



**AGENDA**  
**NRHA Commissioners' Meeting**  
Thursday, April 10, 2025  
555 East Main Street  
Norfolk, VA 23510  
9:00 a.m.

**WELCOME AND REMARKS BY THE CHAIR OF THE BOARD**

**I. APPROVAL OF MINUTES OF COMMISSIONERS' MEETING:**

March 13, 2025 Board of Commissioners' Minutes  
March 13, 2025 Public Hearing Report

**II. PUBLIC COMMENTS:**

**III. New Business:**

- Sykes Midrise apartments: Approval of Finance, Ground Lease, & RAD/Section 18 Conversion
- Approval of Annual Plan

**IV. EXECUTIVE DIRECTOR COMMENTS:**

**V. DEPARTMENTAL UPDATES:**

- Administration (Finance, IT, HR, Admin Services)
- Property Management
- Rental Assistance Programs
- Development
- Client Services
- Communications

**VI. BOARD COMMITTEE UPDATES:**

**VII. COMMISSIONER COMMENT:**

**VIII. CLOSED SESSION:**

**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.**

### **FUTURE MEETINGS**

#### **Board of Commissioners' Meeting**

Thursday, May 15, 2025 at  
555 East Main Street  
Norfolk, VA 23510  
9:00 a.m.

## **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, March 13, 2025.

The meeting was called to order at 9:02 a.m. by Chairman Alphonso Albert. Those Commissioners present were as follows:

Present:           Mr. Alphonso Albert  
                      Mr. Adam Casagrande *[arrived at 9:05 a.m.]*  
                      Ms. Amy Chudzinski *[arrived at 9:17 a.m.]*  
                      Mr. Terreon Conyers  
                      Mr. Earl Fraley, Jr.  
                      Mr. Elbert Louis  
                      Ms. Elsie Mayo  
                      Dr. Philip Smith

Also present were Nathan Simms, Executive Director and Secretary, Delphine Carnes, Attorney, and various NRHA staff members.

Chairman Albert stated that the first order of business would be the public hearing regarding NRHA’s Annual Plan. This portion of the meeting was transcribed by Jayne Gromkoski of Zahn Court Reporting.

. . .

### **Welcome and Remarks by the Chairman of the Board**

Following the public hearing, Chairman Albert announced that the meeting would continue in accordance with the regular agenda.

. . .

#### **I. Approval of Minutes of Commissioners’ Meeting**

Chairman Albert presented for approval the minutes of the February 13, 2025 Board of Commissioners’ meeting. Upon motion of Mr. Fraley, seconded by Mr. Louis, the minutes of the February 13, 2025 Board meeting were unanimously approved by all of the Commissioners present.

. . .

## **II. Public Comments**

The first speaker, Monet Johnson, introduced herself and stated that residents feel a lack of respect when they are ignored. She noted that their historical knowledge and lived experience is meaningful. Ms. Johnson added that it is critical to ensure that residents are heard. She observed that it is important to pay attention when someone speaks. Ms. Johnson also mentioned that it is unnecessary, and disrespectful, to correct a speaker's grammatical mistakes.

Bessie Davis, the next speaker, stated that she would like to speak about parking at the Origin building. She commented that there are 210 units at the facility, but only 90 parking spaces, many of which are reserved for handicapped drivers. Ms. Davis added that employees of Hampton Roads Transit also take up spots, so there is little visitor parking available. She also mentioned that there are no grocery stores close to the Origin building, which makes it difficult for those who don't drive to shop for food. Ms. Davis emphasized the need for NRHA to commit to building a grocery store within walking distance of Origin. She noted that she has also reached out to the Mayor on this issue. Ms. Davis observed that she keeps hearing that something will be done about both the limited parking and lack of an accessible grocery store, but, to her knowledge, no action has been taken to date. Chairman Albert indicated that NRHA needs to consider organizing workshops to discuss cultural competency and to increase the agency's ability to understand what really matters to residents.

A gentleman, who only identified himself as "William H.," then addressed the Commissioners, stating that he has concerns about accessibility to the Board meetings. He commented that he has not seen Board members in the communities, a situation that indicates a lack of respect. Mr. H also noted that he thinks it is very disrespectful to keep reminding speakers of the three-minute time limit. He observed that they heard the instruction initially, are aware of the rules, and do not need constant reminders. Mr. H observed that he does not believe that NRHA is planning to include current residents in the future of the St. Paul's Area. He told the Board that "you are not thinking about people who look like me, talk like me, or act like me." Mr. H noted that he remembers the redevelopment of Ghent and is also aware of what happened to residents of Tidewater Gardens who were displaced. He concluded by advising the Board to prioritize the needs of residents when planning Norfolk's future.

The next speaker, Tiara Lassiter, commented that, in order for poor and oppressed people to be part of society, we all need to understand the root cause of our current situation. She stated that the game was rigged from the beginning and observed that it is very difficult to be a Black woman in America today. Ms. Lassiter added that, as a Black woman, she has to work harder and always be on time. She observed that People First/USI started working with residents in 2020 at a cost of \$3.5 million per year, yet failed to help everyone. Ms. Lassiter indicated that she had no contact with People First for more than a year and knows that she was not the only resident "left in the dust." She stated that she had to fend for herself and her daughter and suggested that the

Authority needs to disassociate itself from organizations that are not doing a good job and find other entities that will truly serve the community.

Javon Bennett, who was participating in the meeting remotely, introduced himself and indicated that he wants to address NRHA programming that does not reach the public. He acknowledged that the Authority has some good programs but noted that these programs do not reach enough people. Mr. Bennett stated that he has personally seen Mr. Norman assist residents one-on-one with various initiatives, including finding employment. Mr. Bennett expressed concern that there is not enough focus on young men in the community who need more assistance, programs, and mentoring to keep them off the streets and help them find jobs. He emphasized that crime will continue to be an issue if the Authority does not address the concerns and needs of the men in its communities.

The following speaker, Carl Poole, indicated that he would like to share his thoughts regarding the first two planning meetings for Young Terrace and Calvert Square. He explained that he met a woman at those meetings who commented that things have not really progressed. According to Mr. Poole, she stated that she has observed the same process twice before and no real headway has been made. Mr. Poole emphasized that the residents need to be treated as adults and should not be given information that is “sugar coated.” He added that most of these residents will not return to the communities and the process is very stressful. Mr. Poole acknowledged that there are employees of NRHA who “have their hearts in it,” but they need “to be honest with the harsh truth.” He advised the Authority to increase its focus on residents and where they will go next; it is a frightening experience, but members of the community appreciate honesty.

Chairman Albert commented that he needs to find a way to schedule a town hall meeting because he hears a lot of things that are not in line with what he thinks and how he proceeds. He mentioned that he may need the help of Ms. Johnson and the New Virginia Majority to organize such a meeting. Mr. Casagrande added that he would like to be included in this effort. Mr. Louis also indicated that he would like to participate. He explained that he worked in relocation at NRHA for more than twenty years before retiring; many of the current staff members are former colleagues of his and he knows that they are “top tier.” Mr. Louis observed that some employees came from Low Income Public Housing (“LIPH”) themselves, so they are not removed from the pain and experience of living in public housing. He commented that he has personally walked through the communities and noted that communication and fairness go both ways. Mr. Louis wants residents to know that the Board members are involved in the communities – walking the streets and knocking on doors, meeting residents and staying engaged with the community. He concluded by telling the public speakers that “we are here for you.”

No other members of the public, online, by telephone or in person, were present to comment. The lobby, hallway and website were all checked before the public comment section of the agenda was closed.

. . .

### **III. New Business**

#### **1) Resolution Authorizing the Participation of Norfolk Redevelopment and Housing Authority in the Financing and Revitalization of Sykes Midrise Apartments**

Steve Morales, Chief Development Officer, explained that the Sykes Midrise project involves a Rental Assistance Demonstration (“RAD”) Conversion from LIPH to Section 8 using Low Income Housing Tax Credits (“LIHTC”) to renovate the units. He stated that there will also be an investment by NRHA of \$2.3 million in Capital Funds, which will be used for predevelopment expenses. Mr. Morales added that \$1.4 million of these funds are needed to ensure that the project can move forward. He explained that the transaction includes seller financing and acquisition credits for the value of the projects. Mr. Morales mentioned that today’s resolution includes approval of a ground lease for the site. He indicated that the units located on the site will be sold to the new tax credit entity created with City Council approval.

Chairman Albert asked how this project will benefit the residents. Mr. Morales explained that the conversion from LIPH to Section 8 Project Based Vouchers (“PBV”) allows NRHA to borrow money to pay for the renovations. He commented that the immediate benefit for residents will be the comprehensive rehabilitation of every aspect of the units at Sykes Midrise, which would not be feasible without this conversion and financing structure. Mr. Morales added that a large part of the project involves complying with all handicapped-access requirements so that the units are fully accessible. He indicated that rents will remain income-based; although rents will go up overall, the portion of the rent paid by the residents will not increase.

Mr. Casagrande asked Mr. Morales to identify the two members of the General Partner entity. Mr. Morales responded that the two partners are NRHA and an affiliate of The Communities Group, Inc. (“TCG”). Mr. Casagrande asked if the LIHTC structure will be reviewed by NRHA counsel. Mr. Morales responded in the affirmative.

Mr. Fraley asked about the exterior work at Sykes. Mr. Morales responded that some outside common areas will be improved, but that work is fairly limited. He explained that the work is focused on the interior of the building, which will be completely renovated. Mr. Morales observed that an outdoor pavilion was added to the property in 2009; the entryways to that pavilion will be addressed as part of the renovation and the roof of the roof of the Sykes Midrise will be replaced.

Dr. Smith inquired about the implications of the transfer of ownership as part of the tax credit structure. Mr. Morales responded that the buildings need to be transferred to a for-profit entity in order to qualify for the tax credits.

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

#### **RESOLUTION 9604**

**WHEREAS**, the Board of Commissioners (the “Board”) of Norfolk Redevelopment and Housing Authority (“NRHA” or the “Authority”) has expressed its approval to renovate the community known as Sykes Midrise Apartments, located at 555 Liberty Street in the City of Norfolk, Virginia (the “Property”), and to pursue revitalization activities including the renovation of eighty-four (84) rental housing units on the Property (collectively, the “Project”); and

**WHEREAS**, by resolution adopted on June 13, 2024, the Board approved the submission of one or more applications to the U. S. Department of Housing and Urban Development (“HUD”) to participate in the Rental Assistance Demonstration (“RAD”) to convert the Property through a RAD/Section 18 Blend transaction, which will facilitate the use of LIHTC and private debt supported by Project-Based Voucher rental subsidies to finance the Project; and

**WHEREAS**, by resolution approved on August 15, 2024, the Board authorized the formation of such limited liability companies, limited partnerships and other entities as may be necessary or desirable to facilitate the participation of the Authority in the ownership structures for the various phases of the Project; and

**WHEREAS**, on October 22, 2024, the Council of the City of Norfolk (the “City”) provided its support for the Project through the approval of the creation of the appropriate entities for use in connection with the Project; and

**WHEREAS**, the City provided a support letter for the Project dated January 8, 2025; and

**WHEREAS**, by resolution approved on January 16, 2025, the Board authorized the issuance of multifamily housing revenue bonds by the Authority in an amount up to \$17,000,000 to finance a portion of the costs of the Project; and

**WHEREAS**, on February 25, 2025, the City Council approved the issuance of multifamily housing revenue bonds by NRHA in an amount up to \$17,000,000 for the Project; and

**WHEREAS**, NRHA’s Five Year Plan for fiscal years 2021 through 2025 (the “Five Year Plan”) and NRHA’s Annual Plan for fiscal year 2025 (the “Annual Plan”), which were approved

by the Board on April 18, 2024, identify the goal to transform the Authority's residential properties into sustainable mixed-income communities with improved physical and social environments; and

**WHEREAS**, the Authority established a goal to convert Sykes Midrise Apartments to Section 8 Project Based Vouchers through a RAD/Section 18 Blend for the purpose of pursuing funding for renovations and ensuring ongoing financial sustainability for operations; and

**WHEREAS**, Sykes Apartments, L.P., a Virginia limited partnership (the "Partnership"), has been created to own the Project, and Sykes Apartments GP, L.L.C., a Virginia limited liability company, of which NRHA is a member, has been created to serve as the general partner of the Partnership (the "General Partner"); and

**WHEREAS**, as part of the financing plan for the Project, the Partnership will apply to Virginia Housing Development Authority ("VHDA") for Low-Income Housing Tax Credits ("LIHTC") and will work with an investor to contribute equity to the Project in return for a partnership interest in the Partnership; and

**WHEREAS**, NRHA owns the Property and, in order to facilitate the financing and revitalization of the Project, wishes to (i) ground lease the land to the Partnership, and (ii) convey to the Partnership all the improvements that are currently located on the Property; and

**WHEREAS**, NRHA desires to participate in the Project as a developer during the construction phase, as member of the general partner of the Partnership, and as property manager upon completion of renovation of the housing units; and

**WHEREAS**, in order to proceed with the various sources of financing for the Project, it will be necessary for the Authority to provide certain guaranties, including but not limited to guaranties to secure repayment of the bonds issued by VHDA, completion of the Project, the availability of LIHTC and other obligations of the General Partner; and

**WHEREAS**, the Project will require several sources of funding in addition to the LIHTC equity and revenue bonds, including, but not limited to, a loan from NRHA to the Partnership of capital funds in the amount of up to \$1,900,000 to cover certain predevelopment and development expenses (the "NRHA Capital Funds Loan"), and a loan from NRHA to the Partnership in the amount of up to \$6,705,000 (the "NRHA Seller Financing"); and

**WHEREAS**, NRHA and the Partnership plan to enter into a RAD Housing Assistance Payments ("HAP") contract for the Project; and

**WHEREAS**, NRHA and the Partnership will engage a number of professional contractors and/or consultants to facilitate the Project as needed, including, but not limited, to a general contractor, an architect, a surveyor, environmental consultants, and financial consultants; and



**WHEREAS**, NRHA has held meetings, and will hold additional meetings, with the Sykes Midrise Apartments residents and stakeholders and with the Resident Advisory Board to receive input relating to the Project; and

**WHEREAS**, NRHA and the Partnership are working with a relocation consultant to assist with the relocation of residents during the renovations and upon completion of the construction work, in compliance with the Uniform Relocation Act (“URA”); and

**WHEREAS**, NRHA desires to assist the Partnership with the revitalization, financing and operation of the Project and, in furtherance thereof, plans to take various actions.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Norfolk Redevelopment and Housing Authority as follows:

1. The participation of NRHA in the Project as a member of the General Partner of the Partnership, as landlord under a ground lease, as seller of the improvements located on the Property, as developer, as property manager, as guarantor, and as lender is hereby approved, and the execution of any agreements, instruments and other documents, including, but not limited to, any Deeds, guaranties, indemnities, loan documents, and contracts with the Partnership, its partners, VHDA, HUD, and various third party funding providers and contractors, evidencing the participation of NRHA in the Project in such capacities is hereby authorized and approved.
2. The execution of a Ground Lease by the Authority in its capacity as landlord to lease the Property to the Partnership is hereby authorized and approved.
3. The execution of a Deed by the Authority to convey the improvements located on the Property to the Partnership is hereby authorized and approved.
4. The execution of the HAP contract and other documents related to the RAD conversion and use of the RAD/Section 18 Blend for the Project is hereby authorized and approved.
5. The NRHA Capital Funds Loan and the NRHA Seller Financing from NRHA to the Partnership to assist with the financing for the Project are hereby authorized and approved.
6. The Executive Director, or his designee, is hereby authorized to execute and deliver any and all loan agreements, promissory notes, deeds of trust, guaranties, instruments and other documents as may be necessary or desirable to facilitate the obtaining and use of the aforementioned sources of funding for the Project, to consummate the transactions contemplated by the foregoing resolutions, and to take such other action and to sign and deliver such other documents as he may deem necessary or desirable to evidence the Authority’s participation in the Project and to carry out the intent of this Resolution.

7. The Executive Director or his designee is hereby authorized to prepare, execute and submit any and all applications, certifications, agreements and other documents in conjunction with the Project, and to take such other actions and to sign such other documents as he may deem necessary or desirable to carry out the intent of this Resolution.

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

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

2) Resolution Authorizing the Participation of the Norfolk Redevelopment and Housing Authority in the Rental Assistance Demonstration Program for the Broad Creek Community

Mr. Morales reported that NRHA has been working with The Community Builders, Inc. (“TCB”) since 2015 to plan the Broad Creek renovation. He explained that the Authority initially considered RAD. The economics did not work with a RAD conversion, so the agency shifted to a Section 18 process, which the Board approved. Mr. Morales stated that, in December 2024, the U.S Department of Housing and Urban Development (“HUD”) finally decided that HOPE VI properties would not be allowed to use the Section 18 disposition process for recapitalizations. He indicated that NRHA has long had concerns with HUD’s guidelines on the potential pathway that involved two successive changes in ownership. Mr. Morales commented that the other option presented to the Authority is a blend of RAD and Section 18. He observed that HUD issued new rules on December 31, 2024 and NRHA feels that it can make this initiative work under the new rules. Mr. Morales stated that NRHA held two public meetings this week, and approval of this Resolution would allow the Authority to proceed with the RAD/Section 18 blend process.

Upon motion of Dr. Smith, seconded by Mr. Fraley, the following Resolution was unanimously approved by all of the Commissioners present.

**RESOLUTION 9605**

**WHEREAS**, Norfolk Redevelopment and Housing Authority (the “Authority”), in cooperation with The Community Builders, Inc. (“TCB”), redeveloped the Broad Creek community (the “Property”) in the early 2000’s using a variety of funding sources, including Low Income Housing Tax Credits (“LIHTC”) and a HOPE VI grant from the U.S. Department of Housing and Urban Development (“HUD”);

**WHEREAS**, the redevelopment of the Property was completed in six phases, each owned by a separate entity managed by TCB, and includes a total of 300 rental housing units (collectively, the “Project”);

**WHEREAS**, the Authority owns the land on which all six phases of the Project were built (collectively the “Land”) and entered into long term ground leases with each of the six entities that developed and own the housing units that comprise the Project;

**WHEREAS**, the six phases have now reached the end of their respective fifteen-year LIHTC compliance period;

**WHEREAS**, the Project needs renovation and new capital to facilitate such renovation and the continued operation of the Project as a sustainable affordable housing community;

**WHEREAS**, by Resolution dated April 14, 2022, the Board of Commissioners of the Authority (the “Board”) authorized the submission of a Section 18 disposition application to HUD for the disposition of the Land to support the conversion of the public housing units to project-based Section 8 program and the renovation of the Project under the LIHTC program;

**WHEREAS**, by Resolution approved on October 12, 2023, the Board authorized the conveyance of the Land to TCB and/or TCB’s affiliates as part of a transaction involving seller financing at less than fair market value in accordance with HUD disposition guidelines to facilitate the renovation and recapitalization of the Project;

**WHEREAS**, HUD has directed the Authority to use the Rental Assistance Demonstration (“RAD”) program to convert the Project through a RAD/Section 18 Blend transaction instead of a Section 18 disposition;

**WHEREAS**, the Authority desires to apply to HUD to participate in the RAD program to convert the Property through a RAD/Section 18 Blend transaction, which will facilitate the use of LIHTC and private debt supported by Project-Based Voucher rental subsidies to finance the Project;

**WHEREAS**, the proposed RAD/Section 18 Blend conversion of the Project will proceed in multiple phases;

**WHEREAS**, the City provided a support letter for the Project dated January 8, 2025; and

**WHEREAS**, NRHA has held meetings, and will hold additional meetings, with the Broad Creek residents and stakeholders to receive input relating to the Project.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Norfolk Redevelopment and Housing Authority as follows:

1. The Executive Director, or his designee, is hereby authorized to prepare, execute and submit to HUD applications, together with any and all agreements, instruments, correspondence, and other documentation as may be necessary to request participation in RAD for the Authority's Broad Creek community and the conversion of the Project through RAD, and to take such other action and to execute such other documents as may be necessary or desirable in connection with the preparation and submission of such applications for participation in the RAD Program.

2. The Executive Director is hereby appointed as agent for NRHA and authorized to execute on behalf of NRHA all required applications, instruments, agreements and supporting documents and any follow-up documentation necessary to participate in the RAD program and to complete the proposed RAD conversions.

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

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

. . .

#### **IV. Executive Director Comments**

Mr. Simms began his comments by thanking NRHA's IT Department for the new system that has been installed in the board room. He then addressed the Commissioners about the National Association of Housing and Redevelopment Officials ("NAHRO") Conference that he recently attended in Washington, D.C. Mr. Simms reported that there was a lot of discussion regarding divisive national policies. He added that there are lots of issues to disagree about, but the group could focus on what everyone agrees on, and that should be the importance of promoting affordable housing and self-sufficiency. Mr. Simms reported that the continuing resolution expires this Friday. He mentioned that NRHA has some existing resources for the month of April to allow the agency to continue to operate while monitoring the status of federal funding.

Mr. Simms noted that he is not a politician, so he is very direct in his approach. He observed that he started life in the inner city and his dedication to the people NRHA serves is real. Mr. Simms noted that he attends every single resident meeting related to the St. Paul's Area transformation initiative, has met personally with each of the individuals who spoke during the public comment portion of today's meeting, and has met with the individuals who sued NRHA

regarding the St. Paul's redevelopment project. Mr. Simms stated that NRHA does not have a special allegiance to USI and he added that the agency is not leaving people behind.

Mr. Simms commented that NRHA has learned important lessons through every aspect of its efforts and activities. He emphasized that the Authority does not just build housing, but also builds up people and creates important opportunities for advancement with its programming. Mr. Simms addressed the speakers in the room and told them that they have to meet NRHA halfway. He observed that this is the "new NRHA" that is working extremely hard to cooperate and assist the residents who live in its communities. Mr. Simms acknowledged that certain individuals may have had a negative experience with the agency in the past, but he wants everyone to know that he is available and willing to meet with anyone. He expressed his confidence that a satisfactory outcome for all is an achievable goal if everyone agrees to work together. Mr. Simms commented that he recognizes the angst and knows there is still a lot to be done but stated that there are many in the community who are very excited about the St. Paul's transformation. He reiterated that he is in touch with residents and understands that it takes time to get ready – physically and emotionally – for a move. Mr. Simms noted, once again, the importance of working together and indicated that he welcomes additional ideas.

Mr. Simms announced that Demetria Johnson, Deputy Executive Director for Administration, is out today. He mentioned, on her behalf, that NRHA is moving forward with both the audit and the Yardi conversion. Mr. Simms thanked the IT staff for keeping operations going during the recent snowstorm.

Mr. Fraley asked how Yardi will benefit the agency. Mr. Simms responded that it will help with operations and the preparation of reports both internally and externally. He added that the system will also connect with NRHA's vendors, residents, and landlords who now will all be able to interact with NRHA online, thus increasing efficiency.

. . .

## **V. Departmental Updates**

*Public Housing:* Brenda Fleming, Director of Property Management, announced that this month is Women's History Month. She thanked all of the women who have played important roles in our lives. Ms. Fleming reported that spring is approaching and, in this season of spring cleaning, NRHA is busy making sure its properties are clean and well maintained. She stressed the importance of continuing to serve while planning for the future. Ms. Fleming commented that her staff is dedicated to assisting residents in a variety of ways, including helping with rent during the transformation process and providing referrals to NRHA's Client Services Department for many matters. She indicated that her team continues to address any issues that arise with the units. Ms.

Fleming observed that, with innovations such as Yardi, families will be able to put in work orders, pay rent, and submit re-certification paperwork online.

Ms. Fleming announced that the close ratio on work orders currently stands at 70%, and her staff is committed to working on improving that statistic. She reported that the occupancy rate is currently at 91%, with a goal to reach 96% in the near future. Ms. Fleming commented that even those units not slated for a total renovation are being refreshed to improve their appearance. She noted that the third-party contractors who help turn the units also participate in refreshing those units in need of repair. Ms. Fleming stated that the safety of NRHA's residents is a top priority; her staff is extremely attentive to any safety concerns brought to their attention.

*Housing Choice Voucher ("HCV"):* Pamela Jones-Watford, Chief of Rental Assistance Programs, directed the Commissioners to her report in the Board Packet that contains additional information. She stated that, during Women's History Month, she likes to recognize her hard-working staff members, who strive tirelessly to maintain safe housing conditions for all families participating in the HCV and PBV programs.

Ms. Jones-Watford reported that her team also administers the State Rental Assistance Program ("SRAP") funded by the Commonwealth of Virginia to assist adults (over the age of 18) with mental and/or physical disabilities. She explained that many of these individuals are transitioning from skilled nursing homes or group homes. Ms. Jones-Watford noted that this program provides housing where these individuals can live independently; it is similar to the HCV program, although it is supported solely by state funds with no involvement from HUD. She added that eligibility for SRAP is a bit more lenient than HCV and applicants are assisted immediately rather than being put on a waitlist.

Ms. Jones-Watford commented that there are numerous programs to benefit specific groups, including Veterans Affairs Supportive Housing ("VASH") for veterans, as well as special programs for the homeless. She also mentioned that her department works with developers to include PBV units in their buildings.

*Development:* Mr. Morales highlighted the kick-off of the master planning process for Young Terrace and Calvert Square that involved two meetings in the community, held on February 26 and February 27. He observed that this is just the beginning; there will be many more meetings to solicit resident input, including two meetings scheduled for March 26 and 27. Mr. Morales announced that there will be a charrette over several days in June to discuss the master plan for Young Terrace and Calvert Square.

Mr. Morales thanked the New Virginia Majority for sending representatives to the February meetings. He stressed the importance of community input and added that NRHA is aware of the parking issues and is taking that into account when planning the next phases. Mr. Morales indicated that a Residents Forum took place at Scope on March 1. He stated that topics of discussion at the

forum included preservation, transformation, and homeownership. Mr. Morales also reported that tables were set up at the forum where staff could answer questions about individual situations. He mentioned that staff from HomeNet were also in attendance to provide information. Mr. Morales directed the Commissioners to his report in the Board Packet, which shows that 40 clients have been served to date by HomeNet. He noted that NRHA could serve more people with increased HUD funding.

Mr. Morales assured the Commissioners that NRHA will continue to hold public meetings and one-on-one meetings in the community. He invited the Commissioners, as well as interested members of the public, to come out, express their thoughts, and help NRHA plan for the future. Mr. Morales added that NRHA has issued several RFPs, including one for a master developer for Young Terrace and Calvert Square and one for a general contractor for the Sykes Midrise.

*Client Services:* Julius Norman, Client Services Director, also mentioned that his staff members continue to serve while planning. He reported that his department offers a lot of community engagement programs and partners with other organizations to ensure they can provide the services needed by residents, including job training. Mr. Norman thanked Leha Byrd, Director of Communications and Intergovernmental Relations, for the wonderful job she has done in publicizing the programs offered by Client Services. He noted his department consistently tries to do better and he is pleased with the energy that he feels among staff. Mr. Norman reiterated that his team is out in the communities and listening to resident concerns and suggestions.

In response to Ms. Mayo's earlier inquiry, Mr. Norman commented that his department is doing more for seniors and helping residents navigate NRHA's programs, including Yardi. He also spoke about the agency's inter-generational programming where NRHA's youth residents help seniors with cell phone and computer training. He noted that many of NRHA's seniors return to the work force and NRHA helps them with training and job placement.

Mr. Norman reported that 73 individuals gave feedback regarding the recent community forum. He stated that residents indicated that it was very helpful. Mr. Norman announced that NRHA is applying for a crime prevention grant that will provide services for youth. He indicated that his team is continuing to work on providing transportation services responsive to the needs of residents. Mr. Norman encouraged everyone to "Buckle up and help each other!" He commented that the agency is feeling very energized and this is a great opportunity to make good programming and outreach even better. Dr. Smith applauded Mr. Norman for his work on the surveys and suggested that the agency should engage in these types of information-gathering efforts more often and encourage residents to respond. Mr. Norman agreed and mentioned that surveys are distributed at every community forum.

*Communications:* Ms. Byrd told the Commissioners that NRHA has been featured on WHRO, Wavy TV, Channel 13 News, and the *Virginian-Pilot*, in addition to other media outlets. She commented that Channel 13 News specifically asked to speak with Mr. Simms about current

legislation, an acknowledgement that they consider NRHA a leader in the field and are interested in the agency's thoughts and perspectives. Ms. Byrd also circulated flyers that highlight some of NRHA's current activities and programming.

Ms. Byrd reported that the Authority's social media presence continues to grow. She also noted that posts about the Vendor Fair and Residents Forum generated a lot of interest. Ms. Byrd stated that her team has prepared profiles of participants in NRHA's programs who comment about their positive experiences. She mentioned that her department is working on gathering more stories such as these to help promote the agency and its activities.

. . .

#### **VI. Board Committee Updates**

Chairman Albert suggested that the Board Committees save their reports for next month's meeting so the Board can start on the topics to be addressed in the closed session. All of the Commissioners agreed with his suggestion.

. . .

#### **VII. Commissioner Comments**

Chairman Albert solicited comments from each of the Commissioners. None of the Board members had any comments they wished to share at this time.

. . .

#### **VIII. Closed Session**

At 11:36 a.m. upon motion of Mr. Casagrande, seconded by Mr. Louis, the following resolution was unanimously approved by all of the Commissioners present.

### **RESOLUTION 9606**

**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 March 13, 2025 for:



“Discussion and consideration of 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 regarding the evaluation of the Executive Director. *[Chairman Albert left the meeting at 11:53 a.m.]*

At 12:35 p.m. upon motion of Mr. Louis, seconded by Mr. Casagrande, the following resolution was unanimously approved by all of the Commissioners still present.

**RESOLUTION 9607**

**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 12:37 p.m.

---

Secretary

---

Chair



## Commissioners' Update NRHA Board of Commissioners

**Subject: Deputy Executive Director, Administration Services**

**Executive Contact: Demetria Johnson**

**Date: April 10, 2025**

### BACKGROUND

Administration Services oversees Finance, Human Resources, Information Technology, and Administration Services. The following Report summarizes Administration Operation activity in March 2025.

### STATUS

#### Finance Department Updates

- **FY2024 Single and Financial Audit** – Complete. Jump, Perry and Company, LLC will attend the May Board meeting to present the outcome of the FY2024 audit. REAC/Financial Data Schedule (FDS) was submitted to HUD March 30, 2025 to meet the March 31<sup>st</sup> annual due date.
- **FY2026 Budget** – Staff have been meeting with the Finance Committee for the last two months. The committee has provided recommendations and the suggestions have been incorporated into to budget. The budget has been published to the public and the public hearing will take place during the first part of the April's Board meeting.
- **Training** –Various Finance Staff completed an online Capital Fund Program Grant (CFP) training during March.

#### Human Resources Updates

- **ADP** – Implementation for ADP to take over payroll processing is complete. Learning management will become active soon.
- **Efficiency Efforts** – Held HR retreat to streamline HR processes and workflows. Streamlined the recruitment and interview process to ensure ethical recruiting and interviewing techniques.
- **Training** – Provided Progressive Discipline training and FMLA training for supervisors.

#### Information Technology Updates

- **Yardi Update** – Yardi representative on-site conducting live training week of March 3rd. Training continues in April and May. Implemented Yardi Aspire which is an online training module designed to enhance the user knowledge base by offering hands on training and assessments. We are on track with go live date of July 1st. Manual workorders will be eliminated with Yardi. Maintenance workers will be provided a handheld device where workorders can be entered into the software real time. This will eliminate paper and will reduce the time to complete a workorder.
- **SharePoint** – Migrating network drives to SharePoint.
- **Upgrades** – Phone system will be upgrade to perform a patch for vulnerabilities. IT staff are installing network equipment to allow badge readers and security cameras at Diggstown, Grandy Village, and Young Terrace gymnasium.
- **Accomplishments** – Enhancements to the operations of the Board meetings.

#### Administrative Services Updates

- **555 E Main Street** – Cashless gate entry and exit project underway. Upcoming Shred Day to be announced. Moving employees at 910 Ballentine to 555 E Main Street. This will allow for needed maintenance on the building and gives the ability to move forward with next steps for the warehouse.
- **Fleet** – Evaluating vehicles and equipment.



## Resolution Item

### NRHA Board of Commissioners

**Subject: Sykes Midrise Apartments: Approval of Section 18 Conversion**

**Executive Contact: Steve Morales**

**Date: April 10, 2025**

#### BACKGROUND

On March 13<sup>th</sup> the Board approved the conversion of Sykes through the rental assistance demonstration (RAD) program and section 18 disposition program for a RAD/Section 18 blend. The Board also approved NRHA's participation in the Project as a member of the General Partner of the Partnership, as landlord under a ground lease, as seller of the improvements located on the Property, as developer, as property manager, as guarantor, and as lender.

The Sykes Midrise project will involve a RAD/Section 18 Blend conversion, allowing the transition of the property from public housing to project-based voucher (PBV) rental assistance, making it eligible for Low-Income Housing Tax Credit (LIHTC) financing and private debt. This approach was determined to be the most viable after evaluating available funding sources, assessing RAD and PBV rent levels, and considering the financial feasibility of redevelopment without a significant reliance on NRHA capital funds. The project will preserve the number of assisted units while improving the quality of housing through comprehensive renovations. Ensuring long-term affordability and financial stability remains a priority for NRHA, and the proposed financing structure is designed to minimize risk while leveraging public and private resources effectively.

The City of Norfolk has provided a support letter for the action and it is attached.

To proceed with the RAD/Section 18 disposition, NRHA must obtain formal Board approval authorizing staff to prepare and submit any and all applications, certifications, agreements and other documents to the U. S. Department of Housing and Urban Development (HUD) to obtain approval for the RAD/Section 18 blend for the Sykes community, and to take such other actions and to sign such other documents as he may deem necessary or desirable to carry out the intent of this Resolution.

Staff recommends that the Board approve the attached resolution authorizing the Executive Director or designee to submit all necessary documentation to HUD and to take any additional actions needed to implement the revised disposition for Sykes.

#### Attachments:

City Support Letter dated January 8, 2025  
Resolution

January 08, 2025

Mr. Nathan F. Simms, Jr.,  
Executive Director  
Norfolk Redevelopment and Housing Authority  
555 East Main Street  
P.O. Box 96  
Norfolk, VA 23510

Dear Mr. Simms:

The City of Norfolk supports the Norfolk Redevelopment and Housing Authority's (NRHA) Section 18 disposition application to the special applications center of HUD for the Sykes Senior Mid-rise public housing units. NRHA is seeking to convert these public housing units to project-based section 8 assistance through the RAD/Section 18 process in order to facilitate extensive renovations. The funding for this renovation will be leveraged through Housing Tax Credits from Virginia Housing, private debt, and NRHA capital funds.

In accordance with our discussions, the proposed renovations will include complete overhaul of the Sykes apartments, addressing critical areas such as flooring, painting, kitchen modernization (with new appliances), upgraded bathrooms, mechanical and plumbing systems, and the replacement of heating and air conditioning units. Additionally, the renovation plan includes increasing the number of ADA-accessible units and enhancing common areas, including the addition of a new laundry room.

During the renovation period, residents will be temporarily relocated for 14-18 weeks, after which they will return to their newly modernized apartments. Throughout the renovation process, residents will continue to pay income-based rents. The proposed actions align with NRHA's current Annual Plan, effective July 1, 2023.

The City of Norfolk supports NRHA's proposed disposition and renovation strategy. We believe that the approval of this application will be instrumental in ensuring the preservation of affordable housing in Norfolk, while also contributing to the long-term sustainability and vitality of the Sykes Senior community.

Sincerely,

DocuSigned by:  
  
E88E1B3EDF5842D...  
Patrick Roberts  
City Manager

1/10/2025

**RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE  
U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE DISPOSITION OF  
THE SYKES MIDRISE APARTMENTS**

**WHEREAS**, the Board of Commissioners (the “Board”) of Norfolk Redevelopment and Housing Authority (“NRHA” or the “Authority”) has expressed its approval to renovate the community known as Sykes Midrise Apartments, located at 555 Liberty Street in the City of Norfolk, Virginia (the “Property”), and to pursue revitalization activities including the renovation of eighty-four (84) rental housing units on the Property (collectively, the “Project”); and

**WHEREAS**, by resolution adopted on June 13, 2024, the Board approved the submission of one or more applications to the U. S. Department of Housing and Urban Development (“HUD”) to participate in the Rental Assistance Demonstration (“RAD”) to convert the Property through a RAD/Section 18 Blend transaction, which will facilitate the use of LIHTC and private debt supported by Project-Based Voucher rental subsidies to finance the Project; and

**WHEREAS**, the City provided a support letter for the Project dated January 8, 2025; and

**WHEREAS**, the Authority established a goal to convert Sykes Midrise Apartments to Section 8 Project Based Vouchers through a RAD/Section 18 Blend for the purpose of pursuing funding for renovations and ensuring ongoing financial sustainability for operations; and

**WHEREAS**, NRHA has held meetings, and will hold additional meetings, with the Sykes Midrise Apartments residents and stakeholders and with the Resident Advisory Board to receive input relating to the disposition, RAD conversion and renovation of the Project; and

**WHEREAS**, NRHA and the Partnership are working with a relocation consultant to assist with the relocation of residents during the renovations and upon completion of the construction work, in compliance with the Uniform Relocation Act (“URA”); and

**WHEREAS**, NRHA has notified the residents of the Project in accordance with state law of the intent to submit a Section 18 disposition application to HUD; and

**WHEREAS**, the Board of Commissioners of the Authority supports the disposition of Sykes to facilitate its renovation and long-term viability.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Norfolk Redevelopment and Housing Authority as follows:

1. The Executive Director or his designee is hereby authorized to prepare, execute and submit any and all applications, certifications, agreements and other documents to HUD to obtain approval for the disposition of the Sykes Midrise Apartments, including but not limited to a Section 18 disposition application and, upon receipt of HUD approval, to execute any documents necessary to dispose of the Property and consummate the transactions contemplated by the RAD/Section 18 Blend, and to take such other actions and to sign such other documents as he may deem necessary or desirable to carry out the intent of this Resolution.
2. All actions previously taken by the Executive Director and the Authority in connection with the transactions contemplated by this Resolution are hereby ratified and approved.
3. This Resolution shall be in effect from and after the date of its adoption.

Dated: \_\_\_\_\_

---

Secretary, Norfolk Redevelopment and  
Housing Authority



## Commissioners' Update NRHA Board of Commissioners

**Subject: Development Update**

**Executive Contact: Steve Morales**

**Date: April 10, 2025**

### BACKGROUND

The Development Department oversees Real Estate, Capital Fund, Choice Neighborhoods-Tidewater Gardens/St. Paul's transformation, Property Renovations and Redevelopment, HOME program and HomeNet First Time Homebuyer Counseling. The following Report summaries Development activity up to March 31, 2025.

### STATUS

#### **Tidewater Gardens-Choice Neighborhoods Project**

Phase 2 (Unity) on-site-140 units is under construction and planned for completion between August and October (2 buildings).

Phases 3 (Kinship) another 191 units closed on financing and is in process of mobilization for construction start. Ground Breaking scheduled for 2:00pm April 10<sup>th</sup>.

Phase 4 -is now three separate projects (B1, B2 & B3) is working thru financial gaps, Brinshore is pursuing additional funding and working with Virginia Housing on restructuring the 9% low income housing tax credit project. Closing is projected in late 2025. Total unit count remains 191 units and PBV units remains 79

#### **HomeNet and HOME**

In FY25 HomeNet has had 44 total closings with 18 under the HOME program. The HOME program funding is still on pace to expend program funds by end of the fiscal year. There are currently 7 clients under contract. NRHA was just awarded \$240,000 for first time home buyer program from Hampton Roads Planning District Commission. This will assist 4 additional home buyers in FY 2025.

#### **Transformation**

##### *Sykes*

NRHA is working on the Sykes RAD/Section 18 conversion. City Council will approved bonds at their February 25<sup>th</sup> meeting. NRHA will submit for credits in April 2025, with expected close/construction start late 2025. The RFP for the general contractor has been reissued proposals due 4/11/25.

##### *Moton*

NRHA has submitted demolition plans for the warehouse behind Moton and the site development plans to the City's Site Plan Review Committee for the Moton redevelopment.

##### *Modular*

Reveal Homes is in pre-development phase for a turnkey modular home on the lot at 1343 Marshall Avenue in Bruce's Park. Purpose is to demonstrate viability of modular construction, promote its use and gain greater acceptance. NRHA was just awarded \$100,000 for the Modular demonstration from Hampton Roads Planning District Commission.

*555 E. Main*

Staff continues working on renovation concepts for NRHA 555 E. Main building. Convert the property to residential with initial work indicating 135 to 145 units potential. Feasibility analysis is underway along with market study, historic tax credits are an option.

*Single Family Lot-RFP*

Real estate is preparing lot RFP for properties in Ballentine, Broad Creek and Willoughby. Lot site design issue has delayed release of the RFP, plan to release as soon as possible.

*Young and Calvert Master Planning*

NRHA formally kick off master planning with the Young Terrace and Calvert Square residents on March 26<sup>th</sup> and 27<sup>th</sup>. The planning team includes The Communities Group, Torti Gallas, VHB Engineers along with City and NRHA staff. The team is setting up stakeholder meetings and will again meet with residents in April/May.

RFP for Master Developer for Young and Calvert issued at end of January initial responses due April 14<sup>th</sup> with interviews to be held after firms are short listed. Master Developer is being brought on board early to participate in master planning and take lead on first project.



# Development Department

April 10, 2025

**Design and Construction**  
**Choice Neighborhoods**  
**HomeNet**  
**Real Estate**  
**Transformation**





Tidewater Gardens  
Choice Neighborhood  
Initiative

397 Units completed  
331 Units under  
Construction

73 Former Tidewater  
Families Returned

## Progress Updates



### Kindship (Phase 3-TWG A)

**191** Total Apartments  
73 Project Based Voucher  
56 Affordable  
62 - Market Rate







## Tidewater Gardens Choice Neighborhood Initiative

397 Units completed

331 Units under  
Construction

73 Former Tidewater  
Families Returned





# HomeNet/HOME program Updates

<b>44</b>	<b>Total Closings</b>
<b>18</b>	HOME Program Closings
<b>7</b>	HomeWard Norfolk Program Closings

HomeNet's FY 24 YTD Stats	Qrt 1	Qrt 2	Qrt 3	Totals To Date
<b>Clients Purchased</b>	<b>15</b>	<b>15</b>	<b>14</b>	<b>44</b>
HOME Clients	9	6	3	<b>18</b>
<i>Public Housing Residents</i>	0	0	0	<b>0</b>
<i>HCV Participants</i>	2	0	1	<b>3</b>
HomeWard Norfolk Clients	1	3	3	<b>7</b>
<b>Under Contract</b>				
<i>Under Contract w/HOME</i>	7	6	7	
<i>Under Contract with only SPARC</i>	0	3	3	
<i>Under Contract HomeWard Norfolk</i>	1	4	1	
<b>New Clients Enrolled</b>				
HCV Participants	48	4	3	<b>55</b>
<i>Public Housing</i>	9	1	2	<b>12</b>
<i>Tidewater Residents</i>	1	1	0	<b>2</b>
<i>Other HomeNet Clients</i>	254	54	45	<b>353</b>
<b>Total Applications Processed</b>	<b>80</b>	<b>64</b>	<b>162</b>	<b>306</b>

HOME Down Payment FY 25 YTD Stats	Qrt 1	Qrt 2	Qrt 3	Totals to-date
New Applications	14	12	9	35
In-process	22	4	6	32
6-month Eligibility Period	12	25	18	55
Under Contract	7	6	7	20
Closings	9	6	3	18

HOME Tracking	Closings
FY2019	20
FY2020	13
FY2021	17
FY2022	15
FY2023	11
FY2024	20
FY2025	18
Totals	114

Fiscal Year - Remaining Funding	END FY2024	FY2025 (3/31/2025)
FY2023	\$ 783,367	-
FY2024	\$ 1,014,729	\$ 563,219
FY2025	-	-
FY 2025 (HRPDC)		\$ 240,000
	\$ 1,748,447	\$ 803,219

**Received additional \$240,000 from Hampton Roads Planning District Commission**

HomeNet/HOME  
44 Total Closings  
18 closings in HOME program  
7 Homeward Norfolk  
\$563,219 remaining HOME funds  
New \$240,000 from HRPDC





## Transformation

Young and Calvert  
Master Developer  
Response Due April 14,  
2025

Modular Awarded  
\$100,000 from HRPDC

Sykes GC Response Due  
April 11, 2025

# Transformation Updates

NRHA will plan and implement mixed-finance transactions to achieve the transformation of its assisted housing communities. The range of strategies aimed at transforming the physical environment will include but not be limited to: modernization of housing units; enhancements to open space and infrastructure; improvements to accessibility; demolition of selected units and construction of new units; introduction of market rate and for-sale units; acquisition and development of new units within or outside NRHA properties; and complete redevelopment. Financing strategies will include: the pursuit of federal, state and local grants; utilization of tax credit equity for low income housing, historic properties and new markets; public and private debt; and exploration of conversions between traditional public housing funding, Project-Based voucher (PBV), and the Housing Choice Voucher (HCV) program.

NRHA intends to transform all NRHA public housing properties into sustainable mixed-income communities over the next two decades enhancing neighborhood physical and social environments, and providing a one-for-one replacement of all demolished housing units with either new or refurbished assisted housing units or rental assistance for available private apartments.

Repositioning/Transformation		
Request for Qualifications for Developers	Issued RFP to Bench for Master Developer for Young and Calvert Project -Award in May for Master Planning Effort	Due April 14, 2025
Planned Projects		
Sykes RAD Conversion/LIHTC Renovation	Preparing for April LIHTC Submittal, RFP for General Contractor re-issue Due April 11, 2025	in-process
Partrea AD Conversion/LIHTC Renovation	in Design- January 2026 LIHTC submittal	in-process
Broad Creek	Pursuing RAD/Section 18 Broad Creek Bowling Green II and Bowling Green III	in-process
Moton Circle	Submitted Warehouse demolition plans to Site Plan, Development plan submitted to City Site Plan review	in-process
Preparing Single Family Lot RFP	Assembling RFP-include lots in Ballentine, Broad Creek, Willoughby-release March 2025	delayed
Modular RFP	Modular Demonstration Project - Awarded \$100,000 from Hampton Roads Planning District Commission	in-process
Young Terrace and Calvert Square- Planning	Resident master Planning2nd Stakeholder Meetings held March 26 & 27th	on-going
555 E. Main Street	FY 25-prepare concept for conversion of 555 Building	in-process
Oakmont Renovation	FY 25 - initiate renovation/repositioning planning for community/renovation may exceed \$40 million	in-process
Diggs Town and Oakleaf Master Planning	FY26 initiate concept plans for future redevelopment	FY 26
Grandy Village Master Planning	FY26 initiate concept plans for future redevelopment	FY 26
Bobbitt Midrise-RAD-PBV conversion/LIHTC Renovation	FY 26-initiate community engagement and design work for RAD conversion and LIHTC renovation	FY 26
Huntersquare Midrise-RAD-PBV conversion/LIHTC Renovation	FY27-initiate community engagement and design work for RAD conversion and LIHTC renovation	FY 27
Franklin Arms-LIHTC renovation recapitalization	FY 28--initiate community engagement and design work for RAD conversion and LIHTC renovation	FY 28



# Young Terrace and Calvert Square Master Planning

## Transformation Young and Calvert Master Planning

### SCHEDULE

February 26-27, 2025

Introduction to Community Planning Process

March 1, 2025

Resident Community Forum

**March 26-27, 2025**

**Building Blocks of a Neighborhood**

**April 30 - May 1, 2025\***

Planning Opportunities and Challenges

**June 2025\***

4-Day Design Workshop

**August 2025\***

Follow-up Community Meeting

\* Dates are tentative and could change



# COMMUNITY ENGAGEMENT PROCESS

## February

### Introduction to Community Planning Project

- Getting to know residents
- Listening to concerns

## March

### Building Blocks of a Neighborhood

- Planning Components
- Discussion of upcoming Design Workshop

## April/May

### Planning Opportunities and Challenges

- Review of Building Blocks
- Additional Planning Terms
- Infrastructure: Utilities, Flood Zones and Stormwater Management
- Phasing, Timeline, Density, Zoning, mixed-use, mixed-income
- Get Excited about Design Workshop

## June

### 4 Day Design workshop

## BUILDING BLOCKS - STREETS - MAKING CONNECTIONS



### What does "multi-modal" mean?

"A well-functioning multi-modal transportation system provides safe facilities and balances the needs of all travel modes. Pedestrians, bicyclists, scooter riders, buses, trucks, private automobiles, and ride-share vehicles are all users of the multimodal transportation system." (From Multimodal Norfolk Transportation Master Plan 2022)



Do you feel that your neighborhood is connected or cut off from the areas around you? Why?

What do you think would improve your neighborhood streets and connections?

## BUILDING BLOCKS - OTHER AMENITIES AND SERVICES



What amenities and services currently in your neighborhood do you enjoy and wish to be preserved or improved?

What new amenities and services would you want to see in the transformation of your neighborhood?



## BUILDING BLOCKS - BUILDINGS - ELEMENTS



What are things you currently enjoy about your home?

What are things you'd like to have in new housing after the transformation of your neighborhood?







## Commissioners' Update NRHA Board of Commissioners

**Subject:** Rental Assistance Programs Update

**Executive Contact:** Pamela B. Jones-Watford

**Date:** April 10, 2025

### BACKGROUND

The Rental Assistance Programs manages the application processing and eligibility determination for the rental programs administered by NRHA inclusive of the Low Income Public Housing communities, NRHA RAD Project Based Voucher communities, PBV properties, Mod Rehab, SRAP and the HCV Program. The Housing Choice Voucher (HCV) program provides affordable, decent, and sanitary housing for low and low to moderate income families, the elderly and the disabled to afford decent, safe housing in the private market.

### STATUS

#### Occupancy Update, Housing applicants in the City of Norfolk:

##### Wait List Draws:

- Church Street – Non Homeless – 1
- Gosnold - 1
- Reunion-Tidewater – 1
- Reunion - 2
- Market Heights – 1
- Holley Pointe – 2
- Franklin Arms - 2
- Diggs Phase 1 - 6
- Grandy Phase VI (093) - 2
- Grandy Revit (032) – 4
- Cottage Bridge –
- North Wellington – 1
- LIPH - 3

##### Orientations/Briefings:

- LIPH Orientations – 2
- PBV Briefings – 5 (combined for all PBV Programs)
- HCV/Mainstream Briefings - 4

##### Referrals:

- Grandy Revit 032 – 3
- Diggs Ph1 - 2
- LIPH – 9
- Cottage Bridge – 2
- Franklin Arms – 1
- North Wellington – 1
- Holley Pt – 1



- The Ashton – 1
- St Paul Apts. – 1
- Market Heights - 1

A large number of Port-Ins and VASH voucher holders from other HA localities continue to port into Norfolk and we are absorbing all port-ins and some of the VASH port-ins at this time.

### **Wait list**

NRHA is accepting waitlist applications for the following communities Senior and Disabled Midrise Communities

Locations: Bobbitt Midrise, Partrea Midrise, Sykes Midrise, Hunter Square Midrise

Bedroom size: 1-2 bedrooms

Wheelchair accessible, visual or hearing impaired apartments available in all bedroom sizes

Family Communities

Locations: Calvert Square, Oakleaf Forrest and Young Terrace

Bedroom size: 1+ bedrooms

AMI limits: Not to exceed 80 percent

Wheelchair accessible, visual or hearing impaired apartments available in all family communities listed above.

PBV Properties:

Crescent Square Single-Room Apartments for Homeless Individuals

Diggs Town Phase 1

### **Wait list totals:**

- ASPIRE AT CHURCH ST – 3,032
- ASPIRE AT CHURCH ST – TIDEWATER - 9
- BANKS OF BERKLEY – 1,039
- BOBBITT APARTMENTS – 3,468
- CALVERT SQUARE - 7478
- CHURCH ST STATION – PBV NOT HOMELESS – 327
- CHURCH ST STATION – PBV HOMELESS – 1,982
- COTTAGE BRIDGE – 140
- CRESCENT SQUARE - 50
- DIGGS PHASE 1 RAD – 1124
- DIGGS SITE – 5,946
- DIGGS RESIDENTS FOR HARBOR POINT - 3
- FRANKLIN ARMS RAD - 484
- GOSNOLD - 546
- GRANDY PHASE V 092 - 297
- GRANDY PHASE VI - 231
- GRANDY VILLAGE REVIT – 1,416
- HCV – 3,931
- HCV MAINSTREAM - 505
- HERONS LANDING - 215
- HOLLEY POINT APARTMENTS - 495
- HUNTER SQUARE – 3,165
- MARKET HEIGHTS – 1,122
- MARKET HEIGHTS TIDEWATER - 15
- NORTH WELLINGTON - 285
- OAKLEAF FOREST – 8,027
- ORIGIN CIRCLE AT KINDRED – 1,073

- ORIGIN CIRCLE AT KINDRED TIDEWATER - 3
- PARTREA APARTMENTS – 3,245
- REUNION SENIOR LIVING AT KINDRED – 139
- REUNION SENIOR LIVING AT KINDRED TIDEWATER - 0
- RIVERSIDE STATION - 0
- SOUTH BAY - 260
- ST PAUL APARTMENTS - 216
- SYKES APARTMENTS – 3,242
- THE ASHTON - 240
- THE RETREAT AT HARBOR POINT - 506
- YOUNG TERRACE APARTMENTS – 7,466

#### **Voucher Case Management Update:**

498 Annual reexams were completed during the month of March  
 256 Interim changes were processed during the month of March  
 197 Rent increases were processed during the month of March  
 42 Transfer moves were processed during the month of March  
 9 Port-ins were processed during the month of March  
 10 Port-outs were processed during the month of March  
 25 New Admissions were processed during the month of March

#### **HQS Update:**

The HCV Inspectors continue to complete biennial, initial, complaint inspections for NRHA's voucher holders, and also for HA owned properties for Suffolk Redevelopment and Housing Authority, and Newport News Redevelopment and Housing Authority. The inspectors have been educating landlords and HCV participants on the new requirement for hardwire or 10-year no rechargeable sealed, tamper-resistant smoke alarms.

Completed inspections for the month of March.

<b>Biennials</b>	<b>Initials</b>	<b>Complaints</b>	<b>QA</b>	<b>SRAP</b>	<b>TOTAL</b>
449	104	20	18	14	605

#### **Landlord Outreach**

We continue to market for new properties in the city of Norfolk to lease to voucher holders. There were 14 new landlords in March that leased to voucher holders.

Phone calls to landlords inviting them to offer their property for the HCV Program – (11)

Landlord Mailings/Package Information – 25

Referral listing add-ons – 49

New Standing Partners - 2

New Landlord Orientation attendees – 3

Ten (10) HCV Brochure Placements respectively – Norview Community Center, Van Wyck Library, Fairlawn Recreation Center

Email Blast: Save the Date for June's Landlord Forum – 420

#### **Resident Forum**

The Housing Choice Voucher and Occupancy staff participated in the Client Services Resident Forum on March 1<sup>st</sup>. We had two tables and disseminated various documents providing valuable information on the program and upcoming changes to the program. We had three examples of the proper smoke detector that must be installed in all assisted units. We provided copies of the Virginia

Landlord and Tenant Act. We had applications, for those attendees that were interested to apply for our low income public housing program, and we had our computer and was able to take questions from applicants and verify that they were on one of our wait lists.



## PROJECT BASED VOUCHERS UPDATE

The leasing kickoff is on the way for TWG 17/18 development, there are two buildings and one will be completed for the move-ins to take place mid-July and the other in the fall. We continue to work with the developers of proposed PBV communities with regards to establishing rents, preparing revised letters of intent, ensuring that the SLR and ER are processed appropriately, and that the units will be decent and affordable. We are collaborating with Virginia Supportive Housing, Chesapeake Redevelopment and Housing Authority, and the City of Norfolk for the upcoming project for Gosnold II Apartments.

## VASH Vouchers

Veterans Affairs Supportive Housing also known as VASH vouchers. HUD-VASH is a collaborative program that pairs HUD's Housing Choice Voucher (HCV) rental assistance with VA case management and supportive services. These services are designed to help homeless Veterans and their families obtain permanent housing and access the health care, mental health treatment, and other supports necessary to help them improve their quality of life and maintain housing over time. NRHA has an allocation of 168 HUD VASH vouchers, in addition to the allocation of our 168 VASH vouchers, we also have homeless veterans that port to Norfolk with the portability option and we bill the initial HA. NRHA had the first VASH formerly homeless veteran to obtain homeownership and utilize the home ownership vouchers. We currently have two additional veterans utilizing the homeownership voucher.

The eligibility requirements for veterans to participate in the VASH program are very lenient; eligible HUD-VASH families must be homeless veterans as determined by the VAMC. Veterans are not required to be chronically mentally ill or have chronic substance abuse disorders. under the HUD-VASH program. We will not screen any potentially eligible family members or deny assistance for any grounds permitted under the HCV program with one exception; we will still be required to prohibit admission if any member of the household is subject to a lifetime registration requirement under a State sex offender registration program. However, unless the family member that is subject to lifetime registration under a State sex offender registration program is the homeless veteran (which would result in denial of admission for the family), the

remaining family member(s) may be served if the family agrees to remove the sex offender from its family composition.

Veterans are referred by the Veterans Administration therefore; we do not maintain a waiting list or apply local preferences for the HUD-VASH program. Once the referral is received the referred veteran is briefed and issued a voucher, providing the veteran is income eligible.

When HUD-VASH applicants or recipients include veterans with disabilities or family members with disabilities, HUD's reasonable accommodation requirements apply. These standards require us to make a reasonable adjustment to rules, policies, practices, and procedures when it may be necessary in order to enable an applicant or resident with a disability to have an equal opportunity to use and enjoy a dwelling, the common areas of a dwelling, or participate in or access a recipient's programs and activities. These standards extend to various aspects of program implementation, including, for example, denial or termination of assistance, initial search term of the HCV, initial lease term, and informal reviews and hearings. Upon turnover, HUD-VASH vouchers must be issued to eligible veteran families as identified by the VA, as noted above.

#### **FUTURE ACTION**

**HOTMA**, we are actively preparing for the programmatic changes the Housing Opportunity Through Modernization Act of 2016 which amends several sections of the United States Housing Act of 1937, bringing forward substantial changes and reforms to the programs.

**Yardi Implementation**, several weekly meetings and trainings are held to prepare for the implementation of the Yardi software. It is our goal to have all reexams completed through July as our legacy Elite system will be down in May. We are preparing to market the new software to our program participants and landlords so that they will be ready for the "Rent Café" feature which will give them the ability to upload documents, complete reexams, and have greater communication opportunities with our team members.

Planning for a Landlord Forum June 11, 2025 at the Jordan-Newby Anchor Branch Library at Broad Creek.

<b>Program Overview</b>	
Total Vouchers	4,336(HAP Paid)
Tenant Based Vouchers	3,394
Project Based Vouchers (PBV)	404
RAD PBV	563
Outgoing Payable Portables	70
Vouchers Issued	16
New Vouchers Searching	35
New VASH Vouchers Searching	19
New VASH port-in Searching	18
SRAP Certificates Searching	4
VASH referrals received	4
Port-Ins Received	5
Port-Ins Searching	22
End of participations	31
Households with zero income	172 (24 PBV)

## Special Purpose Vouchers

Vouchers Totals	Allocation	Previous Month	Current Month
VASH vouchers	168	151	156
VASH vouchers (Port-In)		26	20
NED vouchers	225	153	151
Homeownership voucher(s)	open	14	15
Homeownership voucher VASH	Open	1	1
SRO (Gosnold Mod Rehab)	60	56	56
Main Stream	40	20	20
Park Terrace	47	25	25
Tidewater Gardens TPV	312	259	255
FYI TPV	10	4	3
Scattered Sites	15	2	2
Emergency Housing Vouchers	63	57	56
SRAP (NOT IN TOTAL)	70	67	65

## Project Based Vouchers (RAD NRHA Owned)

NRHA Owned RAD Property	Total Units	Previous Month	Current Month
Grandy Village 092	16	13	13
Grandy Village 032	275	219	217
Grandy Rev NT	4	4	3
North Wellington	25	21	20
Franklin Arms	100	95	97
Diggs Town	222	210	213
Total	642	562	563

## Project Based Vouchers (Non-RAD)

Project Based Voucher	Total Units	Previous Month	Current Month
Crescent Square (Virginia Beach)	10	7	7
Heron's Landing (Chesapeake)	6	6	6
South Bay (Portsmouth)	6	6	6
Cottage Bridge (Norfolk) NRHA Owned	47	44	44
Banks of Berkley (Norfolk)	5	3	4
Church Street Station (Norfolk)	70	64	66
St. Paul's Apartments (Norfolk)	13	11	11
Grandy VI (Norfolk) NRHA Owned	70	61	59
The Retreat at Harbor Pointe (Norfolk)	50	45	44
The Ashton	7	7	7
Holley Pointe	5	5	4
Riverside Station/ Curlew Apartments	23	23	23
Market Heights Apartments (CNI)	41	37	37

Reunion Senior Housing (CNI)	24	24	24
Origin	37	37	37
Aspire (Leased but not in HAP totals)	21	21	21
Aspire ForKids	5	4	4
Total	358	406	404

## HCV 50058 Certification for March 2025

### Housing Vouchers

Count of Certification Type	
Certification Type	Total
Annual HQS Inspection Only	333
<b>Annual Reexamination</b>	<b>425</b>
<b>Annual Reexamination Searching</b>	<b>3</b>
End Participation	3
Expiration of Voucher	1
FSS/WtW Addendum Only	4
<b>Interim Reexamination</b>	<b>232</b>
Issuance of Voucher	29
New Admission	25
Portability Move-in	9
Portability Move-out	5
Port-Out Update (Not Submitted)	10
Void	48
<b>Grand Total</b>	<b>1127</b>

Annual Reexamination	425
Annual Reexamination Searching	3
Interim Reexamination	232
<b>Total</b>	<b>660</b>

### NRHA Managed Voucher Properties

Count of Certification Type	
Certification Type	Total
Annual HQS Inspection Only	1
Annual Reexamination	73
Interim Reexamination	25
New Admission	4
Void	1
Other Change of Unit	3
FSS/WtW Addendum Only	2
End Participation	2
(blank)	
<b>Grand Total</b>	<b>111</b>



## Commissioners' Update

### NRHA Board of Commissioners

**Subject:** Property Management Update

**Executive Contact:** Brenda Fleming

**Date:** April 4, 2025

#### BACKGROUND

Updates as of 3/31/2025

#### STATUS

The property management team has been focused on several key areas, and the numbers reflect some solid efforts in January.

Here's a breakdown based on our efforts:

- **Call Center Closing Ratio:** 66%. The team is working diligently to close the large number of work orders that has come in within the last few months.
- **Total Call Center Work Orders:** The 1266 work orders across the three communities (Calvert Square, Young Terrace, and Oakleaf Forest) reflects ongoing maintenance or issues being addressed within the communities. This is an increase from the previous month of 860.
- **Occupancy Rate:** 91% is pretty solid for the month, especially with the 19 new admissions. It shows that the leasing efforts are making a noticeable impact. Our lease-up focus will continue to push for 96% occupied throughout our portfolio.

We will continue to focus on growing occupancy and ensuring quality service for our residents through the work orders.

#### Attachments and Handouts

## Housing Operations Public Housing Programs

19

New Admissions

91.18%

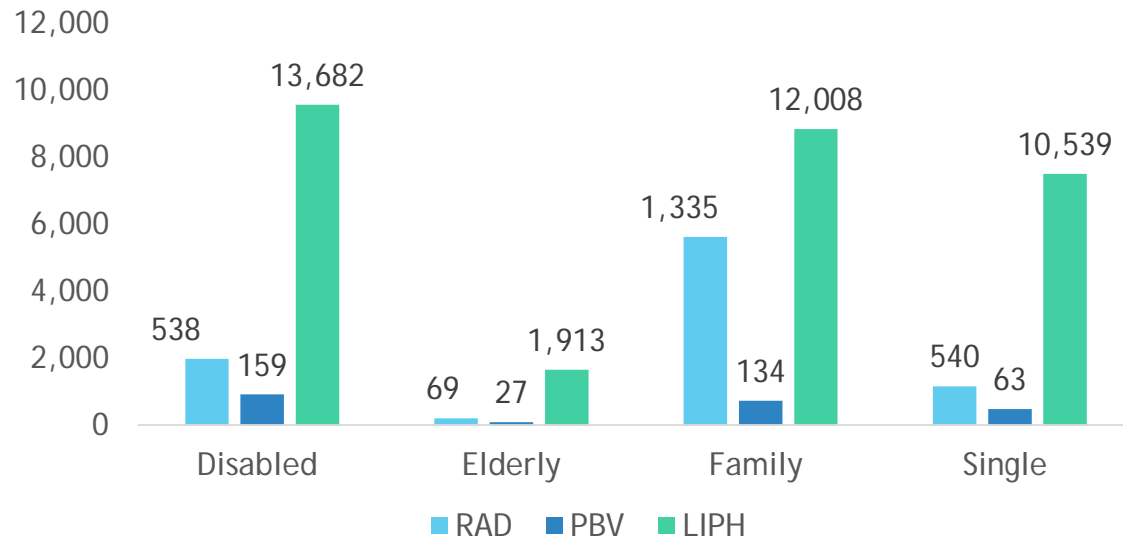
Occupancy

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

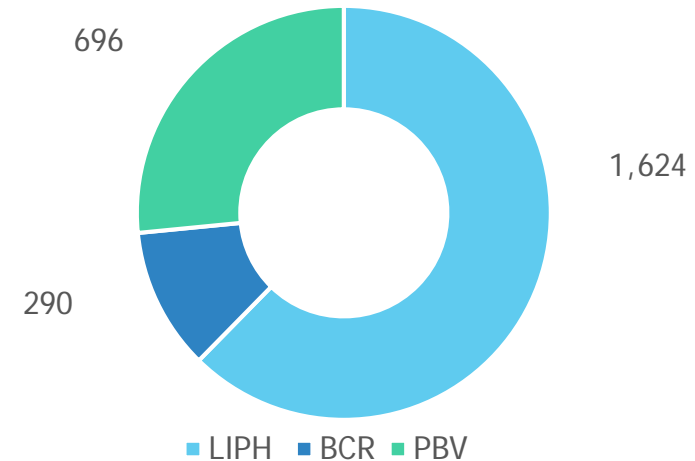
## Occupied Units by Community

Community	Total Units	Units Occupied	Percentage
Diggs Town	103	94	91.26%
Young Terrace	746	652	87.40%
Calvert Square	310	271	87.42%
Oakleaf Forest	257	245	95.33%
Partrea Midrise	114	108	94.74%
Huntersquare	91	88	96.70%
Bobbitt Midrise	84	83	98.81%
Sykes Midrise	84	83	98.81%

## Applicants on the Waitlist



## Occupied Units by Program



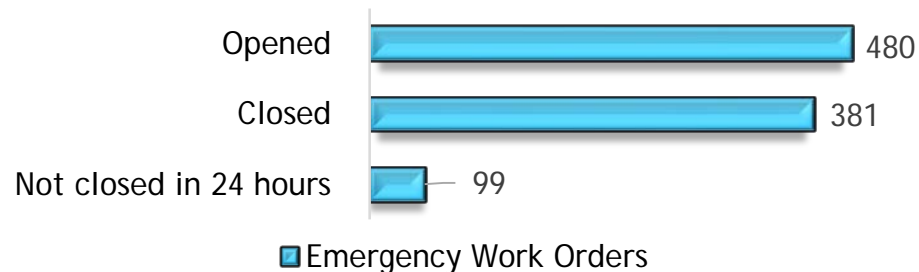


## Housing Operations Public Housing Programs

### Emergency Work Orders by Zones

Zone 1	Opened	Closed	Not Closed in 24 hrs.	% Completed
Oakleaf Forest	103	98	5	95.15%
Partrea Apartments	5	4	1	80.00%
Bobbitt Apartments	66	66	0	100.00%
Sykes Apartments	11	7	4	63.64%
N. Wellington	0	0	0	100.00%
Grandy Village	50	40	10	72.09%
Total Per Zone:	235	215	20	85.15%
Zone 2	Opened	Closed	Not Closed in 24 hrs.	% Completed
Diggs Town	8	8	0	100.00%
Young Terrace	149	97	52	65.10%
Calvert Square	65	39	26	60.00%
Hunter Square	3	3	0	100.00%
Franklin Arms	12	11	1	91.67%
Cottage Bridge	0	0	0	100.00%
Diggs Town Phase 1	8	8	0	100.00%
Total Per Zone:	245	166	79	88.11%

### Total Emergency Work Orders

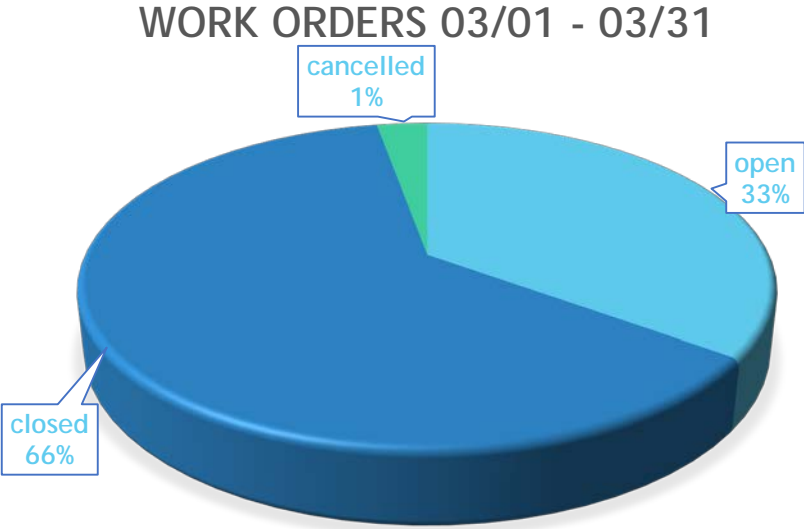


### Move Out Report

Reason for Vacating Unit	Count
Unit Transfer	43
Moved to HCV	6
Moved to PBV	7
Rented Elsewhere	34
Home Ownership	1
Medical	7
Deceased	11
Skipped Out	13
Eviction	3
Criminal Activity	1
Moved Prior to Eviction	1

Housing Operations  
Call Center Statistics  
Calvert Square, Oakleaf Forest and Young Terrace

3/1/2025 – 3/31/2025 FMD Call Center	
1266 Total Work Orders	
open	411
closed	839
cancelled	16





## Commissioners' Update

### NRHA Board of Commissioners

Subject: Client Services Update

**Executive Contact:** Julius Norman

**Date:** April 10, 2025

#### BACKGROUND

Collaboration has been key in our approach. We have forged partnerships with local organizations, businesses, and government entities to create a support network that amplifies our impact. These partnerships enable us to provide services and resources that address specific needs of the community effectively. Through these collective efforts, we are delivering tailored services and resources that address specific needs of the community, enhanced transportation and training opportunities while fostering a sense of shared responsibility and empowerment among residents.

#### STATUS

Client Services continues its pursuits to bring restorative activities through active participation and inclusivity of residents. Encouraging everyone to get involve and listen to their ideas and creating safe places where everyone feels welcome. By implementing restorative activities, we can help build stronger, more connected, and vibrant communities.

#### FUTURE ACTION

- Resident meetings Calvert Square and Young Terrace



FY2025

# CLIENT SERVICES DEPARTMENT

IMPACT REPORT: MARCH 2025



## Executive Summary

In **March**, the **Client Services Department** entered into a partnership agreement with **United Way of South Hampton Roads** for the provision of case management services, enhancing support for NRHA residents. A variety of service initiatives were implemented to engage residents and provide resource connections including a Job and Resource Fair where attendees had the opportunity to meet with employers on-site at Calvert Square. The Department received a **HUD Grant Award** in the amount of **\$816,000** for Self-Sufficiency Services. Additionally, the Department submitted a grant to the Department of Criminal Justice to provide youth engagement programs that promote safety within communities.

## Service Highlights:

- **306 residents** are enrolled in the Family Self-Sufficiency Program; **207** are currently employed and **156** residents maintain an escrow balance (**avg. \$5,252**). **Success stories:** 5 FSS participants engaged with HomeNet to purchase a new home, and one participant has increased their earned income to \$71K. March special events featured highlights from a FSS graduate who shared her homeownership journey with HomeNet at Grandy Village and an Empowerment Workshop to celebrate Women's History Month.
- **3,021 participants** engaged in youth programs. March events included a **Spring Health and Wellness Fair** providing residents with access to mental health resources, youth engagement programs, food, clothing, and health promotion resources including water filters provided by Old Dominion University. **Application Fest** provided youth aged 16-24 with job applications, resume writing and on-site interviews. Intergenerational activities continue to assist with increasing engagement between seniors and youth.
- **7,688 residents** engaged through Community Affairs. In March, 62 events and 9 community meetings were facilitated. NRHA has increased its nutritional support services in partnership with Mercy Chefs to expand service to Calvert Square, Oakleaf Forest, and Diggs Town in addition to Bobbitt and Hunter Square providing **1,600 meals** per month. NRHA continues to collaborate with Isabella Health to address food insecurity, distributing **4,000 pounds of food**. Additionally, in collaboration with the Food Bank, the "Food Hub" operates every Thursday and served 722 residents in March. Cultural arts programming and transportation services for seniors continue to support aging well initiatives.
- **78** residents engaged in Workforce Development Training initiatives designed to secure new employment opportunities and increase annual earnings.

## Service Announcements

- May is National Older Americans Month, a time to recognize older Americans' contributions, highlight aging trends, and reaffirm our commitment to serving NRHA seniors through a variety of programs, services and resources.
- Resident Meeting – Calvert Square, April 30, 2025 at 5:30PM
- Resident Meeting – Young Terrace, May 1, 2025 at 5:30PM



## Commissioners' Update

### NRHA Board of Commissioners

**Subject: Communications Department Update**

**Executive Contact: Leha Byrd**

**Date: April 10, 2025**

#### BACKGROUND

Department of Communications and Intergovernmental Relations

Reporting to Executive Director Nathan Simms

#### STATUS

##### Website Additions

[BTW Honor Student One of Five VAHCDO Scholarship Recipients Statewide](#)

[NRHA Chief Appointed to State Housing Organization Board as Community Development VP](#)

Pending Reasonable Accommodations Landing Page (Compliance)

##### Marketing Collateral

-Young and Calvert Fact Sheet

-Yardi Doorhangers

#### FUTURE ACTION

##### Media

Nathan is scheduled as a featured interview on Hampton Roads Chamber of Commerce podcast



**COMMISSIONERS' MONTHLY CONTRACT REPORT –**  
**Meeting Date: April 10, 2025**

**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.**

**March, 2025**

<b>New contracts issued between \$30,000 and \$99,999:</b>	<i>Contract Ceiling</i>	<b>A</b>	<b>B</b>	<b>C</b>
1. PO-67623-4714 – Eplus Technology (Annual Barracuda Renewal)	\$41,500.00	G		FF
2. I0024 – Jackson Management Consultants (Property Management Consulting Services)	\$70,000.00	O	M	IF
<b>New contracts issued for \$100,000 and over:</b>	<i>Contract Ceiling</i>	<b>A</b>	<b>B</b>	<b>C</b>
1. None				
<b>New task orders issued for \$30,000 and over:</b>	<i>Contract Ceiling</i>	<b>A</b>	<b>B</b>	<b>C</b>
1. H1084 – TO9 – Dominion Builders (ADA Bungalow Conversion)	128,850.44	C	M	F
<b>New Interagency Agreements for \$30,000 and over:</b>	<i>Contract Ceiling</i>	<b>A</b>	<b>B</b>	<b>C</b>
1. None				
<b>Change orders issued for \$30,000 and over:</b>	<i>Contract Ceiling</i>	<b>A</b>	<b>B</b>	<b>C</b>
1. None				
<b>Options exercised for \$30,000 and over:</b>	<i>Contract Ceiling</i>	<b>A</b>	<b>B</b>	<b>C</b>
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 FEBRUARY, 2025**

**NONE**



**Anticipated Requests for Proposals,  
Quotations and Invitations for Bids  
April, 2025**

Project	Status	Dept
IFB, Relocation Services for Sykes Midrise RAD Project	TBD	Development
RFP, Banking Services	Posted	Finance
IFB, Grounds Maintenance	Posted	Property Management
RFP, Audit Services	Posted	Finance
RFP, Professional Legal Services	Posted	Executive Office
RFP Transformation Development Partner - Master Developer	Posted	Development
RFP, AS Needed HVAC Services NRHA Communities	April	Administrative Services
IFB, Process Server Services	May	Property Management
RFP, Grandy Village Wetlands Maintenance	Posted	Property Management
IFB, As Needed Plumbing Services	April	Property Management
IFB, AS Needed Electrical Services	Closed	Property Management
IFB, Sykes Midrise RAD Conversion Project	REBID/Posted	DCM
CA, Midrise Elevator Maintenance and Repair	March	Property Management
RFQ, Midrise Washer and Dryer Rental and Services	April	Property Management
IFB, Bed Bug Treatment Services	TBD	Property Management
IFB, Pest Control Services	TBD	Property Management



Recently Removed (**this section is added for continuity purposes only)		
RFP, 555 East Main St Property Mangement Services	In Evaluation	HCV
<b>IFB, AS Needed Electrical Services</b>	No Bids Received	Property Management
IFB, Process Server Services	6 Month Contract in Place	Property Management
RFP, Grant Writing Services	In Evaluation	HOME

RFP = Request for Proposal (Price + Factored Criteria)

IFB = Invitation for Bid (Price Only Criteria)

RFQ = Request for Qualifications

CA = Cooperative Agreement