compliance is achieved either through employment, training or RTF contribution.
- 2) **Termination of Contract:** A "failure to comply" notice will be sent to the contractor informing them that the work will be stopped and the contract terminated if compliance is not achieved.
- 3) **Debarment or suspension:** The contractor will be debarred or suspended from receiving future NRHA contracts. NRHA will document that the contractor was non-compliant and ineligible to receive future contracts.

Significant Events 072021 - 09/21/21

#	Date	Community	Location	Type of event	Victim PH	Suspect PH	Arrest Info	Status Update History
1	7/28/2021	Grandy Village	3300 blk. Kimball Terrace	shooting into occupied dwelling	Y	Unk	N	Victim sustained damage to her unit after bullets struck her unit; No reported injuries.
2	7/28/2021	Young Terrace	400 blk. E. Brambleton Ave.	shooting	N	Unk	N	Officers responded to the 400 blk. Brambleton finding a male suffering from a gunshot wound. Has a child a @ 418 E. Brambleton Ave. who witnessed the shooting.
3	7/28/2021	Calvert Square	700 blk. Chapel St.	shooting	N	Unk	N	Victim sustained non-life-threatening injury. Not banned and no prior police involvement.
4	8/1/2021	Grandy Village	600 blk. Wiley Drive	shooting into occupied dwelling	Y	Unk	N	Victim sustained damage to her unit after bullets struck her unit; No reported injuries. There were also unoccupied vehicles struck during the incident.
5	8/2/2021	Calvert Square	800 blk. E. Olney Rd.	shooting	N	Unk	N	Officers responded to a gunshot victim with non-life-threatening injuries. An occupied dwelling was also struck by gunfire.
6	8/4/2021	Oakleaf Forest	1700 blk Greenleaf Drive	shooting x2	Y (1)	Unk	N	Police responded to 2 gunshot victims with non-life threatening injuries in a vehicle parked in the 1700 blk of Greenleaf Drive. An occupied dwelling was also struck by gunfire (no injuries).
7	8/6/2021	Calvert Square	900 blk. Bagnall Rd.	shooting	N	Unk	N	Officers responded to a gunshot victim finding 1 male with a non-life threatening injury. An occupied dwelling in the 900 block of Bagnall Road was also struck. There were no injuries and there is no suspect information available.
8	8/9/2021	Grandy Village	700 blk. Wiley Drive	shooting into dwellings	Y	Unk	N	Officers responded to a call where 4 units were struck by bullets. No injuries and no suspect info.
9	8/19/2021	Young Terrace	600 blk Olney Rd.	shooting	Y	Unk	N	Victim sustained non-life-threatening injuries. Walking from Young Terrace to Huntersville after seeing a girl; aunt resides in Young Terrace.
10	8/29/2021	Oakleaf Forest	1700 blk. Greenleaf Drive	stabbing	N	Unk	N	Officers responded to a stabbing victim with a non-life threatening injury at SNGH. The victim stated the injury occurred in the 1700 blk of Greenleaf Drive near the rental office. No crime scene was located. Female suspect fled in an unknown direction.

Significant Events 072021 - 09/21/21

#	Date	Community	Location	Type of event	Victim PH	Suspect PH	Arrest Info	Status Update History
11	9/18/2021	Tidewater Gardens	1100 blk. Mariner St.	shooting	N	Unk	N	Officers responded to a gunshot victim with a non-life-threatening injury. Victim was uncooperative. No further information.
12	9/18/2021	Grandy Village	3300 blk. Kimball Terrace	shooting into occupied dwelling x2	Y	unk	N	Victims sustained damage to their units after being struck by bullets; No reported injuries.



Committee Notes

NRHA Board of Commissioners

Committee: Housing Choice Voucher Committee	Date: September 21, 2021
Subject: Monthly Meeting Minutes	Executive Contact: Donna Mills

Committee Agenda and Attendees

Attendees: Rose Arrington, Claudia Sparks, Iyana Pointer, Michael Clark, Steve Morales, Scott Pontz and Pamela B. Jones-Watford

Agenda:

- I. Current Statistics
- II. Landlord Outreach Updates
- III. Financial Conditions
- IV. CNI/Tidewater Gardens Relocation

Policy Discussion

Pamela Jones-Watford:

Greeted all attendees. It was noted that without the presence of at least two board meetings that the full meeting could not proceed. However, each person has in their possession the various reports, Mrs. Jones-Watford asked if there were any questions or concerns with the information included in any of the reports; there were no questions.

Mrs. Jones-Watford announced that the voucher program is now taking on an aggressive lease-up effort for the following voucher programs:

- Mainstream Vouchers
- SRAP Certificates,
- VASH,
- Tidewater Gardens residents,
- PBV's and RAD as vacancies occur,
- Foster Youth to Independence TPV
- Scattered Sites,
- Emergency Housing Vouchers
- Tenant Based Vouchers

Mrs. Jones-Watford informed the attendees that due to the highly contagious Delta variant of COVID, to avoid a super spreader that the "Landlord Summit" that had been scheduled for September 29th to be held at Norfolk Scope had been cancelled. Instead of the summit, there will be free monthly virtual learning series. A featured speaker will be the guest each month who will speak on a topic that will be of great interest to landlords. The HCV Program will also be marketed each month as well.

Mrs. Jones-Watford mentioned that our landlord recruitment efforts are paramount at this time as there is a great need for rent property in Norfolk for voucher holders.

Landlord Outreach Updates

Iyana Pointer:

Ms. Pointer shared with the attendees that she is working with NRHA's Communications Department to create a video marketing the HCV Program. They have also created a Landlord Recruitment Marketing Plan which addresses the problem, a situational analysis, overarching goals, and strategies, tactics, and activities to deliver new landlords and units in the city.

Attachments and Handouts

- Meeting agenda
- Current Statistics as of August 31, 2021
- NRHA HCVP Financial Tracking Procedure September 2021
- Tidewater Gardens Relocation Dashboard and Vacancy Map August 31, 2021
- USI Data Report August 31, 2021



BOC Housing Choice Voucher Committee Meeting
555 E. Main Street – 16th Floor Board Room
Tuesday, September 21, 2021 – 11:00 a.m.
Agenda

- | | | |
|------|--------------------------------|--------------------------------------|
| I. | Current Statistics and Updates | Pamela Jones-Watford |
| II. | Landlord Outreach Updates | Iyana Pointer |
| III. | Financial Conditions | Scott Pontz |
| IV. | CNI/Tidewater Gardens | Steve Morales
Claudia Sparks, USI |

Next Meeting: Tuesday, October 19, 2021 – 11:00 a.m.

St. Paul's Guiding Principles:

Annual Plan – it will be essential to respect and recognize the needs of each individual resident. To that end, NRHA will undertake this effort in adherence with the following guiding principles:

- Community redevelopment decisions shall be **family-focused** and family priorities will be paramount in service delivery and relocation decisions;
- **Honoring the housing choices** of families affected by the redevelopment of their communities shall be the highest priority;
- Collaborative partnerships shall be pursued to implement a **human development plan** that will include high quality supportive services in the areas of employment, education, public safety, housing services and health;
- Economic development benefits can mitigate costs but **not outweigh** family-focused decision making;
- Revitalization strategies shall strive to have **positive impacts on surrounding neighborhoods**; and
- Decision making will reflect **continuous input, transparency** and feedback from residents and all other stakeholders.

Peoples First Information Hotline: 314-2000
www.stpaulsdistrict.org



**NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY
HOUSING CHOICE VOUCHER PROGRAM COMMITTEE MEETING**

September 21, 2021

Current Statistics as of August 30, 2021

Overview	Current Month	Previous Month	Change
Total Vouchers	3,836	3,845	-9
Tenant Based Vouchers	3,033	3,061	-28
Project Based Vouchers (PBV)	276	274	+2
RAD PBV	527	510	+17
Outgoing Payable Portables	59	78	-19
Vouchers Issued in August	9	15	-6
New Vouchers Searching	98	9	+8
End of participations month July & August	23	16	7

Special Purpose & SRO Vouchers (*included in tenant-based vouchers total*)

Vouchers Totals	Allocation	Current Month Leased	Previous Month Leased	Change
VASH vouchers	168	152	151	+1
NED vouchers	225	205	207	-2
Homeownership voucher(s)	Open	8	8	-0-
SRO (Gosnold Mod Rehab)	60	55	55	-0-
Mainstream	40	9	8	+1
Tidewater Gardens TPV		176	172	+4
Foster Youth to Independence TPV	10	2	1	+1

Project Based Vouchers (RAD NRHA Owned)

NRHA Owned RAD Property	Total Units	Current Month Leased	Previous Month Leased	Change
Grandy Village 092	16	16	16	-0-
Grandy Village 032	275	265	268	-3
North Wellington	25	24	25	-1
Franklin Arms	100	98	98	-0-
Diggs Town	222	124	103	+21

Project Based Vouchers (Non-RAD)

Project Based Voucher	Total Units	Current Month Leased	Previous Month Leased	Change
Crescent Square (Virginia Beach)	10	10	10	-0-
Heron's Landing (Chesapeake)	6	6	6	-0-
South Bay (Portsmouth)	6	6	6	-0-
Cottage Bridge (Norfolk) NRHA Owned	47	47	47	-0-
Banks of Berkley (Norfolk)	5	5	5	-0-
Church Street Station (Norfolk)	70	69	69	-0-
St. Paul's Apartments (Norfolk)	13	13	12	+1
Grandy VI (Norfolk) NRHA Owned	70	70	69	+1
The Retreat at Harbor Pointe (Norfolk)	50	50	50	-0-

Project Based Voucher Future Obligations (Non-RAD)

NRHA took applications for (Non-RAD) PBV properties:

- Ashton Apartments in August
- Market Heights and Holly Pointe earlier this month

Complex Name	Location	Number of PBV's Obligated
PABP Apartments, L. P. (Cigar Factory)	Norfolk	7 AHAP executed
Riverside Station Apartments (CNI)	Norfolk	23
Block 19 Wood Street Senior Housing (CNI)	Norfolk	22
Market Heights Apartments (CNI)	Norfolk	20 AHAP executed
Market Heights Apartments 4% (CNI)	Norfolk	21 AHAP executed
Holley Pointe	Portsmouth	5 AHAP executed
Block 20 Apartments (CNI)	Norfolk	37
Woods at Yorktown	Yorktown	6
Broad Creek Resyndication Phase 1	Norfolk	121
Ansell	Portsmouth	5
Cross Creek NC	Portsmouth	8
Block 17 Apartments (CNI)	Norfolk	34
Block 18 Apartments (CNI)	Norfolk	25
Newport Garden Apartments	Norfolk	8
Cross Creek Rehab	Portsmouth	8

State Rental Assistance Program (SRAP) Certificates

SRAP Referrals Received	55
SRAP Leased	37

RAD Wait List

Diggs Town Wait List (CLOSED)	397
Franklin Arms Wait List (CLOSED)	209
Grandy Revitalization 032 Wait List (2-4 BR (CLOSED)	1,298
Grandy Revitalization (Phase V 092) (CLOSED)	265
Grandy Village (Phase VI093) (CLOSED)	391

Wait List

HCV Wait List (CLOSED)	Being updated at this time
Banks of Berkley Wait List (CLOSED)	344
Church St Station Wait List (OPEN)	181 (homeless) 313 (not homeless)
Crescent Square Wait List (CLOSED)	402
Gosnold SRO Wait List (CLOSED)	383
Hérons Landing Wait List (CLOSED)	404
South Bay Wait List (CLOSED)	334
Cottage Bridge Wait List (CLOSED)	1,258
St. Paul's (CLOSED)	1,462
The Retreat at Harbor Pointe (CLOSED)	1,917

LEASE-UP CURRENTLY IN PROCESS

- Mainstream Vouchers
- SRAP Certificates,
- VASH,
- Tidewater Gardens residents,
- PBV's and RAD as vacancies occur,
- Foster Youth to Independence TPV
- Scattered Sites.
- Regular HCV

LANDLORD REQUITMENT EFFORTS

- The monthly orientations are temporarily cancelled due to COVID-19, we are looking into starting the orientations back again in September.
- Social Media posts have gone out via Facebook and LinkedIn announcing the need for rental properties for the HCV Program.
- Upcoming possibility of doing a video for landlord training and information to be placed on the website; and Facebook live post for recruitment for landlords.
- 10 new Landlords leased to program participants during the month July.
- 12 new Landlords leased to program participants during the August.
- Landlord Summit planned for September 29th at the Norfolk Scope was cancelled due to the rising numbers of COVID. Monthly virtual landlord informational sessions are being planned with the first one scheduled for September 28th 11:00 – 12:30 with Martin Wegbreit, Director of Litigation with the Central Virginia Legal Aid Society who will speak on Virginia eviction protections, the Virginia Rent Relief Program, ban on source of funds discrimination, and new landlord-tenant laws effective July 1, 2021.
- The referral unit availability listing is updated weekly.
- A marketing plan is in the process of being developed.

HCV 50058 Certification for July 2021

Tenant Based Vouchers

Count of Certification Type	
Certification Type	Total
Annual HQS Inspection Only	146
Annual Reexamination	314
Annual Reexamination Searching	5
End Participation	1
Expiration of Voucher	1
FSS/WtW Addendum Only	7
Interim Reexamination	162
Issuance of Voucher	28
New Admission	13
Portability Move-in	3
Port-Out Update (Not Submitted	13
Void	25
Grand Total	718
Annual Reexamination	314
Interim Reexamination	162
Total	476

NRHA Managed Voucher Properties

Count of Certification Type	
Certification Type	Total
Annual HQS Inspection Only	12
Annual Reexamination	78
End Participation	2
Interim Reexamination	12
New Admission	23
Other Change of Unit	1
Void	11
Grand Total	139
Annual Reexamination	78
Interim Reexamination	12
Total	90



HCV 50058 Certification for August 2021

Tenant Based Vouchers

Count of Resident

Certification Type	Total
Annual HQS Inspection Only	152
Annual Reexamination	301
Annual Reexamination Searching	2
Expiration of Voucher	1
FSS/WtW Addendum Only	2
Interim Reexamination	175
Issuance of Voucher	25
New Admission	20
Portability Move-in	9
Port-Out Update (Not Submitted	6
Void	22
Grand Total	715

Annual Reexamination	301
Annual Reexamination Searching	2
Interim Reexamination	175
Total	478

NRHA Managed Voucher Properties

Count of Certification Type

Certification Type	Total
Annual HQS Inspection Only	11
Annual Reexamination	73
FSS/WtW Addendum Only	1
Interim Reexamination	24
New Admission	7
Void	2
Grand Total	118

Annual Reexamination	73
Interim Reexamination	24
Total	97



September 2021

Norfolk Redevelopment and Housing Authority
HCVP Financial

An analysis of the HUD two-year tool indicates we are fully utilizing the program from a financial standpoint but will be beginning to issue vouchers as soon as applicants are identified.

Housing Choice Voucher Program Administration (HCVP)

- The HCVP administrative revenue for July was \$233,953. This is slightly under projection but this is due to budget rationale noting further leasing and additional fees being earned throughout the year. It is the expectation of staff that we will meet and likely exceed administrative revenue for the year.
- The Authority received notice that our applications for 2021 shortfall funding were successful in two categories. \$2,500,440 in additional housing assistance payments is expected to be received by the agency in September. Of this funding \$2,000,00 is earmarked strictly for new lease-ups. The remainder is to make up for shortfalls noted through increased per unit month costs experienced due to the COVID pandemic.



Tidewater Gardens Relocation Dashboard - 8/31/2021

Resident Relocation Choices by Phase

Phases	Total Units	TPV Choice	LIPH/PBV Choice	Total Current Relocation Choices	Change from Prior Report
Phase 1	187	132	47	179	0
Phase 2	262	157	64	221	0
Phase 3	116	54	5	59	+1
Phase 4	53	29	8	37	0
Grand Total	618	372	124	496	+1

* Phase 1 = 179 + 4 prior move-outs + 2 deceased + 2 evictions = 187 total units

Residents Desire to Return to St. Paul's Area

Phases	Total Units	Total Choices	Total Residents	Return	Desire to	Percentage Residents Desire to Return	Change from Prior Report
Phase 1	187	179		82		45.81%	0
Phase 2	262	221		129		58.37%	0
Phase 3	116	59		34		57.63%	+1
Phase 4	53	37		25		67.57%	0
Grand Total	618	496		270		54.44%	+1

Vacancy Statistics by Phase

Phases	Total Units	Total Vacant Units	Total Occupied Units	Percentage	Vacant Units	Change from Prior Report
Phase 1	187	167	20	89.30%		+1
Phase 2	262	150	112	57.25%		+7
Phase 3	116	45	71	38.79%		0
Phase 4	53	24	29	45.28%		+2
Grand Total	618	386	232	62.46%		+10

People First Empowered by Urban Strategies, Inc. Case Management

Household Served by Phase	Change Prior Report	Service and Assessments	Total	Change from Prior Report
Phase 1	182	-2	Service linkages July 2021	81
Phase 2	232	0	Total number of household assessments completed	501
Phase 3	107	0	Collaborative housing stability interventions	62
Phase 4	54	0		
Grand Total	575	-2		

Reason for Vacancy

Reason for Vacancy	Total Count	Percentage by Move Out Reason
Moved to Housing Choice Voucher	206	53%
Unit Transfer	58	15%
Rented Elsewhere	47	12%
Moved to Project Based Housing	41	11%
Purchased Home	3	1%
Eviction	19	5%
Termination	1	0%
Deceased	9	2%
Moved Without Notice	2	1%
Grand Total	386	100%

Relocation by City

Relocation City	Count of City	Percentage by Relocation City
Norfolk, Virginia	306	79%
Chesapeake, Virginia	12	3%
Hampton, Virginia	1	0%
Newport News, Virginia	1	0%
Portsmouth, Virginia	6	2%
Suffolk, Virginia	1	0%
Virginia Beach, Virginia	18	5%
Arlington, Virginia	1	0%
Columbia, Maryland	1	0%
Fort Still, Oklahoma	1	0%
Greensboro, North Carolina	1	0%
Grovetown, Georgia	1	0%
Peach Tree Corners, Georgia	1	0%
Pensacola, Florida	1	0%
Eviction/Termination	20	5%
Deceased	9	2%
No Forwarding Address	5	1%
Grand Total	386	100%

CNI Areas of Opportunity

Reason for Vacancy	Total	Count
Housing Choice Voucher	206	74
Rented Elsewhere	47	15
Project Based Voucher	41	5
Family Splits	19	6
Purchased Home	3	2
Second Moves	12	4
Total	328	106

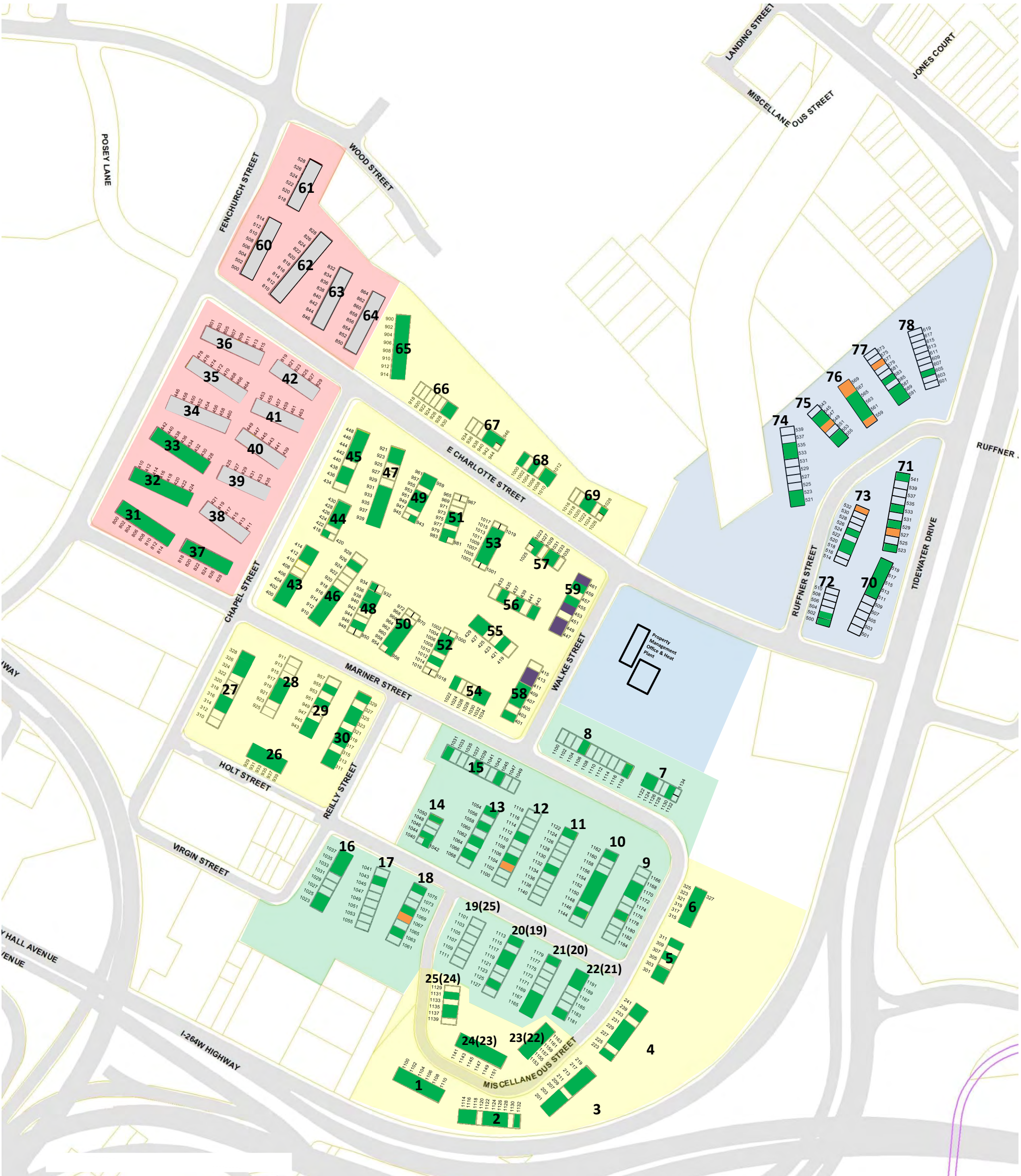
Youth Relocation

Total Youth Relocation	618
Youth Relocated to HCV	361
Youth Relocated to LIPH/Project Based	257

* < 62% mi concentration and <40% poverty 32%
 <40% poverty 269 82%
 <20% poverty 122 37%

Vacancy Tracking Map

For Tidewater Gardens



Legend

- Vacant Units
- People First Offices
- Demolished Units
- Re-occupied Units



August 31, 2021 Status Update				
Demolition Sequence	Total Units	Vacant Units	Demolished Units	Occupied Units
Demo Seq 1	124	30	94	0
Demo Seq 2	285	187		98
Demo Seq 3	133	48		85
Demo Seq 4	76	31		45
	618	296	94	228



Signed up for Services so Far:

1518 People (includes children)

575 Households

Phase 1- 182 Households

Phase 2- 232 Households

Phase 3- 107 Households

Phase 4- 54 Households

HH Change Prior Report -2

Service Linkages in **August 2021:**

81 Total (See Breakdown Below)

NRHA/People First-USI Collaborative Housing
Stability Interventions: **62**

Total number of household assessments
completed: **501– unduplicated number**
Change Prior Report +1

**(Assessment details on Page 2)*

Regular Activities & Updates: Salient Client Needs and Service Linkages

Based on Overall Needs Assessment : Service Linkages in **August 2021** by Type

- **Adult education: 0 (0%)**
- **Asset Building: 4 (5%)**
- **Basic and Emergency Services: 16 (20%) – 81% for Rent/Utility Assistance**
- **Early Childhood Services: 16 (20%)**
- **Employment: 19 (23%)**
- **Health and Family Services: 14 (17%)**
- **Senior Services: 0 (0%)**
- **Youth Services: 12 (15%)**

Adult Assessment - Responses as of 9/2/21 (End Date)

Participants with Adult Assessment	501		
Participants with Adult Assessment, 18+	499		
Younger than 65 with Adult Assessment	449		
18-64, No SSI/SSDI with Adult Assessment	350		
Households with Adult Assessment	494	Percentage	Demoninator
Has disability 18-64 (demographic)	77	17.1%	449
Receives SSI or SSDI; 18-64	98	21.8%	449
Limited English language proficiency	0	0.0%	501
Receive food stamps or WIC (households)	345	69.8%	494
Employment, no SSI/SSDI, 18 to 64	235	67.1%	350
Employed, <18	0	n/a	1
Employed, SSI/SSDI or 65+	18	n/a	149
Working for the past 6 months, no SSI/SSDI, 18 to 64	197	56.3%	235
Working more than 32 hrs/week, no SSI/SSDI, 18 to 64	152	64.7%	235
Has no HS degree, ages 25+	177	37.7%	469
Enrolled in higher education, 18 to 64	11	2.4%	449
Enrolled in vocational school, 18 to 64	1	0.2%	449
Enrolled in job training or workforce development, 18 to 64	1	0.2%	449
Has health insurance	449	89.6%	501
Has primary care doctor	403	80.4%	501
Has seen a doctor within the past 12 months	410	81.8%	501
Has Medicare or Medicaid	407	81.2%	501
Has a chronic health condition	224	44.7%	501
Connected to appropriate service to manage chronic condition	197	87.9%	224
Has asthma	45	9.0%	501
Reporting stress or psychological distress	165	32.9%	501
Has bank account	274	54.7%	501
Applied for EITC	215	42.9%	501
Feels safe in home	402	80.2%	501
Feels safe in neighborhood	330	65.9%	501
Reporting good physical health	243		
Unable to work due to health restriction, <65 (SSA certified)	99		



Tidewater Gardens Relocation Dashboard - 9/30/2021

Resident Relocation Choices by Phase

Phases	Total Units	TPV Choice	LIPH/PBV Choice	Total Current Relocation Choices	Change from Prior Report
Phase 1	187	132	47	179	0
Phase 2	262	158	64	222	+1
Phase 3	116	54	5	59	0
Phase 4	53	29	8	37	0
Grand Total	618	373	124	497	+1

* Phase 1 = 179 + 4 prior move-outs + 2 deceased + 2 evictions = 187 total units

Residents Desire to Return to St. Paul's Area

Phases	Total Units	Total Choices	Total Residents Desire to Return	Percentage Residents Desire to Return	Change from Prior Report
Phase 1	187	179	82	45.81%	0
Phase 2	262	222	130	58.56%	+1
Phase 3	116	59	34	57.63%	0
Phase 4	53	37	25	67.57%	0
Grand Total	618	497	271	54.53%	+1

Vacancy Statistics by Phase

Phases	Total Units	Total Vacant Units	Total Occupied Units	Percentage Units Vacant	Change from Prior Report
Phase 1	187	171	16	91.44%	+4
Phase 2	262	165	97	62.98%	+14
Phase 3	116	45	71	38.79%	0
Phase 4	53	27	26	50.94%	+3
Grand Total	618	408	210	66.02%	+21

People First Empowered by Urban Strategies, Inc. Case Management

Household Served by Phase		Change Prior Report	Service and Assessments	Total	Change from Prior Report
Phase 1	183	+1	Service linkages July 2021	61	
Phase 2	232	0	Total number of household assessments completed	512	+11
Phase 3	107	0	Collaborative housing stability interventions	62	0
Phase 4	54	0			
Grand Total	576	+1			

Reason for Vacancy

Reason for Vacancy	Total Count Vacancy Reason	Percentage by Move Out Reason
Moved to Housing Choice Voucher	221	54%
Unit Transfer	60	15%
Rented Elsewhere	50	12%
Moved to Project Based Housing	43	11%
Purchased Home	3	1%
Eviction	19	5%
Termination	1	0%
Deceased	9	2%
Moved Without Notice	2	0%
Grand Total	408	100%

Relocation by City

Relocation City	Count of City	Percentage by Relocation City
Norfolk, Virginia	325	80%
Chesapeake, Virginia	13	3%
Hampton, Virginia	1	0%
Newport News, Virginia	1	0%
Portsmouth, Virginia	7	2%
Suffolk, Virginia	1	0%
Virginia Beach, Virginia	19	5%
Arlington, Virginia	1	0%
Columbia, Maryland	1	0%
Fort Still, Oklahoma	1	0%
Greensboro, North Carolina	1	0%
Grovetown, Georgia	1	0%
Peach Tree Corners, Georgia	1	0%
Pensacola, Florida	1	0%
Eviction/Termination	20	5%
Deceased	9	2%
No Forwarding Address	5	1%
Grand Total	408	100%

CNI Areas of Opportunity

Reason for Vacancy	Total	Count
Housing Choice Voucher	221	82
Rented Elsewhere	50	16
Project Based Voucher	43	5
Family Splits	19	6
Purchased Home	3	2
Second Moves	13	4
Total	349	115

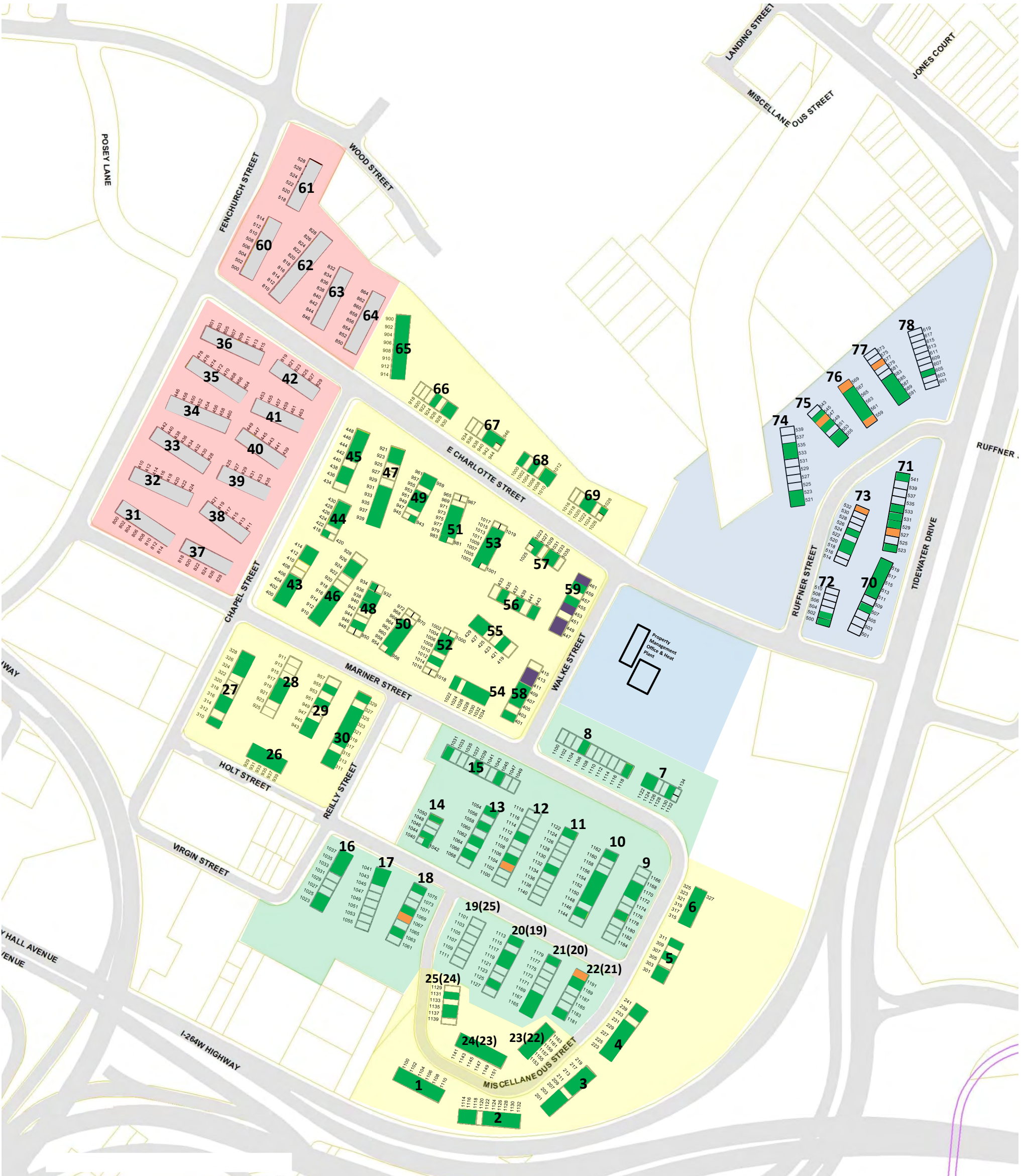
Youth Relocation

Total Youth Relocation	Count
Youth Relocated to HCV	385
Youth Relocated to LIPH/Project Based	263

* < 62% mi concentration and <40% poverty 33%
 <40% poverty 297 85%
 <20% poverty 137 39%

Vacancy Tracking Map

For Tidewater Gardens



Legend

Vacant Units



People First Offices



Demolished Units



Re-occupied Units



September 30, 2021 Status Update

Demolition Sequence	Total Units	Vacant Units	Demolished Units	Occupied Units
Demo Seq 1	124	0	124	0
Demo Seq 2	285	198		87
Demo Seq 3	133	48		85
Demo Seq 4	76	34		42
	618	280	124	214



Commissioners' Update NRHA Board of Commissioners

Subject: Communications Report – September 2021

Executive Contact: Jennifer Moore

Date: October 14, 2021

STATUS

The attached Communications Report provides a summary of the work conducted by the Communications Department in September 2021.

FUTURE ACTION

The Communications Report is provided to the Board of Commissioners each month.

Communications Report

October 2021

Major Projects

- Participated in the Housing Choice Voucher Advocacy Group's development of the Landlord Learning Series webinars. Serving as the Communications Workgroup, Communications provided:
 - Event planning and organization
 - Marketing
 - Selection of the webinar platform and equipment to support a live webinar
 - Webinar tech support to ensure a smooth and glitch-free experience for both speakers and the audience
 - Webinar moderation to provide speaker support and facilitate live questions and answers

SPA / CNI

Continued work on St. Paul's Area Transformation project, focusing on messaging, proactive media engagement, reactive media engagement, community and resident engagement, web and social media.

Support Provided to NRHA Departments

- Wrote articles, edited and formatted newsletters for all NRHA communities
- Website support for department needs
- Support for St. Paul's vision, roadways and parks surveys
- Directed freelance writer, edited and designed Property Management Profiles and TMC Profiles
- Continued development of HCV Communications Plan focusing on landlord recruitment
- Finalized the Human Relations Recruitment video

Collateral

- Developed Landlord Webinar Learning Series flyer
- Developed Worth It Wednesdays flyer for People First event

News Releases

- Market Heights and Holley Point wait lists open
- Updated 2021 BOC schedule
- Launch of the Landlord Learning Series webinars
- HomeNet Receives \$6.8 Million Boost to Serve First-time Homebuyers

CodeRED texts

- 9/20/21 – Active shooter in Young Terrace. Shelter in place until all clear.
9/20/21 – Active shooter in Young Terrace. All staff to avoid the area until further notice.
9/20/21 – Young Terrace is now clear. Resume normal operations.

- 9/30/21 – Active shooter in Tidewater Gardens. Shelter in place until all clear.
9/30/21 – Tidewater Gardens is now clear. Resume normal operations.
- 9/30/21 – Active shooter in Calvert Square. Shelter in place until all clear.
9/30/21 – Calvert Square is now clear. Resume normal operations.



Commissioners' Update NRHA Board of Commissioners

Subject: NRHA Media Coverage – September 2021

Executive Contact: Jennifer Moore

Date: October 14, 2021

STATUS

The NRHA Media Coverage Report provides information on all mentions of NRHA in the news during September 2021.

FUTURE ACTION

The NRHA Media Coverage Update is provided to the Board of Commissioners each month.

NRHA Media Coverage - September 2021

Date	Headline	Publication	Reach	Sentiment
9/17/21	NRHA, Rent Ready Norfolk Launch Webinar Series for Landlords	City of Norfolk	136,439	Neutral
9/21/21	US Sens. Warner, Kaine announce \$4M for affordable housing in Virginia	WAVY-TV	1,105,701	Neutral
9/21/21	CRHA to receive almost \$500,000 in funding	WCAV-TV	297,471	Neutral
9/24/21	Calendar for the week of Sept. 27	Daily Press	414,169	Neutral
9/24/21	Calendar for the week of Sept. 27	The Virginian-Pilot	778,188	Neutral



Committee Notes

NRHA Board of Commissioners

Committee: NRHA's Development Committee	Meeting Date: September 30, 2021
Subject: Broad Creek Renovation	Executive Contact: Michael Clark

Committee Agenda and Attendees

Attendees: Commissioners Gresham and Benassi, NRHA Deputy Executive Director, Operations Michael Clark, Chief Financial Officer Scott Pontz, Structure Finance Director Terri Giuliana, Neighborhoods Project Director Steve Morales, Juan Powell, Vice President of Real Estate Development with The Community Builders, Rachael Ward, The Community Builders, Cindy Picone, Diamond and Associates. Juan Powel from TCB gave the presentation.

Only agenda item was the Broad Creek Renovation presentation.

Policy Discussion

The Broad Creek presentation addressed:

- Renovation/recapitalization of six Broad Creek Phases.
- Proceeding with Section 18 Approach allow conversion to Project Based Vouchers.
- Renovation Scope, Costs and Reduction Strategies
- Community Engagement and City Involvement
- Risk Management strategies.

The consensus of the group was:

- Proceed with execution of the MOU between NRHA and TCB
- Proceed with Section 18 Disposition Approach (Board action in March 2022)
- Continue to Engage with the Community
- Proceed with Development Services Agreement for Phase I

Broad Creek was originally developed as part of a Hope VI project in the 2000s. There were six separate phases and ownership entities (Bowling Green II, III and IV; Marshall Manor II, III, and IV) that have now reached the end of their 15 Year Tax Credit Compliance periods. The Broad Creek developments need renovation and have outstanding financial issues that can now be resolved. The Broad Creek project will involve a section 18 Disposition submittal to HUD to facilitate a low-income housing tax credit (LIHTC) renovation and conversion to project-based section 8 rental assistance. This approach was determined the most viable after looking at RAD rents vs. PBV rents, the need to significantly limit the amount of NRHA capital funds to be used in the project and need to address past financial issues. Long Term affordability as well as need for the project to perform positively financially is also a critical need. The number of assisted and affordable units will not change, though the assisted units will move from the Public Housing program to the project-based Section 8 program. Such a move permits the recapitalization of the project using low-income housing tax credits and private debt to fund the renovation.

Commissioners Gresham and Benassi were supportive of the project moving forward and Broad Creek will proceed as outlined. Keep concerns remain cost of the renovation and need to minimize risks to the authority. TCB will manage the project and will exit the development in accordance with Development Service Agreement.

Attachments and Handouts
Broad Creek Recapitalization Presentation Pros and Cons discussion Proposed MOU and Historic Matters Attachment



Broad Creek Recapitalization

Presentation to NRHA Development Sub-Committee

Presented by Juan H. Powell, TCB

09.30.21



THE **COMMUNITY**
BUILDERS

Meeting Agenda

- I. Project Progress Update for Committee since June 2021 meeting
- II. Construction Discussion.
- III. Budget Reduction approach
- IV. Risk reduction approach
- V. Discussion



Three Phases of Renovation

First phase of renovation 2022 - 2024

Bowling Green II – South of Princess Anne: Woodlawn, Beachmont

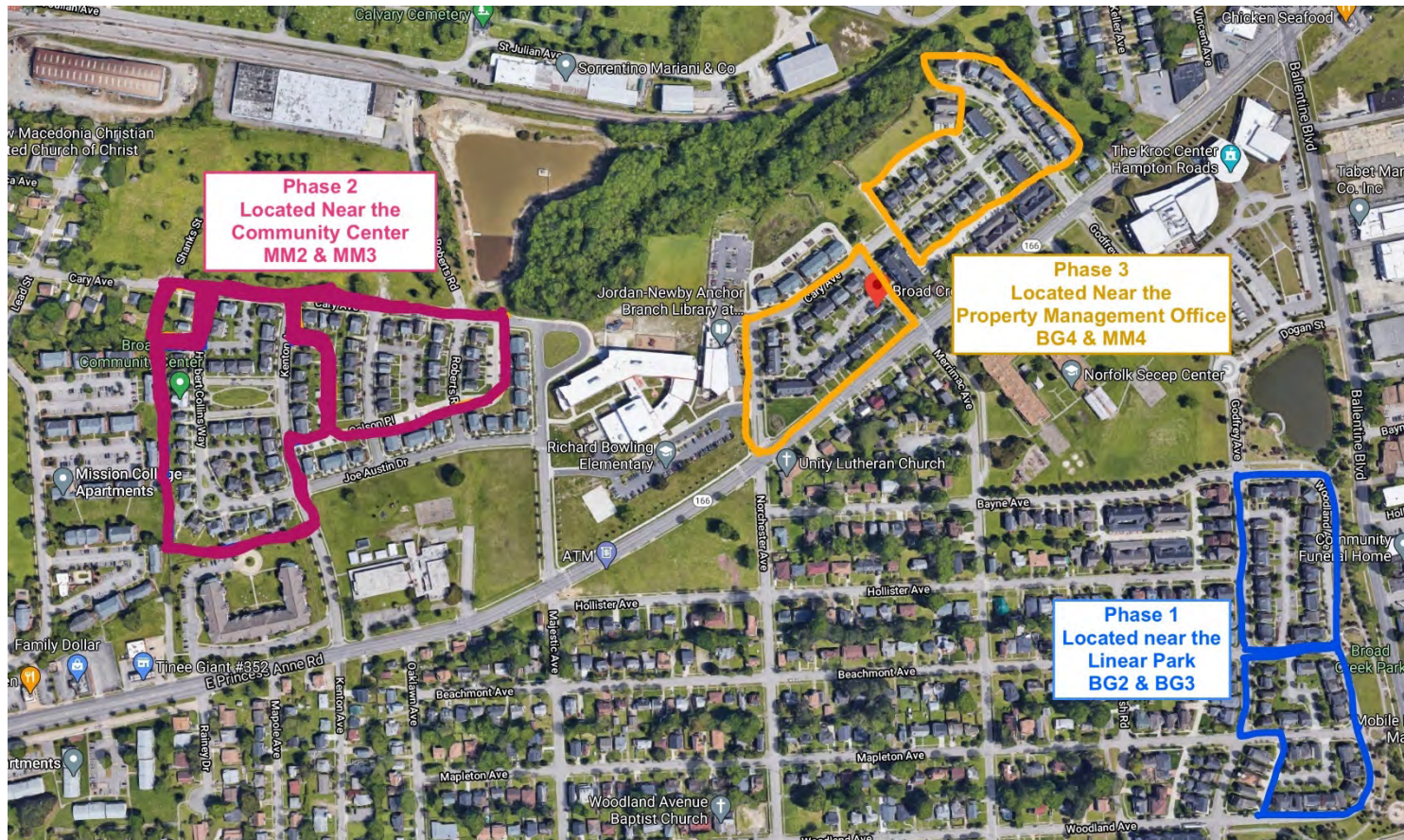
Bowling Green III - South of Princess Anne: Mapleton, and Godfrey

Second phase of renovation 2023 - 2025

Marshall Manor II & III – West of Elementary school, closer to the Community Center

Third phase of renovation 2023 - 2025

Marshall Manor IV – East of Library, near Management Office
Bowling Green IV



Progress during Q3 2021

I. Negotiate MOU between NRHA and TCB

- ✓ Evaluating financing strategy utilizing Section 18
- ✓ Long term ownership of asset by NRHA
- ✓ Concurrence on historical business matters resolution
- ✓ Agreement in Principle on MOU and Historic Matters

II. Financial Split Outcome Review

- ✓ Presented pro-forma that shows projected financial proceeds to NRHA with Phase 1 transaction. Results deemed satisfactory.

III. 12 Month Notice to Residents

- ✓ Nearly 6 months through 12 month waiting period. Started 03/30/21.

Community Engagement

I. Larger Broad Creek Engagement with Councilwoman Maime Johnson

- ✓ “Broad Creek Advancement” meetings has been held for last several months.
- ✓ Strong engagement from Councilwoman Johnson, City of Norfolk, NRHA, TCB and Nusbaum (property manager)
- ✓ Next step is to create a subcommittee to develop implementation plan. Councilwoman Johnson to lead effort.

Resident Engagement

- ✓ Last resident engagement meeting held in September. Six resident engagement meetings held to date to discuss plans and logistics for project.
- ✓ Next meeting slated for January of 2022.



Construction Discussion

FEEDBACK FROM GENERAL CONTRACTOR 9/24/21

- Major escalations in many cost areas
- Lumber has spiked and receded.
- General market increase this year of approximately 10% since spring pricing.
- Major increase areas.
 - Windows at 15%
 - Water heaters 70%
 - HVAC 40%
- Major delivery delays.
- Recommended holding contingency of 5-10%

March 2021 – Preliminary GC Pricing

	Clancy and Theys General Contractor Pricing		
	3/5/2021		
BGII + BGIII		p/u	
Exterior	\$ 315,000	\$ 3,580	
Windows	\$ 617,382	\$ 7,016	
Roofing	\$ 382,773	\$ 4,350	
Interior Door / Flooring	\$ 1,049,710	\$ 11,929	
MEP	\$ 1,390,329	\$ 15,799	
Appl/Cabinetry/Bath Access	\$ 682,542	\$ 7,756	
Site/Parking Lots	\$ 196,499	\$ 2,233	
Sub-total	\$ 4,634,235	\$ 52,662	
Existing Conditions/Demo	\$ 148,615	\$ 1,689	
General Conditions	\$ 357,737	\$ 4,065	
Overhead/GC Profit 6%	\$ 314,158	\$ 3,570	
GC 3% Contingency	\$ 157,079	\$ 1,785	
Liability/Insurance/Lisc/PP	\$ 126,449	\$ 1,437	
GENERAL CONTRACTOR TOTAL	\$ 5,738,273	\$ 65,208	
Allowance for Security Camera			
Installation Option	\$ 200,000	\$ 2,273	
Owners 10% Contingency	\$ 593,827	\$ 6,748	
TOTAL HARD COSTS	\$ 6,532,100	\$ 74,228	

The initial GC numbers are based on the following:

- ✓ **Exterior:** Repair/repaint doors, railing, shutters, doors.
- ✓ **Windows:** Complete replacement of all windows and trim.
- ✓ **Roofing:** Complete replacement of all roofs.
- ✓ **Interior Door / Flooring:** New LVT throughout; Painting interiors; repair/repaint doors.
- ✓ **MEP:** Includes replacement of all Hot Water Heaters, HVAC Systems, LED lights, programmable thermostats, smoke/CO2 detectors.
- ✓ **Appliance/Cabinetry/Accessories:** Replace all appliances, cabinets, sinks, disposals, faucets. Replace mirror, vanities, fans, toilets but not tubs.
- ✓ **Site/Parking lots:** Allowance for repairs as required by VH and needed.

Previous numbers from C & T was \$65k per unit. Undated numbers for same scope is \$71k per unit as of 9/24/21.

September 2021 – Preliminary GC Pricing

Clancy and Theys General Contractor Pricing				
	9/27/2021			
BGII + BGIII		p/u	pro-rata allocate demo, markups, GC contingency	Adjusted p/u
Exterior	\$ 346,500	\$ 3,938	\$ 840	\$ 4,777
Windows	\$ 646,258	\$ 7,344	\$ 1,566	\$ 8,910
Roofing	\$ 387,605	\$ 4,405	\$ 939	\$ 5,344
Interior Door / Flooring	\$ 1,056,843	\$ 12,010	\$ 2,561	\$ 14,571
MEP	\$ 1,823,634	\$ 20,723	\$ 4,420	\$ 25,143
Appl/Cabinetry/Bath				
Access	\$ 685,310	\$ 7,788	\$ 1,661	\$ 9,449
Site/Parking Lots	\$ 210,800	\$ 2,395	\$ 511	\$ 2,906
Sub-total	\$ 5,156,950	\$ 58,602	\$ 12,498	\$ 71,100
Existing Conditions/Demo	\$ 142,950	\$ 1,624		
General Conditions	\$ 277,510	\$ 3,154		
Overhead/GC Profit 6%	\$ 355,585	\$ 4,041		
GC 3% Contingency	\$ 177,792	\$ 2,020		
Liability/Insurance/Lisc/PP	\$ 146,018	\$ 1,659		
GENERAL				
CONTRACTOR TOTAL	\$ 6,256,805	\$ 71,100		
Allowance for Security				
Camera Installation Option	\$ 200,000	\$ 2,273		
Owners 10% Contingency	\$ 645,681	\$ 7,337		
TOTAL HARD COSTS	\$ 7,102,486	\$ 80,710		

Budget Reduction Strategies

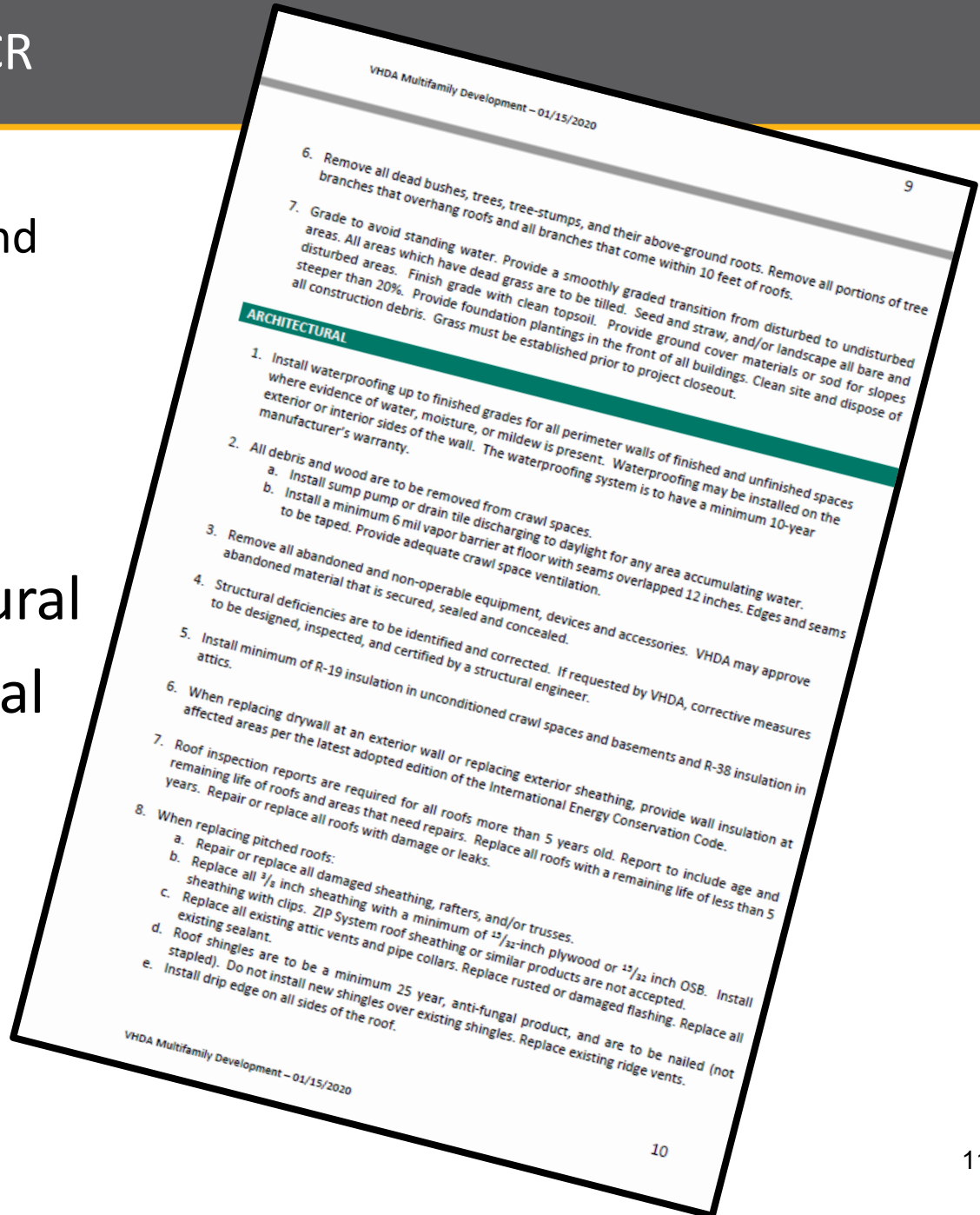
Project scope is designed to reduce the amount of work needed by NRHA over the next 15 years as owner of the property. NRHA could elect to reduce the scope now and plan to do more work over the next 15 years.

Potential items that NRHA could do over time: (Subject to approval by VHDA)

- HVAC replacements for all units budgeted at \$1.1Million. NRHA could elect to replace part of units over time. Roofing replacement currently budgeted at \$388k. NRHA could elect to replace more of the roofs over time.
- Window replacement currently budgeted at \$646k. NRHA could replacement more windows over time.
- Currently planning to replace all flooring at \$600k. NRHA could elect to only replace flooring in some percentage of units and convey that others will be replaced over time.

Minimum Design and Construction Requirements for Rehabilitation

- I. Sitework
- II. Architectural
- III. Mechanical
- IV. Plumbing
- V. Electrical





Risk Mitigation Approaches

TCB Construction Risk Management Strategy

Proforma approach for Construction Line Item:

- **Previous preliminary number from General Contractor of approximately \$65k per unit.**
- **Factor in 8% escalation factor. (Construction not starting until late 3rd Quarter of 2022)**
- **Factor in 10% Owner's contingency.**

Over time we monitor pricing and macro-economic impacts. As the scope is refined, we also make adjustments. We start renovation projects with a 10% contingency.

Broad Creek Recapitalization Risk Profile

I. Development Period Risk

TCB provides all Development Period Guarantees through Stabilization

- I. Construction Pricing verification
- II. Schedule / Relocation / Credit Delivery planning

II. Operating Risk: RAD vs. Section 18

NRHA takes full Ownership after Stabilization of all phases (TCB has operating risks until property is turned over to NRHA)

- I. Operating expenses based on actuals
- II. Rental Subsidy Program: NRHA and TCB collective experiences with RAD to date
- III. Physical asset that will sustain another 15 years



Conclusion – Discussion – Questions and Answers

Broad Creek Renovation/Re-Syndication

NRHA and The Community Builders (TCB) believe that it is in their best interests to collaborate on the re-syndication and renovation of the Broad Creek Renaissance community. Broad Creek was originally developed as part of a Hope VI project in the 2000s. There were six separate phases and ownership entities (Bowling Green II, III and IV; Marshall Manor II, III, and IV) that have reached the end of their 15 Year Tax Credit Compliance periods; Broad Creek V, a seventh Phase, which was completed in 2016, is still in its Tax Credit Compliance period, and is likely to follow a different financing path.

The Broad Creek project will involve a section 18 Disposition submittal to HUD to facilitate a low-income housing tax credit (LIHTC) renovation and conversion to project-based vouchers. This approach was determined the most viable after looking at RAD rents vs. PBV rents, the need to significantly limit the amount of NRHA capital funds to be used in the project and need to address past financial issues. Long Term affordability as well as need for the project to perform positively financially is also a critical need.

The Broad Creek project will address long standing issues NRHA has had with the project and at stabilization The Community Builders (TCB) will exit the partnerships for the BG and MM II-IV phases and only remain as part of Broad Creek V, until that project is recapitalized or NRHA is able to get approval for section 18 disposition/PBV conversion.

This memo will outline the project, reasons and explanations and recommend next course of actions. Overall the approach is intended to limit the financial outlays from NRHA, ensuring the long-term viability of the Broad Creek Marshall Manor and Bowling Green phases II-IV and ensuring sufficient investment in the asset to maintain as a quality affordable housing community.

The number of assisted and affordable units will not change, though the assisted units will move from the Public Housing program to the project-based Section 8 program. Such a move permits the recapitalization of the project using low-income housing tax credits and private debt to fund the renovation.

The Project

Apply for section 18 Disposition approval from HUD for the Broad Creek Hope VI properties that include 253 public housing units and 47 LIHTC and market rate units. The HUD disposition approval will allow the recapitalization/renovation of the properties in three phases beginning in 2022. All 300 units will be renovated and all 253 public housing units will be converted to project-based rental assistance. The project will be done in three phases

BG II & III=88 Units (2022-2024)

MM II & III=124 Units (2023-2025)

BG IV and MM IV = 88 Units (2023-2025)

In 2015 NRHA and TCB began exploring RAD conversion and LIHTC renovation. The feasibility analysis indicated straight RAD renovation was insufficient to accomplish renovation without significant capital fund investment from NRHA. Key points emerged from exploration.

- A. RAD – insufficient to accomplish renovation without significant capital funds – conversion to RAD PBVs at lower rents – supports less debt for the project and compromises long term financial performance
- B. NRHA has authorization for 1,300 HCV and has the funding capacity to, increase HCV/PBVs gradually over time and in a manner sufficient to fulfill the commitment to the project.
- C. Broad Creek phases are valuable asset that require investment
- D. NRHA needs to direct Capital Funds to other public housing communities
- E. Recapitalization is an opportunity to address Historic Financial Issues (see attachment)

TCB will oversee the renovation and upon stabilization will exit the project. Total cost of renovation of Phase I (BGII&III) 88 units estimated at \$27M including \$12M in acquisition.

Pros

- Renovation of Broad Creek and long-term viability
- Performing Asset - positive cash flow after recapitalization/stabilization
- Pay off Operational loans
- 25% Developer Fee
- Renovation with LIHTC and Debt
- Continue conversion of portfolio to Section 8 program
- Address long standing financial issues
- NRHA oversee and manage Broad Creek

Cons

- Lost CFP Funds and some flexibility/(Mitigated by 5 years of continuing Demolition and Disposition Transition Funding (DDTF))
- Lost LIPH operating subsidy/forecast to be mitigated by operating cash flow
- Impact on HCV program (2-year tool) in using portion of 1,300 unit voucher authorization
- NRHA will fully oversee and manage Broad Creek

The goal is a net positive to NRHA through project financing and on-going cash flow – current analysis for phase I (BGII&3) indicates a positive cash flow that is expected to replace and exceed the losses created by converting the project.

Items to be consider –

- NRHA must ensure project is completed to specifications but must be mindful of staff assigned to limit expenses (can handle through 3rd party and have charged to the project otherwise come out of developer fee)
- Manage PBVs/HCV program to remain out of the red (2-year tool)
- NRHA will have control but still have issues with new investor – must properly budget and oversee the 3rd party management
- Must build into the project any loss of fees and replacement of Capital funding
- Must build into budgeting appropriate client services and security
- Must build into budget appropriate maintenance funding

Next Steps

- Execute Memorandum of Understanding (MOU) between TCB and NRHA to collaborate on the re-syndication and renovation of the Broad Creek recapitalization
- Begin to prepare Section 18 documents for March/April Submittal to HUD
- Draft a Development Services Agreement for the first phase that will memorialize in greater detail the arrangements between NRHA and TCB with respect to the re-syndication of the Broad Creek Renaissance phases

Attachments:

Proposed MOU
Historic Matters
Virginia Housing Minimum Design Requirements
Renovation Scope from RBA

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (the "Memorandum") is made and entered into as of this day ____ October, 2021, by and between NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY, a political subdivision of the Commonwealth of Virginia and located at 555 East Main Street, Norfolk, Virginia 23510, ("NRHA"), and THE COMMUNITY BUILDERS, INC, a Massachusetts charitable corporation ("TCB") located at 185 Dartmouth Street, Boston, Massachusetts 02116. NRHA and TCB are hereinafter sometimes referred to collectively as the "Parties" or individually as a "Party".

RECITALS:

The Parties believe that it is in their best interests to collaborate on the re-syndication and renovation of the Broad Creek Renaissance community located in Norfolk, Virginia (the "Project") and to collectively co-develop the Project. Therefore, the Parties hereby agree as follows:

1. Ownership Interests. The Project shall be developed, owned and operated by a single-purpose limited liability company (the "Owner Entity") and the managing member of the Owner Entity shall also be a single-purpose limited liability company (the "Managing Member"). The Parties intend to combine Bowling Green II and III into one 88 unit ownership structure ("Re-syndication Phase 1), create another 124 unit ownership structure ("Re-syndication Phase 2) for the closing of the re-syndication of Marshall Manor II and Marshall Manor III, and create another 88 unit ownership structure ("Re-syndication Phase 3) for the closing of Marshall Manor IV and Bowling Green IV).
2. Development of the Project. The Parties have identified the Project currently called Broad Creek Renaissance, a property located at 1420 Merrimac Ave, Norfolk, VA 23504 consisting of multiple phases and ownership entities (Bowling Green II, III and IV; Marshall Manor II, III, and IV) which are reaching the end of their 15 Year Tax Credit Compliance periods; a seventh Phase, Broad Creek V, which was completed in 2016, is still in its Tax Credit Compliance period, and is likely to follow a different financing path. The Parties agree to develop a comprehensive operating plan for Broad Creek Renaissance which includes Broad Creek V, so that the 50 ACC units at Broad Creek V continues to benefit from the economy of scale and operations at the surrounding 300 units after the re-syndication and transformation to PBV.

The parties agree to move forward to develop the Project in accordance with the following:

(a) Ownership:

As part of the re-syndication closing of each phase, the future Investor Member (99.99%) of the Owner Entity will provide financing through the purchase of the Low-Income Housing Tax Credits. The future Investor Member will be selected jointly by NRHA and TCB.

Prior to the time that the future Investor Member makes the final equity payment and the project pays off the Construction Loan, the Managing Member (0.01%) of the Owner Entity will be an LLC that will be owned fifty-percent (50%) by NRHA and fifty-percent (50%) by TCB. TCB will be the Managing Member (controlling member) of the 0.01% Managing Member, and TCB will be providing all operating, construction and repurchase tax credit guarantees to the Investor Member until the future Investor Member makes the final equity

payment and the project pays off the Construction Loan. NRHA will be the non-controlling member of the Managing Member with certain consent rights.

To ensure continuity of operations and guarantee obligations, upon completion of both the Re-syndication Phases 1, 2 and 3, and after the future Investor Member makes the final equity payment and the project pays off the Construction Loan for Re-syndication Phases 1, 2 and 3, then TCB will exit the ownership structure for that phase and sell, transfer, assign and convey all of its interest in the ownership entities to NRHA (or an affiliate of NRHA) for a nominal purchase price (\$100). At that time, the Managing Member (0.01%) of the Owner Entity of Re-syndication Phase 1 and Re-syndication Phase 2 and Re-syndication Phase 3 will be an LLC that will be owned one hundred percent (100%) by NRHA. NRHA understands that, upon TCB's exit from the legal structure, NRHA will need to provide operating and tax credit guarantees.

Please see attached BGII and BGIII Organizational Charts of (A) the existing legal structures, (B) the proposed structures upon the Year 15 Investor Exit, (C) the proposed structure from Closing of the 4% re-syndication until the time that the future Investor Member makes the final equity payment and the project pays off the Construction Loan and (D) the remaining years for the LIHTC Compliance period going forward after TCB exits the ownership structure. The charts are under discussion.

(b) **Ground Lease:** The NRHA currently holds the ground leases under a long-term lease structure with each of the Broad Creek Phases. It is the Parties' intention for the ground leases to be extended under similar terms so that NRHA continues to hold the ground leases as part of the re-syndication for the foreseeable future.

(c) **Intent to Enter into a DSA:** The Parties acknowledge that this Memorandum includes a summary of the business terms and does not contemplate all the details of the transactions between the Parties with regard to the Project. The Parties will enter into a written Development Services Agreement for each phase that will memorialize in greater detail the arrangements between them with respect to the re-syndication of the Broad Creek Renaissance phases. The Parties intend that the Development Services Agreement for the first phase shall be signed prior to October ____, 2021.

(d) **Development Fees:** Development fees earned with respect to the Project shall be paid 25% to NRHA and 75% to TCB. TCB's share of unpaid deferred development fees (if any) will be paid to TCB prior to TCB's exit from the ownership structure.

(e) **Pre-development Expenses:** Pre-development expenses shall be incurred subject to a mutually-approved budget and paid in proportional share of Development fee (i.e., 25% by NRHA and 75% by TCB). If funds are borrowed for such expenses, all loans are to have an interest rate at or below prevailing rates for such funds. TCB to provide an estimate of Predevelopment Expenses for NRHA Executive Team review and approval of this item. All pre-development expenses are subject to review by both Parties based on the submission of third-party invoices. The Parties agree to put in place a process for the review and approval of any pre-development expenses. In addition, the Parties agree to review any existing reserves held in cash by the existing entities to determine whether such funds can be used to pay for pre-development expenses or otherwise used as part of the re-syndication process.

(f) **Development Schedule:** The Parties intend to proceed under a development schedule which would anticipate NRHA submission of the Section 18 Application on or around April 1, 2022, HUD Approval of the Section 18 Application on or around June 1, 2022, and the financial closing with the Tax Credit Equity Investor and Lenders of Resyndication Phase 1 on or around August 1, 2022.

(g) **Construction oversight:** TCB will serve as the developer for the renovation. The Parties agree that a third-party construction inspector will be engaged and paid for by the Project to periodically inspect the Project and provide monthly reports on the progress of construction. The Parties agree that, during construction and for as long as TCB serves as the controlling member of the Managing Member, NRHA will provide oversight to ensure that the Project is renovated in accordance with the agreed upon construction contract, plans and specifications, and City requirements. The team intends to hire a third-party relocation consultant to implement the relocation process.

(h) **Property Management and Asset Management:** The property is currently managed by a third-party manager under supervision by TCB and the Parties agree to continue this arrangement until TCB exits the Ownership Structure. The property is currently asset managed by TCB and the Parties agree to continue this arrangement going forward until TCB exits the Ownership Structure. At the time that TCB exits the Ownership Structure, NRHA will take over supervision of the third-party property manager and NRHA will assume all Asset Management responsibilities.

(i) **Right of First Refusal/Purchase Option:** NRHA shall have the right of first refusal and purchase option after Year 15 of the future low-income housing tax credit compliance period.

(j) **Guarantees:** TCB, as the controlling member of the Managing Member, will cover all guarantees required by investors and lenders until the future Investor Member makes the final equity payment and the project pays off the Construction Loan, when TCB will exit the ownership structure and will no longer provide Guarantees. NRHA understands to facilitate TCB's exit, that NRHA will need to provide operating and tax credit guarantees required by investors and lenders.

(k) **Section 18 Disposition of Public Housing Units Application and Approval:** The NRHA and TCB will coordinate to submit a Section 18 Disposition Application under HUD's onsite development Section 18 option for the Broad Creek Renaissance Phases. This will involve including notice in the upcoming NRHA Annual Plan intended to be approved by the NRHA Board of Commissioners, and effective as of July 2021, submission of Part 58 Environmental Reviews by NRHA in 2021, and other key tasks. The Parties agree that any submission to HUD and any Project Based Voucher process will be handled by and subject to NRHA's consent, in its sole discretion.

(l) **Transition off of ACC Platform to PBV:** The project anticipates that 25% of the total ACC units will receive vouchers through Section 18 Disposition process, and the remaining 75% of the existing ACC units will receive vouchers through NRHA internal voucher pool.

(m) **Consideration of RAD Section 18 Blend:** TCB and NRHA will review the feasibility of utilizing the RAD Section 18 Blend as described in the HUD Notice PIH 2021-07. The RAD Section 18 Blend financing option may reduce the number of vouchers NRHA would need to contribute from its internal voucher pool. In the event both parties agree it is financially feasible to re-syndicate and renovate the project using the RAD Section 18 Blend 4% LIHTC financing strategy, TCB and NRHA will pursue that financing strategy.

(n) **Historic Matters:** In an attached document TCB has outlined four main issues that are outstanding related to the existing ownership entities. These are (1) the Year 15 Investor Exit process on the existing entities; (2) treatment of the NRHA loans to the existing entities that are not on the existing partnership books; (3) operating loans from TCB and NRHA will be properly documented and will be paid off through the recapitalization of each phase; and (34) the large amount of principal and interest outstanding on the development loans of NRHA and TCB which were made to the existing entities. Before closing on the re-syndication of any phase, the Parties agree to properly document any and all loans previously made to the various existing ownership entities that were not properly documented; to cancel the Promissory Note totaling \$527,357 payable to TCB, Inc. that was improperly executed by any ownership entity; and the Parties also agree to amend any of the existing entities' financial statements and tax returns, if necessary to properly reflect the aforementioned loans. Moving forward and throughout the recapitalization of the HOPE VI phases, determination of how to address the Hope VI loans and AHP loans will be made phase by phase.

Attachment 1) Organizational Charts
Attachment 2) Historic Matters document
Attachment 3) Existing Debt Balances
Attachment 4) Map of Re-syndication Phases

ACKNOWLEDGED, ACCEPTED AND AGREED TO:

NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY

By: _____

Name
Title

THE COMMUNITY BUILDERS, INC.,

By: _____

Name
Authorized Agent

Historic Matters Summary of Broad Creek - 9/29/2021

The below brief summary is an attempt to gain a common understanding of the outstanding issues related to unresolved matters around the existing Broad Creek Phases. The NRHA and TCB share a mutual goal to achieve a financially sustainable recapitalization of the Broad Creek Phases, using 4% financing and PBVs at the II, III, and IV phases of Broad Creek. TCB and NRHA are working together to take advantage of this opportunity with Section 18 in order to transition the projects off of the ACC platform.

We note that the deal terms between NRHA and TCB for the future re-syndications will need to be defined and agreed upon in a separate MOU or other legal agreement; TCB is now working on a draft for review with NRHA to begin that negotiation. We believe that outlining the following summary of historic matters will help to inform that process.

Issue	Summary	Proposed Next Step to Resolve Issue
Year 15 Wells Fargo Investor Exit	<ul style="list-style-type: none">• The ROFR of the first six phases of Broad Creek (BGII, BGIII, BGIV, MMII, MMIII, and MMIV), is held by Broad Creek Affordable Housing, Inc., a Virginia nonprofit corporation (“BCAH”).• BCAH has 2 members, TCB and NRHA, and is effectively controlled 50/50 by each.• There are outstanding issues related to the legal status of the BCAH entity, and the logistics for this entity to be able to exercise the ROFR/PO.• Wells Fargo is the investor in all six phases.<ul style="list-style-type: none">○ 2019 marked the end of compliance for BGII and MMII.○ 2020 is the end of compliance for BGIII, BGIV, MMIII, and MMIV.	<ul style="list-style-type: none">• Instead of having BCAH exercise the ROFR, we recommend that affiliate(s) of TCB and NRHA jointly purchase the Limited Partner interest in each phase. That will be the most efficient and financially feasible way to buy-out the Equity Investor so that TCB and NRHA will be in a position to successfully recapitalize and preserve the properties.• The parties approach Wells Fargo immediately about a negotiated L.P. interest buyout. TCB proposes that we offer \$0.00 for the L.P. interest, recognizing that the phases do not have fair market value above outstanding debt. Wells Fargo has agreed to forgive accrued investor asset management fees.<ul style="list-style-type: none">○ The FY19 financial audits for BGII and MMII list \$92K and \$93K respectively in accrued investor asset management fees.• The goal would be for the Investor to exit all 6 phases in early 2021. This will position BGII, MMII and BG III for a combined 4% re-syndication in 2021, with the remaining phases to follow in a second re-syndication phase.

Issue	Summary	Proposed Next Step to Resolve Issue
NRHA Loans that are currently off-book	<ul style="list-style-type: none"> NRHA made Development Period loans that are currently not on the Broad Creek LIHTC partnerships' books. <ul style="list-style-type: none"> MMII and MMIII received the Development Period loans in the amounts of \$51,370 and \$131,211 respectively. Adding these loans to the partnerships' books would have adverse tax impacts on the investor, Wells Fargo. NRHA has provided operating loans in the form of excess subsidy from CY2011 to date across all six phases of the HOPE VI LIPH units in Broad Creek. From CY2011 through CY2019, based on the terms of the R&O, NRHA has provided \$ 1,137,426 in excess subsidy. 	<ul style="list-style-type: none"> Development Period Loans: TCB has clarified that TCB Corporate received these funds and paid the costs. TCB will assign the loans to MMII (\$51,370) and MMIII (131,211) after the Y15 Exit is complete. Operating Loans/Excess Subsidy Loans: TCB Asset Management and NRHA will complete another "true up" process to update the Operating Loan balances through CY2020; NRHA completed the calculation showing excess ACC subsidy provided for operations of \$1,137,426 from Jan 2011 to Dec 2019 (This is the \$578,922 remaining from 2011-2014, plus the \$558,504 due between 2015-2019); this calculation is under review by TCB Asset Management for confirmation. TCB proposes that all the loans due to NRHA are added to the Partnerships' books after the Investor exit and before any re-syndication. As managing member of the General Partner(s), TCB will authorize the GPs to execute promissory notes memorializing the loans and enter into amendments to the respective limited partnership agreements to make the loan(s) payable from annual excess cash flow. TCB and NRHA will work in good faith to determine how much of these outstanding loans (principle and interest) will be able to be carried over as development costs on the next phase syndications. NRHA operating loans will be documented and will be paid and/or forgiven proportionate to the operating deficit loans that TCB provided and that are currently recorded in the annual audits.
TCB Loans	<ul style="list-style-type: none"> Operating deficit loans and Development (AHP) loans 	<ul style="list-style-type: none"> Principal amounts of the TCB operating deficit loans provided as general partner as reflected in the annual audits will be paid and/or forgiven proportionate to the operating loans that NRHA provided that were not recorded in the annual audits. TCB Operating Deficit Loans must be paid off prior to TCB exit from the partnerships in accordance with the MOU.

		<ul style="list-style-type: none"> TCB development loans provided as general partner will be paid and/or forgiven proportionate to the loans NRHA provided to the phases.
Issue	Summary	Proposed Next Step to Resolve Issue
HOPE VI Loan Principle and Interest	<ul style="list-style-type: none"> The full amount of the principle and interest that has accrued on the existing HOPE VI loans over the past 15+ years, exceeds the value of the properties. 	<ul style="list-style-type: none"> An appraiser will complete a current valuation of the properties for purposes of structuring a re-syndication to be financed with 4% acquisition and rehab credits. A portion of the principle and interest will be carried over to the new partnership under the future re-syndication, and a remainder will need to be forgiven.



Commissioners' Update NRHA Board of Commissioners

Subject: Families First Update

Executive Contact: Kimberly Thomas, Chief Community Engagement Officer

Date: October 14, 2021

BACKGROUND

The Families First initiative continues to evolve and offer a platform for NRHA to provide opportunities for community engagement in our public housing communities. The Families First initiative promotes effective community engagement and collective impact programming that fosters and supports safe and healthy communities. Access to resources and community collaboration are key elements for the successful implementation of this initiative.

STATUS

Amazon Virtual Workshop- The Workforce Development (WFD) team collaborated with Amazon to host a virtual hiring event. Residents and community partners were invited to join NRHA staff on a virtual workshop with Amazon employees to gather information about the application process, expectations and requirements, career advancement opportunities, benefits and more. In total, 32 residents attended this virtual event (inclusive of staff, partners and residents). For those without internet access, this event was streamed in the multiple purpose room at the Calvert Square EnVision Center. Participating partners included Norfolk Works, Norfolk Cares and People First empowered by USI.

The WFD team works with local agencies and employers to provide employment and training opportunities for low income public housing residents and Housing Choice Voucher participants. Over the past 12 months and during the height of the pandemic, the WFD team has helped 41 residents gain or improve employment and increase earned income by an average of \$19,173 annually.

Franklin Arms Day of Caring- The United Way of South Hampton Roads (UWSHR) Day of Caring event in Franklin Arms took place on Friday, September 17, 2021. UWSHR was able to partner with the Dollar Tree Corporation to sponsor the event. Eleven volunteers donated sweat equity by cleaning exterior spaces in the community. Their effort helped to beautify the Franklin Arms, giving the residents one less chore to do! Staff and volunteers followed COVID protocols with everyone remaining socially distant and wearing their masks. NRHA thanked the volunteers by providing a tasty lunch.

Hunter Square Day of Caring- The United Way of South Hampton Roads (UWSHR) partnered with Dollar Tree Corporation to host its annual Day of Caring event in Hunter Square midrise. Eleven volunteers painted the common area which included the resident activity room and mail area as well as two lounge areas. This was a very safe and productive event! The residents were pleased and showed their appreciation to the volunteers with words of gratitude and thanks. NRHA provided tasty treats to thank the volunteers as well.



Oakleaf Forest Basketball Court Restoration – NRHA staff from Client Services, Security Programs and Oakleaf Forest property management along with community volunteers work together to restore the basketball court in Oakleaf Forest on the Day of Caring 2021. The group transformed the area by applying fresh paint to the basketball court and the goal post. Before and after pictures highlight the remarkable improvements.



FUTURE ACTION

It is the commitment of the Families First initiative to provide programming and services that render documented outcomes and results. Staff continues to strive to deliver programs with tangible outcomes in exchange for soft-target outputs. We want to offer opportunities to work with our residents in our communities in the areas of prevention, intervention and enforcement as it relates to fostering safe and healthy communities. Some anticipated outcomes include:

- a reduction in crime
- a better quality of life
- a greater sense of security, responsibility, and personal control

- building community pride and unity
- helping others and ourselves in our community
- providing law enforcement agencies with volunteer support year round
- becoming the extra "eyes and ears" of law enforcement personnel and therefore reducing law enforcement's burden
- physical well-being, mental health, or stress levels
- emotional and social well-being such as self-esteem, social interaction, empathy for others, and self-confidence
- a reduction in deviant behaviors
- life skills such as educational attainment, acquisition of knowledge, problem solving ability, and cognitive processing



Commissioners' Update NRHA Board of Commissioners

Subject: Fiscal Year (FY) 2023 Annual Plan Process

Executive Contact: Kimberly Thomas, Chief Community Engagement Officer

Date: October 14, 2021

BACKGROUND

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 require housing authorities to complete a five-year plan and an annual plan. The plan includes information on NRHA's major goals, objectives, and strategies for public housing and Section 8, such as demolition/disposition, site based waiting lists, requirements/mandates by HUD and our objectives and strategies for achieving our mission.

STATUS

The fiscal year (FY) 2023 NRHA Annual Plan process has commenced with the assembly of Resident Advisory Board (RAB), comprised of 13 individuals representing low income public housing (LIPH) communities and participants of the Project-Based Voucher (PBV) and Housing Choice Voucher (HCV) programs.

NRHA executive leadership staff is currently exploring options to host community meetings; providing residents and program participants with the opportunity to voice their ideas and opinions as they relate to the agency's overall strategies and policies. The restrictions and precautions of the Corona virus pandemic have presented challenges to these annual gatherings.

RAB meetings will be held dually, both in-person and virtually.

FUTURE ACTION

Below is a preliminary Annual Plan schedule for November 2021 through April 2022:

NOVEMBER – DECEMBER 2021

- Draft Plan language due from NRHA staff

JANUARY 2022

- Distribute first draft Plan for 45-day public comment period
- Presentation to Board of Commissioners (BOC) on Plan schedule and highlights
- Staff presentations to the RAB begin (through March)

FEBRUARY

- Provide an update on Annual Plan to the BOC

MARCH

- Host public hearing
- Review comments made by RAB, public hearing; revise draft as needed
- Edit draft Plan (incorporating public comments)

APRIL

- Present final draft plan to the BOC for approval
- Submit approved Plan to HUD

Dissemination of information to the public during this process will be made available on the NRHA webpage (www.nrha.us), in print at all NRHA administrative offices, on NRHA social media pages (Facebook and Twitter) and in local newspapers (as required).



Commissioners' Update NRHA Board of Commissioners

Subject: Security Programs Update

Executive Contact: Donna Mills, Chief Housing Officer

Date: October 8, 2021

BACKGROUND

Security Programs continues to work in collaboration with our external partners to address crime in our communities. We are continuing engagement efforts with residents to improve safety and anti-social behaviors in an effort to increase safety in our communities. We will continue to look at ways to improve security initiatives in our communities.

STATUS

SECURITY PROGRAMS

ShotSpotter

NSU has launched ShotSpotter, a gunshot detection system that uses sensors to detect gunshots, allowing officers to respond faster and utilize this system as an investigative tool. Sensors are typically placed within 3 square miles in an area where there is a history of gunfire. NRHA Security Programs and IT staff attended a presentation about ShotSpotter hosted by NSU on 9/28/21. As a result, NSU offered to partner with NRHA to place 4 sensors for detection in Grandy Village and Broad Creek. This application will be of no cost to NRHA and will be placed at 910 Ballentine if approved. The application uses minimal power (less than a cell phone) and requires minimal maintenance. Most operational errors can be taken care of remotely. This is a great opportunity to obtain firsthand knowledge of the system and obtain data. Because NSU owns the project, the data will go to NSU, who will in turn notify NPD of location of the gunshots. ShotSpotter has provided an "Authorization for Placement" form to NRHA for consideration by the Executive Team to begin the process.

Office Relocation of Security Programs Staff

In order to improve resident relations and proactive safety practices Security Programs will relocate both security coordinators from 555 E. Main St. to the following NRHA community service-oriented locations:

- Calvert Square EnVision Center
- Oakleaf Forest Family Investment Center

The target date is 10/18/21 for the move. Security Programs will also adjust staff schedules for better coverage of hot spot locations in the communities after business hours when management offices are closed.

Private Security Company PR1677-690-21 Uniformed Armed Guard Services for Public Housing Communities

NRHA has a pending contract for uniformed armed guard services to help support the activities of the NPD and NRHA Safety and Security. Once awarded we will advise you of next steps. We are currently working on resident messaging through NRHA website and mailings.

Resident Surveys

We are currently reviewing and updating the safety/security survey instrument. The survey is designed to improve services and processes, as well as gather opinions and experiences from residents in our communities. We will provide future updates on survey distribution and results.

Security Project Install Updates

- Tidewater Gardens (in progress)
- Oakleaf Forest "hot spot" locations (under review of installation options)
- Oakleaf Forest Computer Resource Center (quotes received; under review)
- Young Terrace "hot spot" locations (pending quote)
- Calvert Square Envision Center (PR submitted for additional coverage; pending start date)
- Research of Cellular Cameras (pending)
- Additional locations for consideration:
 - ✓ 910 Ballentine
 - ✓ 555 Occupancy
 - ✓ Midrises

Safe Zone Initiative

- Planning discussions continue to identify locations and community partners for safe zone / resource locations in our communities.
- Planning will include resource development specific to community concerns regarding safety.
- Discussions pending to work with schools at our sites (Calvert Square and Grandy Village) to prohibit firearms at our centers during operating hours based on criminal code sections.

Site visits by Executive Team after Significant Event Notifications

The Executive Team continues to communicate with site staff after a series of significant events which occurred at Young Terrace. As a follow-up members of the executive staff, BOC, and supervisors met with Young Terrace staff on 10/6/21. Human Resources is also notified after each event for an assessment of services for staff. This will be process moving forward after significant events occur that could potentially have a negative impact on staff.

DV Awareness Month

October is Domestic Violence Awareness Month. It is an important month to mourn victims, celebrate survivors, and network for change. It is also an important time to bring awareness of the cruel and debilitating circumstances surrounding domestic violence. We work to educate others on how they can take action to advocate for change, intervene to stop acts of domestic violence from occurring, and support those who are impacted. Domestic violence may include sexual assault, physical abuse, stalking, and economic or emotional abuse. This year's awareness campaign will look different due to CDC guidance and COVID restrictions. We will use alternate platforms to share education & prevention information with staff and residents. For help call the National Domestic Violence Hotline at 1-800-799-SAFE (7233) or YWCA South Hampton Roads, Crisis Intervention Service at 757-625-4248.

FUTURE ACTION

As we continue to monitor crime in our communities, Security Programs will continue to work in collaboration with NPD and our residents in order to increase a sense of attachment, participation, and community involvement.