The background of the slide is a colorful, abstract quilted artwork. It features various geometric shapes like triangles, rectangles, and circles in shades of red, orange, yellow, green, blue, and brown, arranged to suggest a cityscape or a cluster of buildings. The quilted texture is visible throughout the artwork.

Norfolk Redevelopment and Housing Authority
Board of Commissioners' Meeting
9:00 am Thursday, July 13, 2023
555 E. Main Street, Norfolk, VA 23501





AGENDA
NRHA Commissioners' Meeting
Thursday, July 13, 2023
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. 4

June 15, 2023 Board of Commissioners' Minutes
June 29, 2023 Board of Commissioners' Minutes

II. PUBLIC COMMENTS

III. RESOLUTION Pg. 16

- Resolution of Gratitude for Raytron L. White
Presented by Don Musacchio
Chairman of the Board

IV. EXECUTIVE DIRECTOR COMMENTS Pg. 17

- **Finance Activities**
 - Previous Months Contract Activities
 - Anticipated Requests for Proposals, Qualifications, or Quotations and Invitations for Bids
- **Operations**
 - Public Housing
 - HCV
 - Other Housing
- **Community Engagement**
 - Families First Update
- **Development**
- **Other**
 - Communications and Government Relations

V. COMMISSIONER COMMENTS

VI. CLOSED SESSION Pg. 35

- 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.

FUTURE MEETINGS

Board of Commissioners' Meeting
(Tentative) Thursday, August 10, 2023 at 9:00am
555 E. 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, June 15, 2023.

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

Present: Mr. Alphonso Albert
 Ms. Rose Arrington
 Ms. Amy Chudzinski (*arrived at 9:06 a.m.*)
 Mr. Elbert Louis
 Mr. Donald Musacchio
 Ms. Suzanne Puryear
 Dr. Philip Smith

Also present were Michael Clark, Interim Executive Director and Secretary, Delphine Carnes, Attorney, Scott Pontz, Chief Financial Officer, Kimberly Thomas, Chief Community Engagement Officer, Karen Rose, Security Programs Director, and various other NRHA staff members.

. . .

Welcome by the Chairman of the Board

Chairman Musacchio welcomed the Commissioners and thanked them for their participation. He reported that there is a brief agenda for today’s meeting, which will be followed by a public hearing on the budget at 11 a.m.

. . .

I. Approval of Minutes of Commissioners’ Meeting

Chairman Musacchio presented for approval the minutes of the May 11, 2023 Board of Commissioners’ meeting. Upon motion of Dr. Smith, seconded by Mr. Louis, the minutes of the May 11, 2023 Board meeting were unanimously approved by all of the Commissioners present. (*Ms. Chudzinski joined the meeting after the vote on the minutes was taken.*)

. . .

II. Remarks by the Chairman of the Board

Chairman Musacchio announced that today's agenda will not include a public comments portion but he indicated that, if anyone has a specific concern, we can have appropriate staff members follow-up. He then provided a status update on various issues that have previously been raised at recent Board meetings. He mentioned that several members of the public have advocated for the installation of call boxes. Chairman Musacchio stated that the agency is responding to these concerns by the installation of one call box at Calvert Square to determine whether this security measure is effective. He also reported that the elevator at Franklin Arms has been repaired in response to concerns raised at prior meetings. Chairman Musacchio mentioned that a senior unit has been procured for Ms. Goodwin, who appeared at last month's meeting to speak about her situation. He commented that last month the Board also heard from Dr. Dungee-Anderson, a tenured professor at Norfolk State University and Director of the Hampton Roads Community Empowerment Alliance, who expressed her desire to work with NRHA and other local organizations to bring additional resources to community residents. Chairman Musacchio confirmed that NRHA staff has met with Dr. Dungee-Anderson and will schedule a presentation of her proposal for a future Board meeting. Chairman Musacchio also indicated that the agency is aware of the confusion and frustration that the installation of new one-way signs in Young Terrace has created. He added that the new traffic pattern took NRHA by surprise and we did not have nay opportunity to provide advance notice to residents. He stated that NRHA will make every effort to alert residents and receive their input well in advance should something like this be planned again in the future.

Chairman Musacchio concluded by explaining that the Board tries to avoid addressing individual matters during its public meetings; staff is present at the meetings and available to deal with specific concerns of individual residents, many of which cannot be immediately resolved and therefore are better handled by staff outside of the context of a public meeting.

Chairman Musacchio announced that the Board received notice that Raytron White will no longer be serving on the Board, and he added that the Board appreciates his service and wishes him health, happiness and success in his future endeavors. Chairman Musacchio added that Mr. White is in attendance today and would like to address the Commissioners. Mr. White thanked the City for appointing him to serve on the Board. He stated that he resigned on Tuesday, June 13, 2023 and wishes to continue his work in the community in a different capacity. Mr. White observed that he wants to serve as a voice for the people. He noted that the Board members may not be aware of certain events that have been held in NRHA's communities in the past couple of months. Mr. White mentioned that Ms. Rock, a Norfolk City Police Officer and resident of Diggs Town, was recently honored for her achievements, but only two of NRHA's staff members attended the ceremony. Mr. White added that several other residents have found employment and he feels it is very important for the Board to acknowledge these individuals' efforts and applaud their successes.

Mr. White thanked the Board for the information gained and lessons learned during his tenure as a Commissioner. He mentioned that NRHA employees are screaming for help and many are resigning. Mr. White emphasized the importance of selecting a new Executive Director who is a “people person” and doesn’t just sit behind a desk. He indicated that there is much work to do in the community and the agency needs an engaged leader. Mr. White congratulated Julius Norman on his promotion and advised the Commissioners to pick a new leader who will love and support the agency and its staff.

Chairman Musacchio thanked Mr. White for his comments and observed that Mr. White’s passion for, and commitment to, NRHA and its residents is evident. Chairman Musacchio stated that he knows Mr. White will continue his work as a community advocate.

. . .

III. Resolution

1) Resolution Authorizing the Negotiation and Execution of an Assignment Agreement and Other Necessary Documents for the Acquisition of the Limited Partner Interest in Grandy Village Apartments

Mr. Clark asked Mr. Pontz to introduce a resolution to negotiate and execute an agreement allowing NRHA to acquire the limited partner’s interest in the Grandy Village Apartments. Mr. Pontz reported that NRHA has been involved in a Low-Income Tax Credit (“LIHTC”) transaction with a tax credit investor for a portion of Grandy Village that includes 275 units. He explained that NRHA has the opportunity to acquire the tax credit investor’s limited partnership interest for the nominal purchase price of \$6,500. Mr. Pontz observed that this acquisition will allow NRHA to simplify operations and will have no adverse impact on the residents of the community. He added that the acquisition will be beneficial by making it easier for NRHA staff to manage the units efficiently.

Dr. Smith asked about the financial impact of the transaction. Mr. Pontz responded that it will simplify the Authority’s bookkeeping process because the agency can forgive the promissory notes payable to NRHA that were entered into as part of the LIHTC transaction. He added that there also will be no more inter-company transactions (between NRHA and the tax credit investor) to be processed each month.

Upon motion of Ms. Puryear, seconded by Mr. Albert, the following resolution was approved by all of the Commissioners present.

RESOLUTION 9535

WHEREAS, NRHA Grandy Village Limited Partnership, a Virginia limited partnership (the “Partnership”), owns and operates a 275-unit apartment complex for rental to persons of low and moderate income, which is located in Norfolk, Virginia and known as Grandy Village Apartments (the “Project”);

WHEREAS, AH Housing Fund 1532 LP, a Nevada limited partnership, formerly known as SunAmerica Housing Fund 1532, A Nevada Limited Partnership (the “Limited Partner”), is the sole limited partner in the Partnership and currently owns a 99.99% interest in the Partnership (the “LP Interest”);

WHEREAS, Norfolk Redevelopment and Housing Authority (“NRHA”) is a member of NRHA Grandy Village I, L.L.C., a Virginia limited liability company (“General Partner”), which owns a 0.01% interest in the Partnership;

WHEREAS, the Limited Partner desire to sell the LP Interest and exit the Project;

WHEREAS, the General Partner and the Limited Partner have agreed on a Purchase Price for the LP Interest of \$6,500 (the “Purchase Price”); and

WHEREAS, the Board of Commissioners of NRHA (the “Board”) has determined that the acquisition of the LP Interest by NRHA for the Purchase Price, and the exit of the Limited Partner from the Project, are appropriate and desirable.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Norfolk Redevelopment and Housing Authority, on behalf of NRHA and in its capacity as a member of the General Partner, as follows:

1. The negotiation, execution and delivery of any documents necessary to document the purchase and sale of the LP Interest and the exit of the Limited Partner from the Project, including but not limited to an Agreement for Transfer and Assignment of Limited Partnership Interests, is hereby authorized and approved.
2. The payment of the Purchase Price of \$6,500 for the acquisition by NRHA of the LP Interest is hereby authorized and approved.
3. The Interim Executive Director, or his designee, is hereby authorized to execute and deliver any and all contracts, agreements, assignments, instruments and other documents as may be necessary or desirable to consummate the transactions contemplated by the foregoing resolutions and

to take such other action and to execute and deliver such other documents as he may deem necessary or desirable to carry out the intent of this Resolution.

4 All actions previously taken by the Authority in connection with the transactions contemplated by this Resolution are hereby ratified and approved.

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

. . .

Chairman Musacchio reported that the ribbon-cutting took place at Market Heights yesterday. He commented that the attendees could hear the sound of demolition work at Tidewater Gardens in the background, an interesting juxtaposition of the demolition of old, outdated housing units and the creation of new affordable units. Mr. Albert stressed the importance of sending a cohesive message that we can share with the City regarding what the vision of housing should be for the City of Norfolk. He commented that public housing initially became NRHA's responsibility because the areas developed by the private sector had become slums. Mr. Albert acknowledged that the new subsidized units currently being constructed by private developers are good, but stressed that it is important for NRHA to remain engaged to ensure that these units continue to be well-maintained so they do not become the slums of the future. Chairman Musacchio agreed with Mr. Albert's observations and added that the agency needs to provide input early on.

. . .

IV. Executive Director Remarks

Mr. Clark directed the Commissioners to the reports that are located on page 19 of the previously circulated Board Packet. He then asked Mr. Pontz to provide a preview of the public hearing. Mr. Pontz reported that he met with two of the Commissioners individually to discuss the budget. Ms. Chudzinski stated that the briefing was very informative and answered all of her questions. Mr. Pontz indicated that the public hearing will take place immediately after the Board meeting; the Board will meet again on Thursday, June 29 to approve the budget.

Mr. Clark acknowledged that the Board Packet went out late this month and promised to do better in the future. He encouraged the Commissioners to call or email him if they have questions about any of the information contained in the Board Packet. Mr. Clark mentioned that the Board Packet contains information about the Board Committees, as well as an organizational chart.

Mr. Clark then asked Ms. Thomas to address the Commissioners. She stated that she wants to recognize Julius Norman, who has just been appointed Director of Client Services. Ms. Thomas

commented that Mr. Norman has the multi-generational respect of the community; everyone knows him and respects him. She added that it “has been a long time coming and everyone at NRHA is so happy.” Mr. Norman thanked the Board members for their support, after which there was a round of applause and congratulations were offered by all present.

Chairman Musacchio confirmed that various reports, including information on the waitlist status, are contained in the Board Packet starting at page 19. He commented that the need for affordable housing is overwhelming; over 10,000 people are currently on the waitlist. Chairman Musacchio noted that, as mentioned earlier by Mr. Albert, it is critical to keep this issue in the forefront as NRHA continues to develop safe and affordable quality housing. He added that the agency needs additional funding to make this possible.

V. **Commissioner Comments**

. None.

VI. **Closed Session**

At 9:31 a.m. upon motion of Ms. Chudzinski, seconded by Dr. Smith, the following resolution was approved by all of the Commissioners present in person.

RESOLUTION 9536

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 June 15, 2023 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.”

Update on the Executive Director recruitment process.

At 11:05 a.m. upon motion of Ms. Chudzinski, seconded by Dr. Smith, the following resolution was unanimously approved by all of the Commissioners present

RESOLUTION 9537

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.

. . .

There being no further business, the meeting was adjourned at 11:06 a.m. *[The meeting was immediately followed by a public hearing on the FY2024 Budget, which was recorded by Jayne Gromkoski of Zahn Court Reporting, 757-627-6554.]*

Secretary

Chair

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, June 29, 2023.

The meeting was called to order at 9:03 a.m. by Chairman Donald Musacchio. Those Commissioners present and absent were as follows:

Present:	Mr. Alphonso Albert
	Ms. Rose Arrington
	Mr. Elbert Louis
	Mr. Donald Musacchio
	Ms. Suzanne Puryear
	Dr. Philip Smith
Absent:	Ms. Amy Chudzinski

Also present were Michael Clark, Interim Executive Director and Secretary, Delphine Carnes, Attorney, Scott Pontz, Chief Financial Officer, and various other NRHA staff members.

. . .

I. Opening Remarks

Chairman Musacchio welcomed the Commissioners and thanked them for their participation. He noted that today’s meeting will provide an opportunity for comments from the public and the Commissioners prior to consideration of a resolution to adopt NRHA’s FY2024 Operating Budget. Chairman Musacchio also announced that the agenda will include a Closed Session and mentioned that today’s minutes, as well as those from the June 15, 2023 meeting, will be circulated in the next Board Packet for approval at the July 13, 2023 Board meeting.

. . .

II. Public Comments

Chairman Musacchio asked any potential speakers to state their names, addresses and the topics to be presented before making comments to the Commissioners. He reminded those participating online that they can use the “raise your hand” icon to be recognized. No members of the public had signed up to speak or comment in person or online. A final check was made of the hallway and the online platform; there were no speakers in person or online.

. . .

III. Commissioner Comments

Included in Agenda Item IV below.

. . .

IV. Resolution Adopting the Consolidated Annual Operating Budget for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024

Mr. Pontz addressed the Commissioners and introduced NRHA's Budget Manager, Ronald Hoe, Jr. who was in attendance. Mr. Pontz thanked Mr. Hoe for all of his efforts in preparing the budget and working with the new budget process.

Commissioner Comment: Mr. Albert stated that he wished to make a comment. He observed that he is very encouraged by the work of NRHA's qualified team of professionals and also by the fact that the Board takes its role and mission very seriously. Mr. Albert noted that the Board members are all dedicated to providing the best services to NRHA's constituents. Chairman Musacchio echoed Mr. Albert's sentiments.

Returning to the budget presentation, Mr. Pontz stated that he met individually with two of the Commissioners to go over the budget in detail and would be happy to do that with anyone else who is interested. Mr. Pontz emphasized that, for the first time in many years, the Board is not being asked to appropriate reserves to fund normal operations. Mr. Albert commented that this is a very positive sign. Mr. Pontz reported that NRHA is continuing to work on budget plans for the next 10 years of operations. He noted that the agency has reached a fiscally balanced place more quickly than initially anticipated and stated that "it is a happy day to be presenting the budget."

Upon motion of Mr. Louis, seconded by Ms. Arrington, the following resolution was approved by all of the Commissioners present.

RESOLUTION 9538

WHEREAS, the expected operating income and capital funding and related expenditures for the various programs, projects and activities of this Authority for the period beginning July 1, 2023 and ending June 30, 2024 have been carefully reviewed and compiled in a consolidated budget document (the "Consolidated Annual Operating Budget"), a copy of which has been presented to the Commissioners at the June 15, 2023 Board of Commissioners' Meeting and considered by the Commissioners at the June 29, 2023 Board of Commissioners' Meeting; and

WHEREAS, the requested funding in the amount of \$101,293,207 is adequate to cover the proposed expenditures as set out in the budget document; and

WHEREAS, a public hearing was held on June 15, 2023 in accordance with mandated state legislature; and

WHEREAS, the funding levels contain costs of certain central office cost centers which provide office facilities and program support; authorizations by the executive office to advance working capital, individual community project budgets at the asset management levels and other products and services necessary to the accomplishment of NRHA's objectives; and

WHEREAS, during the course of developing the FY2024 Consolidated Annual Operating Budget vacant positions deemed necessary remain in the budget; and

WHEREAS, in order for this Authority to obtain required financial assistance from the Department of Housing and Urban Development, Virginia Housing (formerly known as the "Virginia Housing Development Authority") and the City of Norfolk, the Consolidated Annual Operating Budget must be submitted to the Commissioners of this Authority for approval; and

WHEREAS, the Department of Housing and Urban Development and the City of Norfolk may subsequently approve modified amounts of financial assistance, which will require a modification of the presented expenditure levels and revised budget submissions.

NOW, THEREFORE, BE IT RESOLVED, that the Consolidated Annual Operating Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, is hereby determined to be an estimate of the operating income to be received and expenditures to be incurred in the prudent operation of the administration and program activities and operation of the central offices of the Authority for the fiscal year ending June 30, 2024 and the Consolidated Annual Operating Budget as presented at the June 15, 2023 meeting, to include any modifications approved by the funding providers during the fiscal year, is hereby approved; and

BE IT FURTHER RESOLVED, that the Interim Executive Director or his designee is hereby authorized, in his discretion, to expend during the fiscal year ending June 30, 2024, from unobligated funds in previously approved Cumulative Budgets, as shown in the Consolidated Operating Budget, such amounts in excess of currently budgeted amounts as he may deem appropriate; and

BE IT FURTHER RESOLVED, that the Interim Executive Director or his designee is authorized and directed to submit such Consolidated Operating Budget to the Department of

Housing and Urban Development, the City of Norfolk, and other federal, state and local agencies, as appropriate, for their respective consideration and such approvals as may be necessary.

Following adoption of the resolution, Mr. Clark thanked the Commissioners and NRHA staff members. He noted that there were many challenges over the last six months, but everyone worked hard to get to the point of not having to utilize reserves for operations. Mr. Clark again thanked the Board and staff for their efforts and support.

. . .

V. Closed Session

At 9:12 a.m. upon motion of Dr. Smith, seconded by Ms. Arrington, the following resolution was approved by all of the Commissioners present.

RESOLUTION 9539

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 June 29, 2023 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."

Update on the Executive Director recruitment process.

[Mr. Albert left the meeting at 9:48 a.m. and Ms. Arrington left the meeting at 10:23 a.m.]

At 10:32 a.m. upon motion of Mr. Louis, seconded by Dr. Smith, the following resolution was unanimously approved by all of the Commissioners present.

RESOLUTION 9540

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.

. . .

There being no further business, the meeting was adjourned at 10:34 a.m.

Secretary

Chair

**RESOLUTION OF GRATITUDE TO RAYTRON L. WHITE FOR
SERVICES RENDERED AS COMMISSIONER OF
NORFOLK REDEVELOPMENT AND HOUSING AUTHORITY**

WHEREAS, Raytron L. White has served as a member of the Board of Commissioners (the “Board”) of Norfolk Redevelopment and Housing Authority (the “Authority”) since August 1, 2022;

WHEREAS, throughout his tenure on the Board, Raytron has demonstrated an unwavering support for the Authority’s mission of providing decent, safe, affordable housing, as well as related essential services, for the citizens of Norfolk;

WHEREAS, Raytron has served as a passionate advocate for the residents of NRHA’s communities and a voice for the equitable treatment of such residents, regardless of race, age or economic circumstance;

WHEREAS, Raytron has been a strong supporter of resident programs, particularly educational and recreational activities for children residing in NRHA’s communities, both through his service on the Board and through his work as the President of the Grandy Village Tenant Management Corporation;

WHEREAS, Raytron brought valuable insight to the Board and was instrumental in assisting the Board to better recognize the impact of NRHA’s initiatives on the needs of NRHA’s residents; and

WHEREAS, Raytron has consistently carried out his responsibilities as Commissioner with dedication, perseverance, and pragmatism.

NOW, THEREFORE, BE IT RESOLVED, that we, the Commissioners of the Authority, do hereby take this opportunity to express our sincere appreciation for Raytron’s service to the Authority and his many contributions to the Board;

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners of the Authority is hereby directed to provide a copy of this Resolution to Raytron L. White, and cause a copy of said Resolution to be placed on record in the office of the Authority.

ADOPTED this 13th day of July, 2023.

Monthly Performance Reports

for month ending June 30, 2023

Contents

- Finance Activities
 - Previous Months Activities
 - Anticipated Requests for Proposals, Qualifications, or Quotations and Invitations for Bids
- Operations
 - Public Housing
 - HCV
 - Other Housing
- Community Engagement
- Development
- Other



COMMISSIONERS' MONTHLY CONTRACT REPORT –
Meeting Date: July 13, 2023

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.

June 30, 2023

New contracts issued between \$30,000 and \$99,999:	<i>Contract Ceiling</i>	A	B	C
1. H1015 – Damuth Trane (Trane Chiller Quarterly Maint)	\$30,000.00	O		FF
2. PO-53120-3380 – Champion Fence (Replace 910 Ballentine Security Gate)	\$37,695.00	O		FF
3. G1069 – TAG Associates (Consulting Services Executive Office)	\$80,573.00	O		FF
New contracts issued for \$100,000 and over:	<i>Contract Ceiling</i>	A	B	C
1. G1067 – Contracting Solutions, Inc (Bobbitt and Hunter Square Midrise Elevator Upgrades)	\$1,241,041.92	C		FF
2. G1071 – Joint Resources Solutions, LLC (Diggs Town Air Handler Replacement)	\$507,500.00	C		FF
3. PO-52926-3372 – Microsoft – Software Annual Renewal	\$106,620.24	C		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. F1012 - Sentry Force (Midrise, Calvert Envision and GVLC Unarmed Guard Services)	\$815,537.34	O		FF
2. G1005 – Suttons Lawncare and Maintenance (Young Terrace Grounds Maintenance)	\$149,700.00	O		FF
3. PO-53355-3383 – Bonfire (Online Solicitation Portal)	\$36,000.00	O		FF

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 JUNE 30, 2023**

G1067 – Contracting Solutions, Inc. (RE-BID NRHA Bobbitt and Hunter Square Midrise Elevator Upgrades) - \$1,241,041.92

An Invitation for Bids (IFB) was requested on Sunday, April 30, 2023 for the “RE-BID NRHA Bobbitt and Hunter Square Midrise Elevator Upgrades”. Bids were accepted until 11:00 AM local prevailing time, Thursday, May 25, 2023 at 910 Ballentine Blvd, Norfolk, VA at which time and place all bids were publicly opened and read aloud.

The below companies submitted a bid:

Contracting Solutions, Inc	\$1,241,041.92
E&P Electrical Contracting Co, Inc.....	\$1,924,500.00
Delaware Elevator, Inc	\$1,312,900.00

A contract was awarded to Contracting Solutions, Inc.

G1071 – Joint Resources Solutions, LLC (Diggs Town Air Handler Replacement) - \$507,500.00

An Invitation for Bids (IFB) was requested on Sunday, May 28, 2023 for the “Diggs Town Air Handler Replacement”. Bids were accepted until 11:00 AM local prevailing time, Thursday, June 22, 2023 at 910 Ballentine Blvd, Norfolk, VA at which time and place all bids were publicly opened and read aloud.

The below companies submitted a bid:

Joint Resources Solutions, LLC	\$507,500.00
Hitt Electric Corporation	\$802,700.00
Moses Housing LLC	\$988,088.00

A contract was awarded to Joint Resources Solutions, LLC.



**Anticipated Requests for Proposals,
Quotations and Invitations for Bids
July 2023**

IFB, NRHA Partrea Mid-Rise Hot Water Boiler Replacements/Hunter Square Stack Replacement	23-Jul	DCM
IFB, NRHA Complete Boiler Retube & Misc. Hot Water Boiler	23-Jul	DCM
CA, Elevator Maintenance Services	23-Jul	Property Management
Recently Removed (*this section is added for continuity purposes only)		
IFB, Foreign Language (Spanish) Translation Services and American Sign Language Interpreter Services	Evaluation	Property Management
IFB, Residential Moving Services	Evaluation	Property Management
IFB, Carpet Cleaning Services at NRHA Midrises & GVLC	Evaluation	Property Management
IFB, Grandy Village Grounds Maintenance	Evaluation	Property Management
Hunter Square Sump Pump Upgrades	Awarded	DCM
Midrise Carpet Installation Services	No Bid	Property Management

RFP = Request for Proposal (Price + Factored Criteria)

IFB = Invitation for Bid (Price Only Criteria)

RFQ = Request for Qualifications

Housing Operations Public Housing Programs

9

New Admissions

90.6%*

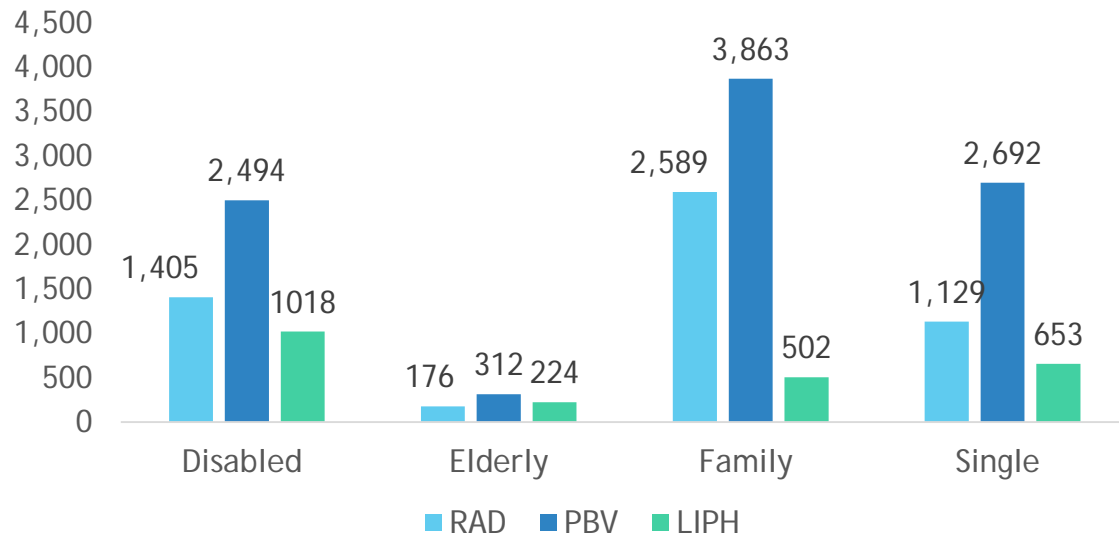
Occupancy

* HUD requires at least 96% occupancy for Public Housing Units

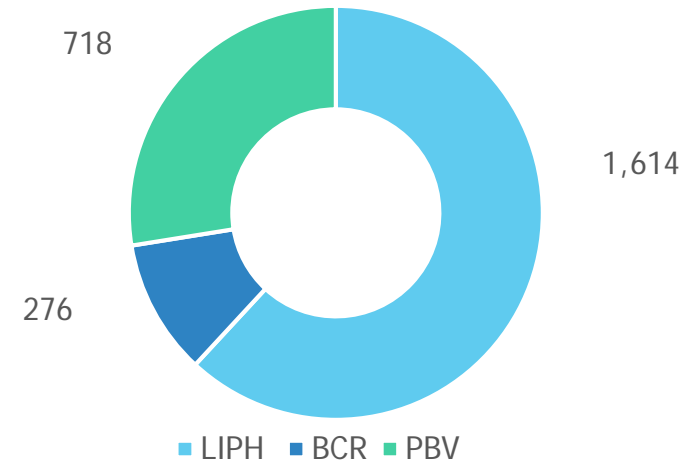
Occupied Units by Community

Community	Total Units	Units Occupied	Percentage
Diggs Town	103	98	96.3%
Young Terrace	746	641	91.5%
Calvert Square	310	287	94.7%
Oakleaf Forest	257	245	97.5%
Partre Midrise	114	101	93.1%
Huntersquare	91	84	92.6%
Bobbitt Midrise	84	81	97.5%
Sykes Midrise	84	77	88.7%

Applicants on the Waitlist



Occupied Units by Program



Housing Operations Public Housing Programs

Emergency Work Orders by Zones

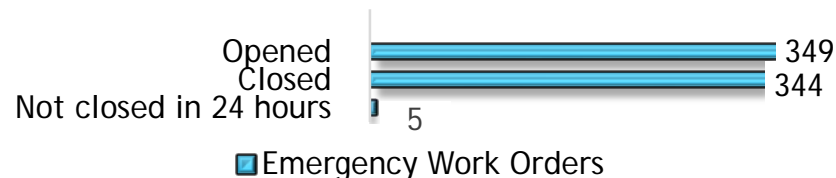
Zone 1	Opened	Closed	Not Closed in 24 hrs.	% Completed
Oakleaf Forest	97	96	1	98.97
Partrea Apartments	6	5	1	83.33
Bobbitt Apartments	14	14	0	100
Sykes Apartments	16	16	0	100
Grandy Village	52	51	1	98.07
Total Per Zone:	189	186	2	98.41

Zone 2	Opened	Closed	Not Closed in 24 hrs.	% Completed
Diggs Town	13	13	0	100
Young Terrace	115	115	0	100
Calvert Square	9	9	0	100
Hunter Square	5	5	0	100
Franklin Arms	11	10	1	90.91
Cottage Bridge	4	3	0	75.00
Diggs Town Phase 1 and Hotel Units	3	3	0	100
Total Per Zone:	160	158	1	98.57

Move Out Report

Reason for Vacating Unit	Count
Unit Transfer	2
Moved to HCV	9
Moved to PBV	1
Rented Elsewhere	8
Home Ownership	0
Medical	1
Deceased	1
Skipped Out	0
Eviction	8
Criminal Activity	0
Moved Prior to Eviction	0

Total Emergency Work Orders





Commissioners' Update NRHA Board of Commissioners

Subject: Housing Choice Voucher Update

Executive Contact: Pamela B. Jones-Watford

Date: July 13, 2023

BACKGROUND

The Housing Choice Voucher (HCV) program continues to provide affordable, decent, and sanitary housing for low and low to moderate income families, the elderly and the disabled to reside in neighborhoods of their choice in the private market in the City of Norfolk.

STATUS

The HCV program remains in an aggressive lease-up currently for HCV Tenant Based Vouchers, Mainstream Vouchers, SRAP Certificates, VASH, Tidewater Gardens Residents, RAD Communities, PBV's, Foster Youth to Independence TPV, Scattered Sites and Emergency Housing Vouchers. Additionally, we are absorbing all incoming port-ins.

There were 13 New Admissions for the month of June.

There are 13,833 individuals on the HCV Tenant Based Wait list and 15,255 on the various project-based voucher wait lists.

June 30th the HCV and HomeNet Departments hosted two workshops "Turn Your Housing Choice Voucher from Rental to Homeownership" more than 81 Housing Choice Voucher Program participants attended one of the workshops. The workshop included speakers to inform attendees how to achieve a successful transition from renter to owner:

- Overview of the Homeownership Voucher Program, speaker Pamela B. Jones-Watford
- FSS Program, speakers: Gwen Williams, Shyda Whitley, & Emil Thomas
- HomeNet Overview, Speaker LaShawn Fortes
- Success Story from Homeownership Voucher holder
- Truist Bank Lender, speaker, Gilroy T. Lino (there were three representatives present from Truist Bank entertaining questions and providing mortgage information to voucher holders.
- NRHA's Landlord Liaison, Iyana Pointer was also present to address any questions from participants seeking rental units.

On July 18, 2023 NRHA's HCV Department will host a free online educational workshop for landlords on the Virginia Landlord Tenant Act. The webinar will review the laws enacted by the VRLTA to inform of the rights and obligations of both landlords and tenants. Additional items to be discussed: lease provisions, eviction processes, property damages, security deposits, and much more.

Landlord Outreach

We continue to market for new landlords and additional properties for the program to lease to voucher holders. There were 5 new landlords in June.

In-person and virtual Landlord Orientation was conducted on June 25th by Landlord Liaison, Iyana Pointer, there were six (6) landlords present.

FUTURE ACTION

Project Based Voucher Future Obligations (Non-RAD)

457 allocated units with 265 of the units CNI.

Updating the HCV Administrative Plan with HOTMA requirements

Housing Operations Housing Choice Voucher

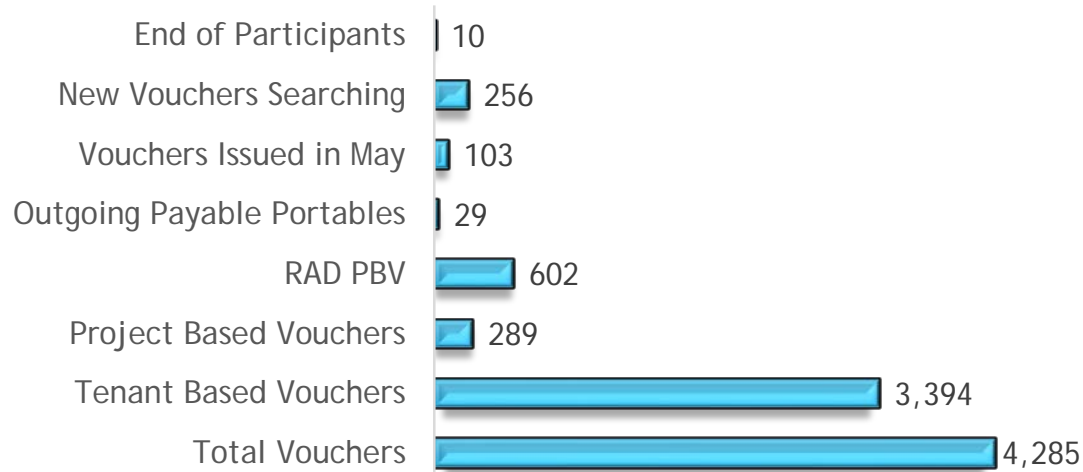
13

New Admissions

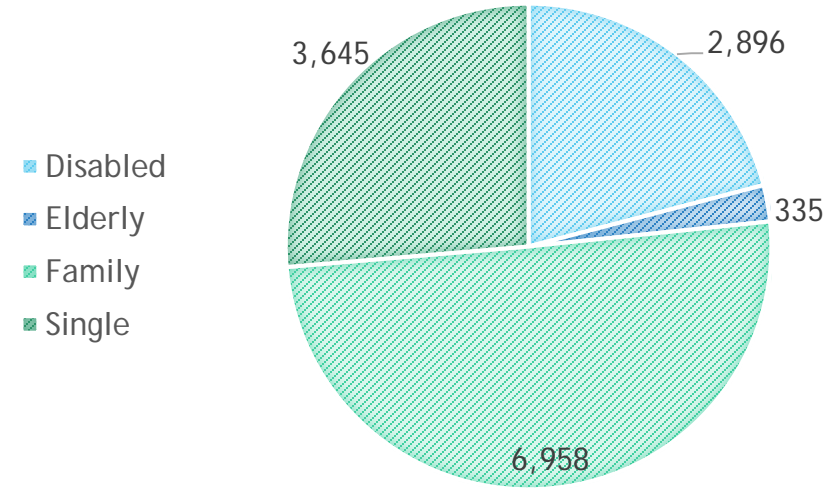
318

HQS Inspections
Performed

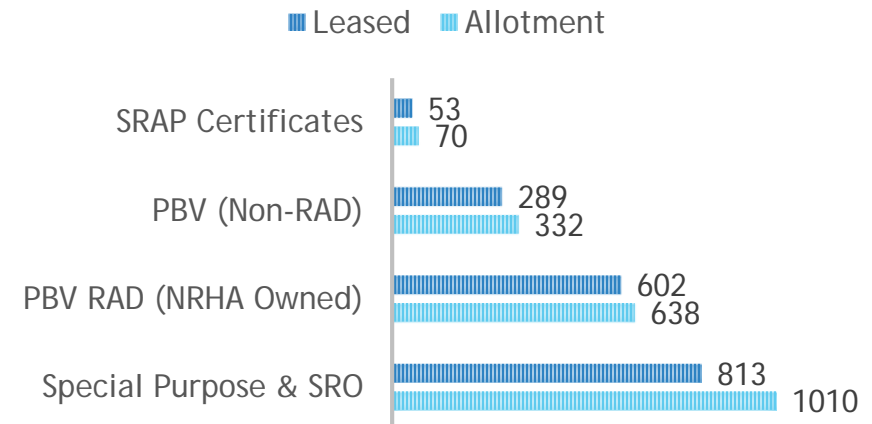
Current Statistics



WAITLIST SUMMARY

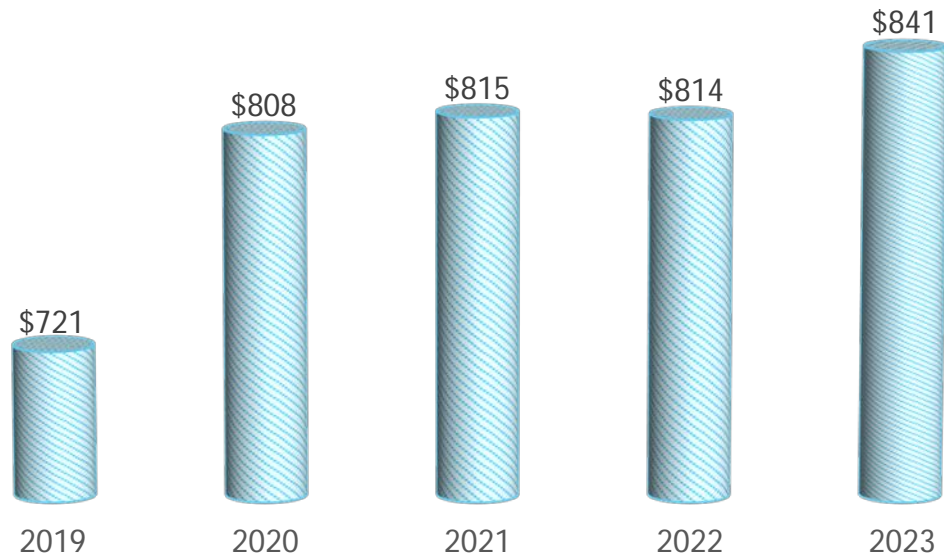


PEOPLE SERVED BY PROGRAM

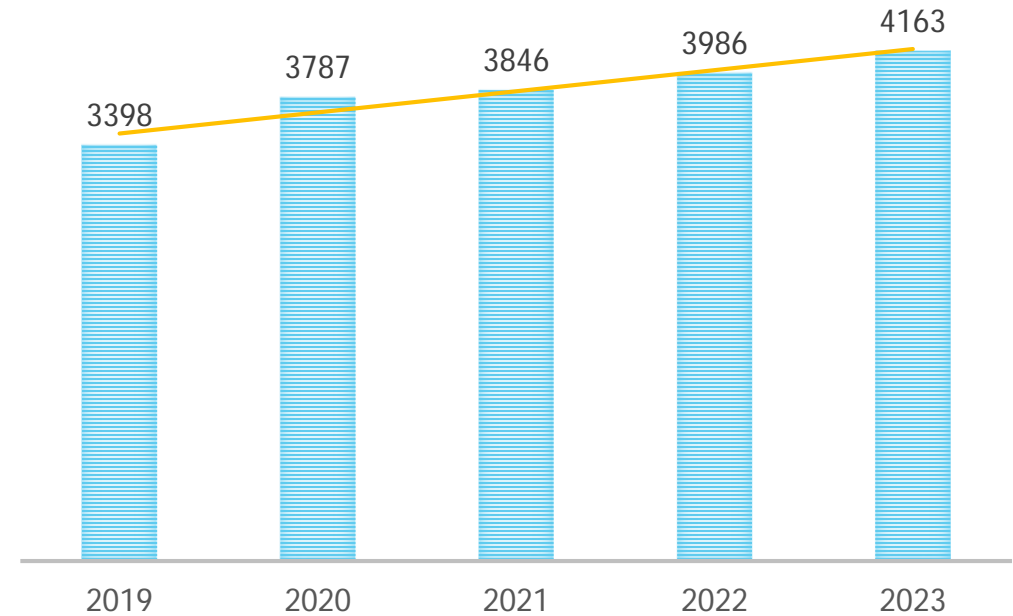


Housing Operations Housing Choice Voucher

AVERAGE MONTHLY HAP PER UNIT, YTD



AVERAGE HCV UNITS LEASED PER MONTH



Housing Operations Landlord Recruitment Efforts

	Previous Month	Current Month
HCV Packets to Property Owners	12	5
Phone Calls to Property Owners	24	27
Referral Listing Add-ons	26	27
Standing Partner Listing Add-ons	0	1
New Admission Surveys Mailed	21	13

5
New landlords

6
Landlord Orientation
Attendees



Commissioners' Update NRHA Board of Commissioners

Subject: Families First Update

Executive Contact: Kimberly Thomas, Chief Community Engagement Officer

Date: July 13, 2023

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

Congratulations to our Newly Elected Resident Council Members

Hunter Square Midrise:

- Patricia Shields, President
- Douglas Fogg, Secretary



Public Housing Authority FY2024 Approved

The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

The NRHA draft FY2024 Annual and 5-Year Plan was submitted to the Department of Housing and Urban Development (HUD) on April 14, 2023 for approval. In accordance with 24 CFT § 903.23 and surpassing the required 75-day review period, the plan is deemed approved:

(3) If HUD fails to issue the notice of disapproval on or before the 75th day after the date on which the PHA submits its plan or significant amendment or modification to the plan, HUD shall be considered to have determined that all elements or components of the plan required to be submitted and that were submitted, and to be reviewed by HUD were in compliance with applicable requirements and the plan has been approved.

Printed copies of this plan will be available to all listed display sites (see plan), including all NRHA sites. Please update all draft references of the attached plan as approved.

FUTURE ACTIONS

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

Development Acquisitions and Dispositions

Date Range: 07/01/2022 – 6/30/2023

ACQUISITIONS

Single family 1300 Little Bay Avenue Evelyn Outlaw 11/16/2022 \$265,500.00

TOTAL ACQUISITIONS \$265,500.00

Block	Parcel	Address	<u>SALES</u>	Owner	Date	Amount	<u>(DISPOSITIONS)</u>
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Disposition #	Address	Developer	Usage	Development Value	Settlement Date	Sales Price
Parcel # 132 \$15,600.00	237 W. 28 th Street	Bradford Jones	Adjacent homeowner / side yard		\$15,600	08/31/2022
Parcel # 1451 Lot 3A	2517 Pleasant Avenue	Asfari Homes, LLC.	Mkt rate single family 3bd/2.5bath	\$605,000	7/20/2022	\$85,000.00
Parcel # 1451 Lot 4A	2508 Pretty Lake Avenue	G & D Builders, Inc.	Mkt rate single family 3bd/2.5bath	\$565,000	7/14/2022	\$82,500.00
Scattered Site property	2437 Minnesota Avenue	NRHA	LM single family 3bd/1½ bath, 1114 sq ft.		08/22/2022	\$163,900.00
Scattered Site property	601 Majestic Avenue	NRHA	LM single family 3bd/1 bath, 1008 sq ft.		08/24/2022	\$160,800.00
Scattered Site property	755 Marvin Avenue	NRHA	LM single family 3bd/1 bath, 992 sq ft.		12/28/2022	\$189,000.00
Scattered Site property	2711 Pope Avenue	NRHA	LM single family 3bd/1 bath, 1166 sq ft.		12/29/2022	\$185,600.00
Scattered Site property	2626 Grandy Avenue	NRHA	LM single family 3bd/1 ½ bath, 1339 sq ft.		03/31/2023	\$159,000.00
Scattered Site property	2428 Palmetto Street	NRHA	LM single family 3bd/2 bath, 1198 sq ft.		03/31/2023	\$161,400.00

East Ocean View Redevelopment/ East Beach

(as per the East beach LLDC, sales price reflects 5% of sales price)

Lots 7-109-111,
7-162-167 and 7-171 9500 Block of Shore Drive and 23rd Bay East Beach 0z-2b LLC. 10 separate townhomes TBD 01/10/2023 \$48,560

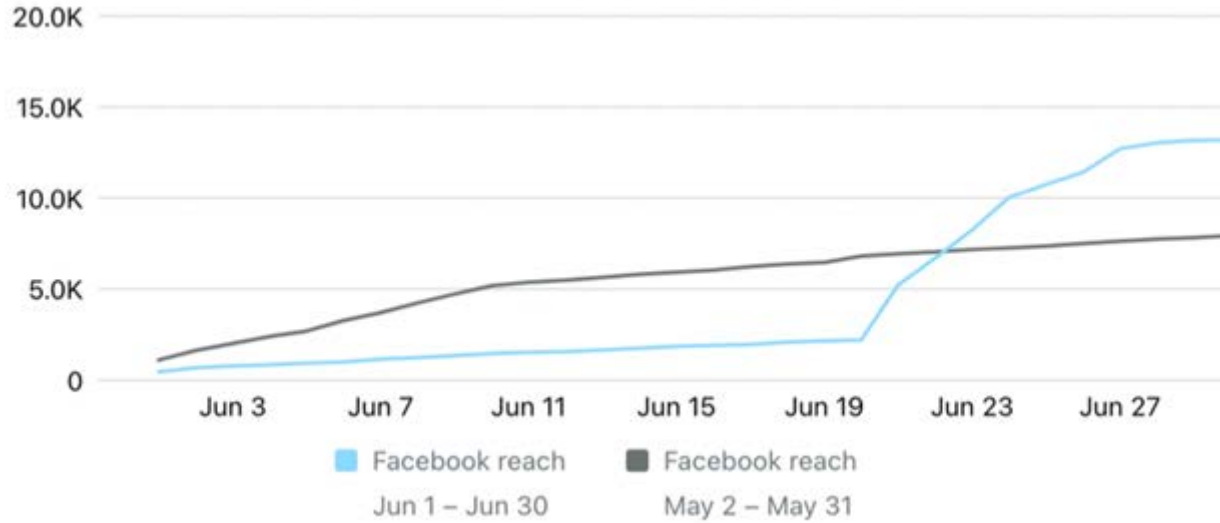
Lots 7-19 4210 East Beach Drive Mr. and Mrs. Jakubowski Single family home TBD 05/09/2023 \$24,750

NO ACQUISITIONS OR
DISPOSITIONS for JUNE 2023

TOTAL DISPOSTIONS \$1,276,110.00



Social Media Updates



Facebook Reach June 2023

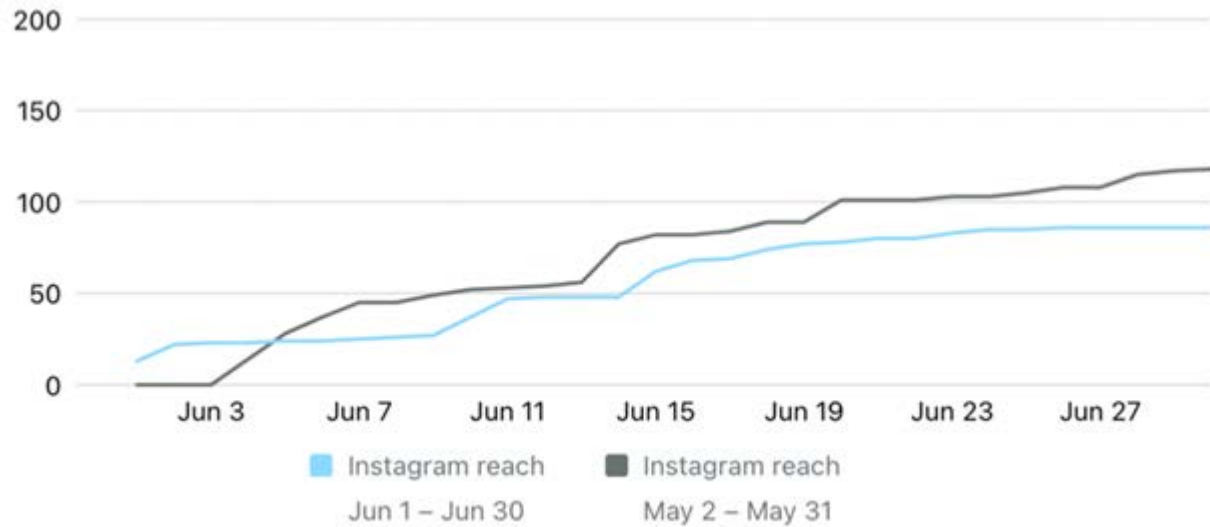
13,218

↑ 66.5%

Instagram Reach June 2023

86

↓ 27.1%



Facebook Reach May 2023

58,000

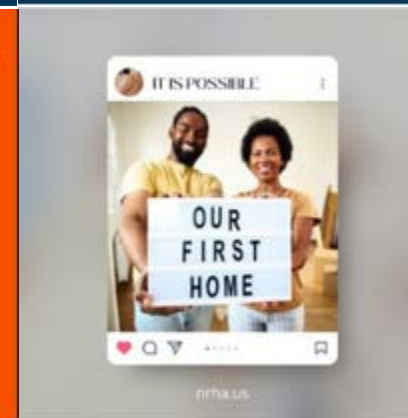
↑ 541.5%

Instagram Reach May 2023

307

↓ 58%

Social Media July 2023 Posts



Social Media Special Program Highlight

Did You Know You Can Use Your Housing Choice Voucher to Purchase a HOME!

What are the minimum qualifications?

- You must have had your Tenant Based Voucher for at least 12 months before using it towards homeownership
- You must be a first time homeowner with no ownership interest on a property during the past three years
- You must have a minimum household earned income of \$25,000 excluding TANF assistance or unemployment benefits
- You must be continuously employed for a minimum of one year
- Elderly or disabled families can have Social Security or SSI income
- You must have a credit score of 620 or higher to be a participant in the program. If your score is between 580 - 620, we will assist you in achieving the required 620 score

To get started, talk to your Housing Choice Voucher or Family Self Sufficiency caseworker or call HomeNet at 757.314.4202



Social Media Information



10
Posts for the month
10,182
Followers



10
Posts for the month
66
Followers



1
Post for the month
94
Subscribers

Follow us

ON SOCIAL MEDIA



@norfolkhousingassistance



Norfolk Redevelopment and Housing Authority



nrhava

Subscribe, follow, like and share!





Resolution Item

NRHA Board of Commissioners

Subject: Resolution Convening a Closed Session

Executive Contact: Michael Clark, Interim Executive Director **Date:** July 13, 2023

BACKGROUND

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:

- 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.