

MAY 23, 2016



**BOARD OF COMMISSIONERS
MONTHLY MEETING**

DANIEL BAUMAN, CHAIRMAN

SALENA ZELLERS, VICE CHAIRWOMAN

ROY O. PRIEST, SECRETARY-TREASURER

ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

401 Wythe Street • Alexandria, VA • 22314

www.arha.us

ALEXANDRIA
REDEVELOPMENT &
HOUSING AUTHORITY



DANIEL BAUMAN
Chairman

SALENA ZELLERS
Vice Chairwoman

Commissioners:

Anitra Androh
Commissioner

Christopher Ballard
Commissioner

Chyrell Bucksell
Commissioner

Carter D. Flemming
Commissioner

Peter Kleeblatt
Commissioner

Merrick Malone
Commissioner

Karl Sandberg
Commissioner

Roy O. Priest
Secretary-Treasurer

May 23, 2016

Mr. Daniel Bauman
1404 Key Drive
Alexandria, VA 22302

Re: Monday, May 23, 2016 Regularly Scheduled Board Meeting

Dear Chairman Bauman:

Enclosed please find the docket for the regular board meeting of the ARHA Board of Commissioners to be held on Monday, May 23, 2016 at 7:00 p.m., ARHA 401 Wythe Street (*east conference room*), Alexandria, VA 22314. There are three Consent items and no Action item submitted for the docket.

Sincerely,

Roy O. Priest,
Secretary-Treasurer

lh/ROP

cc: City Council (7, electronically)
ARHA Commissioners (8, delivered by courier and electronically)
Mark Jinks, City Manager (1, electronically)
Helen McIlvaine, Director of Housing (1, electronically)
Alexandria Libraries (4, delivered by courier)
Alexandria Resident Advisory Board (1 electronically)
Ladrey High Rise Advisory Board (1, delivered by courier)

**BOARD OF COMMISSIONERS
REGULARLY SCHEDULED MONTHLY MEETING**

Monday, May 23, 2016

7:00pm

Alexandria Redevelopment and Housing Authority (ARHA)
401 Wythe Street • Street Alexandria, VA 22314
(East Conference Room)

1. Public Discussion Period for Resident Groups – 10 minutes
 - Ladrey Advisory Board (LAB) – Maudie Hines, President
 - ARHA Resident Association (ARA) – Shanelle Gayden, President
2. Public Discussion Period on AGENDA and NON-AGENDA ITEMS – 5 minutes
 - Neighborhood Briefing – Alexandria Police Department
3. Adopt Minutes of Regular Meeting held on Monday, April 25, 2016
4. Vote Receipt of the Secretary-Treasurer’s Report as of Monday, May 23, 2016
5. **CONSENT DOCKET**
 - 5.1 *Vote to Approve Resolution No. 620, Approving the 2016 Revision of the Admissions and Continued Occupancy Plan*
 - 5.2 *Vote to Approve Resolution No. 621, Allowing Staff To Enter Into Contract For Housing Quality Standards (HQS) Inspection Services*
 - 5.3 *Vote to Approve Resolution No. 622, Authorizing the Opening of New Bank Accounts For Virginia Housing Development LLC*
6. **ACTION DOCKET**
7. Other Business
8. Executive Session to Discuss Personnel, Legal and Real Estate Issues

MINUTES

MINUTES

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

**REGULARLY SCHEDULED BOARD MEETING
401 WYTHE STREET (*East Conference Room*)
ALEXANDRIA, VA 22314**

**MONDAY, APRIL 25, 2016
7:00 P.M.**

THOSE PRESENT: Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Carter Flemming, Commissioner
Chyrell Bucksell, Commissioner – Arrived 8:09 pm
Karl Sandberg, Commissioner
Merrick Malone, Commissioner
Peter Kleeblatt, Commissioner

ABSENT: Anitra Androh, Commissioner
Christopher Ballard, Commissioner

RECORDER: Ian Hawkins, Recorder

The regular Board meeting was called to order at 7:12 pm. Others present were Roy Priest, Chief Executive Officer, ARHA department heads, ARHA staff, City Office of Housing staff and community citizens.

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

- **Ladrey High-Rise Residents Advisory Board (RAB)** – Mrs. Maudie Hines, President, greeted the Commissioners and stated whenever she thinks there may be a problem, she feels comfortable going to Mrs. Lambert, Officer Griffin or the office staff.

Currently on behalf of the residents of Ladrey, she is working on funding for a Memorial Day Picnic. She reported she is also, looking to purchase a ping pong table and badminton set for use by the Ladrey residents.

Mrs. Hines, thanked the Board and wished everyone a good night.

- **Alexandria Resident Association (ARA)** – Ms. Shanelle Gayden, President – Absent. In Ms. Gayden’s absence, Mrs. Gaynelle Bowden-Diaz gave the ARA report. Ms. Gayden greeted the Board and Visitors. Mrs. Bowden-Diaz stated Margo Hurd volunteers weekly every Monday, and Wednesday from 9:30 am to 12pm. Ms. Hurd has recruited fifteen residents that are interested in being involved in the Resident Association. Ms. Hurd greets residents in the waiting room and provides information about joining the ARA. When community events are approaching, Ms. Hurd makes phone calls to encourage residents to participate in educational and career preparation workshops.

The Alexandria Resident Association volunteered in the annual Ruby Tucker Easter Egg Hunt. Residents have continued to attend Parent Fact Friday sessions at Jefferson-Houston facilitated by Ms. Shanelle Gayden.

Our next step includes continued reorganizing with the support from ARHA Resident Liaison Mrs. Bowden-Diaz in community initiatives and programming. Continued outreach in the ARHA office, and launching a spring Kick Off to engage residents and recruit more resident leaders is planned.

ARHA has provided support by providing office space that has been helpful in the process in reorganizing and outreach.

ITEM 2. PUBLIC DISCUSSION PERIOD ON AGENDA AND NON-AGENDA ITEMS – 5 MINUTES: Neighborhood Briefing (Alexandria Police Department) - Lt. Scott Patterson of Alexandria Police Department – In the absence of a representative from the Alexandria Police Department, Mr. Priest apprised the Board of a brief status report on a variety of initiatives implemented by the resident officers, street crime unit, and bike officers.

ITEM 3. VOTE TO APPROVE MINUTES FOR MONDAY, MARCH 28, 2016 BOARD OF COMMISSIONERS MEETING:
Chairman Bauman presented the minutes for Monday, March 28, 2016. Commissioner Flemming moved to accept the minutes; the motion was seconded by Commissioner Kleeblatt. The motion was approved with (6) Yeas and (0) Nays to accept the Minutes of Monday, March 28, 2016.

ITEM 4. VOTE TO APPROVE MINUTES FOR A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS HELD ON TUESDAY, APRIL 12, 2016:
Chairman Bauman presented minutes for a Special Board of Commissioners Meeting. Vice Chairwoman Zellers moved to accept the minutes; the motion was seconded by Commissioner Sandberg. The motion was approved with (6) Yeas and (0) Nays to accept the Minutes of Tuesday, April 12, 2016.

ITEM 5. VOTE TO APPROVE MINUTES FOR A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS HELD ON WEDNESDAY, APRIL 13, 2016:

Chairman Bauman presented minutes for a Special Board of Commissioners Meeting. Vice Chairwoman Zellers moved to accept the minutes; the motion was seconded by Commissioner Sandberg. The motion was approved with (6) Yeas and (0) Nays to accept the Minutes of Wednesday, April 13, 2016.

ITEM 6. VOTE TO APPROVE MINUTES FOR A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS HELD ON THURSDAY, APRIL 14, 2016:

Chairman Bauman presented minutes for a Special Board of Commissioners Meeting. Vice Chairwoman Zellers moved to accept the minutes; the motion was seconded by Commissioner Sandberg. The motion was approved with (6) Yeas and (0) Nays to accept the Minutes of Thursday, April 14, 2016.

ITEM 7. VOTE TO RECEIVE THE SECRETARY-TREASURER'S REPORT:

Chairman Bauman opened the floor to receive the Secretary-Treasurer's Report. The Secretary-Treasurer presented his report and responded to questions raised by the Board. Chairman Bauman requested a motion to accept the Secretary-Treasurer's Report. Commissioner Flemming moved to accept the Secretary-Treasurer Report; the motion was seconded by Vice Chairwoman Zellers. The motion was approved unanimously (6) Yeas to (0) Nays to accept the Secretary-Treasurer's Report as of Monday, April 25, 2016.

ITEM 8. CONSENT DOCKET:

8.1 *Vote to Approve Resolution 617, 2016 Revision of the Housing Choice Voucher Program Administration Plan.*

Chairman Bauman made a request to approve Resolution 617, Vice Chairwoman Zellers moved to approve Resolution 617; seconded by Commissioner Malone. The motion was passed by (6) Yeas; (0) Nays to accept Resolution 617.

8.2 *Vote to Approve Resolution 618, Approval to Award A Contract for Janitorial Services.*

Chairman Bauman made a request to approve Resolution 618, Commissioner Malone moved to approve Resolution 618; seconded by Commissioner Kleeblatt. The motion was passed by (6) Yeas; (0) Nays to accept Resolution 618.

8.3 *Vote to Approve Resolution No. 619, Approval of Fiscal Year (FY 2016) Operating Budget.*

Vice Chairwoman Zellers made a request to move Resolution 619 to the Action Docket; seconded by Commissioner Kleeblatt. The motion was passed by (7) Yeas; (0) Nays for Resolution 619 to move to the Action.

ITEM 9. ACTION DOCKET:

9.1 *Vote to Approve Resolution No. 619, Approval of Fiscal Year (FY 2016) Operating Budget*

Commissioner Malone motioned to entertain Resolution 619, into Executive Session, seconded by Vice Chairwoman Zellers. The motion was passed by (7) Yeas; (0) Nays to entertain Resolution 619, into Executive Session.

ITEM 10. No Other Business to report

ITEM 11. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES:

A motion was made by Vice Chairwoman Zellers and seconded by Commissioner Malone and unanimously adopted to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 8:09 pm.

At 9:33 pm the Board reconvened in public session.

Thereupon, Commissioner Flemming made the following motion, seconded by Commissioner Kleeblatt, no other actions were taken in the Executive Session and to the best of each member's knowledge (1) only public business matters fully exempted from open meeting requirements under the FOIA were discussed in the Executive Session, and (2) only public business matters identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Board in the Executive Session. The motion was unanimously approved on a roll call vote of (7) Yeas to (0) Nays.

A motion was made by Commissioner Malone to adopt Resolution 619, Approving Fiscal Year (FY 2016 Operating Budget) the motion was seconded by Commissioner Sandberg; and the motion passed with (7) Yeas and (0) Nays for Resolution 619.

There being no further business to come before the Board, Chairman Bauman adjourned the meeting at 9:35 pm.

FINANCE

FINANCE




Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh

Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: May 12, 2016
TO: Chairperson Daniel Bauman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary Treasurer 
SUBJECT: ARHA FINANCIAL REPORT: JANUARY 1, 2016 – MARCH 31, 2016

The standard narrative and “budget vs actual” analysis is not accompanying the attached “Statement of Operation” because the finance department has started making adjustments to the financial records based on the approval of ARHA FY 2016 Budget and Reorganization during last month’s board meeting. A “budget vs actual” analysis at this time would raise questions and concerns that will not exist once our financial records are updated. However, staff understands that at a minimum, some financial information needs to be provided to the Board during the interim.

As of May 3rd, the payroll department has completed and updated the allocation tables for all administrative employees based on the reorganization. The finance staff has begun the process of reclassifying prior period transactions charged to various cost centers based on our previous allocation method. This process requires us to gather a significant amount of data and supporting documentation for audit purposes prior to updating our financial records. We anticipate that the majority of the “material” transactions will be updated and reflected in our next report to the Board in June.

Overall, the attached financial statement for the period ending March 31, 2016, indicates that ARHA’s net income was \$315,857, of which \$218,261 is restricted and \$97,596 is unrestricted.

Alexandria Redevelopment & Housing Authority
Rent Roll Summary
FY 2016

Project Name	# of Units	January	February	March	April	May	Total	Avg. Rental Income/Unit
Public Housing Units								
*Ladrey High-rise	170	\$ 44,933	\$ 44,077	\$ 43,741	\$ 43,731	\$ 44,049	\$ 220,531	\$ 261
*Samuel Madden	66	6,280	6,875	7,108	5,234	9,097	\$ 34,594	\$ 100
*Ramsey Homes	15	3,832	2,830	1,364	3,741	3,569	\$ 15,336	\$ 196
*Andrew Adkins	90	15,508	14,779	15,287	15,571	13,157	\$ 74,302	\$ 172
*4-10 Scattered Sites	50	13,334	13,514	13,347	14,676	15,715	\$ 70,586	\$ 282
*4-11 Scattered Sites	30	6,292	6,336	7,003	8,044	7,844	\$ 35,519	\$ 237
*4-12 Scattered Sites	41	9,468	9,144	8,966	10,232	10,187	\$ 47,997	\$ 234
*Park Place	38	9,187	9,397	9,376	9,526	9,138	\$ 46,624	\$ 245
*Saxony Square	5	1,152	1,993	1,366	1,337	1,126	\$ 6,974	\$ 279
*Chatham Square	52	17,187	17,258	16,450	15,815	15,097	\$ 81,807	\$ 315
*Braddock	6	1,953	1,972	2,597	2,331	2,973	\$ 11,826	\$ 394
*Whiting	24	3,239	3,343	3,300	3,617	3,569	\$ 17,068	\$ 142
*Reynolds	18	5,763	4,695	6,677	7,581	7,671	\$ 32,387	\$ 360
*Old Dominion	36	5,853	6,123	5,647	5,758	5,773	\$ 29,154	\$ 162
*West Glebe	48	4,914	5,180	4,066	4,199	4,241	\$ 22,600	\$ 94
*James Bland I	18	4,918	6,015	5,598	6,619	6,099	\$ 29,249	\$ 325
*James Bland II	18	1,554	2,408	2,291	2,370	2,805	\$ 11,428	\$ 127
*James Bland IV	54	11,556	14,387	16,000	17,722	19,287	\$ 78,952	\$ 292
**Total Public Housing	779	\$ 166,923	\$ 170,326	170,184	178,104	181,397	\$ 866,934	
Non-Public Housing Units								
*Quaker Hill LP	60	\$ 97,745	\$ 97,047	\$ 93,568	\$ 96,608	\$ 96,637	\$ 481,605	\$ 1,605
Pendleton Park I	20	26,089	25,075	23,461	26,151	26,151	\$ 126,927	\$ 1,269
Pendleton Park II	4	27	3,252	795	795	795	\$ 5,664	\$ 283
Hopkins Tancil (Mod Rehab)	111	88,037	96,278	144,519	80,174	126,949	\$ 535,957	\$ 983
*James Bland V	54	68,687	65,068	57,109	73,721	67,304	\$ 331,889	\$ 1,229
*Miller Homes	16	25,233	25,233	26,852	23,528	25,233	\$ 126,079	\$ 1,576
*Princess Square	69	83,489	85,429	72,795	92,041	86,854	\$ 420,608	\$ 1,237
Total Non-Public Housing	334	\$ 389,307	\$ 397,382	419,099	393,018	429,923	\$ 2,028,729	
Totals	1113	\$ 556,230	\$ 567,708	\$ 589,283	\$ 571,122	\$ 611,320	\$ 2,895,663	

Note- The amounts shown on this report only indicates the amount of rent billed to ARHA tenants,
it does not include the amounts collected.

*Resolution 830 units

** Public Housing total above does not include operating subsidy received from HUD.

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	Total		Over / (Under)		Total Public Housing		*Central Office (C.O.)		Over / (Under)		Public Housing AMP 1	
	Actual	Budget	Actual	Budget	Actual	Housing	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue												
Dwelling Rent	1,778,126	1,740,900	510,677	37,226							132,751	129,000
Governmental Grants	5,549,944	5,331,500	-	218,444							-	-
Local Grants	15,028	21,600	15,028	(6,572)							15,028	-
Management/Fee for Service	1,060,584	1,048,250	665,668	12,334							-	-
Bookkeeping Fee	23,438	23,925	23,438	(487)							-	-
Asset Management Fee	36,719	31,913	36,719	4,807							-	-
HCVP Asset Management Fee	161,056	136,703	121,868	24,354							-	-
Operating Subsidy	778,493	779,150	778,493	(657)							154,768	170,500
Investment Income	549	1,580	324	(1,031)							104	-
CY Transfers	285,354	214,485	165,939	70,869							-	-
Other Income	141,583	172,294	113,395	(30,710)							18,602	17,863
Total Operating Revenue	9,830,875	9,502,299	2,431,549	328,576							321,253	317,363
Operating Expenses												
Administration	1,599,496	1,626,569	959,793	(27,073)							115,420	95,138
Tenant Services	60,051	220,446	36,092	(160,396)							21,290	18,250
Utilities	383,127	407,106	278,130	(23,979)							83,060	89,250
Ordinary maintenance & operations	989,825	938,728	756,074	51,097							59,184	82,350
Protective Services	9,174	10,325	7,559	(1,151)							218	800
General expense	542,681	665,120	276,711	(122,439)							26,878	29,475
Housing Assistance Payments	5,534,798	5,331,500	-	203,298							-	-
Debt Service	39,627	39,400	-	227							-	-
CY Reserves	356,240	263,105	15,203	93,135							15,203	2,100
Transfers	-	-	-	-							-	-
Total Operating Expense	9,515,018	9,502,299	2,329,561	12,719							321,253	317,363
NET INCOME (LOSS)	315,857	-	101,988	315,857							(0)	(0)
Less: Restricted Income	(218,261)	-	(4,390)	(218,261)							-	-
ADJUSTED NET INCOME(LOSS)**	97,596	-	97,598	97,596							(0)	(0)

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	Public Housing AMP 3		Public Housing AMP 4		Public Housing AMP 5	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	72,245	77,700	115,365	119,100	4,511	5,100
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	269,881	263,225	120,544	122,525	1,200	3,850
Investment Income	-	-	-	-	-	-
CY Transfers	3,470	-	58,419	66,428	8,405	6,926
Other Income	3,204	15,938	3,420	6,950	(4)	75
Total Operating Revenue	348,800	356,863	297,748	315,003	14,112	15,951
						(1,839)
Operating Expenses						
Administration	80,468	86,550	110,693	114,994	10,674	10,054
Tenant Services	12,342	25,325	-	125	-	5
Utilities	118,078	128,413	47,384	46,438	27	2,875
Ordinary maintenance & operations	109,544	80,290	100,301	101,611	2,536	1,888
Protective Services	56	-	48	-	2	-
General expense	28,313	33,725	39,322	51,835	874	1,130
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	-	2,561	-	-	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	348,801	356,863	297,748	315,003	14,112	15,951
						(1,839)
NET INCOME (LOSS)	(0)	-	0	-	(0)	-
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	0	-	(0)	-

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	LIHTC/Public Housing AMP 6		LIHTC/Public Housing AMP 7		LIHTC/Public Housing AMP 8	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	50,876	54,900	37,627	39,300	17,623	19,500
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	27,888	28,850	34,166	36,875	35,004	28,725
Investment Income	-	-	-	-	84	83
CY Transfers	19,571	6,443	52,719	7,194	2,997	12,848
Other Income	1,790	1,500	7,770	2,063	396	1,775
Total Operating Revenue	100,125	91,693	132,282	85,431	56,105	62,930
						(6,825)
Operating Expenses						
Administration	52,638	53,381	28,535	31,592	27,267	26,243
Tenant Services	-	38	-	43	-	100
Utilities	813	825	1,864	963	5,380	4,725
Ordinary maintenance & operations	32,698	21,768	87,626	34,905	19,749	24,450
Protective Services	25	-	734	800	101	125
General expense	13,951	15,681	13,523	14,518	3,608	7,288
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	-	-	-	2,612	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	100,125	91,693	132,282	85,431	56,105	62,930
						(6,825)
NET INCOME (LOSS)	(0)	-	0	-	(0)	-
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	0	-	(0)	-

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	LIHTC/Public Housing AMP 9		LIHTC/Public Housing AMP 10		LIHTC/Public Housing AMP 11		LIHTC/Public Housing AMP 12	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue								
Dwelling Rent	14,232	15,300	16,531	12,000	6,745	7,500	42,171	40,500
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-
Operating Subsidy	57,273	55,875	17,825	19,075	22,486	23,250	37,458	26,400
Investment Income	111	100	-	-	-	-	-	88
CY Transfers	2,544	6,991	17,814	5,811	-	-	-	-
Other Income	1,699	2,100	808	390	141	425	3,921	4,743
Total Operating Revenue	75,859	80,366	52,978	37,276	29,372	31,175	83,550	71,730
Operating Expenses								
Administration	32,840	28,298	19,583	16,989	14,431	15,038	35,781	34,055
Tenant Services	-	25	(25)	800	769	50	923	2,700
Utilities	3,045	2,963	83	1,225	1,008	1,181	8,232	8,400
Ordinary maintenance & operations	30,980	39,256	(8,276)	13,438	4,938	6,688	3,578	7,050
Protective Services	296	325	(29)	625	504	500	1,280	1,375
General expense	8,699	9,500	(801)	4,200	3,332	3,181	16,230	13,625
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
CY Reserves	-	-	-	-	-	4,538	-	4,525
Transfers	-	-	-	-	-	-	-	-
Total Operating Expense	75,860	80,366	(4,507)	37,276	24,982	31,175	66,025	71,730
NET INCOME (LOSS)	(0)	-	(0)	-	4,390	-	17,525	-
Less: Restricted Income	-	-	-	-	(4,390)	-	-	-
ADJUSTED NET INCOME (LOSS)**	(0)	-	(0)	-	(0)	-	17,525	17,525

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	LIHTC/OTC Phase V		Miller Homes		Hopkins-Tancil		Over / (Under) Budget
	Actual	Budget	Actual	Budget	Actual	Budget	
Operating Revenue							
Dwelling Rent	196,597	202,500	77,318	76,200	394,670	321,600	73,070
Governmental Grants	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-
Investment Income	-	-	-	-	4	5	(1)
CY Transfers	-	-	-	-	-	-	-
Other Income	6,303	4,650	2,276	1,288	3,103	7,000	(3,897)
Total Operating Revenue	202,900	207,150	79,594	77,488	397,776	328,605	69,171
Operating Expenses							
Administration	40,394	49,775	23,353	33,456	50,852	70,613	(19,760)
Tenant Services	2,306	22,750	-	12,500	17,770	13,750	4,020
Utilities	6,608	5,200	86	225	58,084	62,125	(4,041)
Ordinary maintenance & operations	17,968	30,550	11,534	16,813	80,513	90,700	(10,187)
Protective Services	923	1,250	5	50	218	200	18
General expense	16,589	15,850	8,085	5,838	22,163	33,750	(11,587)
Housing Assistance Payments	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
CY Reserves	-	81,775	36,531	8,606	168,176	57,468	110,709
Transfers	-	-	-	-	-	-	-
Total Operating Expense	84,789	207,150	79,594	77,488	397,776	328,605	69,171
NET INCOME (LOSS)	118,112	-	0	-	0	-	0
Less: Restricted Income	(118,112)	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	0	-	0	-	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	LIHTC/Quaker Hill LP			Princess Square			LIHTC/Pendleton Park		
	Actual	Budget	Over /	Actual	Budget	Over /	Actual	Budget	Over /
			(Under)			(Under)			(Under)
Operating Revenue									
Dwelling Rent	286,432	286,500	(68)	229,897	250,200	(20,303)	82,535	84,000	(1,465)
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-
Investment Income	114	150	(36)	-	-	-	13	25	(12)
CY Transfers	-	-	-	-	-	-	5,751	-	5,751
Other Income	8,567	4,969	3,598	1,669	6,319	(4,649)	3,592	1,963	1,630
Total Operating Revenue	295,112	291,619	3,494	231,566	256,519	(24,952)	91,892	85,988	5,904
Operating Expenses									
Administration	86,548	99,769	(13,221)	31,993	44,231	(12,239)	18,666	18,431	235
Tenant Services	-	1,875	(1,875)	2,960	3,000	(40)	923	25	898
Utilities	665	675	(10)	24,724	23,500	1,224	11,397	8,350	3,047
Ordinary maintenance & operations	38,208	29,138	9,071	66,106	78,500	(12,394)	18,380	15,088	3,292
Protective Services	18	-	18	127	250	(123)	8	25	(17)
General expense	50,962	49,650	1,312	41,027	100,450	(59,423)	25,845	25,825	20
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	22,953	22,650	303	-	-	-	16,674	16,750	(76)
CY Reserves	-	87,863	(87,863)	64,630	6,588	58,043	-	1,494	(1,494)
Transfers	-	-	-	-	-	-	-	-	-
Total Operating Expense	199,354	291,619	(92,265)	231,566	256,519	(24,952)	91,892	85,988	5,904
NET INCOME (LOSS)	95,759	-	95,759	(0)	-	(0)	(0)	-	(0)
Less: Restricted Income	(95,759)	-	(95,759)	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	(0)	-	(0)	(0)	-	(0)

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING MARCH 31, 2016

	Housing Choice Voucher Program		Mod Rehab Project-Based		Tax Exempt Bond Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	-	-	-	-	-	-
Governmental Grants	5,197,252	5,043,000	352,692	288,500	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	394,916	375,000	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	39,188	32,500	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	59	1,083	26	18	10	10
CY Transfers	103,074	22,053	81,022	-	10,590	10,590
Other Income	928	3,750	-	-	1,750	15,886
Total Operating Revenue	5,696,229	5,444,885	391,906	321,018	12,350	15,886
						(3,537)
Operating Expenses						
Administration	351,787	301,250	23,760	22,253	12,350	14,875
Tenant Services	-	-	-	-	-	1,011
Utilities	3,434	1,875	-	-	-	-
Ordinary maintenance & operations	1,043	5,335	-	-	-	-
Protective Services	314	875	-	-	-	-
General expense	97,669	92,550	3,631	7,288	-	-
Housing Assistance Payments	5,241,982	5,043,000	292,816	288,500	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	-	-	71,700	2,978	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	5,696,229	5,444,885	391,906	321,018	12,350	15,886
						(3,536)
NET INCOME (LOSS)	0	0	(0)	(0)	(0)	(0)
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	0	(0)	(0)	(0)	(0)

**Loss reduces unrestricted reserves

ASSET MANAGEMENT/ RESIDENT AND COMMUNITY SERVICES

ASSET MGMT /
RESIDENT & COMMUNITY SERVICES



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh


Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblat

Roy Priest, Chief Executive Officer

DATE: May 12, 2016

TO: Chairman Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: **ASSET MANAGEMENT SUMMARY REPORT PERIOD ENDING 04/30/2016**

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 to 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 (current occupancy, move-in, and move out activity)
- Tenant's Account Receivables (TAR's)
- Vacant unit turnaround time (down time + make ready [turn-over] + lease up time)
- Work Order 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. Further, performance indicators not covered in this section may be included in the Secretary-Treasurer's report.

Table A below shows the Performance Indicators for monitoring performances, 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 B provides a summary and overview of Asset Management activities related to the vacancy activity tracking, for the market rent and Section 8 units owned and managed by the Authority, and the data include the previous month, current month (reporting period) and the projected data for the following period.

Table C provides a summary and overview of Asset Management activities related to the vacancy activity tracking, for the Public Housing affordable units, including Low-Income Housing Tax Credit (LIHTC) properties owned and managed by the Authority.

As with the market rate units, the data include the previous month, current month (reporting period), and the projected data for the following period. The last is based on estimations and historical data.

Both tables mentioned above are supported by Charts B and C respectively. Please note that some of the chart data has been consolidated due to graphic limitations, to show large amounts of information on a scaled down chart, and some values have been rounded up.

The last sections of this report include legal activities related to the management and operation of the developments, on a Year-to-Date basis. The current report shows April, 2016 activities.

TABLE A

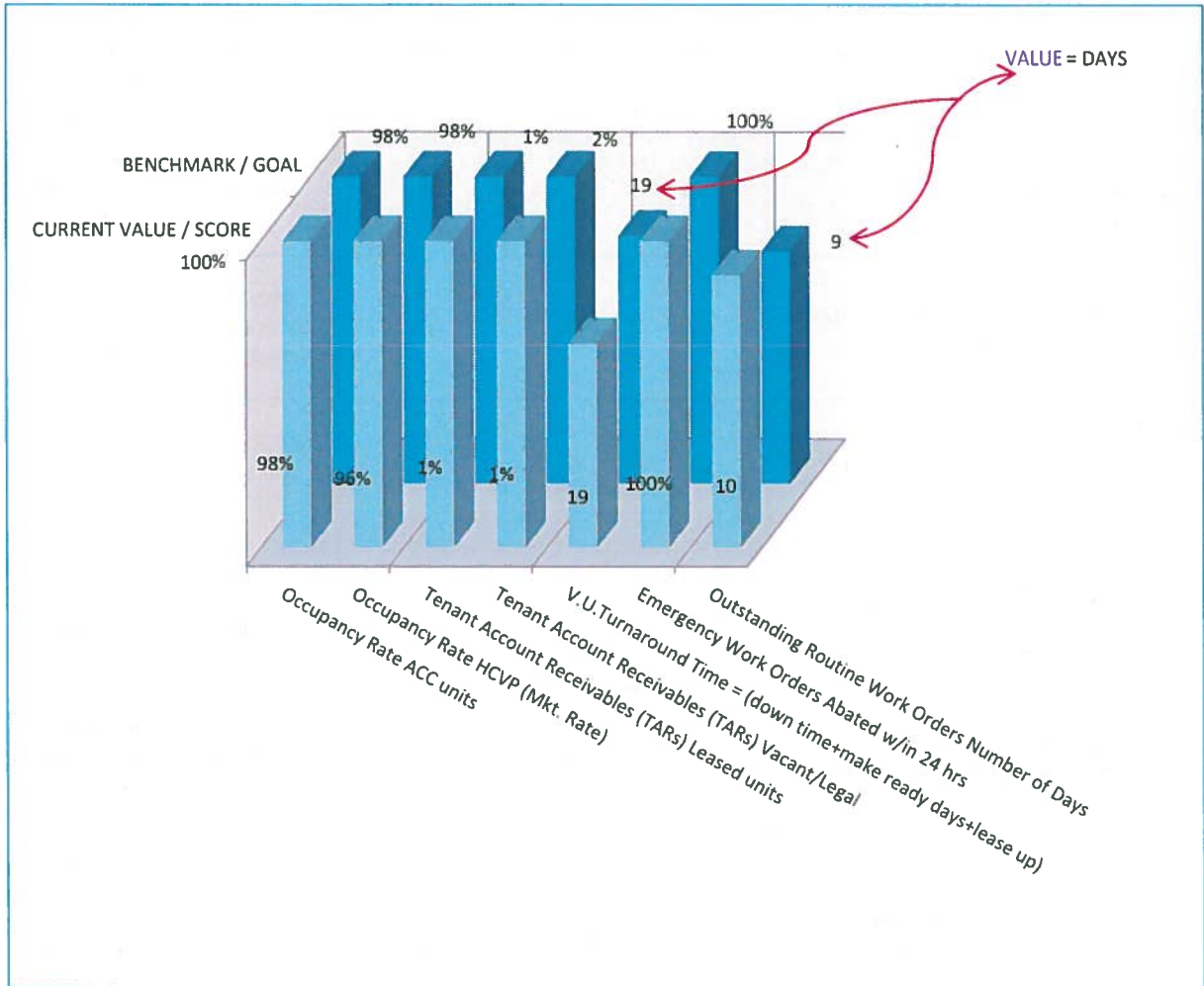
Performance Indicators for Board Monitoring for the current reporting period

Performance Indicators for Board Monitoring of ACC Units, HCVP & Market Rent						
INDICATOR		CURRENT MONTH	PREVIOUS MONTH	BENCHMARK /GOAL	HUD's STANDARD	COMMENTS
1	Occupancy Rate ACC units (PH) (*)	98%	98%	98%	98%	See vacancy rate on the attached PH Vacancy Tracking report details
2	Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)	97%	96%	98%	96%-99%	See vacancy rate on the attached Market Rate Vacancy Tracking Report
3	Tenant Account Receivables (TARs) - Occupied Units (*)	1%	1%	1%	2% = A - >2%≤4% = B >4%≤6% = C	Percent of rents uncollected 2% = A, >2%≤4% = B, >4%≤6% = C,
4	Tenant Account Receivables (TARs) - Vacated/Evictions (*)	2%	2%	2%	>6%≤8% = D - >8%≤10% = E - >10%=F	>6%≤8% = D, >8%≤10% = E, >10%=F
5	Vacant Unit Turnaround Time DOWN TIME = 1 day (average) MAKE READY TIME = 8 days (average) LEASE UP TIME = 10 days (average)	19 days	19 days	19 days	20 days	Vacant units down time 20≤ days =A 21≤ days =B
6	Emergency Work Orders Completed/Abated w/in 24 hrs.	100%	100%	100%	100% = A	36 Emergency Work Orders Issued and Completed within 24 hours - 99% -100% = A
7	Outstanding Routine Work Orders Number of Days (average)	9 days	10 days	15 days	21 days	511 total work orders issued; 461 completed; 48 work orders remain open including current new WO, VUs, pest services, and system transfers.

(*) values are estimated and rounded up/down.

CHART A

Performance Indicators for current Board Monitoring Reporting Period



■ CURRENT VALUE / SCORE ■ BENCHMARK / GOAL

CHART SHOWS BENCHMARK/GOAL VS. CURRENT VALUE OR SCORE AND ARE RELATED ONLY TO THAT SPECIFIC INDICATOR. BENCHMARK VALUE AND SCORE VALUE SHOULD NOT BE USED COMPARATIVELY BETWEEN OTHER INDICATORS FOR PURPOSES OF VISUAL ASSESSMENT. VALUES ARE AUTOMATICALLY ROUNDED UP/DOWN.

TABLE B: Vacancy Activity Tracking Report for Market Rent Units/Section 8 for the current Reporting Period (April 2016) & projected vacancy for Next Reporting Period (May 2016)

DEVELOPMENTS MKT. & PBV/MOD	Total Number of Units	Last Report Period	Current Report Period	Average Vacancy Rate % (3)	Period's move-in	Period's move-out	Projected VU Next Period (*)
Princess Square (1) see notes	68	5	5	7%	3	3	3
Quaker Hill	60	0	0	0%	0	0	0
Hopkins-Tancil Courts (2)	108	7	3	2%	4	0	2
Miller Homes	16	0	0	0%	0	0	0
Pendleton Park	24	0	0	0%	0	0	0
Old Town Commons (James Bland V)	54	2	2	3%	0	0	0
TOTALS (3)	330	14	10	3%	7	3	-

NOTES:

- (1) Total units = 69. One unit occupied by a Resident Police Officer – net lease units = 68
- (2) Total 111 Units: one unit occupied by a RPO, two units converted into the Ruby Tucker Center. Net unit count 108.
- (3) Percentile values have been rounded up or down for chart purposes.
- (*) **Projected for the next reporting period**

CHART B: Vacancy Activity Tracking Report for Market Rent Units/Section 8 for the current Reporting Period (May 2016)

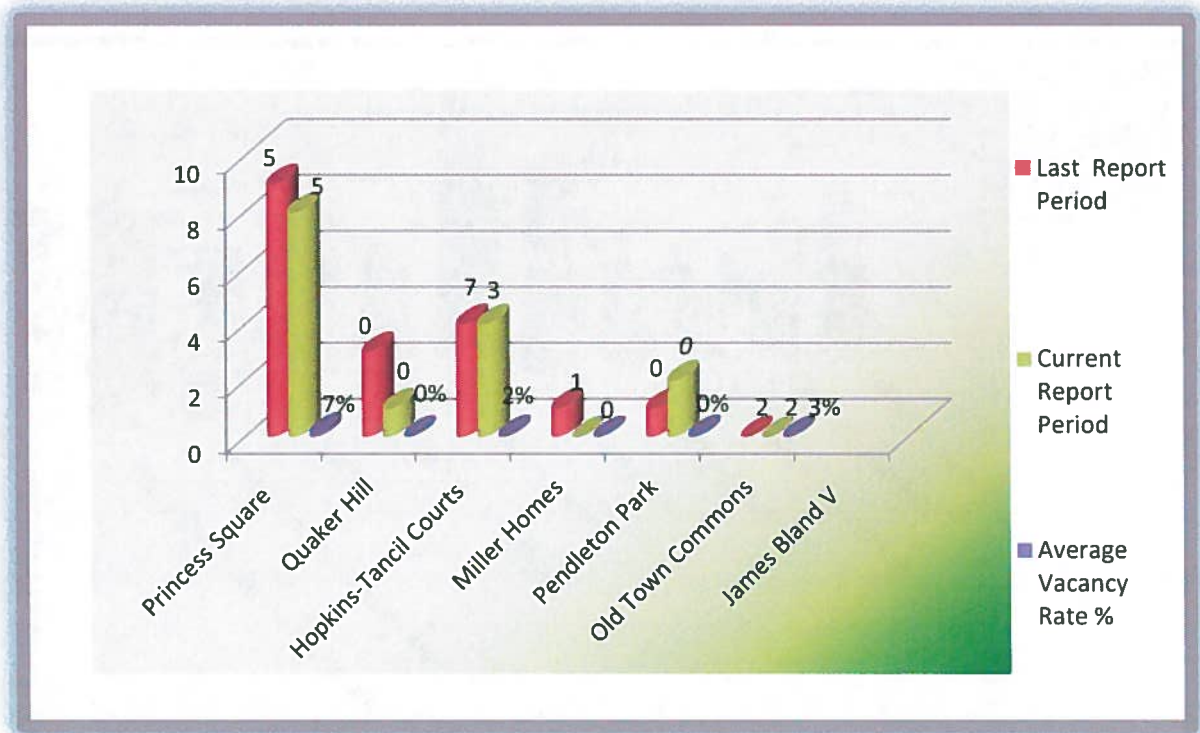
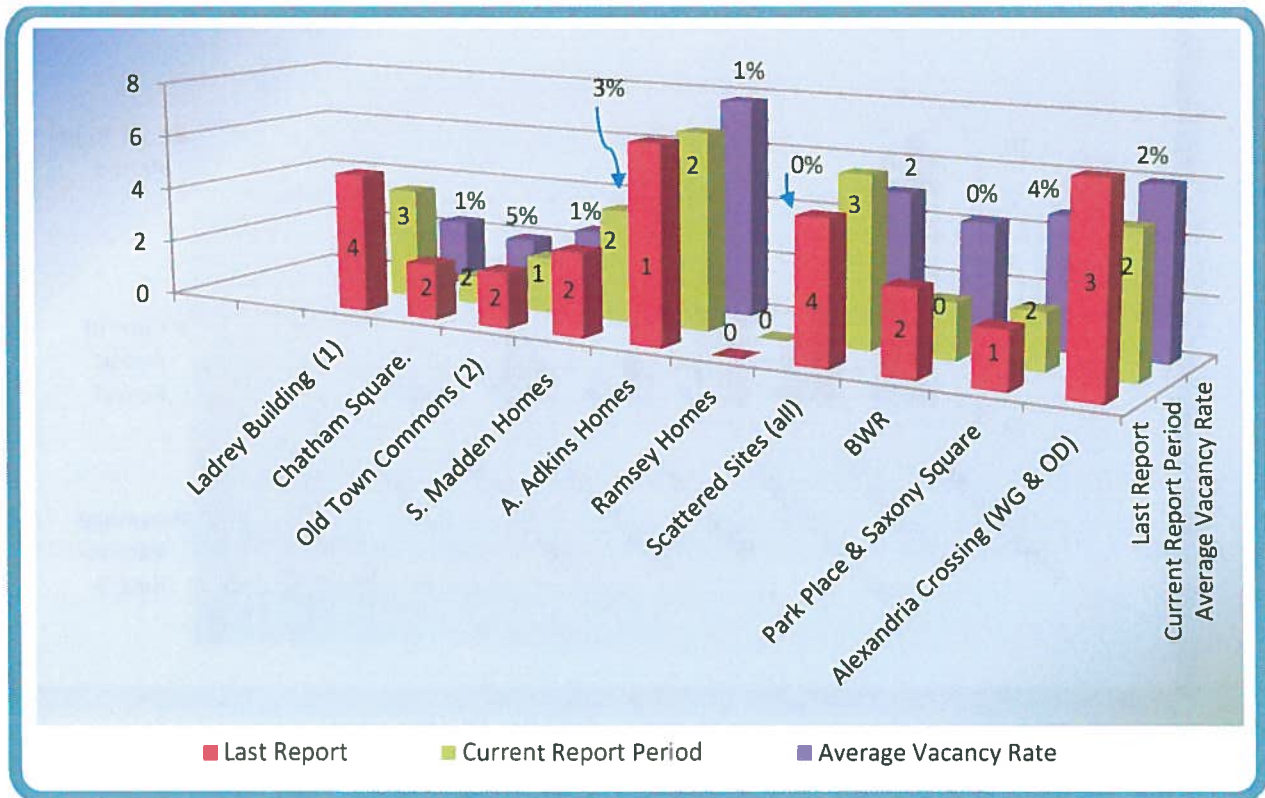


TABLE C: Vacancy Activity Tracking Report for ACC Units for current reporting period (April 2016) and Projected Vacancy for next reporting period (May 2016)

DEVELOPMENTS ACC UNITS (PH)	Total Number of Units	Last Report Period	Current Report Period	Average Vacancy Rate %	Period's move-in	Period's move-out	Projected VU Next Period (*)
Ladrey Building (1)	170	4	3	1%	1	0	3
Chatham Square.	52	2	2	5%	0	0	0
Old Town Commons (2)	80	2	1	1%	1	0	1
S. Madden Homes	66	2	2	3%	0	0	2
A. Adkins Homes (3)	90	1	2	1%	0	1	1
Ramsey Homes	15	0	0	0%	0	0	0
Scattered Sites (all)	121	4	3	2%	1	0	2
BWR	48	2	0	0%	2	0	0
Park Place & Saxony Square	43	1	2	4%	0	1	2
Alexandria Crossing (WG & OD)	84	3	2	2%	1	0	2
TOTALS: (4) (values are rounded up/down)	769	21	17	2%	6	2	-

NOTES:
 (1) Total 170 Units: one unit occupied by a RPO
 (2) Count include JB Phases 1, 2 3 and 4
 (3) One unit occupied by an RPO
 (*) Projected for the next reporting period

CHART C: Vacancy Activity Tracking Report for ACC Units for current reporting period (May 2016)



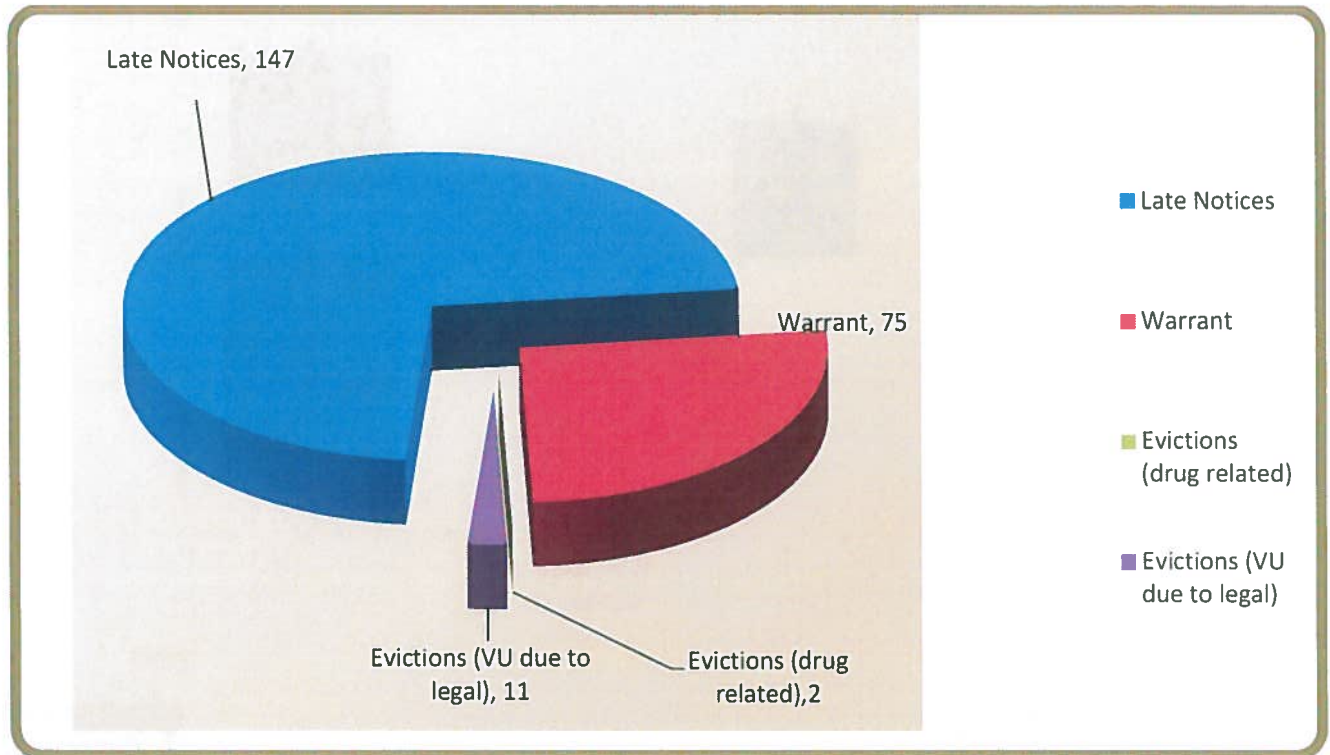
II. Year-to-Date Administrative & Legal Activities

The following Table and Chart(s) provide a summary of the legal activities initiated by staff to enforce lease compliance, including but not limited to non-payment of rent or other charges, violation of the lease agreement unrelated to rent payment, and actions initiated by the Alexandria Police Department as a result of illegal activities, including drugs.

Chart D below, shows the Year-To-Date numbers that quantify the above steps. The variances shown in the chart also illustrate how the various steps/actions are carried out based on the residents' response and the adjudication of the cases.

The current year reflects all activities that have taken place since the beginning of the year up to the current reporting period, all values are cumulative.

CHART D: Year to Date Administrative & Legal Activities

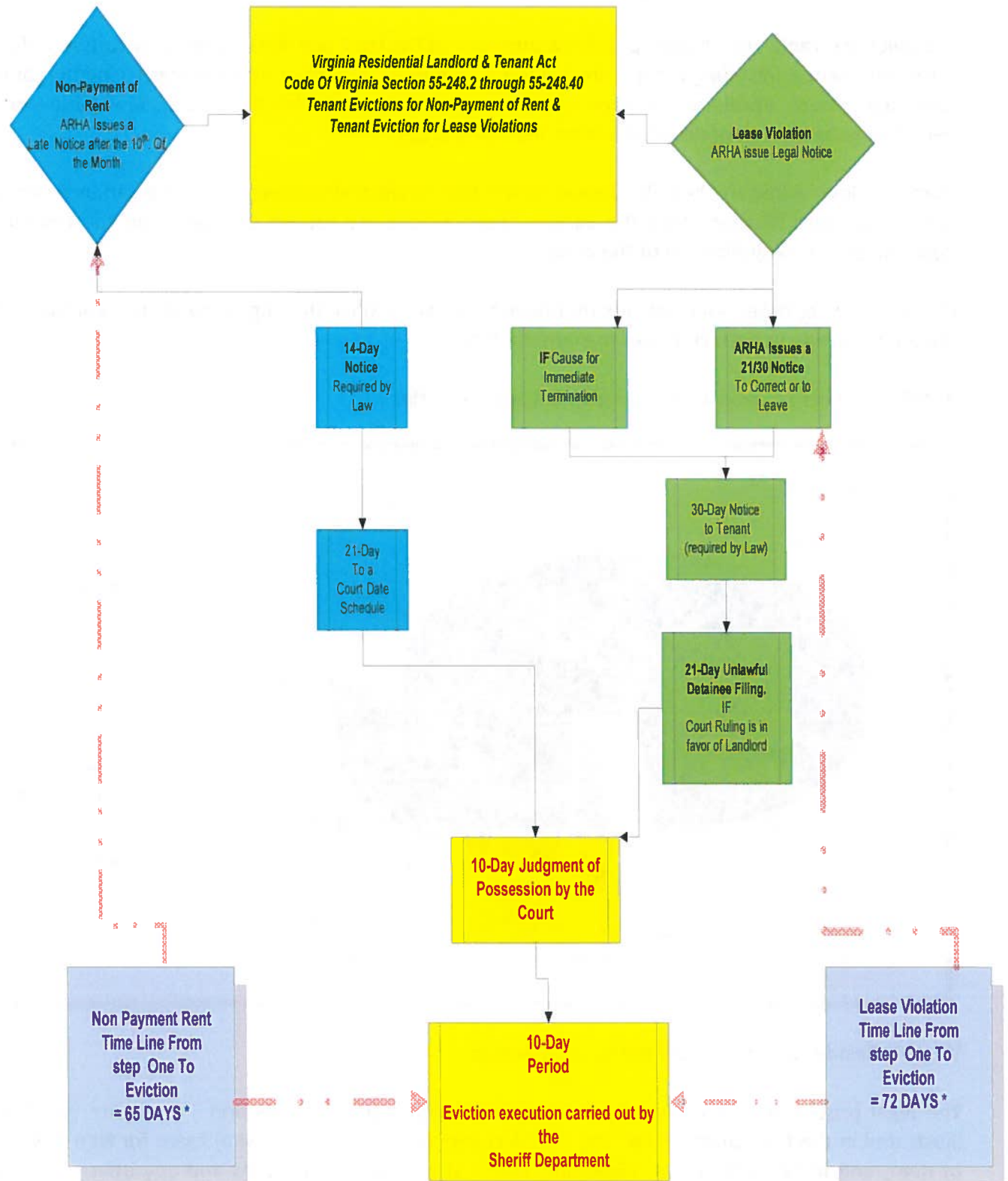


Virginia Residential Landlord-Tenant Legal Process

The legal process as established by the Virginia Residential Landlords and Tenant Act (VRLTA) is illustrated in the flow chart below. The VRLTA covers two legal scenarios: a) cases for Non-Payment of Rent, and b) cases for Lease Violations, which also include drug cases and any other cases not related to rent payments.

The total time line may vary by circumstances, including but not limited to the Landlord's action, the Court actions in moving forward or allowing the defendant additional time or other recourses and the tenant's actions (contesting the case, etc.). The time lines shown below are an average for each type of case.

VIRGINIA RESIDENTIAL LANDLORD AND TENANT ACT (VRLTA)



*Time Lines may vary for each case based on unilateral actions by ARHA, the Court or the Defendant



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh

Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: May 9, 2016

TO: Daniel Bauman, 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 83% of the annual contributions contract (ACC) with 100% of the budget authority expended. There were 112 vouchers issued and not under lease at the end of the month. Based on current funding allocations, per unit cost is approximately, \$1107.

The utilization summary is as follows;

- 8- New admissions for HCV tenant based rental assistance
- 4 - End of participations for HCV tenant based rental assistance

- 1 - New admissions for HCV project based rental assistance
- 0 - End of participations for HCV project based rental assistance

- 3 - New admissions for Moderate Rehabilitation rental assistance
- 0 - End of participations for Moderate Rehabilitation rental assistance

Priority Assignments for the month of April

- Lunch and Learn training for the reorganization
- Investor Audit for JB V
- Preparation for Moderate Rehabilitation Contract Renewal submission
- Housing Quality Standards Contract Renewal

Voucher Management System (VMS) Data reported for April 2016

Homeownership	17
Homeownership New this Month	0
Family Unification	39
Portable Vouchers Paid	191
Tenant Protection	80
All Other Vouchers	1,281
Total Vouchers	1,608
Number of Vouchers Under Lease on the last day of the month	1,606
HA Owned Units Leased – included in the units lease above	136
New vouchers issued but not under contract as of the last day of the month	112
Portable Vouchers Administered (Port In)	9
Number of Vouchers Covered by Project-Based AHAPs and HAPs	77
Number of Hard to Housed Families Leased	8

Total ACC	1,926
Total Vouchers Allocated	1,718
Total Vouches Available	208

*New vouchers issued but not under lease includes current program participants actively seeking in addition to applicants selected from the waiting list

**Section Eight Management Assessment Program (SEMAP) Indicators Report
As of April 30, 2016**

Indicator	Possible Number of Points	March Rating
#1 – Selection from the waiting list	15	15
#2 – Rent Reasonableness	20	20
#3 – Determination of Adjusted Income	20	20
#4 – Utility Allowance Schedule	5	5
#5 – HQS Quality Control Inspections	5	5
#6 – HQS Enforcement	10	10
#7 – Expanding Housing Opportunities	5	5
#8 – Payment Standards	5	5
#9 – Annual Re-examination	10	10
#10 – Correct Tenant Rent Calculations	5	5
#11 – Pre-contract HQS	5	5
#12 – Annual HQS Inspections	10	10
#13 – Lease Up	20	20
#14 – FSS Enrollment	10	10
Bonus (Deconcentration)		
Total	145	145

Note: For Indicators 9-12 and 14, HUD mandates for SEMAP a Reporting Rate of at least 95 percent by the PHA's fiscal year end. If this threshold is not met, the PHA will receive zero points for these indicators.

Program Type	VMS Units Leased	As of MM/YY	Port Outs	Port Ins	Number of 50058s Required	Number of 50058s Reported	Reporting Rate
All voucher Funded Assistance	1569	3/16	188	13	1,394	1,373	98

Indicator #9: Annual Re-examinations

Percentage of families with reexaminations overdue (%) (Percentage includes all reexaminations more than 2 months overdue. SEMAP scores: Under 5% = 10 points; 5% - 10% = 5 points; greater than 10% = 0 points.	0%
Number of Families in Current Database	Number of Late Reexaminations
1392	0

Indicator #10: Correct Tenant Rent Calculations

Percentage of families with incorrect rent calculations (%) (SEMAP scores zero points when more than 2 percent of the Housing Authority's tenant rent calculations are incorrect as indicated by percentages shown in red and bold	0%
Number of Families in Current Database	Number of Rent Discrepancies
1028	0

Indicator 11: Pre-contract HQS Inspections

Percentage of units that did pass HQS inspection before the beginning date of the assisted lease and HAP contract	100%
Number of Families in Current Database	Number of Inspections On or Before Effective Date
237	237

Indicator 12: Annual HQS Inspections

Percentage of units under contract where annual HQS inspection is overdue (%) (Percentage includes all inspections more than 2 months overdue. SEMAP scores: Under 5% = 10 points; 5% - 10% = 5 points; greater than 10% = 0 points.	0%
Number of Families in Current Database	Number of Late Inspections
1,296	0

Indicator 14: Family Self Sufficiency Enrollment

Enrolled		Escrow Balance		Points
80% or more		30% or more		10
60%-79%		30% or more		8
80% or more		Less than 30%		5
Less than 60%		30% or more		5
60%-79%		Less than 30%		3
Less than 60%		Less than 30%		0
Number of Mandatory Slots*	Number of families Enrolled (#)	Percent of Families Enrolled (%)	Number of Families with Progress Report and Escrow Balances (#)	Percent of Families with Progress Report and Escrow Balances (%)
11	41	373	10	32



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
 Christopher Ballard

Chyrell Bucksell
 Carter Flemming
 Peter Kleeblatt

Merrick Malone
 Salena Zellers

Roy Priest, Chief Executive Officer

DATE: May 12, 2016
TO: Chairman Daniel Bauman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer *Roy Priest*
SUBJECT: RESIDENT & COMMUNITY SERVICES BOARD REPORT

Resource Learning Center: Ruby Tucker Family Center (RTFC)
Staff: Jason Ellis, Gaynelle Diaz, Kimberly Artis, Sabrina Walker

Activities:

	Education # of sessions	Enrichment # of sessions	Empowerment # of sessions	Number of Programs	Attendance (% of active)	Scope of Service (% of registered)
Adult (19 and over)	10	3	4	3	80%	48%
Youth (4-18)	25	10	1	4	75%	83%

Ancillary Support:

Support Services	Service delivery numbers (indvl. count)
Referral services	4
School visits/ PTA meeting	2
Food distribution	94
Clothing distribution	1
Resident Association attendance	1

Finances:

Expenditures: ARHA	Expenditures: External Funding	Fundraising: Cash (YTD)	Donation/In-kind gifts valuation (month)
			\$620

Volunteers:

New recruitment	Active #	Hours of service: Resident	Hours of service: Community
2	62	98	38

Partnerships:

Special Notes/Upcoming Events:

- Reading Families Workshop, Tuesday May 17 @ Ruby Tucker – 6:30 pm
- Ruby Tucker Day, Saturday June 25 @ Tancil Courtyard – 12 – 4pm

The Senior Program: The Senior Center @ Charles Houston; Ladrey High Rise

Staff: Vanessa Greene, Cynthia Pearce, Starr Robertson

Activities:

Health & Wellness	Nutrition	Cognitive	Leisure/Enrichment
25	16	32	41

Participation:

Active participants	New Registrants	Drop-ins	Partner Participants
49	0	9	10

Referrals/Ancillary Services:

Support Services	Service delivery numbers (indvl. count)
Health & Medical	280
Financial	
Daily living skills and entitlements	
Transportation	755
Enrollments and registrations	1
Sick and shut-in	6
Family planning & Assessments	

Finances:

Expenditures: ARHA	Expenditures: External Funding	Fundraising: Cash (YTD)	Donation/In-kind gifts valuation (month)
\$610	-	-	\$215

Volunteers:

New recruitment	Active #	Hours of service: Resident	Hours of service: Community
4	14	-	27

Partnerships:

DCHS/Community Services Board Sponsored Comfort & Cheer Discussion Group
Marymount University Nursing Department Sponsored Blood Pressure Clinic & Disease Prevention Program
Burgundy Farm Country Day School "Senior Buddies" Program
Zeta Chi Omega Chapter, Alpha Kappa Alpha Sorority (Annual Seniors' Holiday Luncheon)
Alfred Street Baptist Church Seniors' Ministry (Tri-Annual Senior Special Events)
I Heart Seniors, LLC (Nutrition, Physical & Cognitive sponsored Activities)
ASCD – Association for Supervision & Curriculum Development (Provided Valentine Flowers & Cards)
VA Co-Operative Extension, Alexandria, VA (Bi-Monthly Cooking Demonstrations)
Successful Aging Committee of Alexandria, VA (Quarterly Sponsored Activities)

Upcoming Highlights:

- **Monday, May 16 – Golden Zumba Class, 10 a.m. & Wellness Presentation Sponsored by Walgreens' Pharmacy @ 11:00**
- **Friday, May 20 – I HEART Seniors, LLC sponsored monthly Breakfast @ 9:30 & Alexandria Adult Day Services Center sponsored Concert, featuring folk vocalist Steven Gellman & vocalist Peggy Alee, 11:00**
- **Wednesday, May 25 – Annual Senior Health & Fitness Fair @ Lee Center, 9:30 – Noon**
- **Tuesday, June 7 – Annual End of the Year Picnic @ Burgundy Farm Country Day School, 10:30**
- **Thursday, June 10 – Sip & Paint Activity Sponsored by "Art by the Glazz," Gallery @ 11:00**

FACILITIES & MODERNIZATION

FACILITIES &
MODERNIZATION




Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
 Anitra Androh

Carter Flemming
 Christopher Ballard
 Chyrell Bucksell

Karl Sandberg
 Merrick T. Malone
 Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: May 12, 2016
TO: Chairman Daniel Bauman 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

Following below is Table I, with a summary of the work order (“WO”) activity during the current reporting period, with a breakdown by WO categories. Further, Chart I provides a graphic summary of the number of work orders, by Region, comprising the Asset Management Project (“AMP”).

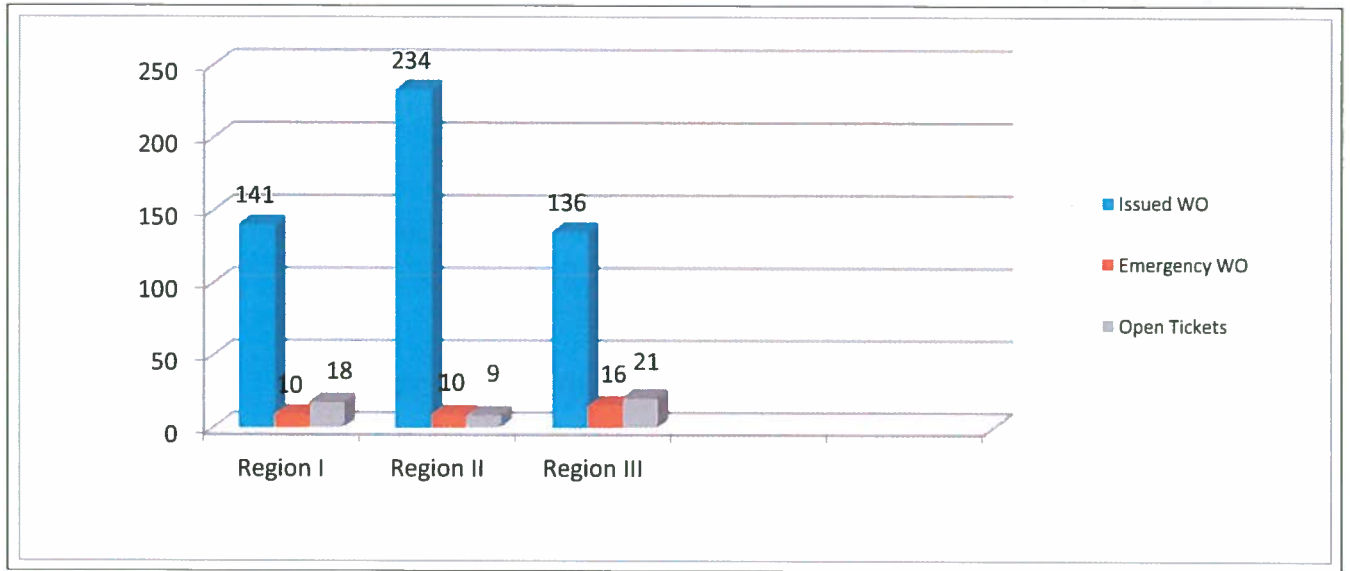
Table I – Reporting Period: 04/01/2016 to 04/30/2016

Issued WO’s	511	Includes all work orders generated during this period
Completed WO’s	461	Includes all work orders completed during this period
Emergency WO’s	36	Includes all emergency work orders issued and completed within 24-hours
Open WO’s (1) SEE NOT BELOW	48	Routine WOs, exterminator services, and vacant units WOs summary as of the closing of this reporting period ending.

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

Region I = 3.52 %
 Region II = 1.76 %
 Region III = 4.11 %

Chart I – Work Orders by Regions



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 Unit Turn Over (Vacant Unit Make Ready)

During this reporting period, twelve (12) additional units added for rehabilitation and turnover work. Twelve (12) units have been completed and turned over (make ready time) to Property Management for leasing as of the end of the current reporting period. Refer to the Property Management report for additional details.

DEVELOPMENT

DEVELOPMENT



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh


Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: May 11, 2016

TO: Daniel Bauman, Chairman and the ARHA Board of Commissioners

FROM: Roy O. Priest, Secretary-Treasurer 

SUBJECT: DEVELOPMENT UPDATE, MAY 2016

REQUEST FOR DEVELOPMENT PARTNERS, VARIOUS SITES

As a follow-up to sequencing questions that arose in the first set of interviews; letters were drafted and forwarded to the Selected Developers. A second interview will be conducted with the Board in early June in order for the subject matter of the letters to be discussed. Further discussions related to this selection will be held in Executive Session.

RAMSEY HOMES

On April 22, 2016, staff met with the Ramsey Homes residents for the purpose of providing an update. Food was provided and the tone was generally upbeat.

There have been several productive meetings with City staff in preparation for the May 19th ARHA Work Group meeting including meetings on May 2 and May 6th. The meetings involved a detailed review of the 53-Unit (now being called the Proposed Concept), and the Alternate Concept. The new construction component of the Alternate Concept is one building, four stories in height with 51 residential dwelling units over structured parking. There is a rehabilitation component which pairs with the Alternate that preserves one building in either of two manners: substantial rehabilitation of the existing four unit configuration or, reconfiguration of the interior to accommodate (2) 3-bedroom/2.5 bath units. In addition, there was a meeting with the Fire Marshal to explore closing one or more of the entrances to the alleyway at Wythe and Pendleton Streets for the purpose of increasing the open space in each of the two concepts. At this time it is believed that the end of the alley that terminates at Wythe can be fully closed off but that there would be a flush curb, structured sod and "Emergency Vehicles Only" signage at the Pendleton termination to the alley for fire truck access. The garage entrance has also been relocated on both Concepts and the resulting alley will accommodate 2-

way traffic into/out of the garage. Turning radii for trash trucks, and panel/moving vans will continue to be studied as the design develops.

The design team did an extensive “scrub” of both building plans for efficiencies for the purpose of: 1) increasing unit count; and 2) increasing ground level open space. The result was a decrease of 3,000+ square feet of floor space resulting in an increase of less than one percent of ground level open space on the Proposed Concept. The open space for the Alternate is currently calculated at 24% with one alley end closed and 28% with both closed. The joint staffs also studied non-residential uses for a preserved building and ownership structures. On Friday the 13th, a package including agenda, prior meeting minutes, and a PowerPoint presentation will be transmitted to the Work Group members and posted on the City and VHDllc websites for the May 19th meeting.

Important Dates for Next Reporting Period

- ARHA Redevelopment Work Group – May 19, 2016
- Community Meeting – May 26, 2016
- ARHA Redevelopment Work Group – June 9, 2016
- City Council Meeting – June 28

PORTFOLIO MANAGEMENT

ARHA’s LIHTC portfolio is scheduled for its routine annual site visit and audits from the tax credit investors. The audits are generally comprised of a physical inspection, accounting review and tenant file review. Boston Capital’s Asset Management Representative toured James Bland I, II, IV, Old Dominion and West Glebe on the 3rd of May. The auditor was particularly complimentary of ARHA’s reorganization, specifically, the plan to centralize leasing, occupancy, compliance, maintenance, and capital improvements. Feedback provided by Boston Capital noted that ARHA’s reorganization is a model that other Housing Authorities and Management Companies should try to emulate.

The next audit is scheduled with Hudson Housing, for Pendleton Park, on the 25th of May.

CHARLOTTESVILLE REDEVELOPMENT & HOUSING AUTHORITY (CRHA)

The ARHA Technical Assistance Team (the “Team”) is in its third phase of its engagement with the Charlottesville Redevelopment and Housing Authority (“CRHA”). To date we have assisted in their day-to-day operations and as a result of what we have learned, we have drafted a Corrective Action Plan for submission to the United States Department of Housing and Urban Development (“HUD”). The Corrective Action Plan is designed to assist CRHA with various areas of operational improvement including finance and administration, asset management, Section 8 administration, REAC inspections/deferred maintenance and capital improvements and abatement of a high vacancy rate.

The Team continues to provide executive administrative oversight and technical expertise to supervise CRHA in its preparation for their HUD REAC inspection, various accounting services and human resources guidance until the onboarding of their new Executive Director on May 25th.

COMMUNICATIONS & CIVIC ENGAGEMENT

The VHDLLC website *Ramsey Homes Redevelopment* page will be updated with the latest meeting information upon acknowledgement by the City that information is approved for release. A tab for the Request for Proposals for Developer Partners, Multiple Sites is expected to be added to the website prior to the next reporting.

A community meeting has been scheduled for Thursday, May 26th, from 7:00-9:00 PM at the Charles Houston Recreation Center. The date has been posted on the COA website as well as the VHDLLC website. The exact meeting room is yet to be determined by the City. The City staff is taking the lead in this presentation.

We have reached out to thirty-five affordable housing advocates with the purpose of: 1) introducing VHDLLC's website; 2) encouraging advocates to join the Section 106 process; and, 3) inviting advocates to the May 26th Ramsey Homes Community Meeting.

CONSENT DOCKET

CONSENT
DOCKET



Commissioners:

Daniel Bauman, Chairman
Salena Zeller, Vice Chairman
Carter Flemming

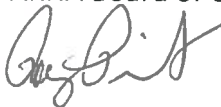
Christopher Ballard
Chyrell Bucksell
Karl Sandberg

Merrick Malone
Peter Kleeblatt
Anitra Androh

Roy Priest, Chief Executive Officer

DATE: May 9, 2016

TO: Daniel Bauman, Chairman and the ARHA Board of Commissioners

FROM: Roy Priest, Chief Executive Officer 

SUBJECT: **VOTE TO APPROVE RESOLUTION NO. 620, 2016 REVISION OF THE ADMISSIONS AND CONTINUED OCCUPANCY PLAN**

ISSUE:

Federal regulations require all Public Housing Authority's that administer a Low Rent Public Housing program to adopt a written plan that establishes local policies for program administration. The plan must conform to HUD regulations and state the policy in those areas where ARHA has discretion to establish local policy. The plan is a formal document which communicates to all interested parties the policy choices ARHA has made where federal regulations or law does not direct ARHA's actions or decisions. ARHA is responsible for ensuring that the plan is kept up to date and that staff operate under the policies spelled out in the plan.

Low Rent Public Housing regulations specify the policy areas that must be covered in the admissions and continued occupancy plan (ACOP) requirements. ARHA is responsible for updating its ACOP at least annually to include these additional elements as required. ARHA must also revise its plan whenever local circumstances require a policy change. The Housing Authority Board of Commissioners or other governing body must formally adopt the ACOP and any revisions. The ACOP becomes ARHA's official policy when it is adopted by the Board.

DISCUSSION:

Chapter 2- Fair Housing

Page 2-3

Equal Access Rule

Page 2-8

Reasonable Accommodation

1. If the need is not readily apparent, the family must make its request in writing using the ARHA Reasonable Accommodation Request packet

Chapter 3-Eligibility: PIH Notice-2016-5

Page 3-13

ELI Definition

New definition of ELI family: -defines ELI families as very low-income families whose income does not exceed the higher of 30 percent of the area median income or the federal poverty level.

Page 3-16

Social Security Number Verification

for a family member under the age of 6 years, a 90-day period will be granted, during which an applicant family may become a program participant, even if the family lacks the documentation necessary to verify the Social Security Number (SSN) for that child. An extension of one additional 90-day period must be granted if the ARHA determines that, in its discretion, the applicant's failure to comply was due to circumstances that could not reasonably have been foreseen and were outside of the control of the applicant.90 days given to applicants to submit SSN for those under the age of 6.

Chapter 4- Applications, Waiting List and Tenant Selection: PIH Notice 2013-15 :

Page 4-3

Homelessness Reach-out

Added, that ARHA will increase attempts to reach people experiencing homelessness, so they may apply to the ARHA's housing programs. ARHA will reach out to shelters, homeless service providers, and agencies that work closely with people experiencing homelessness to provide assistance with application processes.

Page 4-15

Group Sessions:

1. Application interviews will primarily be conducted in group meetings (unless a private meeting is requested by applicant) and it will be limited to 10-20 families.

Chapter 6- Income and Subsidy Determinations (PIH Notice 2016-5)

Page 6-12, 13

Earned income disregard

The new regulatory provisions limit to 24 straight months the time period during which a family member is eligible to receive the benefit of the earned income disregard (EID).

Page 6-45, 46

Mixed Families

1. When calculating public housing rents for mixed families ARHA is now required to use the established flat rent applicable to the units. The new procedure with example added.

Chapter 7- Verification PIH-Notice 2013-04

Discretionary Change

Page 7-23

Excluded Income

1. The ARHA may accept an applicant or participant's self-certification as verification of fully excluded income. Included as fully excluded income is SNAP or food stamps and the income of a live-in aide.

Chapter 8 – Leasing and Inspections

Discretionary Change

Page 8-5

Security Deposits

1. The PHA may permit installment payments when a financial hardship can be demonstrated by the applicant or resident. A minimum of fifty percent (50%) of the security deposit must be paid prior to occupancy. Any deviation from the minimum requirement must be approved by the manager.
2. The amount of the security deposit will be equal to the family's total tenant payment (TTP) at the time of move-in, or a minimum of \$500.00, whichever is greater.
3. If the resident's initial security payment was less than the PHA minimum security deposit requirement of \$500.00, then the Authority shall request the difference to equal the minimum requirement or the family's new TTP at the time of transfer, whichever is greater?

Discretionary Change

Late Fees and Nonpayment

Page 8-7

1. If the resident fails to make payment by the end of office hours on the fifth day of the month, a late fee of \$30.00 will be charged or ten percent (10%) of the rent, whichever amount is greater.
2. If check is returned for insufficient funds or is written on a closed account, the rent will be considered unpaid and a returned check fee of \$35.00.

Housekeeping

Page 8-12

1. For those residents who purposely disengage the unit's smoke detector or Carbon Monoxide Detector (where applicable), only one warning will be given. A second incidence will result in lease termination.

Chapter 10- Pet Policy-

Discretionary Change

Page 10-14

Waste Removal Fee

1. A separate pet waste removal charge of \$35.00 per occurrence will be assessed (was \$10).

Chapter 11- Community Service - Discretionary Changes

Page 11-5

Determination of Exemption Status

1. At least sixty (60) days prior to lease renewal, the ARHA will review and verify the exemption status of all adult family members.

Determination of Compliance

2. The PHA must review resident family compliance with service requirements annually at least sixty (60) days before the end of the twelve month lease term

Notice of Initial Noncompliance

Discretionary Change

Page 11-8

1. The notice of initial noncompliance will be sent at least sixty (60) days prior to the end of the lease term.
- 2.

Chapter 12- Transfer Policy

Discretionary Change

Page 12- 10

1. The ARHA will bill the resident for the difference between the previous security deposit paid and the new TTP, or the minimum security deposit of \$500.00, whichever is greater.

Chapter 13- Lease Terminations

Discretionary Change

Page 13-8

Late Payments

1. **Three (3)** late payments within a 12-month period shall constitute a repeated late payment.

Chapter 16- Program Administration- Fiscal Year 2014 Appropriation Act. [24CFR903.7d]

Page 16-5

Mandatory Change

Flat Rents

ARHA is amending flat rent policy to comply with the statutory changes contained within, Public Law 113-76, the Fiscal Year 2014 Appropriation Act. [24CFR903.7d]

2. Section 4 of Notice PIH 2014-12 requires that PHAs formally adopt new flat rent requirements before offering the new flat rents to families. ARHA only need to hold a public hearing to notify residents.

To meet the mandated requirement ARHA has increased its flat rent schedule to an average of 10%.

Page 16-7

3. The ARHA will set the flat rental amount for each public housing unit that complies with the requirement that all rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utilities costs.

Discretionary Change

Repayment Agreements

Page 16-9

1. Any additional money owed in excess of \$5,000 must be paid in full prior to the execution of the repayment agreement For example, if \$6,000 is owed then \$1,000 is owed in addition to the down payment as dictated by the remaining, \$5000.

Chapter 17- Non-Smoking Policy PIH-2012-25

Discretionary Change

1. New Chapter

RECOMMENDATION:

That ARHA's Board of Commissioners vote to approve Resolution No. 620 to adopt the 2016 Admissions and Continued Occupancy Plan Revision.

FISCAL IMPACT:

None

THE ARHA BOARD OF COMMISSIONERS

AUTHORIZES APPROVAL OF THE 2016 REVISION OF THE ADMISSIONS AND CONTINUED OCCUPANCY PLAN

RESOLUTION No. 620

WHEREAS, the Alexandria Redevelopment and Housing Authority administers a Low Rent Public Housing program under the guidance of the U.S. Department of Housing and Urban Development; and

WHEREAS, the Code of Federal Regulations requires all Public Housing Authorities that administer a Low Rent Public Housing program to adopt a written Admissions and Continued Occupancy Plan that establishes local policies for program administration ; and

WHEREAS, ARHA is required to obtain Board approval for the revision of the Admissions and Continued Occupancy Plan,

NOW, THEREFORE BE IT RESOLVED that the Alexandria Redevelopment and Housing Authority Board of Commissioners, pursuant to the laws of the Commonwealth of Virginia, approve the revision of the 2016 Admissions and Continued Occupancy Plan.

The undersigned attest that the Alexandria Redevelopment and Housing Authority adopt the foregoing resolution.

Daniel Bauman, Chairman
ARHA Board of Commissioners

Date

Roy Priest, Secretary-Treasurer
ARHA Board of Commissioners

Date



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh

Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: May 05, 2016

TO: Chairman Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, CEO 

SUBJECT: **VOTE APPROVAL OF RESOLUTION NO. 621, APPROVAL TO AWARD A CONTRACT FOR HOUSING QUALITY STANDARDS (HQS) SERVICES**

ISSUE:

The Alexandria Redevelopment and Housing Authority (ARHA) Housing Choice Voucher Program (HCVP) requires a percentage of units to be inspected to ensure compliance with the U.S. Department of Housing and Urban Development (HUD) Housing Quality Standards (HQS). The ARHA is in need of a qualified contractor to perform the inspection services.

DISCUSSION:

An RFP for HQS Inspection services was advertised publicly on the NAHRO E-Procurement website on November 04, 2015, Notice of the solicitation was sent to over one hundred vendors and was viewed by Twenty Four (24) vendors. Five (5) proposals were received prior to the submission deadline of December 03, 2012, 02:00 pm.

The evaluation committee was comprised of the Cindy Thompson, Director of Housing Choice Voucher Program, Juwahn Brown, Manager of Facilities and Modernization and Terry Henderson, Housing Quality Services Inspector. The committee evaluated the proposals and a competitive range of 85-100 points was established. Nan McKay and Associate, Inc. was the top-rated offeror and the Evaluation Committee unanimously recommended their firm for award.

A cost analysis has been performed. This contractor was not listed in the System for Award Management (SAMS) list or the HUD Limited Denial of Participation.

RECOMMENDATION:

That ARHA's Board of Commissioners vote to approve Resolution 621 to award a contract for Housing Quality Standards (HQS) Services to Nan McKay and Associate, Inc.

FISCAL IMPACT:

The maximum fiscal impact for the contract will be \$91,384.80. The contract amount is slightly above our independent cost estimate of \$87,975.00. The ARHA may renew the contract for four (4) successive one-year periods under the original contract. The option years are based on the availability of fiscal funding at the sole discretion of ARHA.

THE ARHA BOARD OF COMMISSIONERS

**APPROVING STAFF TO ENTER INTO CONTRACT FOR
HOUSING QUALITY STANDARDS (HQS) INSPECTION SERVICES**

RESOLUTION No. 621

WHEREAS, the Alexandria Redevelopment and Housing Authority is required to obtain Board approval to enter into an agreement for purchases over \$50,000; and

WHEREAS, approved, Staff will enter into contract with Nan McKay and Associate, Inc. for Housing Quality Standards (HQS) Inspection Services.

Now, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Chief Executive Officer to enter into contract with Nan McKay and Associate, Inc., in the amount of \$91,384.80 is hereby approved.

The undersigned attest that the Alexandria Redevelopment and Housing Authority adopt the foregoing resolution.

Daniel Bauman, Chairman

Date

Roy Priest, Secretary-Treasurer

Date



Commissioners:

Daniel Bauman, *Chairman*
Salena Zellers, *Vice Chairwoman*
Anitra Androh


Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: May 12, 2016

TO: Chairperson Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary Treasurer 

SUBJECT: **VOTE APPROVAL OF RESOLUTION 622, AUTHORIZING THE OPENING OF NEW BANK ACCOUNTS FOR VIRGINIA HOUSING DEVELOPMENT LLC.**

ISSUE:

Alexandria Redevelopment and Housing Authority policies require the Board of Commissioners to authorize the opening or closing of any bank account.

DISCUSSION:

The Authority is required to maintain complete and accurate books of accounts and records for its programs and affiliates, including records identifying the source and application of its funds, and to demonstrate effective control and accountability for program cash.

The Authority has established procedures for investment of funds that are in excess of operating needs beyond thirty (30) days. Upon determination of funds available, the Director of Finance will review the investment instruments available and, together with the Chief Executive Officer, determine the appropriate investment instrument and length of time for any investment. To avoid the comingling of program income, the Authority is requesting the Board authorize the opening of the following accounts for unrestricted cash:

1. *Money Market Account*- The Money Market Account will be carried in the name of Virginia Housing Development, LLC and designated as "VHD, LLC Money Market Account." This money market account does carry a variable interest rate, which is currently .50% and will increase if interest rates begin to moderate upward. ARHA shall at all times be a signatory on the Money Market Account. Funds shall be withdrawn from the Money Market Account only in accordance with the approved annual budget for VHD, LLC or through a resolution of the ARHA Board.

2. *BUMP-UP CERTIFICATE OF DEPOSIT (CD)* - The BUMP-UP CD account will be carried in the name of Virginia Housing Development, LLC and designated as "VHD, LLC BUMP-UP CD." this CD has a term of 18 months and a rate of 1.25%. ARHA shall at all times be a signatory on the BUMP-UP CD. Funds shall be withdrawn from the CD only through a resolution of the ARHA Board.

3. *CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SERVICE (CDARS)* - The CDARS account will allow funds to be placed with banks throughout the country within FDIC insurance limits thereby maximizing FDIC coverage. Funds will be invested in a laddered approach with various maturities between four (4) weeks and fifty-two (52) weeks. The CDARS will be carried in the name of Virginia Housing Development, LLC and designated as "VHD, LLC CDARS." Rates on CDARS range from .35% for 4-weeks to .45% for 26-weeks to .75% for 52-weeks. ARHA shall at all times be a signatory on the CDARS. Funds shall be withdrawn from the CDARS only through a resolution of the ARHA Board.

RECOMMENDATION:

That ARHA's Board of Commissioners vote to approve Resolution 622, authorizing the opening of new bank accounts for Virginia Housing Development LLC.

FISCAL IMPACT

Minimal bank fees determined by account balance and service requests.

THE ARHA BOARD OF COMMISSIONERS

**AUTHORIZES THE OPENING OF NEW BANK ACCOUNTS FOR
VIRGINIA HOUSING DEVELOPMENT LLC (VHD, LLC)**

RESOLUTION NUMBER 622

WHEREAS, the Alexandria Redevelopment and Housing Authority (ARHA) Board of Commissioners has a policy to reduce the risk of unauthorized bank accounts being established or terminated without the prior approval of the Board; and

WHEREAS, the staff desires to comply with the Board policy; and

WHEREAS, the Board of Commissioners has this day met and authorized staff to open the requested bank account; and

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority to authorize staff to open the bank accounts entitled:

1. VHD, LLC - Money Market Account
2. VHD, LLC - Bump-up CD
3. VHD, LLC - CDARS

The undersigned attest that the Alexandria Redevelopment and Housing Authority adopt the foregoing Resolution on May 23, 2016.

Date

Daniel Bauman, Chairman
ARHA Board of Commissioners

Date

Roy Priest
Secretary-Treasurer

ACTION DOCKET



OTHER BUSINESS

OTHER
BUSINESS



Commissioners:

Daniel Bauman, *Chairman*

Salena Zellers, *Vice Chairwoman*

Anitra Androh

Carter Flemming

Christopher Ballard

Chyrell Bucksell

Karl Sandberg

Merrick T. Malone

Peter Kleeblatt

Alexandria Redevelopment & Housing Authority (ARHA)

Press Release

May 6, 2016

ROY PRIEST TO STEP DOWN AS CEO OF ARHA

The Alexandria Redevelopment & Housing Authority (ARHA) Board of Commissioners announced today that Roy Priest, CEO, for the past nine years, has decided to step down from his position, effective the middle of FY 2017. This will complete his fifty year career in the housing and community economic development field.

In his letter, Roy Priest said that “I have guided ARHA through a period of transformation in every facet from organizational reform to repositioning the Agency with HUD, the City Departments and Agencies, and the community stakeholder who have been significant partners in the provision of outstanding programs and services. But most of all I have laid the foundation to forge and implement a new relationship, built on mutual respect, with our residents”.

The longest tenured ARHA Commissioner, Carter Flemming, upon learning of Roy Priest’s planned departure stated that he joined ARHA at a critical time and we have gone from “Boarding Up to Building Up” since he became the CEO. We have been able to complete the redevelopment of six hundred and twenty one (621) mixed- income units that have generated \$25M of residential and commercial tax revenue; created a pipeline of five hundred and thirty (530) units in redevelopment planning; completed and implemented a strategic plan; planned and implemented more than twenty (20) community-based programs for residents; improved the overall quality and condition of ARHA properties; created resident self-sufficiency programs; secured the long term financial stability of the Agency and developed a high performing staff.

The ARHA Board of Commissioners plan to use the period between now and Roy Priest’s departure date to implement a “Model Executive Transition” process, complete the reorganization of the agency that commenced one month ago, and advance the redevelopment plans for the five RFP sites.

Roy Priest will work with the ARHA Board of Commissioners during the “Model Executive Transition” period to establish the standards and criteria that will guide the selection of the next CEO. This leadership change will position the Agency to continue on a course to become a HUD designated “Moving to Work” Agency that will be capable of competing in an increasingly volatile and challenging funding environment.

ARHA Board Chairman Daniel Bauman, acknowledged that the work Roy Priest has performed has made a lasting impact on the redevelopment of affordable housing in the City of Alexandria. His enthusiasm has been contagious and ARHA is a much stronger organization because of his passion and leadership.

For Additional Information Contact: Daniel Bauman, Chairman - daniellbauman@yahoo.com

Roy Priest To Step Down As CEO Of ARHA

May 6th 2016



Roy Priest (Courtesy Photo)

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7th annual

YOUTH ARTS

"The Artist Within"

FESTIVAL

of alexandria

Saturday, August 6, 2016 - 1:00 pm to 5:00 pm

Mt. Vernon Recreation Center - 2701 Commonwealth Avenue

Alexandria, VA 22305

For information, arhacontact@gmail.com



Northern Virginia
Urban League

Tel.: 703-539-2742