

APRIL 2014



**BOARD OF COMMISSIONERS
MONTHLY MEETING**

**DANIEL BAUMAN, CHAIRMAN
SALENA ZELLERS, VICE CHAIRWOMAN**

ROY O. PRIEST, SECRETARY-TREASURER



April 16, 2013

Mr. Christopher Ballard
1904 Russell Road
Alexandria, VA 22301

Re: Monday, April 22, 2013 Regularly Scheduled Board Meeting

Dear Chairman:

Enclosed please find the docket for the regular board meeting of the ARHA Board of Commissioners to be held on Monday, April 22, 2013, at 7:30 p.m., Ladrey Building 300 Wythe Street (multi-purpose room) Alexandria, VA 22314. The docket has 9 items; of which (3) are consent items and no action items.

Sincerely,

Roy O. Priest,
Secretary-Treasurer

lh/ROP

cc: City Council (7 Electronically)
ARHA Commissioners (9) (Delivered/Electronically)
Rashad Young, City Manager (1 Electronically)
Mildrilyn Davis, Office of Housing (1 Electronically)
Alexandria Libraries (4)
Alexandria Resident Advisory Board (1 Electronically)
Ladrey High Rise Advisory Board (1)

Christopher Ballard
Chairman

Merrick Malone
Vice Chairman

Commissioners:

Melvin Miller
Commissioner

Carter D. Flemming
Commissioner

Chyrell Bucksell
Commissioner

Brett J. Libresco
Commissioner

Karl Sandberg
Commissioner

Daniel Bauman
Commissioner

Michelle Millben
Commissioner

Roy O. Priest
Secretary-Treasurer

**ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

REGULARLY SCHEDULED MONTHLY MEETING

MONDAY, APRIL 22, 2013

7:30 PM

LADREY BUILDING

300 Wythe Street (Community Room)

ALEXANDRIA, VA 22314

1. **Public Discussion Period for Resident Groups – 10 minutes**
 - **Ladrey Advisory Board (LAB) – Otis Weeks, President**
 - **ARHA Resident Association (ARA) – Shanelle Gayden, President**

2. **Public Discussion Period on Agenda and Non-Agenda Items – 5 minutes**
 - **Lt. Dennis Andreas of Alexandria Police Department – Neighborhood Briefing**

3. **Adopt Revised Minutes for Monday, February 25, 2013; Adopt Minutes for Monday, March 25, 2013 Board of Commissioners Meeting:**

4. **Vote Receipt of the Secretary-Treasurer’s Report**

5. **Board Standing Committee Reports:**
 - **Personnel/Social Services/Development and Public Relations**

6.

CONSENT DOCKET

 - 6.1 ***Vote to Approve Resolution No. 563, Authorizing the Amendment of the Ground Lease between the Alexandria Redevelopment and Housing Authority and Pendleton Housing Limited Dividend Housing Associates***

 - 6.2 ***Vote to Approve Resolution No. 565, Authorizing the Alexandria Redevelopment and Housing Authority Authorizing Actions of the Alexandria Redevelopment and Housing Authority and James Bland Housing V GP LLC for the Mixed-Finance Closing for James Bland Apartments, Phase Five and James Bland Apartments, Phase Three A Multi-Family Residential Rental Housing Project Located in Alexandria, Virginia***

 - 6.3 ***Vote to Approve Resolution No. 566, Approving ARHA Budget for Fiscal Year 2013***

7.

ACTION DOCKET

Immediate:
No Item Submitted

Discussion:
No Item Submitted

8. **Other Business**

9. **Executive Session to Discuss Personnel, Legal and Real Estate Issues**

MINUTES

MINUTES

**MINUTES OF THE
ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

**REGULARLY SCHEDULED MEETING
LADREY BUILDING COMMUNITY ROOM
300 WYTHE STREET
ALEXANDRIA, VA 22314**

**MONDAY, FEBRUARY 25, 2013
7:30 p.m.**

CHAIRMAN: Christopher Ballard, Presiding

THOSE PRESENT: Merrick Malone, Vice Chairman
A. Melvin Miller
Derek Hyra
Carter Flemming
Karl Sandberg
Brett Libresco
Chyrell Bucksell

RECORDER: Ian Hawkins

The regular Board meeting was called to order at 7:32 pm. Others present were Roy Priest, Chief Executive Officer, ARHA Department Heads, ARHA staff and citizens.

Chairman Ballard opened the floor to receive the Public Discussion Reports.

ITEM 1. PUBLIC DISCUSSION PERIOD FOR RESIDENTS GROUPS – 10 MINUTES:

- a) **Ladrey High-Rise Residents Advisory Board (RAB)** – Mr. Otis Weeks, President, thanked Mr. Priest and staff for the many things that has been completed to order at Ladrey. Mr. Weeks mentioned that election of officers was deferred to April; due to no one showed up or submitted their names to appear on the ballot and ARHA's staff will be using the community room for the entire month of March, for the TenMast Training. Mrs. Curtis-Lambert informed Mr. Weeks that the April Board meeting will be held at Charles Houston Recreation Center in the multi-purpose room.
- b) **Alexandria Resident Association (ARA)** - Shanelle Gayden, President of the ARA, briefed the Commissioners on the Standards of Learning (SOL) Reading and Math groups that are going well at the Montgomery Learning Center and Hopkins/Tancil Court development. Ms. Gayden stated that the Quarterly report cards are still being collected to monitor progress.

The ARA is currently preparing for the Spring Outreach event on Saturday, March 23rd from 11am-1pm in various ARHA Developments. The Spring Celebration will include an Easter Egg Hunt along with other outside activities for school age children. Residents will take part in the Spring Celebration and visit the Dollar Store to purchase supplies and create flyers to disseminate throughout the community.

The Spring Outreach will also be used as a platform to develop effective leadership within ARHA developments such as West Glebe, Hopkins/Tancil Court, Old Town Commons, Jefferson Village and Scattered site on the West End.

Vice Chairman Malone, posed a question to Mrs. Curtis-Lambert, Property Manager at Ladrey regarding why the meeting for the election of officers is being moved to Charles Houston? Mrs. Curtis-Lambert, replied that during the month of March, we are in training as an agency. The community room will be shut down for the entire month of March. The alternative meeting place has been changed at Charles Houston for the next Board meeting.

ITEM 2. PUBLIC DISCUSSION PERIOD ON AGENDA AND NON-AGENDA ITEMS – 5 MINUTES:

Lt. Dennis Andreas of Alexandria Police Department – Lt. Andreas was absence.

Dipti Pidikiti-Smith (Legal Services of Northern Virginia) – Mrs. Pidikiti-Smith represented two ARHA residents of Hopkins-Tancil and Ladrey. Mrs. Pidikiti-Smith address the Board on the issue of Domestic violence and stated abuse can happen to anyone, yet the problem is often overlooked, excused, or denied. This is especially true when the abuse is psychological, rather than physical. Noticing and acknowledging the signs of an abusive relationship, is the first step to ending it. No one should live in fear of the person they love.

Vice Chairman Malone asked who drafted the document. Mr. Priest replied ARHA's General Legal Counsel. Chairman Malone asked Mr. Priest, how long has the MOU been in place? Mr. Priest stated December 3, 2012.

Mr. Priest apprised the Board when a Memorandum of Understanding (MOU) is established it's to create a base-line of requirements that are not meant to be; if you violated them the next step is eviction. In this case we were trying to protect both her as well our staff, and other residents in the building. Being exposed to a situation where they might not have been unaware that this person had HIV. That was the purpose for the MOU and it's been in effect since December 2012.

Mrs. Pridikiti-Smith stated that some reasonable accommodations should be made by ARHA for this resident's disability. *(Example: Tenant carries towels, wipes at the front desk, Lysol and disinfected spray or hand sanitizers).* Mrs. Pridikiti-Smith feels that there are other alternatives available before resorting to a binding agreement that is not favorable to the resident.

Commissioner Libresco asked Mrs. Pridikiti-Smith to summarize her recommendations on the policy related modifications.

Commissioner Hyra addressed Mrs. Pridikiti-Smith concerns in describing the lease as a legal binding document. Commissioner Hyra stated that Mr. Priest described the document as being a MOU. Mr. Priest stated when we issue a 21/30 notice it is legally binding and states, if you fail to comply or take certain petition in a specific period of time, then we will take action towards eviction. The MOU was designed to protect the interest of the resident, and her neighbors and the ARHA staff.

Commissioner Miller recommended that Mrs. Pridikiti-Smith address these matters first with staff before asking the Board to modify the MOU. If there is a need to augment the MOU or policy the Board will consider this when appropriate. Commissioner Miller stated that he's not certain if there is a policy problem or a wording problem with the MOU or if there is a problem at all.

Kamera and Tamika Bracey (*mother*)

Mr. Priest apprised the Board that ARHA had the occasion to support one of our young people to travel to France on a study tour. When ARHA was approached to provide assistance; we did just that. Ms. Bracey took the trip and came to night to say THANK YOU!

Kamera greeted the Board and stated she's a senior at TC Williams High School. She informed the Board back in November of 2012, she was one of two students selected to travel to France for the Sister City Exchange. The City of Alexandria sends student delegates to represent the City of Alexandria. Kamera befriended three students from other countries the world (Romania, Germany and France). Kamera came tonight to personally thank Mr. Priest and Ms. Curtis-Lambert for all their support and contributions.

Ms. Tamika Bracey, (Kamera's mother), also thanked Mr. Priest and Mrs. Curtis-Lambert for all their support and contribution. Ms. Bracey stated without ARHA's help this opportunity would not have been possible. THANK YOU!! Thank YOU!!

ITEM 3. VOTE TO ADOPT MINUTES FOR MONDAY, FEBRUARY 25, 2013 BOARD OF COMMISSIONERS MEETING:

Chairman Ballard presented the minutes for Monday, February 25, 2013. Commissioner Miller moved to accept the minutes as corrected; the motion was seconded by Commissioner Flemming. The motion was approved unanimously with (8) Yeas to (0) Nays to accept the minutes of Monday, February 25, 2013.

ITEM 4. VOTE RECEIPT OF THE SECRETARY-TREASURER’S REPORT:

Chairman Ballard opened the floor to receive the Secretary-Treasurer’s report.

Secretary-Treasurer presented his report and responded to questions raised by the Board. Chairman Ballard requested a motion to accept the Secretary-Treasurer’s report. Commissioner Miller moved to accept the report; the motion was seconded by Commissioner Libresco. The motion was approved unanimously (8) Yeas to (0) Nays to accept the Secretary-Treasurer’s Report.

ITEM 5. BOARD STANDING COMMITTEE REPORT:

The Chairman reported that with the resignations of Commissioner Vosper. He further emphasized: 1) The need for continuing the committees; and, 2) Who would serve on the committees deemed to be necessary.

- **PERSONNEL** – No report
- **SOCIAL SERVICES** – No report
- **DEVELOPMENT** – No report
- **PUBLIC RELATIONS** – No report

ITEM 6. CONSENT DOCKET:

- 6.1** Vote Approval of Resolution No. 561, The Alexandria Redevelopment and Housing Authority for James Bland Housing V GP LLC for the Mixed-Finance Closing for James Bland Apartments, Phase five and James Bland Apartments, Phase Three a Multi-Family Residential Rental Housing Project located in Alexandria, Virginia.

Commissioner Miller motioned to have Resolution 561, moved to Executive Session; seconded by Vice Chairman Malone. The motion passed by (8) Yea; (0) Nays for Resolution 561.

- 6.2** Vote Approval of Resolution No. 562, the Strategic Plan for the Alexandria Redevelopment and Housing Authority.

Chairman Miller motioned to table Resolution 562; seconded by Vice Chairman Malone. The motion passed by (8) Yeas; (0) Nays for Resolution 562.

ITEM 7. ACTION DOCKET:

DISCUSSION

No items submitted.

ITEM 8. OTHER BUSINESS:

No other business

ITEM 9. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES:

A motion was made by Vice Chairman Malone and seconded by Commissioner Hyra, and unanimously adopted to convene in Executive Session for Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 9:00 pm

At 9:36 pm the Board reconvened in public session.

Thereupon, Commissioner Libresco made the following motion, seconded by Commissioner Sandberg and adopted unanimously. No other actions were taken in the Executive Session and to the best of each member's knowledge (1) only public business matters are fully exempted from open meeting requirement under the FOIA were discussed in the Executive Session, and (2) only public business matter identified in the motion by which are closed meeting was convened were heard, discussed or considered by the Board in the Executive Session. The motion was approved on a roll call vote unanimously.

Commissioner Miller moved to approved *Resolution 561, The Alexandria Redevelopment and Housing Authority for James Bland Housing V GP LLC for the Mixed-Finance Closing for James Bland Apartments, Phase five and James Bland Apartments, Phase Three a Multi-Family Residential Rental Housing Project located in Alexandria, Virginia; seconded by Vice Chairman Malone and passed with a vote of 7 (Ayes) 0 (Nays) 1 (Abstention)*

At 9:38 pm Commissioner Sandberg reconvened into Executive Session to discuss Personnel Matters; seconded by Vice Chairman Malone. (8) Ayes; (0) Nays.

No other actions were taken in the Executive Session and to the best of each member's knowledge 1) only public business matters are fully exempted from open meeting requirement under the FOIA were discussed in the Executive Session, and 2) only public business matter identified in the motion by which are closed meeting was convened were heard, discussed or considered by the Board in the Executive Session. The motion was approved on a roll call vote unanimously.

At 10:10 pm, Chairman Ballard adjourned the meeting.

**MINUTES OF THE
ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

**REGULARLY SCHEDULED MEETING
CHARLES HOUSTON RECREATION CENTER
(Multi – Purpose Room)
901 WYTHE STREET
ALEXANDRIA, VA 22314**

**MONDAY, MARCH 25, 2013
7:30 p.m.**

CHAIRMAN: Christopher Ballard, Presiding

THOSE PRESENT: Merrick Malone, Vice Chairman
A. Melvin Miller
Carter Flemming
Karl Sandberg
Brett Libresco

ABSENT: Chyrell Bucksell

RECORDER: Ian Hawkins

The regular Board meeting was called to order at 7:10 pm. Others present were Roy Priest, Chief Executive Officer, ARHA Department Heads, ARHA staff and citizens.

Chairman Ballard opened the floor to receive the Public Discussion Reports.

ITEM 1. PUBLIC DISCUSSION PERIOD FOR RESIDENTS GROUPS – 10 MINUTES:

- a) **Ladrey High-Rise Residents Advisory Board (RAB)** – Mr. Otis Weeks, President, not present.
- b) **Alexandria Resident Association (ARA)** - Shanelle Gayden, President of the ARA, not present.

ITEM 2. PUBLIC DISCUSSION PERIOD ON AGENDA AND NON-AGENDA ITEMS – 5 MINUTES:

Lt. Dennis Andreas of Alexandria Police Department – Lt. Andreas was not present.

ITEM 3. VOTE TO ADOPT REVISED MINUTES FOR MONDAY, FEBRUARY 25, 2013; ADOPT MINUTES FOR THE MONDAY, MARCH 25, 2013 BOARD OF COMMISSIONERS MEETING:

Chairman Ballard presented the minutes for Monday, February 25, 2013. Commissioner Miller moved to table the minutes for the next Board meeting; seconded by Commissioner Malone. The motion was approved unanimously with (6) Yeas to (0) Nays

ITEM 4. VOTE RECEIPT OF THE SECRETARY-TREASURER'S REPORT:

Chairman Ballard opened the floor to receive the Secretary-Treasurer's report.

Secretary-Treasurer presented his report and responded to questions raised by the Board. Chairman Ballard requested a motion to accept the Secretary-Treasurer's report. Commissioner Miller moved to accept the report; the motion was seconded by Vice Chairman Malone seconded. The motion was approved unanimously (6) Yeas to (0) Nays to accept the Secretary-Treasurer's Report.

ITEM 5. BOARD STANDING COMMITTEE REPORT:

The Chairman reported when the two new Commissioners are selected we will resume our committee meetings.

- **PERSONNEL** – No report
- **SOCIAL SERVICES** – No report
- **DEVELOPMENT** – No report
- **PUBLIC RELATIONS** – No report

ITEM 6. CONSENT DOCKET:

6.1 Vote Approval of Resolution No. 562, the Strategic Plan for the Alexandria Redevelopment and Housing Authority

Chairman Ballard called for action to be taken on Resolution No. 562. Commissioner Miller moved to approved Resolution 562; seconded by Commissioner Flemming. The motion passed with (6) Yeas; (0) Nays for Resolution 562.

ITEM 7. ACTION DOCKET:

DISCUSSION

No items submitted.

ITEM 8. OTHER BUSINESS:

No other business

ITEM 9. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES:

A motion was made by Vice Chairman Malone and seconded by Commissioner Miller, and unanimously adopted to convene in Executive Session for Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 8:34 pm

At 8:47 pm the Board reconvened in public session.

Thereupon, Commissioner Libresco made the following motion, seconded by Commissioner Sandberg and adopted unanimously. No other actions were taken in the Executive Session and to the best of each member's knowledge (1) only public business matters are fully exempted from open meeting requirement under the FOIA were discussed in the Executive Session, and (2) only public business matter identified in the motion by which a closed meeting was convened were heard, discussed or considered by the Board in the Executive Session. The motion was approved on a roll call vote unanimously.

Commissioner Miller moved to approve *Resolution 565, The Alexandria Redevelopment and Housing Authority for James Bland Housing V GP LLC for the Mixed-Finance Closing for James Bland Apartments, Phase Five and James Bland Apartments, Phase Three a Multi-Family Residential Rental Housing Project Located in Alexandria, Virginia; seconded by Vice Chairman Malone and passed with a vote of 6 (Ayes) 0 (Nays)*

At 8:51 pm, Chairman Ballard adjourned the meeting.

FINANCE

FINANCE



Commissioners:

Christopher Ballard, *Chairman*
Merrick Malone, *Vice Chairman*
Melvin Miller

Carter D. Flemming
Chyrell Bucksell
Brett J. Libresco

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: April 20, 2013
TO: Chairperson Christopher Ballard and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer
RE: **MONTHLY FINANCIAL REPORTS FY 2013**

Since the beginning of the year the Finance Department has been working on finalizing ARHA's financial statements and closing the books for FY 2012.

Simultaneously, we have been providing year-end information to auditors for eight (8) of our various LIHTC properties and planning for the software conversion which is scheduled to be completed on March 28, 2013.

ASSET MANAGEMENT/ RESIDENT AND COMMUNITY SERVICES

ASSET MGMT /
RESIDENT & COMMUNITY SERVICES



Commissioners:

Christopher Ballard, *Chairman*
Merrick Malone, *Vice Chairman*
Melvin Miller

Carter D. Flemming
Brett J. Libresco
Chyrell Bucksell

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: February 6, 2018

TO: Chairman Christopher Ballard, and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer

SUBJECT: **ASSET MANAGEMENT SUMMARY REPORT**

I. Performance Indicators for Board Monitoring

The Asset Management department is responsible for the management and operations of ARHA's public housing developments, including but not limited to all Leasing activities, Rent Collections, Maintenance and grounds, and the enforcement and compliance of ARHA policies as well as HUD, State and local government regulatory requirements.

ARHA's Admission and Continuing Occupancy Plan, also referred to as the ACOP, is the official document that set forth all policies in accordance with HUD's regulations and other Policies approved by the ARHA Board of Commissioners.

In addition to the ACOP policies, HUD requires all Public Housing Authorities to abide by certain rules and regulations designed to measure the PHA's performance against national benchmarks as well as other industry standards used to measure the operational and financial status of the organization.

The following report provides an overview of the Asset Management performance, including but not limited to the following activities:

- Leasing and Occupancy
- Tenant's Account Receivables (TAR)
- Vacant units turnaround time (down time + make ready [turn-over] + lease up time)
- Work Orders performance pursuant to HUD standards
- Public Housing Assessment Systems (PHAS) score, annually revised by HUD, based on information gathered by HUD from electronic submittals, REAC inspections and other components provided by the authority.

The Tables and Charts provide a summary and overview of Asset Management activities and where applicable, include comparisons of performance indicators versus HUD standards, industry benchmarks or ARHA's own goals. Other performance indicators not covered in this section may be included in the Secretary-Treasure's report.

Table A below shows the performance indicators Benchmark or Goals as determined by the Board of Commissioners or the CEO. Additionally, Table A shows HUD's standards for each indicator, whenever it is applicable, or a range of values assigned to the indicator, which shows the level of achievement. In some cases, ARHA's benchmarks may be higher than HUD's standards.

Comments contain information pertinent to each indicator to help in the analysis of the scores shown below. Some of the scores are percentile values, while other scores are numerical values based on specific units. Chart "A" provides a graphic presentation of Table A.

Table A

Performance Indicators for Board Monitoring Report Period Ending March 31st , 2013

Performance Indicators for Board Monitoring of ACC Units, HCVP & Market Rent					
INDICATOR		SCORE	BENCHMARK /GOAL	HUD's STANDARD	COMMENTS
1	Occupancy Rate ACC units (PH)	99%	98%	98%	See vacancy rate on the attached PH Vacancy Tracking report details
2	Occupancy Rate HCVP (Mkt. Rate)	91%	98%	96%-99%	See vacancy rate on the attached Market Rate Vacancy Tracking Report
3	Tenant Account Receivables (TARs) - Occupied Units	1%	1%	2% = A - >2%≤4% = B - >4%≤6% = C	Percent of rents uncollected 2% = A, >2%≤4% = B,
	Tenant Account Receivables (TARs) - Vacated/Evictions	1 %	2%	>6%≤8% = D - >8%≤= E - >10%=F	>4%≤6% = C, >6%≤8% = D, >8%≤= E, >10%=F
4	Vacant Unit Turnaround Time (down time + make ready days + lease up = VU Turnaround Time	23	19	20	Vacant units down time + make ready time + lease up during the reporting period (30 days) ≤ 20 days =A,
5	Emergency Work Orders Completed/Abated w/in 24 hrs.	100%	100%	100% = A	12 Emergency Work Orders Issued and Completed within 24 hrs. 99% -100% = A
6	Outstanding Routine Work Orders Number of Days	7	15	21 days	235 total work orders issued; 148 totals completed; 87 work orders remain open (including VU's, exterminator, Inspections (HQS), etc.)
7	PHAS Score	80	91	90 – 100 = High Performer - 70 – 89 = Standard 60 – 69 = Near Troubled, <60 = Troubled	Standard performer rating as of the 2012 Period (UNDER REVIEW)
SPECIAL PROJECTS					
Disposition Action Saxony Square & Park Place					See attached
Replacement Units					See attached
ARHA Strategic Plan					See attached

Chart A

Performance Indicators for Board Monitoring Reporting Period Ending March 31st 2013

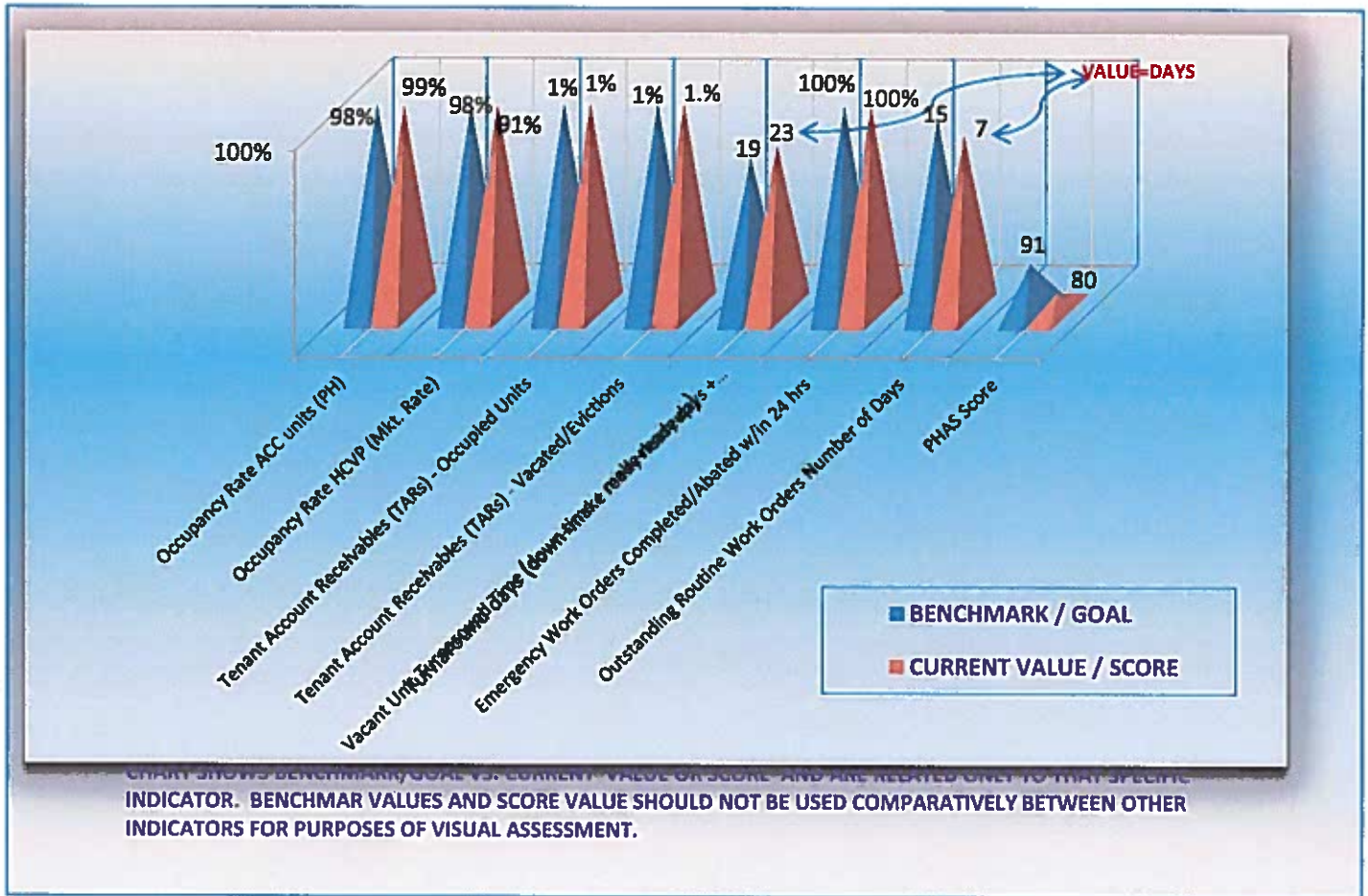


Table B

Vacancy Activity Tracking Report for Market Rent Units/Section 8 for the Period Ending March 31th 2013

	Total Units	Vacant Units	Average Vacancy Rate %
Jefferson Village (*)	69	14	20%
Quaker Hill	60	0	0%
Hopkins-Tancil Courts (**)	108	5	4%
Miller Homes	16	1	6%
Pendleton Park	24	2	8%
TOTALS:	253	22	9% (AVG) (***)

(*) One (1) unit occupied by a RPO – net lease units = 68

(**) Total 111 Units: one (1) unit occupied by a RPO, two (2) units converted into the Ruby Tucker Center. Net unit count 108.

(***) Percentile values have been rounded up or down for chart purposes.

Chart B below provides a graphic representation of the above Table B showing the vacancy activity report for Market Rent and Section 8 units for the current reporting period.

Chart B
Vacancy Activity Report Market Rate & Section 8 Units

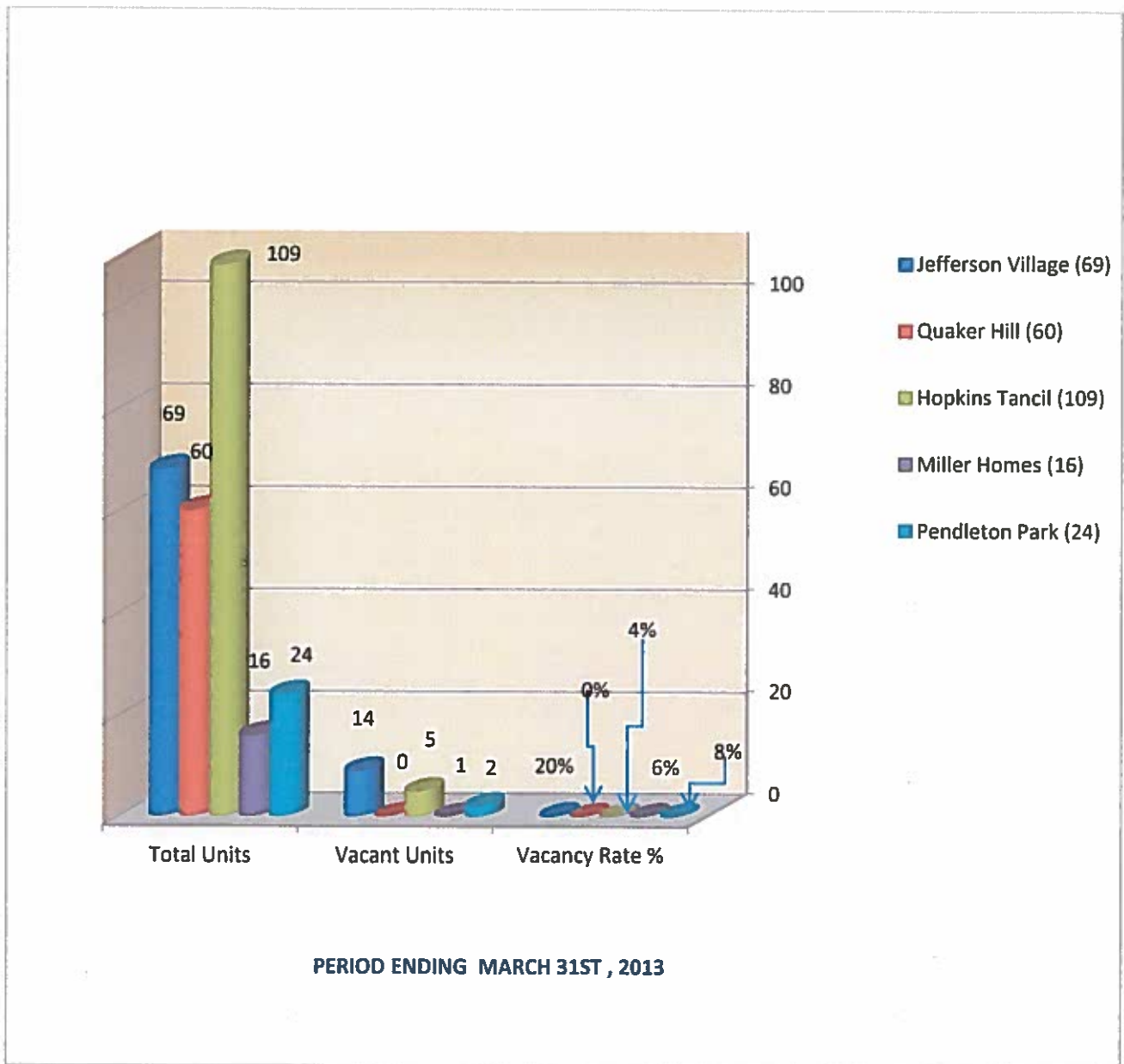


Table C

**Vacancy Activity Tracking Report for ACC Units
for the Period Ending March 31st 2013**

	TOTAL UNITS	VACANT/DEMO OFF- LINE UNITS	TOTAL UNITS OCCUPIED	OCCUPANCY RATE %	AVERAGE VACANCY RATE %
Ladrey Building (170 – one RPO unit)	170	0	170	100%	0%
Andrew Adkins Homes (*)	90	3	87	97%	3%
Samuel Madden Homes (2)	66	5	61	92%	8%
Ramsey Homes	15	0	15	100%	0%
Scattered Sites I	50	1	49	98%	2%
Scattered Sites II	41	0	41	100%	0%
Scattered Sites III	30	0	30	100%	0%
Park Place Condos	38	1	37	97%	3%
Saxony Square Condos	5	0	5	100%	0%
Alexandria Crossing at Old Dominion	36	0	36	100%	0%
Chatham Square	52	1	51	98%	2%
W. Braddock Rd.	6	0	6	100%	0%
W. Whiting St.	24	0	24	100%	0%
S. Reynolds St.	18	0	18	100%	0%
Alexandria Crossing at West Glebe	48	0	48	100%	0%
Old Town Commons (all phases)	39	2	37	95%	5%
TOTALS: (VALUES ROUNDED UP/DOWN)	728	13	715	n/a	1%
(1) S. Madden Homes: off line unit used by Alexandria Residents Association (ARA)					-1
(2) Andrew Adkins Homes : 1-RPO unit & 1 off line unit for substantial rehab (modernizat5ion)					-1

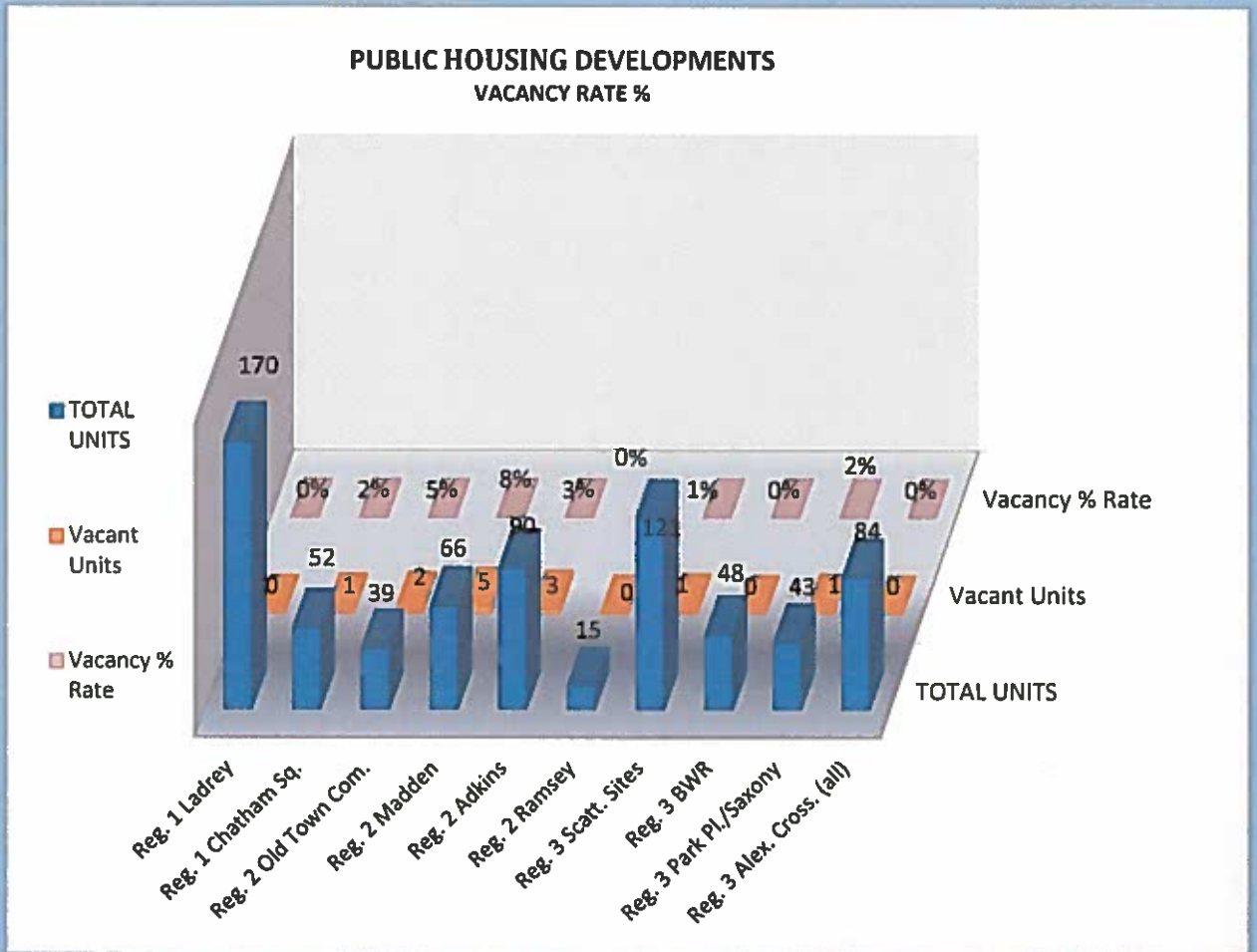
(*) Current vacancy rate does not reflect unit occupied by the RPO.

The Chart C below shows the vacant unit activity per sites. Please note that some developments have been accumulated under one name due to the limitations of the graph (i.e.: Scattered Sites I, II and III, are all under “Reg. 3 Scattered Sites”, Braddock, Reynolds and Whiting are under “BWR”, etc.)

All vacancy rate values are percentiles. Vacant Units are numeric values based on actual number of units concentrated within the development description shown in the chart.

Chart C

Vacancy Activity for Public Housing Units as of March 31st, 2013



II. Year-to-Date Administrative & Legal Activities

The year-to-date number of executed evictions resulting in vacant units due to legal action and the total number of evictions related to drug activities are shown in Chart D below, by individual y/t/d accumulative totals.

The outcomes shown in Chart D are based on the number of administrative and/or legal actions taken by staff to enforce Lease Agreements, including late notices due to failure to pay rent or other charges, Court warrants which resulted in an actual eviction carried out by court order during the current reporting period and the previous periods (Y/T/D).

Chart D

**Year to Date Administrative & Legal Activities
Period Ending as of March 31st 2013**

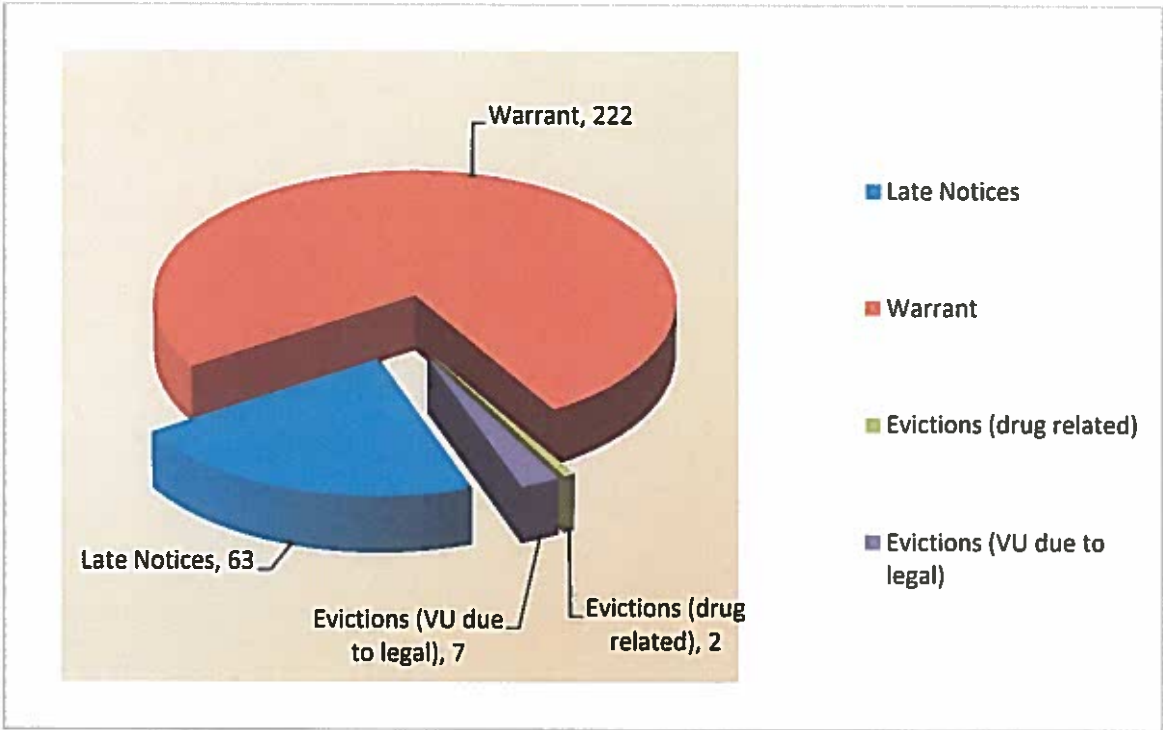


Chart Data reflects accumulative values of the described action from January 1st 2013 up to the closing date of the current reporting period.



Commissioners:
Christopher Ballard, *Chairman*
Merrick Malone, *Vice Chairman*
Melvin Miller

Carter D. Flemming
Brett J. Libresco
Chyrell Bucksell

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: April 2, 2013
TO: Christopher Ballard, Chairman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer
SUBJECT: HOUSING CHOICE VOUCHER PROGRAM (HCVP) ACTIVITY REPORT

I. HOUSING CHOICE VOUCHER PROGRAM SUMMARY OF ACTIVITIES

The current program utilization rate is 81% of the annual contributions contract (ACC) with 105% of the budget authority expended. All voucher issuance and new applicant leasing activity has been suspended due to funding constraints with the exception of tenant protection vouchers for the Pendleton Park and James Bland developments. The waiting list is closed. See various Charts related to the HCVP activities during the current reporting period.

Chart A: Housing Choice Voucher Program Utilization Rate and Leasing Activities for current period.

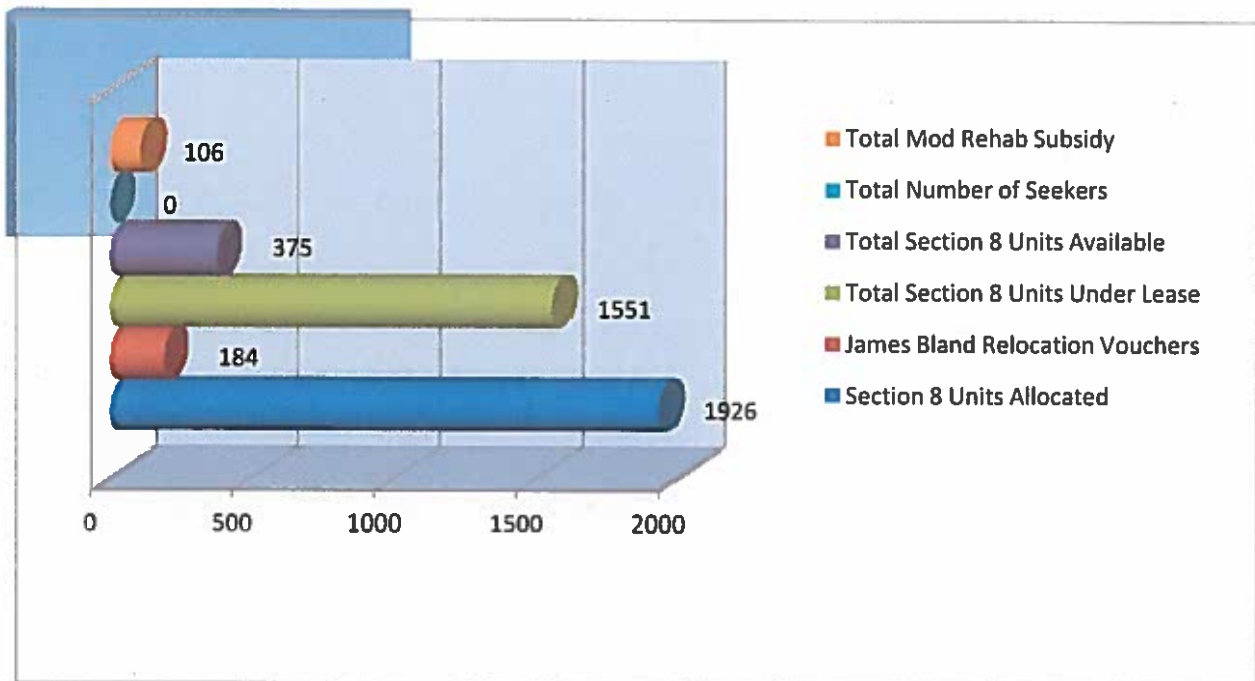


CHART B: Family Self Sufficiency Program (FSS) activities for current reporting period.

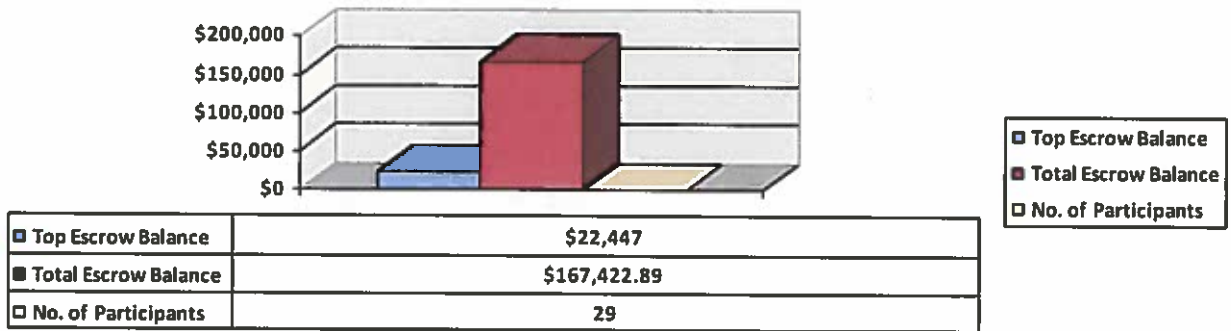
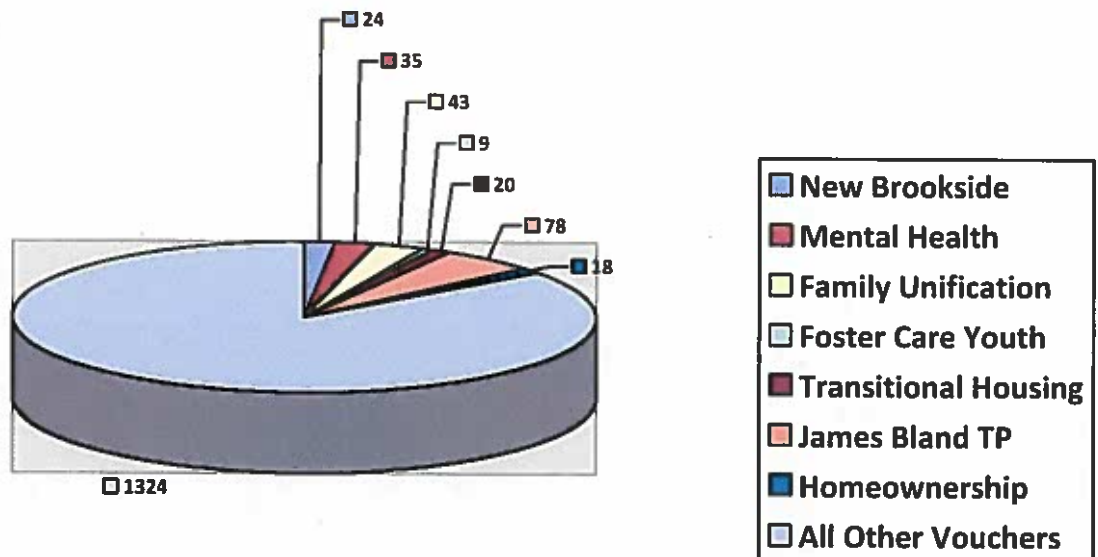


CHART C: Section 8 Vouchers Unit Lease breakdown for current reporting period.





Commissioners:

Christopher Ballard, *Chairman*
Merrick Malone, *Vice Chairman*
Melvin Miller

Carter D. Flemming
Chyrell Bucksell
Brett J. Libresco

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: February 6, 2018
TO: ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer
SUBJECT: SOCIAL SERVICES SUMMARY OF ACTIVITIES

SENIOR SERVICES – KRUNCH BUNCH/CHARLES HOUSTON SENIOR CENTER

Participant Information for the month of March:

- 54 participants and guests were served;
- 23 ARHA and Annie B. Rose residents were served;
- The total breakfast meals served were 96; and
- The total lunch meals served were 122.

Summary of Services/Activities for the month of March:

- Health, Wellness, and Medical Services – 54 clients (duplicated count) participated in fitness training, yoga, and bowling as well as presentations on dementia and Alzheimer's;
- Assessments – There was 1 for the month of March
- Referrals – There were none for the month of March; and
- Activities – 54 clients (duplicated count) participated in a variety of activities and programs which included: assorted table games, craft projects, the "Caring & Sharing" discussion group, shopping excursions to Landmark BIG Lots, Landmark Plaza, Kingstowne Center Stores, the Dutch Amish Farmer's Market, Rosehill Shopping Center, Prince George's Plaza, and a chartered bus trip to Harrington, DE.

SENIOR SERVICES – LADREY HIGHRISE

Summary of Services for the month of March:

- Health and Medical Services – 29 residents participated in visits with the Nurse, the Blood Pressure Clinic, Medicare Counseling, Medicaid/SNAP Assistance, or completed Medicaid Applications;
- Assessment /Family Planning – 2 residents were assisted with Family Planning and Hoarding Management; Meetings were also held with the Property Manager and Leasing Occupancy

Specialist to access 3 residents for Hoarding Management and 1 resident's family to discuss a possible treatment plan for bed bugs;

- Referrals – 4 residents were provided referrals for items such as ALIVE Food Delivery, Home Health Care/Companion Aide Services, and Eyeglasses ;
- Senior Services – 47 residents were provided with general assistance which included completing applications, making appointments, file updates, new resident orientation, communicating with Social Services, and home visits;
- Activities – Due to staff training and Tenmast, all activities for the month of March were cancelled;
- Donations – 127 Residents participated in the ALIVE End of the Month Food Distribution, which also served 150 additional families from the community; and
- There were 9 volunteer hours, all provided for the Ladrey Library, during the month of March.

FAMILY SOCIAL SERVICES – MONTGOMERY FAMILY LEARNING CENTER @ CHARLES HOUSTON

Participant/Process Information for the month of March:

- Avg. Daily Youth Attendance – 25/ # Relocated Youth- 2/ # Youth Contacts – 151
- Avg. Daily Adult Attendance – 8
- Active Volunteers – 7/ # Volunteer Hrs – 28/ Community Service Volunteers – 5/ # Volunteer Hrs – 64

Programming Information for the month of March:

- Residents participated in several activities for the month including the Hopkins-Tancil Resident Support Group, the Inner Visions Parent Support Group Meetings, and the Washington Post Live Children and Family Summit 2013. At the Washington Post Family Summit, we discussed how to give all students a level playing field to compete academically;
- Throughout the month, parents participated in the Jefferson Houston (JH) Parent Resource Room Fun Fridays. Sessions were led by Shanelle Gayden and the topics included Goal Setting, How to Encourage Your Child, and How to Move Forward with Change. In addition, the Center was involved with the JH Community Outreach/Door Knocking Program, the JH Community Parent Engagement Program, JH PPTA Meeting, the George Washington 2 Parent Group, and staff continues to encourage families to sign up for Volunteering and to become involved with ACPS schools;
- Students in the afterschool program went on a bus tour of African American Landmarks in Alexandria, led by Mr. Louis Hicks, and attended a Financial Literacy for Youth session conducted by the 4H Cooperative Extension;
- The Center worked with the ARHA Resident Association to host an Easter Egg Hunt at Old Town Commons and at Charles Houston Recreation Center. The Egg Hunts were representative of families from the West End, Glebe Park, Jefferson Village, Hopkins-Tancil, and Old Town Commons;
- Volunteers for the Community Garden participated in a Community Garden Training with other volunteers at the Ruby Tucker Family Center. We have begun preparing the gardens for this year, and children planted vegetable/flower seeds in containers that they were able to take home. Mr. Michael Twitty, Food Historian, presented a lecture at the Black History Museum, entitled "Afro-Centric Historical Gardening". The Museum is considering bringing him on board to possibly partner with us in our gardening efforts; and

- The Center participated in various advocacy meetings and events during the month. This included the Children, Youth, and Families Collaborative Commission, an update on the Youth Master Plan for Alexandria, and ACPS School Board Meetings. Moreover, students and parents attended the ACPS School Board Meetings to advocate for continued funding for the FACE Centers and the programs that support community engagement and parental involvement.

FAMILY SOCIAL SERVICES – RUBY TUCKER FAMILY CENTER

Participant/Process Information for the month of March:

- Active Students – 65/ New Youth Registrations – 2/ # Inactive Students - 25
- Avg. Daily Youth Attendance – 19/ # Relocated Youth – 75/ # Youth Contacts – 366
- Active Adults – 60/ New Adult Registrations – 0/ Avg. Daily Adult Attendance – 3/# Relocated Adults - 90
- Active Volunteers – 32/# Volunteer Hrs – 49/Community Service Volunteers – 0;
- Center Donations - \$1,325 which included food items, office furniture, and Easter Baskets; and
- Budget Expenditures - \$192.20 was spent for field trips and special events.

Programming Information for the month of March:

- RTFC would like to acknowledge the charitable contribution of 50 Easter Baskets, along with 2 volunteers, from B3 Solutions, for our annual Easter Egg Hunt event. The Center worked in conjunction with the Resident Association to host 36 kids for a two hour event that featured craft making, the egg hunt, food service, and ended with Easter Basket Distributions. In addition to the students that attend Center Programming, we were able to include other children from Jefferson Village, Glebe Park, and share the remaining baskets with children that attend the Montgomery Family Learning Center. Of note, during the actual hunt, some of our Easter eggs were stolen by the squirrels;
- The 2013 Gardening Season is back in full swing with a dedicated group of 14 kids and 16 adults, including one Chatham Square Homeowner. We are also proud to have 12 dedicated garden volunteers, not including our adult residents. The Center will be partnering with the US Dept of Agriculture to do a study on Harlequin bugs as part of the educational component of our community garden initiative;
- RTFC is now registered as an ACPS Family and Community Engagement Center (FACE) and will receive additional resources and support from ACPS to help fulfill the mutual goals to improve the academic performance and social skills development of our youth; and
- While much of the adult programming was disrupted due to staff attendance at TENMAST training, we were still able to take some adults to see Disney on Ice at the Verizon Center, a play at Alfred Street Baptist Church, a Health Fair at the Washington Convention Center, a movie screening of “The Gospel of Healing”, and continue our adult cooking class.

Public Housing Participant/Demographic Information:

- Total number of Participants – 25;
- Total Program Escrow Balance - \$35,170/Highest Individual Escrow Balance - \$10,340;
- 99% are Female and 97% are African American;
- 72% of participants are employed;
- 56% or 14 participants are currently accruing escrow accounts and an additional 2 participants will begin earning escrow within the next 2 months/1 participant lost employment;
- 78% have either their high school diploma or GED;
- 78% have children in the household who are under the age of 18; and
- 8% have children in the household who are 18 years or over.

HCVF Participant/Demographic Information:

- Total number of Participants – 30;
- 90% are Female and 97% are African American;
- 80% of participants are employed;
- 94% have either their high school diploma or GED;
- 60% have children in the household who are under the age of 18;
- 6% have children in the household who are 18 years or over; and
- 3% have no children.

Programs and Events:

- PH FSS Coordinator presented on the PH FSS Program at the ARHA Inner Visions Support Group. The focus was Money Habitudes and discovering the unexpected insights that can change the way one manages money, approaches career/relationships, and reaches life goals;
- Both PH FSS and the HCVFSS Coordinators attended the FSS Regional Roundtable Meeting hosted by Prince William County;
- Capitol Hill Advocacy Day was held on March 19th, and FSS Participants from both programs met with legislators from all over the country to share their stories and advocate for funding for the FSS Programs;
- HCVF FSS Coordinator had participants attend the FMK Credit Education Center Financial & Credit Management Class. The Class focused on how to increase your credit score by 100 points, simplifying your savings strategy, and creating wealth by managing your money; and
- HCVF FSS Coordinator invited participants to participate in a 6 week pre-apprenticeship program to help them become a better candidate for entry into apprenticeships or occupations like: building maintenance, laborers, plumbing, carpentry, or painting.

Case Management/Challenges:

- There was one referral completed for a PH FSS participant to assist with rent and/or utilities;
- The following needs continue to exist for FSS Participants in both programs: Employment Resources and one stop shops for employment, Education and professional training resources, and resources for food and clothing within the community;
- Affordable Childcare and Transportation Assistance (cost of vehicle maintenance and Bus/Metro Farecards) also continue to be major barriers for FSS Participants, in terms of securing employment. The FSS Coordinators are discussing ways to overcome the challenges of childcare and transportation, such as a Buddy Program between FSS Participants and other

ARHA Residents. The Buddy Program would make provisions for child care to allow residents and participants to take advantage of Job Interviews, Training Programs, and other challenges impeding employment. In addition, the FSS Coordinators would like to establish a partnership/collaboration of private and professional child care providers, as interim methods of providing childcare assistance. To address the transportation problems, the FSS Coordinators plan to identify and develop a process to use money designated in the ARHA budget for Resident Services to provide metro fare cards/transportation assistance to participants who are actively seeking employment and training opportunities;

- Great effort is being made to help the FSS Participants focus on Financial Literacy and Credit management resources and education, as well as wealth building, in support of tax season; and
- Both FSS Coordinators met with several FSS Participants to conduct a community needs/skills assessment. The Assessment will assist the FSS Coordinators in determining participant's progress towards achieving their goals within the five year timeline of their ITSP. Other objectives of the assessment include helping participants in obtaining employment, training and education, which will help lead to self-sufficiency.

Success Stories/ Outreach Work:

- During the first quarter of this year, the PH FSS Coordinator assisted at least 50 PH ARHA residents with social services referrals for assistance with rent and utilities. In addition, both Coordinators continue to work on Wednesday or Thursday mornings, as counselors for the Christ Church Lazarus Ministry, which serves a great number of ARHA Residents weekly.
- The PH FSS Volunteer completed the Resident Resource Manual and donated 12 hours of service for the month;
- Two PH FSS participants have registered for college courses with NOVA and are attending classes regularly. Four PH FSS participants are actively studying for their GED Exam and 1 has passed her first exam on reading. One PH FSS participant graduated from the Training Futures Program in March. One PH FSS participant received a CDL Permit, and 2 others recently purchased a vehicle; and
- The PH FSS Coordinator interviewed eight prospective FSS Participants.

UPCOMING EVENTS

April 2013

- 20th – Earth Day Celebration Events @ CH Recreation Center & 1013 Montgomery St.
- 26th - Barbara Norton's Retirement Celebration, 10 AM @ CH Recreation Center (CHSC)
- 27th – ALIVE End of Month Food Distribution, 8 AM @ Ladrey Highrise
- 29th - FMK Credit Education Center Class, 7PM

May 2013

- 1st – FACE Education Seminar – Help Your Child Succeed, 6 PM @ Christ Church
- 3rd – Volunteer Alexandria/Spring for Alexandria Community Service Day, 10 AM – 3 PM
Volunteers will do projects at RTFC, the Hopkins-Tancil Courtyard, and Ladrey Highrise
- 8th – Quarter FSS PCC Committee Meeting, 4 PM @ ARHA Main Office
- 25th – ALIVE End of Month Food Distribution, 8 AM @ Ladrey Highrise

FACILITIES & MODERNIZATION

FACILITIES &
MODERNIZATION



Commissioners:

Christopher Ballard, *Chairman*
 Merrick Malone, *Vice Chairman*
 Melvin Miller

Carter D. Flemming
 Brett J. Libresco
 Chyrell Bucksell

Karl Sandberg
 Daniel Bauman
 Michelle Millben

Roy Priest, Chief Executive Officer

DATE: February 6, 2018

TO: Chairman Christopher Ballard and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer

SUBJECT: DEPARTMENT OF FACILITIES AND MODERNIZATION

PART I FACILITIES MANAGEMENT REPORT

A. Work Order Summary

A total of **235** work orders (W.O.) were issued during the current reporting period. Following is Table I, which provides a breakdown of the work orders. Chart I, provides a graphic summary of the number of work orders by each Region comprising the Asset Management Projects (AMP).

Issued W.O.s	235	Includes all work orders generated during the current reporting period from 4/1/2013 to /30/2013.
Completed W.O.s	148	Includes all work orders completed during the reporting period.
Emergency W.O.s	9	Includes all emergency work orders issued and completed within 24 hours.
Urgent W.O.s	4	Includes all work orders completed that are not considered health or safety hazards but may require immediate attention.
Vacant Unit	1	Includes all vacant unit work orders generated during the current reporting period.
(1) Open W.O.s see note below	87	Work orders summary includes routine, exterminator services, and vacant unit's turnovers as of the closing of the reporting period.

(1) Open work order tickets by regional Asset Management groups, as seen on Chart I below, includes ongoing UPCS inspections for REAC:

Region I = 14.53%
 Region II = 11.97%
 Region III = 10.68%
 Facilities = 0.0%

Chart I – Work Orders by Regions

	Issued WO	Emergency	Vacant WO	Open Tickets	Column1
Region I	55	2	0	34	14.53
Region II	89	1	0	28	11.97
Region III	90	6	1	25	10.68
Central	1	0	0		0.00
	235	9	1	87	37.18

To resize chart data range, drag lower right corner of range.

PART II OVERVIEW OF FACILITIES AND MODERNIZATION ACTIVITIES

A. Current Facilities and Modernization activities in progress as of the closing of this report include:

1. Vacant Units Turn Over

The Department had a total of twelve units undergoing rehabilitation work and six of those units have been completed and turned over to Asset Management for leasing at of the closing of this report.

2. Fee for Services

In addition to vacant units turn over (item 2), the department has been engaged in the correction of the Chatham Square HOA deficiencies. The completion of this work is scheduled for April 19, 2013.

5. Preventive Maintenance (PM)

Spring PM for HVAC and Electrical systems has been in progress since early March, and will continue throughout the season.

DEVELOPMENT



BUILDING COMMUNITY
PARTNERSHIPS

Commissioners:

Christopher Ballard, *Chairman*
Merrick Malone, *Vice Chairman*
Melvin Miller

Carter D. Flemming
Chyrell Bucksell
Brett J. Libresco

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: May 23, 2013
TO: Chairman Christopher Ballard and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer
SUBJECT: DEVELOPMENT UPDATE

JAMES BLAND II

We have received 8609 approval from VHDA and the project now has State Designation. This was the last milestone needed to request our last capital contribution and to pay out our developer fee. Once the executed 8609 forms are received from VHDA, ARHA will execute them and they will be sent to the IRS.

JAMES BLAND IV

Work on this phase is proceeding slightly behind schedule. ARHA was scheduled to receive 8 units in the 16-unit walk-up on May 14, but did not receive them until May 20; six (6) days late. We will be walking the last two floors of the last building for punch-out on May 24th for final turnover to ARHA on June 2nd. This is the last building that ARHA will take possession of in this phase. All townhomes have been sold and 43 of the 44 condominiums have sold. The last Certificate of Occupancy was dated May 16, 2013, making November 16, 2013 the deadline for submission of the 8609 Application to VHDA. The 8609 Application includes the CPA's final cost certification.

JAMES BLAND III/V

While there are no public housing units being constructed as part of this phase, HUD was required with the Disposition Application amendment to review the amount of funds ARHA is contributing to construction/development in relation to the Total Development Cost and the Housing Construction Cost limits imposed on the development of public housing units and has concluded that we are within the HUD guidelines. We received our approval from the Office of Investments on approving the cost reasonableness of the construction/development costs on April 25th. We expect approval on the Subsidy Layering Review package next week. Most of the requirements for the closing have been met with the exception of two provisions in the Guaranty agreements that the lender and equity providers are still negotiating with EYA.

EYA has taken reservations for 17 townhouse units. See Figure 2 at the end of this report. There has been no change in the condominium reservations from the last report.

PENDLETON PARK

Update on this project will be provided in Executive Session.

ANNIE B. ROSE GROUND LEASE

All documents have been executed and returned. This effort has been concluded.

BOND PROGRAM

A memorandum was sent to the Board on May 15th that included the application for Arbelo Apartments, Lacy Court and Longview Terrace. As the memorandum informed, there will be a Public Hearing for this bond issue held just prior to convening the regularly scheduled board meeting. ARHA's bond counsel as well as the representatives for the applicant will be in attendance to answer any questions that the board may have.

TABLE 1: ARHA ACC TRIPLEX UNIT SCHEDULE: JAMES BLAND IV

	<u>Turnover to ARHA (Est.)</u>	<u>Turnover to ARHA (Actual)</u>	<u>ARHA Placed-In-Service (per Contract)</u>	<u>ARHA Placed-In-Service (Actual)</u>	<u>Unit Address</u>
Building 28					
Lot 18a	12/23/2012	11/13/2012	2/21/2013	3/12/13	901 Madison Street
Lot 18b	12/23/2012	11/13/2012	2/21/2013	2/21/13	905 Madison Street #201
Lot 18c	12/23/2012	11/13/2012	2/21/2013	2/15/13	905 Madison Street #301
Lot 21a	12/23/2012	11/20/2012	2/21/2013	2/20/13	911 Madison Street #301
Lot 21b	12/23/2012	11/20/2012	2/21/2013	3/12/13	911 Madison Street #201
Lot 21c	12/23/2012	11/20/2012	2/21/2013	3/12/13	915 Madison Street
Building 31					
Lot 7a	3/3/2013	3/28/2013	5/2/2013	5/10/13	916 Montgomery Street
Lot 7b	3/3/2013	3/28/2013	5/2/2013	4/16/13	912 Montgomery St. #201
Lot 7c	3/3/2013	3/28/2013	5/2/2013	4/11/13	912 Montgomery St. #301
Lot 10a	3/3/2013	3/28/2013	5/2/2013		902 Montgomery Street
Lot 10b	3/3/2013	3/28/2013	5/2/2013	5/1/13	906 Montgomery St. #201
Lot 10c	3/3/2013	3/28/2013	5/2/2013	4/30/13	906 Montgomery St. #301

TABLE 2: ARHA MULTI-FAMILY UNIT SCHEDULE: JAMES BLAND IV

		<u>Turnover to ARHA (Est.)</u>	<u>Turnover to ARHA (Actual)</u>	<u>ARHA Placed-In- Service (per Contract)</u>	<u>ARHA Placed-In- Service (Actual)</u>
BUILDING 33: ADDRESS 805 NORTH PATRICK STREET					
Rental Floor 1					
Unit 1	#101	4/4/2013	4/16/13	6/3/2013	
Unit 2	#102	4/4/2013	4/16/13	6/3/2013	
Unit 3	#103	4/4/2013	4/16/13	6/3/2013	
Unit 4	#104	4/4/2013	4/16/13	6/3/2013	5/23/13
Rental Floor 2					
Unit 1	#201	4/4/2013	4/16/13	6/3/2013	
Unit 2	#202	4/4/2013	4/16/13	6/3/2013	5/16/13
Unit 3	#203	4/4/2013	4/16/13	6/3/2013	5/23/13
Unit 4	#204	4/4/2013	4/16/13	6/3/2013	5/23/13
Rental Floor 3					
Unit 1	#301	4/24/2013	4/17/13	6/23/2013	5/15/13
Unit 2	#302	4/24/2013	4/17/13	6/23/2013	5/22/13
Unit 3	#303	4/24/2013	4/17/13	6/23/2013	5/20/13
Unit 4	#304	4/24/2013	4/17/13	6/23/2013	
Rental Floor 4					
Unit 1	#401	4/24/2013	4/17/13	6/23/2013	
Unit 2	#402	4/24/2013	4/17/13	6/23/2013	
Unit 3	#403	4/24/2013	4/17/13	6/23/2013	
Unit 4	#404	4/24/2013	4/17/13	6/23/2013	
BUILDING 35: ADDRESS 835 NORTH PATRICK STREET					
Rental Floor 1					
Unit 1	#101	5/14/2013	5/20/13	7/13/2013	
Unit 2	#102	5/14/2013	5/20/13	7/13/2013	
Unit 3	#103	5/14/2013	5/20/13	7/13/2013	
Unit 4	#104	5/14/2013	5/20/13	7/13/2013	
Rental Floor 2					
Unit 1	#201	5/14/2013	5/20/13	7/13/2013	
Unit 2	#202	5/14/2013	5/20/13	7/13/2013	
Unit 3	#203	5/14/2013	5/20/13	7/13/2013	
Unit 4	#204	5/14/2013	5/20/13	7/13/2013	
Rental Floor 3					
Unit 1	#301	6/2/2013		8/1/2013	
Unit 2	#302	6/2/2013		8/1/2013	
Unit 3	#303	6/2/2013		8/1/2013	
Unit 4	#304	6/2/2013		8/1/2013	
Rental Floor 4					
Unit 13	#401	6/2/2013		8/1/2013	
Unit 14	#402	6/2/2013		8/1/2013	
Unit 15	#403	6/2/2013		8/1/2013	
Unit 16	#404	6/2/2013		8/1/2013	

FIGURE 1: PHASE IV SALES

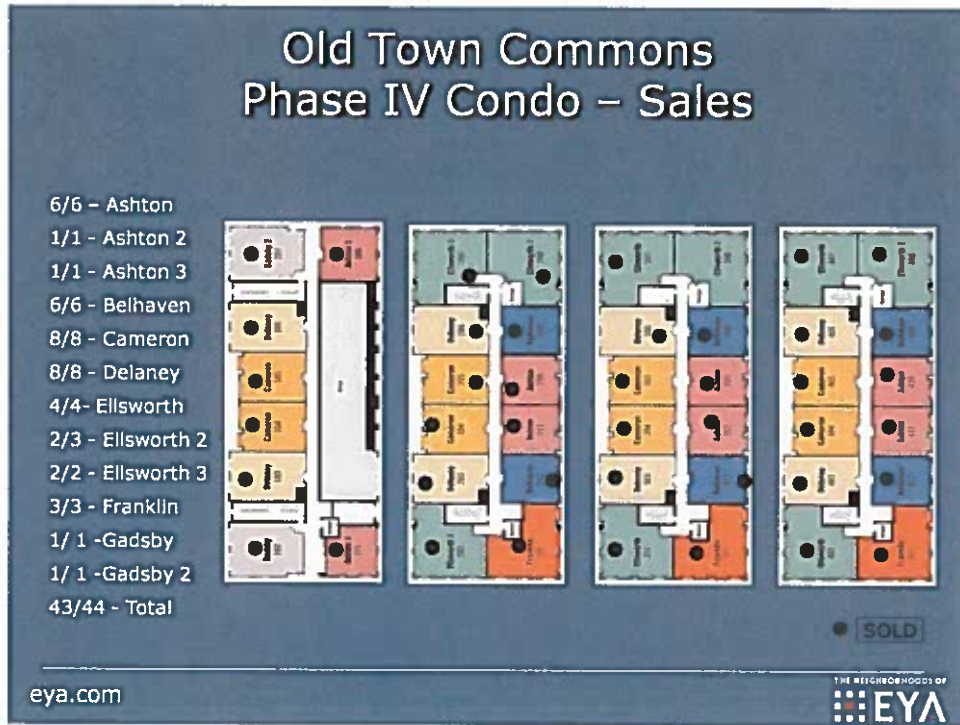
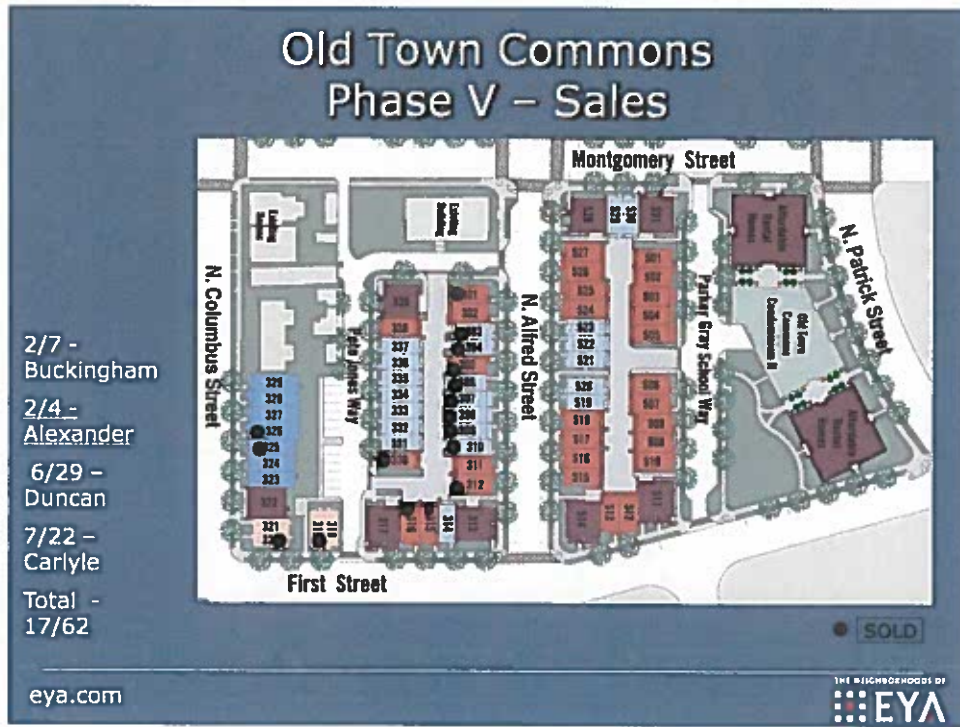


FIGURE 2: PHASE V CONDOMINIUM SALES



FIGURE 2: PHASE V TOWNHOUSE SALES



CONSENT DOCKET

CONSENT
DOCKET



Commissioners:

Christopher Ballard, *Chairman*
Merrick Malone, *Vice Chairman*
Melvin Miller

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Michelle Millben

Roy Priest, Chief Executive Officer

DATE: February 6, 2018

TO: Chairman Christopher Ballard and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer

SUBJECT: VOTE TO APPROVE RESOLUTION NO. 563, AUTHORIZING THE AMENDMENT OF THE GROUND LEASE BETWEEN THE ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY AND PENDELTON HOUSING LIMITED DIVIDEND HOUSING ASSOCIATES

ISSUE:

Alexandria Redevelopment and Housing Authority ("ARHA") and Pendleton Housing Limited Dividend Housing Associates ("Tenant") entered into a Ground Lease dated April 8, 1982, pursuant to which Landlord granted, demised and let to Tenant the Premises more specifically described on Exhibit A of the Ground Lease for the purposes of developing a 90-unit apartment building known as Annie B. Rose House (the "Project") and amended such Ground Lease through an Amendment to Ground Lease for Pendleton House dated June 28, 1982 (as amended, the "Lease").

The Project was constructed with the proceeds of a mortgage loan (the "VHDA Loan") from the Virginia Housing and Development Agency ("VHDA") and is assisted by a Housing Assistance Payments Contract made pursuant to Section 8 of the National Housing Act of 1937, as amended (the "HAP Contract") for the period March 24, 1983 through March 23, 2013. The Project has provided needed affordable housing for elderly residents of the city of Alexandria. The HAP Contract will expire this month and the VHDA mortgage will mature in July. Upon the expiration of the HAP Contract, the Tenant may renew the HAP Contract to preserve the Project as affordable housing for the elderly or discontinue the HAP Contract subsidy and convert the Project to market rate rental units. Any affordability restriction related to the VHDA Loan will expire when the loan matures this year. The Lease does not include continuing affordability requirements.

The Lease provides for an annual basic rent payment and currently provides for an adjustment to the basic rent to occur upon the earlier expiration of the HAP Contract or thirty (30) years from the date of lease commencement (September 30, 2012) with the adjustment payment due beginning in the following year. The current adjustment mechanism calls for the selection of three appraisers, one by ARHA, one by the Tenant and third selected by the two appraisers selected by ARHA and the Tenant. Each appraiser is required to complete the appraisal of the property vacant, unimproved and free of the lease. The value of the property is established as the average of the three appraisals. Under the current adjustment mechanism, the basic rent for each year for the next fifteen (15) year period is set at 10% of the value and periodically adjusted by the Consumer Price Index.

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Given rising property values since the commencement of the Lease, a rent adjustment made in accordance with this mechanism would likely result in a substantial basic rent increase. If basic rent is substantially increased, Tenant will have to consider converting some or all of the units at the Project to unsubsidized market rate rentals to offset the increase in basic rent.

Tenant is an experienced owner and operator of affordable housing who has made a substantial investment in the Project to continue its use as affordable housing for the elderly. Over the past five years the Tenant has invested over \$3,000,000 in the modernization of the Project, including exterior improvements, unit updates and common area enhancements such as a computer room, fitness room and beauty shop, all designed to contribute to resident well-being and facilitate aging in place. In addition to the physical improvements to the building, the Tenant provides a host of services designed to maximize the residents' ability to age in place while enjoying a high quality of life. Tenant voluntarily employs a full time social worker who assists tenants with obtaining and maximizing financial benefits, communicating with utility companies and government agencies and other supportive services, as well as a service coordinator who coordinates transportation to appointments, shopping and recreational activities, plans recurring programming such as exercise programs and special events. Tenant wishes to continue these services and maintain the project as affordable housing by renewing the HAP Contract.

Continuing use of the Project as affordable housing is also important to ARHA. The units at the Project are included in the city of Alexandria's total count of affordable housing units. These 90 affordable units would be difficult to replace, particularly at such a central location and with the services offered.

It has been determined that both ARHA and the Tenant would benefit from an amendment to the Lease which would revise the rent adjustment provision to provide a sufficient increase in basic rent to meet ARHA's needs while offering rent levels that will continue to facilitate and incentivize the maintenance of the Project as affordable housing for years to come.

DISCUSSION:

As described above, the Lease calls for an adjustment to basic rent that would increase rent to 10% of the market value of the land due annually. This adjustment will result in a substantial increase from current rent levels and the Tenant has indicated that it would be compelled to consider using the Project for market rate housing or even explore a possible sale if such a rent increase were instituted. Given that the both ARHA and the Tenant wish to preserve the Project as affordable housing, an alternate rent adjustment structure has been proposed that will incentivize long term preservation of affordable housing. The proposed Amendment is attached and outlined below.

- 1. Rent Adjustment in 2013**

In 2013, the basic rent will be adjusted by applying the consumer price index for each year since the lease commencement date (April 1, 1982). This adjustment will increase basic rent from \$23,000 per year to \$58,420 per year. This adjustment is proposed in lieu of the three appraisal approach.

- 2. Future Rent Adjustments for Affordable Housing**

In future years, if the HAP Contract (or successor subsidy) is maintained or Affordability is otherwise continued, basic rent will be adjusted annually by the Operating Cost Adjustment Factor ('OCAF') published annually by the U.S. Department of Housing and Urban Development. OCAF is the mechanism generally used to increase HAP Contract rents and thus is an appropriate adjustment tool for this property. If for some reason the HAP Contract is terminated or discontinued, the Tenant may still wish to maintain Affordability. Affordability is defined as maintaining rent levels for at least 50% of the units at the Project at a level no greater than 30% of 80% of the Area Median Income (80%) for Alexandria. Many federal housing programs, including



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Melvin Miller
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: February 6, 2018

TO: Chairman Christopher Ballard and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer

SUBJECT: VOTE TO APPROVE RESOLUTION 565, OF THE ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY FOR JAMES BLAND HOUSING V GP LLC FOR THE MIXED-FINANCE CLOSING FOR JAMES BLAND APARTMENTS, PHASE FIVE AND JAMES BLAND APARTMENTS, PHASE THREE A MULTI-FAMILY RESIDENTIAL RENTAL HOUSING PROJECT LOCATED IN ALEXANDRIA, VIRGINIA

ISSUE:

This Resolution 565 amends Resolution 561.

In February, the ARHA Board approved Resolution 561, authorizing the CEO to take all steps necessary to close on the fifth and last phase of the James Bland effort. Since that approval, the ARHA loan has changed for two reasons. First, in all prior phases we have calculated the Hard Cost Contingency ("HCC") based on a percentage of the hard costs of construction. Wells Fargo is requiring that we calculate the HCC based on the total of the hard costs of construction plus the builder's overhead, profit and general conditions. Additionally, the prior draw schedule contemplated paying all construction loan interest at completion of construction with the second installment of capital. Second, the loan terms require a monthly payment of interest on the outstanding balance.

DISCUSSION:

ARHA was awarded a 2012 allocation of low income housing tax credits ("*Tax Credits*") for its James Bland III and V redevelopment efforts; which were combined in order to complete both blocks in one phase. In order to secure the funds, we must close on the transaction.

ARHA has implemented plans for the revitalization of the former James Bland public housing complex. In continuance of those plans, ARHA had previously caused to be organized a Virginia limited partnership, James Bland Housing V Limited Partnership (the "*Partnership*"), for the purpose of owning, developing and operating a low-income rental housing development containing 54 public housing units to be known as James Bland Apartments, Phase Five (the "*Development*"). ARHA also has previously caused to be organized a Virginia limited liability company wholly owned by the Authority known as ARHA James Bland Housing V GP LLC (the "*General Partner*") for the purposes of serving as the general partner of the Partnership, and the Authority serves as the initial and withdrawing general partner of the Partnership. After publication of an RFP, ARHA selected Boston Capital to act as its partner and equity provider in this

transaction and now needs to execute the required documentation for a closing. Boston Capital brought Wells Fargo into this last phase of James Bland, in order to provide a construction loan.

In order to facilitate the Development, the Authority is required to execute certain agreements necessary to evidence and consummate the mixed-finance closing of the Development (the "*Closing*"), including, but not limited to, the Regulatory and Operating Agreement, the Partnership Agreement, the Guaranty Agreement, the Development Agreement, the Purchase Option Agreement, the Wells Fargo Loan Documents, the ARHA Loan Document and other documents, contracts, certifications or other instruments as necessary (collectively the "*Transaction Documents*"). ARHA in its role as the General Partner for the Partnership is required to execute the Transaction Documents on behalf of the Partnership necessary to evidence and consummate the Closing. In order to do this, the Board must authorize persons to act on its behalf in the closing.

For Phase V, it has been determined that it would be in the best interest of ARHA to request that HUD allow some percentage of the units, whatever is allowable, to be publicly-assisted through Project-Based Vouchers. ARHA has requested to project base 100% of its total number of vouchers. A HUD condition precedent to project-basing 100% of the units is that the residents be required via lease addendum to participate in a social services program. ARHA will require them to participate in the Family Self-Sufficiency program and to this end will enter into a Social Services Agreement with the Owner to provide these services.

Using Project-Based Vouchers would allow ARHA to receive a rent closer to a fair market rent for the units, rather than the reduced Per Unit Month ("PUM") subsidy allowed under the Annual Contributions Contract, which is significantly less than a fair market rent. This will help to sustain the operations long term and will allow ARHA to repay the \$2,917,422 ARHA Note, with interest creating a 30 year income stream for the agency.

As of this date, the closing date has been extended to May 31st. We have received approval for the amendment to our 2009 Disposition Application which was a pre-requisite to approval of our Subsidy Layering review which is required for project-basing of the vouchers. We have submitted the Subsidy Layering review package and, as of April 17th, it had made its way through the HUD Field Office and on to Headquarters for approval. Our deadline for this approval to keep the closing on track is the week of April 22nd.

RECOMMENDATION:

That the Board of Commissioners appoint Christopher Ballard, as Chairman of the Board of Commissioners of the Authority, Merrick Malone, as Vice-Chairman of the Board of Commissioners of the Authority, and Roy Priest, in his capacity as Chief Executive Officer of the Authority and Secretary of the Board of Commissioners of the Authority (each, an "*Authority Designee*") as the authorized agent of the General Partner and ARHA and authorize and direct him to enter into, execute, and deliver the Transaction Documents and all documents necessary for the closing more particularly described in the Resolution.

FISCAL IMPACT:

Anticipated Total Capital Contribution of \$10,889,988 to a Maximum Increase (by Upward Adjuster) in Capital Contributions to \$11,978,572.



MEDIA ADVISORY
FOR IMMEDIATE RELEASE
April 17, 2013

Contact: Sandra Fowler
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The Alexandria Redevelopment and Housing Authority (ARHA) Board of Commissioners Approves 2012-2022 Strategic Plan

At the March 25th monthly meeting, the Alexandria Redevelopment & Housing Authority (ARHA) Board of Commissioners approved the 2012-2022 Strategic Plan to set the agency's future direction.

The plan, entitled "OUR PAST, OUR PRESENT, OUR FUTURE," affirms the housing authority's core commitments, addresses foreseeable challenges and opportunities, and maps the agency's course for the next ten years.

Before its adoption, the plan which was two years in the making, was presented to and discussed at, City Council meetings, community meetings, resident meetings, ARHA staff, ARHA Executive Staff and the Board of Commissioners. The plan establishes clear goals, objectives and action items to support the changing needs of the community.

Download the 2012-2022 Strategic Plan at www.arha.us

Outlined in the plan are five (5) strategic directions that are expected to be the focus of ARHA's activities over the next ten years:

PART 1- AFFORDABLE HOUSING

PART 2 - RESIDENT SELF SUFFICIENCY AND QUALITY OF LIFE

PART 3- COMMUNITY ECONOMIC DEVELOPMENT

PART 4 – THE ARHA-COMMUNITY RELATIONSHIP

PART 5 – ARHA VIABILITY

Alexandria Redevelopment and Housing Authority (ARHA) is a public agency that preserves affordable housing opportunities for Alexandria's low and moderate income residents by providing safe and sanitary living conditions. The agency also provides educational and career advancement opportunities to residents through social service programs. For more information, visit www.arha.us

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