

APRIL 24, 2017



# 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](http://www.arha.us)



**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*

April 18, 2017

Mr. Daniel Bauman  
1404 Key Drive  
Alexandria, VA 22302

**Re: Monday, April 24, 2017, Regularly Scheduled Board of  
Commissioners 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, April 24, 2017 at 7:00 p.m., ARHA 401 Wythe Street (*east conference room*), Alexandria, VA 22314. There no Consent items and no Action items submitted for the docket.

Sincerely,

Roy O. Priest,  
Secretary-Treasurer

lh/ROP

cc: City Council (7, electronically)  
ARHA Commissioners (9 electronically)  
Mark Jinks, City Manager (1, electronically)  
Helen McIlvaine, Director of Housing (1, electronically)  
Alexandria Libraries (4, delivered by U.S. Mail)  
Alexandria Resident Advisory Board (1 electronically)  
Ladrey High Rise Advisory Board (1, delivered by ARHA Staff)

**BOARD OF COMMISSIONERS  
REGULARLY SCHEDULED MONTHLY MEETING**

Monday, April 24, 2017

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) – Mr. Otis Weeks, President
    - ARHA Resident Association (ARA) – Kevin Harris, President
  2. Public Discussion Period on AGENDA and NON-AGENDA ITEMS – 5 minutes
    - Old Town North Small Area Plan update
    - Resident and Community Services (RACS) Video Presentation
  3. Adopt Minutes of Regular Meeting held on Monday, March 27, 2017
  4. Vote Receipt of the Secretary-Treasurer's Report as of Monday, April 24, 2017
  5. **CONSENT DOCKET**
  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, MARCH 27, 2017**

**7:00 P.M.**

**THOSE PRESENT:** Daniel Bauman, Chairman  
Salena Zellers, Vice Chairwoman  
Anitra Androh, Commissioner  
Carter Flemming, Commissioner  
Christopher Ballard, Commissioner  
Chyrell Bucksell, Commissioner - arrived – 7:58pm  
Karl Sandberg, Commissioner - arrived – 7:18pm  
Merrick Malone, Commissioner  
Peter Kleeblatt, Commissioner

**RECORDER:** Ian Hawkins, Recorder

The Chairman commenced the meeting at 7:06 and welcomed the Vice Mayor Justin Wilson and Councilman Paul Smedberg. Others present were Roy Priest, Chief Executive Officer, ARHA department heads, ARHA staff, Alexandria Office of Housing staff and community citizens.

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

- **Ladrey High-Rise Residents Advisory Board (RAB)** – Mr. Otis Weeks, President – Absent. Ms. Diane Murphy, Secretary of the RAB greeted the Board. Ms. Murphy presented a brief update to the Board.

Ms. Murphy stated the RAB is moving forward with the planned fire drill and has invited Ms. Iona of the Alexandria Emergency Communications Office to assist with a wide range of evacuation plans at the Ladrey Building. Ms. Murphy informed the Board once the evacuation plan is in place the RAB will make notice to the Board.

A RAB member Informed the Board of Ladrey's annual Easter Egg Hunt will convene at this coming weekend.

The Board thanked Ms. Murphy for her report.

- 
- **ARHA Resident Association (ARA)** – Kevin Harris, President – Absent

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

- Chairman Bauman introduced Vice Mayor Justin Wilson and informed the Board that the reason for his visit was to discuss the upcoming work related to the modernization of the Resolution 830 language. There will be a process agreed upon by the ARHA Redevelopment Work Group; a process has been proposed and modified to date to include stakeholder participation, a third party facilitator to be selected by both ARHA and the City. The stakeholder participation is needed because the language of the Resolution may be expanded to include other affordable housing providers.

**ITEM 3. VOTE TO APPROVE MINUTES FOR MONDAY, FEBRUARY 27, 2017:**

*Chairman Bauman presented the minutes for Monday, February 27, 2017. Commissioner Flemming moved to accept the minutes; the motion was seconded by Commissioner Malone. The motion was approved with (8) Yeas, and (0) Nays to accept the minutes of Monday, February 27, 2017.*

**ITEM 4. VOTE TO RECEIVE THE SECRETARY-TREASURER'S REPORT AS OF MONDAY, FEBRUARY 27, 2017:**

*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 Malone moved to accept the Secretary-Treasurer Report; the motion was seconded by Commissioner Androh. The motion was approved unanimously (9) Yeas to (0) Nays to accept the Secretary-Treasurer's Report as of Monday, March 27, 2017.*

**ITEM 5. CONSENT DOCKET:**

**5.1 VOTE APPROVAL OF RESOLUTION NO. 642, TO SUBMIT TO HUD THE 2017 CAPITAL FUND PROGRAM GRANT AND THE 5-YEAR CAPITAL FUND (CF) ACTION PLAN.**

*Chairman Bauman made a request to approve Resolution 642, Commissioner Malone moved to approve Resolution 642; seconded by Commissioner Kleeblatt. The motion was passed by (9) Yeas; (0) Nays to accept Resolution 642.*

**ITEM 6. ACTION DOCKET:**

**ITEM 8. OTHER BUSINESS:**

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

A motion was made by Commissioner Androh, seconded by Commissioner Ballard, and unanimously adopted to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 8:48p.m. At 9:17 p.m. the Board reconvened in public session.

Thereupon, Commissioner Sandberg made the following motion, seconded by Chairwoman Zellers, 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 Executive Session. The motion was unanimously approved on a roll call vote of (9) Yeas to (0) Nays.

There being no further business to come before the Board, Chairman Bauman adjourned the meeting at 9:21 p.m.

# 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**

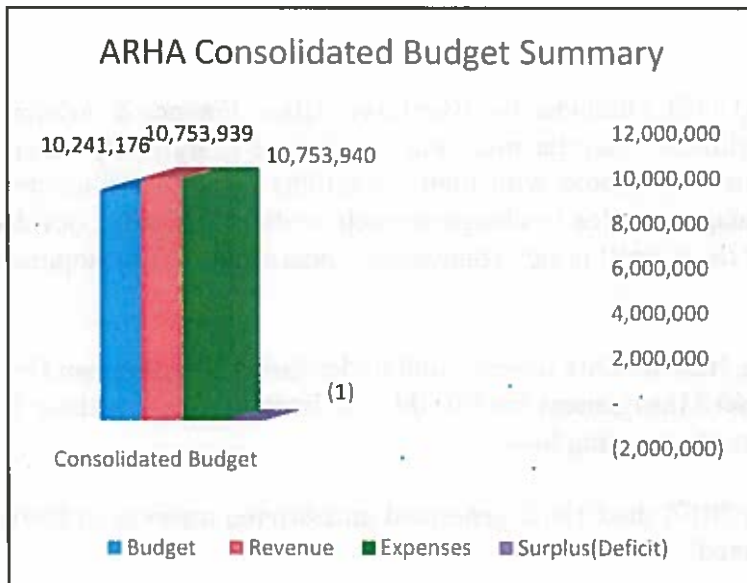
**DATE:** April 20, 2017

**TO:** Chairperson Daniel Bauman and the ARHA Board of Commissioners

**FROM:** Roy Priest, Secretary Treasurer 

**SUBJECT:** ARHA FINANCIAL REPORT: JANUARY 1, 2017 – March 31, 2017

**CONSOLIDATED BUDGET SUMMARY**



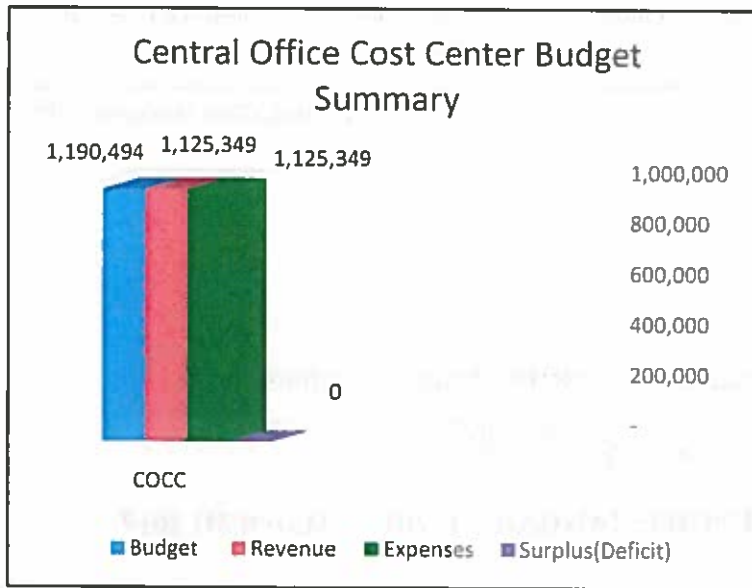
For the period ending March 31, 2017 Revenue and Expenses were \$512K or 5.01% higher than budgeted. As a result, ARHA generated CY reserves of \$1.014MM, which \$744K are restricted and \$269K are unrestricted.

Overall Reserves/Transfers totaled \$137K, which was \$144K or 51% under budget. Local Grants and Operating Subsidy were the only revenue projections under budget by more than \$25K. The reason is due to timing of when funding will be received. Dwelling rent was higher than we projected for our “affordable rental properties” and Government Grants are over budget which is

explained in the related sections below.

Expenses/Reserves were \$512K or 5.01% higher than budgeted because of excess reserves. Other than Reserves, General and HAP expenses were over budget by more than \$50K and explained further in sections below.

## CENTRAL OFFICE



Overall, As of March 31, 2017, Revenues and Expenses were \$65K or 5.47% under budget and Reserves were not needed to support the Central Office (reserves available during this reporting period was \$130K). Local Grants are under budget by \$39K due to timing of payment from the City of Alexandria. We anticipate to receive \$21K at the beginning of April. There were not any other revenue projections under the budget by more than \$25K.

The only expense category over budget was utilities, \$18K. This trend is anticipated to continue and is a result of the volatility of utility consumption. There were not any

other expense projections under budget by more than \$25K.

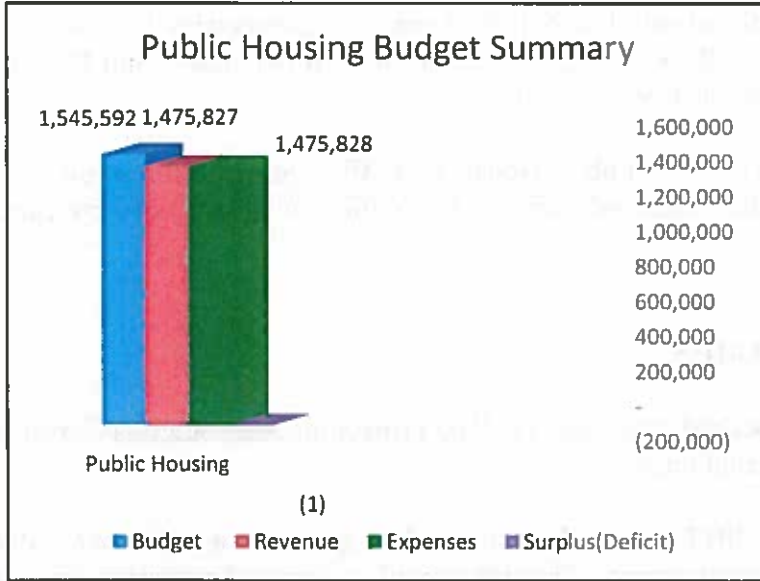
### I. CENTRAL OFFICE

The Central Office Cost Center (COCC) includes the Executive Office, Finance & Administration, Asset Management, Central Facilities & Maintenance, and Resident & Community Services. The report above reflects the expenses associated with their operations. Staff is following HUD's guidance in determining the management fee to charge to each of the Authority's developments. HUD has provided an outline of the overall policy framework underlying the development of that guidance.

The COCC charges the following fees monthly for each unit under lease. Management Fee \$63.52, Bookkeeping Fee \$7.50, and Asset Management fee \$10.00. HUD does not allow these fees to be charged to an AMP if it results in an operating loss.

For the period ending March 31, 2017, the COCC generated unrestricted reserves of \$87K, which is \$27K or 46% more than budgeted.

**PUBLIC HOUSING SUMMARY**



Properties include; Ladrey, Andrew Adkins, Samuel Madden, Ramsey, Scattered Sites I, Scattered Sites II, Scattered Sites III, Park Place, Saxony Square, Chatham Square, Braddock, Whiting & Reynolds, Old Dominion, West Glebe, James Bland Phase I, James Bland Phase II, and James Bland Phase IV.

Revenues were \$69K or 4.51% under budget as a result Operating Subsidy not being approved by HUD and Public Housing Amp’s not needing to use as much CY reserves.

Expenses were \$69k or 4.51% under budget,

mainly due to an increase of effort by the staff to focus on the management of maintenance staff and charging allowable repairs to the capital fund budgets rather than operating budgets.

Among our PH properties, six (6) AMPs yielded restricted reserves of \$103K and five (5) AMPs produced deficits in the amount of \$112K. Staff continues to monitor expenses and maintain these properties within the available operating budget. However, it is worth noting that as long as HUD provides less than 100% of eligible funding we do anticipate some of the AMP’s to struggle as the year continues.

**II. PUBLIC HOUSING- AMP 1**

Public Housing- AMP 1 is associated with one (1) HUD project number which is Ladrey High-rise. This community consists of 170 rental units.

For the period ending March 31, 2017, Public Housing- AMP 1 generated a restricted reserve of \$8,801, which is restricted for Public Housing operations and being used to support current year (CY) deficits in other Public Housing AMP’s.

**III. PUBLIC HOUSING- AMP 3**

Public Housing- AMP 3 is associated with three (3) HUD project numbers which includes: Andrew Adkins (90 units), Samuel Madden Homes Uptown (66 units), and Ramsey Homes (15 units). This community consists of 171 rental units.

For the period ending March 31, 2017, Public Housing-AMP 3 generated a restricted reserve of \$34,800, which is restricted for Public Housing operations and being used to support CY deficits in other Public Housing AMPs.

#### **IV. PUBLIC HOUSING- AMP 4**

Public Housing- AMP 4 is associated with four (4) HUD project numbers which includes; Scattered Sites I (50 units), Scattered Sites II (30 units), Scattered Sites III (41 units), and Park Place (38 units). This community consists of 159 rental units.

For the period ending March 31, 2017, Public Housing- AMP 4 generated a deficit of \$44,960, which is 8,386 or 16% under the budgeted deficit. The deficit will be funded by current year operating reserves.

#### **V. PUBLIC HOUSING- AMP 5**

Public Housing- AMP 5 is associated with one (1) HUD project number which is Saxony Square. This community consists of 5 rental units.

For the period ending March 31, 2017, Public Housing- AMP 5 generated a deficit of \$7,399, which is \$2,010 or 37% over the budgeted deficit. The deficit will be funded by current year operating reserves.

#### **VI. PUBLIC HOUSING- AMP 6**

Public Housing- AMP 6 is associated with one (1) HUD project number which is Chatham Square. This community consists of 52 rental units which are also Low-Income Housing Tax Credit (LIHTC) units.

For the period ending March 31, 2017, Public Housing- AMP 6 generated a deficit of \$10,392, which is \$1,843 or 15% under the budgeted deficit. The deficit will be funded by current year operating reserves.

#### **VII. PUBLIC HOUSING- AMP 7**

Public Housing- AMP 7 is associated with three (3) HUD project numbers which include; Braddock Road (6 units), Whiting Street (24 units), and Reynolds Street (18 units). This community consists of 48 rental units which are also LIHTC units.

For the period ending March 31, 2017, Public Housing- AMP 7 generated a restricted reserve of \$21,326, which is restricted to the Limited Partnership.

## **VIII. PUBLIC HOUSING- AMP 8**

Public Housing- AMP 8 is associated with one site which includes: Old Dominion (24 rehab and 12 new construction units). This community consists of 36 Public Housing rental units which are also LIHTC units.

For the period ending March 31, 2017, Public Housing- AMP 8 generated a deficit of \$21,457, which is \$10,378 or 94% more than the budgeted deficit. As the year progresses we anticipate the deficit to reflect our initial budget estimate. The large variance is because of one-time expenses, like audit costs and REAC inspection costs which occurred in the beginning of the year. The deficit will be funded by current year Public Housing operating reserves.

## **IX. PUBLIC HOUSING- AMP 9**

Public Housing- AMP 9 is associated with one site which is West Glebe. This community consists of 48 Public Housing rental units which are also LIHTC units.

For the period ending March 31, 2017, Public Housing- AMP 9 generated a deficit of \$27,897, which was not anticipated. Approximately, \$2.2K is a timing issue of when HUD will approve our budget request for additional subsidy. The remaining variance is being researched by staff to determine what caused the \$20K variance in maintenance expenses. The deficit will be funded by current year Public Housing operating reserves.

## **X. PUBLIC HOUSING- AMP 10**

Public Housing- AMP 10 is associated with one site which is James Bland Phase I (Old Town Commons). This community consists of 18 Public Housing/LIHTC rental units.

For the period ending March 31, 2017, Public Housing- AMP 10 generated a restricted reserve of \$4,605, which is restricted to the Limited Partnership.

## **XI. PUBLIC HOUSING- AMP 11**

Public Housing- AMP 11 is associated with one site which is James Bland Phase II (Old Town Commons). This community consists of 18 Public Housing/LIHTC rental units.

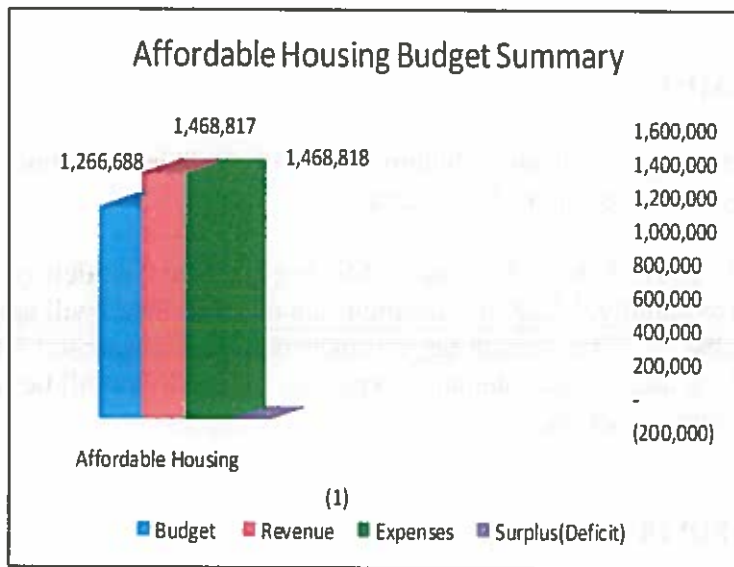
For the period ending March 31, 2017, Public Housing- AMP 11 generated a restricted reserve of \$14,061, which is restricted to the Limited Partnership.

**XII. PUBLIC HOUSING- AMP 12**

Public Housing- AMP 12 is associated with one site which is James Bland Phase IV (Old Town Commons). This community consists of 44 Public Housing/LIHTC rental units.

For the period ending March 31, 2017, Public Housing- AMP 12 generated a restricted reserve of \$20,749, which is restricted to the Limited Partnership and is used to fund replacement reserves and residual receipts obligation to ARHA.

**AFFORDABLE HOUSING SUMMARY**



Properties include; James Bland Phase V, Miller Homes, Hopkins Tancil, Quaker Hill, Princess Square, and Pendleton Park.

Revenues were \$202K or 15.96% over budget mainly a result of Dwelling Rent being higher than projected at James Bland V, Hopkins Tancil, Quaker Hill, and Princess Square.

Expenses/reserves were \$134K or 15.94% over budget due to the net increase in reserves (cash flow) at James Bland V, Hopkins Tancil, and Quaker Hill.

Among our affordable units, two (2) properties James Bland V and Quaker Hill

generated a restricted reserve of \$164K. Three (3) properties, Hopkins Tancil, Princess Square, and Miller Homes generated unrestricted reserves of \$192K, which is available to support current year deficits in other properties. Pendleton Park had an unexpected deficit of \$10K, which will be discussed in its section below.

**XIII. OLD TOWN COMMONS V- (JB V)**

Old Town Commons V is associated with one site which is James Bland Phase V (Old Town Commons). This community consists of 54 LIHTC rental units.

For the period ending March 31, 2017, OTC V generated a restricted reserve of \$100,083, which is restricted to the Limited Partnership and is used to fund replacement reserves, operating reserves, and residual receipts obligation to ARHA.

**XIV. MILLER HOMES**

Miller Homes is associated with scattered sites in Region III. These units were purchased as a result of the demolition of public housing units at the old James Bland and James Bland Additions. There is no debt service related to these units. This community consists of 16 affordable housing rental units.

For the period ending March 31, 2017, Miller Homes generated an (unrestricted) reserve of \$25,657, which is designated to fund current year operating deficits in the COCC or other affordable housing needs.

**XV. HOPKINS- TANCIL COURTS**

This property includes 109 Mod-Rehab units. The debt service on this property was refinanced in March 2010 and debt was retired in December 2015, the residual receipts earned at this property are no longer restricted to the property.

For the period ending March 31, 2017, Hopkins Tancil generated an (unrestricted) reserve of \$125,456, which is designated to fund current year operating deficits in the COCC and other affordable housing needs.

**XVI. QUAKER HILL, LP**

This property consists of 60 LIHTC rental units.

For the period ending March 31, 2017, Quaker Hill generated a restricted reserve of \$64,016 which is restricted to the Limited Partnership and is used to fund replacement and operating reserves and cover outstanding debt obligations to the City of Alexandria.

**XVII. PRINCESS SQUARE**

This property consists of 69 affordable housing rental units.

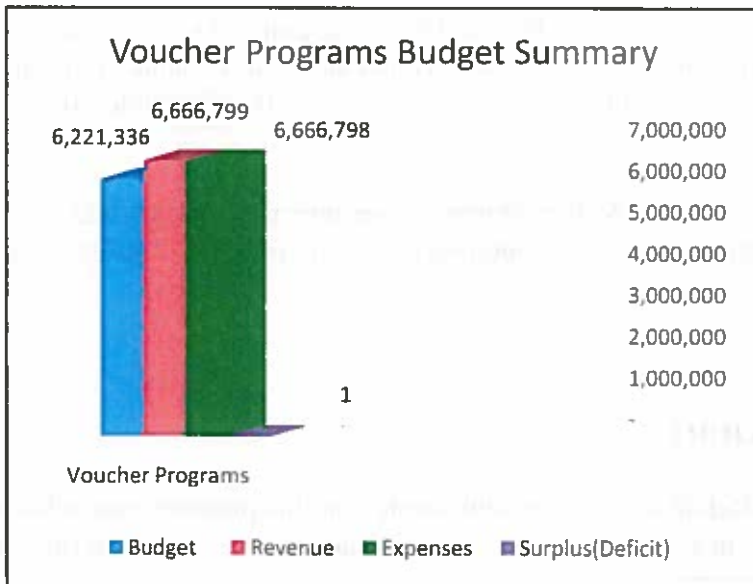
For the period ending March 31, 2017, Princess Square generated an (unrestricted) reserves of \$31,105, which is designated to fund current year operating deficits in the COCC and other affordable housing needs.

**XVIII. PENDLETON PARK**

This property consists of 24 LIHTC rental units.

For the period ending March 31, 2017, Pendleton Park generated a deficit of \$10,128, which will be funded from unrestricted reserves. Staff is looking into utilities and maintenance costs to determine if these higher than anticipated expenses will continue.

## Voucher Programs Summary



Includes Housing Choice Voucher Program and Mod Rehab.

Revenues and Expenses were \$445K or 7.16% over budget as a result of higher subsidy and higher housing assistance payments and increase in restricted reserves.

### **XIX. HOUSING CHOICE VOUCHER PROGRAM**

For the period ending March 31, 2017, the Housing Choice Voucher Program (HCVP) operated with restricted reserves of \$399K. The FY 2017 budget was based on prior year funding estimates and we are still uncertain if HUD will decrease future subsidy disbursements this year.

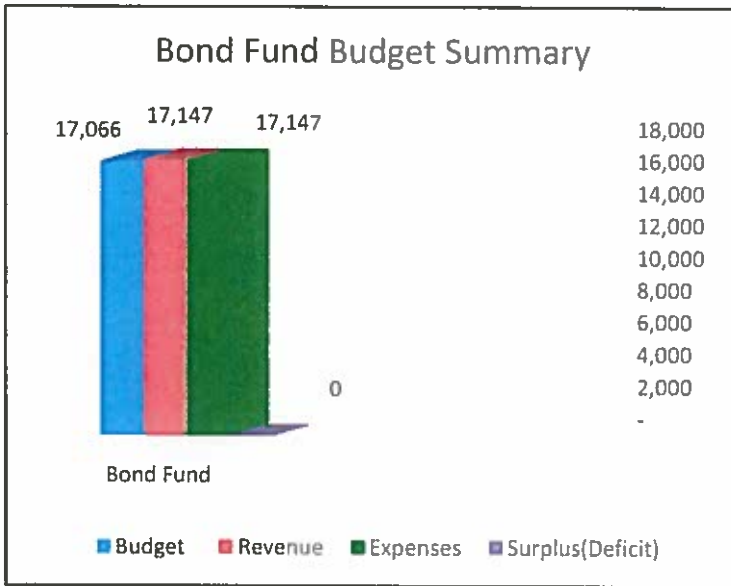
Regardless of the uncertainty Staff has decided to move forward and begin assisting additional families based on the funding we have available for FY 2017, rather than risk funding being recaptured for not being utilized.

### **XX. MOD REHAB PROJECT-BASED VOUCHERS**

For the period ending March 31, 2017, the Housing Mod-Rehab operated with a surplus of \$17,472 which is restricted for future housing assistant payments within the Mod Rehab Program.



**Bond Fund Summary**



Revenue and Expenses were \$81.00 or less than 1% over budget.

**XXI. TAX EXEMPT BOND INCOME**

For the period ending March 31, 2017, The Bond Fund operated with a deficit of \$14,929, which will be funded with CY unrestricted reserves.

Please contact me if you have any questions or require additional information Attachment(s)

**Alexandria Redevelopment & Housing Authority**  
**Rent Roll Summary**  
**FY 2017**

<b>Project Name</b>	<b># of Units</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>Total</b>	<b>Avg. Rental Income/Unit</b>
<b>Public Housing Units</b>							
*Ladrey High-rise	170	\$ 44,351	44,210	44,102	43,503	\$ 176,166	\$ 261
*Samuel Madden	66	9,298	10,103	9,483	8,498	\$ 37,382	\$ 146
*Ramsey Homes	15	4,731	4,731	4,731	4,731	\$ 18,924	\$ 315
*Andrew Adkins	90	14,595	15,472	14,351	14,648	\$ 59,066	\$ 166
*4-10 Scattered Sites	50	16,485	16,413	16,439	16,881	\$ 66,218	\$ 331
*4-11 Scattered Sites	30	7,532	7,208	7,278	7,488	\$ 29,506	\$ 246
*4-12 Scattered Sites	41	10,975	10,524	11,263	11,878	\$ 44,640	\$ 272
*Park Place	38	9,833	9,768	8,872	8,867	\$ 37,340	\$ 246
*Saxony Square	5	1,409	1,409	1,409	2,434	\$ 6,661	\$ 333
*Chatham Square	52	16,367	16,381	16,675	17,868	\$ 67,291	\$ 324
*Braddock	6	3,011	3,011	3,112	3,200	\$ 12,334	\$ 514
*Whiting	24	4,219	4,175	4,139	4,114	\$ 16,647	\$ 173
*Reynolds	18	7,771	8,025	8,725	8,452	\$ 32,973	\$ 458
*Old Dominion	36	4,936	6,096	6,513	6,594	\$ 24,139	\$ 168
*West Glebe	48	4,986	4,563	4,988	5,291	\$ 19,828	\$ 103
*James Bland I	18	4,411	4,399	4,399	4,510	\$ 17,719	\$ 246
*James Bland II	18	4,285	3,944	3,853	3,853	\$ 15,935	\$ 221
*James Bland IV	44	14,301	14,187	15,343	14,995	\$ 58,826	\$ 334
<b>**Total Public Housing</b>	<b>769</b>	<b>\$ 183,496</b>	<b>\$ 184,619</b>	<b>185,675</b>	<b>187,805</b>	<b>\$ 741,595</b>	<b>\$ 270</b>
<b>Non-Public Housing Units</b>							
*Quaker Hill LP	60	\$ 83,037	82,979	81,761	90,977	\$ 338,754	\$ 1,411
Pendleton Park I	20	24,777	26,357	24,446	25,345	\$ 100,925	\$ 1,262
Pendleton Park II	4	1,361	1,361	1,361	1,361	\$ 5,444	\$ 340
Hopkins Tancil (Mod Rehab)	111	130,396	118,173	119,779	116,692	\$ 485,040	\$ 1,112
*James Bland V	54	66,243	68,011	67,708	68,215	\$ 270,177	\$ 1,251
*Miller Homes	16	26,271	23,071	24,788	23,305	\$ 97,435	\$ 1,522
*Princess Square	69	94,067	94,080	92,340	89,729	\$ 370,216	\$ 1,361
<b>Total Non-Public Housing</b>	<b>334</b>	<b>\$ 426,152</b>	<b>\$ 414,032</b>	<b>412,183</b>	<b>415,624</b>	<b>\$ 1,667,991</b>	<b>1,180</b>
<b>Totals</b>	<b>1103</b>	<b>\$ 609,648</b>	<b>\$ 598,651</b>	<b>\$ 597,858</b>	<b>\$ 603,429</b>	<b>\$ 2,409,586</b>	<b>\$ 1,450</b>

Total Monthly Average- (Actual) \$ 602,397

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, 2017**

	Total		Over /		*Central Office (C.O.)		Public Housing AMP 1		Over /			
	Actual	Budget	Total	(Under)	Actual	Budget	Actual	Budget	Actual	Budget	(Under)	Budget
<b>Operating Revenue</b>												
Dwelling Rent	1,980,530	1,785,780	194,750		552,244				131,748	132,000	(252)	
Governmental Grants	6,223,780	5,733,850	489,930		-				-	-	-	
Local Grants	-	39,813	(39,813)		-				-	-		
Management/Fee for Service	853,015	742,488	110,528		853,015	39,813			-	-	(39,813)	
Bookkeeping Fee	23,701	23,388	314		23,701	742,488			-	-	110,528	
Asset Management Fee	34,453	31,163	3,291		34,453	23,388			-	-	314	
HCVP Asset Management Fee	559,003	581,563	(22,560)		115,437	31,163			-	-	3,291	
Operating Subsidy	775,912	836,014	(60,102)		775,912	128,063			-	-	(12,626)	
Investment Income	802	794	8		347	25			153,558	153,825	(267)	
CY Transfers	137,162	281,734	(144,572)		112,105	130,586			112	113	(0)	
Other Income	165,580	177,246	(11,666)		133,961	87,625			-	11,925	(11,925)	
<b>Total Operating Revenue</b>	<b>10,753,939</b>	<b>10,241,176</b>	<b>512,763</b>		<b>2,601,176</b>	<b>1,190,494</b>			<b>296,775</b>	<b>315,813</b>	<b>(19,037)</b>	
<b>Operating Expenses</b>												
Administration	1,567,965	1,793,728	(225,763)		996,363	561,383			85,550	95,913	(10,363)	
Tenant Services	147,101	159,450	(12,349)		99,236	82,175			22,928	16,125	6,803	
Utilities	310,533	367,324	(56,791)		232,927	8,906			54,154	80,250	(26,096)	
Ordinary maintenance & operations	1,033,718	1,179,273	(145,554)		764,044	322,155			100,012	93,425	6,587	
Protective Services	11,658	12,778	(1,119)		7,556	5,613			140	600	(460)	
General expense	811,130	615,106	196,024		310,386	150,950			25,910	29,500	(3,590)	
Housing Assistance Payments	5,818,004	5,733,850	84,154		-	-			-	-	-	
Debt Service	39,744	39,400	344		-	-			-	-	-	
CY Reserves	1,014,086	340,268	673,818		190,665	59,313			8,081	-	8,081	
Transfers	-	-	-		-	-			-	-	-	
<b>Total Operating Expense</b>	<b>10,753,940</b>	<b>10,241,176</b>	<b>512,764</b>		<b>2,601,176</b>	<b>1,190,494</b>			<b>296,775</b>	<b>315,813</b>	<b>(19,037)</b>	
<b>NET INCOME (LOSS)</b>	<b>(1)</b>	<b>-</b>	<b>(1)</b>		<b>(1)</b>	<b>0</b>			<b>(0)</b>	<b>-</b>	<b>(0)</b>	
Less: Restricted Income	-	-	-		-	-			-	-	-	
<b>ADJUSTED NET INCOME (LOSS)**</b>	<b>(1)</b>	<b>-</b>	<b>(1)</b>		<b>(1)</b>	<b>0</b>			<b>(0)</b>	<b>-</b>	<b>(0)</b>	

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING MARCH 31, 2017**

	Public Housing AMP 3		Public Housing AMP 4		Public Housing AMP 5	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>Operating Revenue</b>						
Dwelling Rent	87,807	87,000	130,953	130,050	4,227	4,230
Governmental Grants	-	-	-	-	-	(3)
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	272,798	295,757	122,449	152,775	3,775	4,050
Investment Income	-	-	-	-	-	(275)
CY Transfers	-	-	44,960	53,346	7,399	5,389
Other Income	5,155	7,169	3,974	4,915	-	19
<b>Total Operating Revenue</b>	<b>365,760</b>	<b>389,925</b>	<b>302,335</b>	<b>341,086</b>	<b>15,401</b>	<b>13,688</b>
<b>Operating Expenses</b>						
Administration	87,565	93,758	107,519	124,660	7,780	8,298
Tenant Services	6,088	5,541	-	116	-	3
Utilities	84,103	112,850	36,523	39,313	2,683	3,175
Ordinary maintenance & operations	115,804	122,949	121,727	124,579	2,736	1,135
Protective Services	5	-	5	-	0	-
General expense	37,396	29,425	36,562	44,161	2,202	1,078
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	34,800	25,403	-	8,258	-	-
Transfers	-	-	-	-	-	-
<b>Total Operating Expense</b>	<b>365,760</b>	<b>389,925</b>	<b>302,336</b>	<b>341,086</b>	<b>15,401</b>	<b>13,688</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>
Less: Restricted Income	-	-	-	-	-	-
<b>ADJUSTED NET INCOME(LOSS)**</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING MARCH 31, 2017**

	LIHTC/Public Housing AMP 6		LIHTC/Public Housing AMP 7		LIHTC/Public Housing AMP 8	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>Operating Revenue</b>						
Dwelling Rent	50,259	48,900	45,950	44,700	16,594	18,000
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	28,296	32,300	37,730	36,650	29,828	29,925
Investment Income	-	-	-	-	93	88
CY Transfers	10,392	12,235	-	20,403	21,457	11,079
Other Income	1,684	2,125	1,646	3,558	1,138	735
<b>Total Operating Revenue</b>	<b>90,631</b>	<b>95,560</b>	<b>85,326</b>	<b>105,310</b>	<b>69,110</b>	<b>59,826</b>
<b>Operating Expenses</b>						
Administration	52,611	53,406	24,231	27,189	34,901	24,505
Tenant Services	6,687	-	-	25	-	13
Utilities	2,116	1,125	1,002	1,228	7,291	5,925
Ordinary maintenance & operations	15,957	25,891	22,637	61,775	21,724	23,221
Protective Services	2	-	1,141	763	91	125
General expense	13,259	15,138	14,988	14,331	5,104	6,038
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	-	-	21,326	-	-	-
Transfers	-	-	-	-	-	-
<b>Total Operating Expense</b>	<b>90,631</b>	<b>95,560</b>	<b>85,326</b>	<b>105,310</b>	<b>69,110</b>	<b>59,826</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>
Less: Restricted Income	-	-	-	-	-	-
<b>ADJUSTED NET INCOME(LOSS)**</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING MARCH 31, 2017**

	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
<b>Operating Revenue</b>								
Dwelling Rent	14,887	13,800	13,209	12,600	12,234	12,000	44,376	42,300
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-
Operating Subsidy	58,352	60,625	19,442	18,150	24,086	23,158	25,598	28,800
Investment Income	118	113	-	-	-	-	-	-
CY Transfers	27,897	-	-	3,379	-	-	-	-
Other Income	1,866	1,288	702	1,075	328	1,273	7,392	5,825
<b>Total Operating Revenue</b>	<b>103,121</b>	<b>75,825</b>	<b>33,353</b>	<b>35,204</b>	<b>36,648</b>	<b>36,430</b>	<b>77,366</b>	<b>76,925</b>
<b>Operating Expenses</b>								
Administration	29,063	27,966	17,298	17,504	12,057	16,516	33,518	37,715
Tenant Services	-	13	-	15	-	-	1,002	-
Utilities	7,939	3,025	387	415	1,394	2,125	8,379	7,393
Ordinary maintenance & operations	56,200	35,815	5,854	13,889	4,335	14,116	4,620	12,551
Protective Services	678	325	972	513	914	425	1,193	1,500
General expense	9,239	8,638	4,237	2,869	3,888	3,011	7,905	10,450
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
CY Reserves	-	44	4,605	-	14,061	236	20,749	7,316
Transfers	-	-	-	-	-	-	-	-
<b>Total Operating Expense</b>	<b>103,120</b>	<b>75,825</b>	<b>33,353</b>	<b>35,204</b>	<b>36,648</b>	<b>36,430</b>	<b>77,366</b>	<b>76,925</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>
Less: Restricted Income	-	-	-	-	-	-	-	-
<b>ADJUSTED NET INCOME(LOSS)**</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING MARCH 31, 2017**

	LIHTC/OTC Phase V		Miller Homes		Hopkins-Inncil		Over / (Under) Budget
	Actual	Budget	Actual	Budget	Actual	Budget	
<b>Operating Revenue</b>							
Dwelling Rent	229,133	201,000	74,006	74,100	409,701	357,000	52,701
Governmental Grants	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	7	5	2
Investment Income	-	-	-	-	-	-	-
CY Transfers	-	-	-	-	-	-	-
Other Income	7,075	8,100	2,799	1,475	4,715	3,413	1,302
<b>Total Operating Revenue</b>	<b>236,207</b>	<b>209,100</b>	<b>76,805</b>	<b>75,575</b>	<b>414,424</b>	<b>360,418</b>	<b>54,006</b>
<b>Operating Expenses</b>							
Administration	43,876	52,803	25,181	30,013	65,312	78,113	(12,800)
Tenant Services	13,536	17,250	4,002	-	-	37,500	(37,500)
Utilities	3,249	6,225	1,149	195	26,308	54,750	(28,442)
Ordinary maintenance & operations	40,856	62,238	12,687	19,869	110,288	103,194	7,095
Protective Services	1,627	1,750	0	15	545	325	220
General expense	32,980	14,750	8,128	7,750	86,515	28,600	57,915
Housing Assistance Payments	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
CY Reserves	100,083	54,085	25,657	17,734	125,456	57,936	67,520
Transfers	-	-	-	-	-	-	-
<b>Total Operating Expense</b>	<b>236,208</b>	<b>209,100</b>	<b>76,805</b>	<b>75,575</b>	<b>414,424</b>	<b>360,418</b>	<b>54,006</b>
<b>NET INCOME (LOSS)</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>
Less: Restricted Income	-	-	-	-	-	-	-
<b>ADJUSTED NET INCOME(LOSS)**</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING MARCH 31, 2017**

	LIHTC/Quaker Hill LP		Princess Square		LIHTC/Pendleton Park	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>Operating Revenue</b>						
Dwelling Rent	345,295	249,000	290,537	279,000	79,614	80,100
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	96	293	-	-	9	65
CY Transfers	-	-	-	-	10,128	-
Other Income	6,825	5,838	5,206	3,275	3,672	4,025
<b>Total Operating Revenue</b>	<b>352,216</b>	<b>255,130</b>	<b>295,743</b>	<b>282,275</b>	<b>93,423</b>	<b>84,190</b>
<b>Operating Expenses</b>						
Administration	99,756	100,838	41,979	46,298	12,384	13,041
Tenant Services	-	-	30,117	-	-	-
Utilities	946	1,225	28,366	24,425	16,114	12,075
Ordinary maintenance & operations	22,886	45,375	61,463	78,213	20,970	16,559
Protective Services	2	-	1,560	275	1	25
General expense	141,657	48,775	101,152	68,400	27,163	23,069
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	22,953	22,650	-	-	16,791	16,750
CY Reserves	64,016	36,268	31,105	64,665	-	2,671
Transfers	-	-	-	-	-	-
<b>Total Operating Expense</b>	<b>352,216</b>	<b>255,130</b>	<b>295,743</b>	<b>282,275</b>	<b>93,423</b>	<b>84,190</b>
<b>NET INCOME (LOSS)</b>	<b>(0)</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>
Less: Restricted Income	-	-	-	-	-	-
<b>ADJUSTED NET INCOME (LOSS)**</b>	<b>(0)</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>



**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**STATEMENT OF OPERATIONS**  
**FOR THE PERIOD ENDING MARCH 31, 2017**

	Housing Choice Voucher Program		Mod Rehab Project-Based		Tax Exempt Bond Income	
	Actual	Budget	Actual	Budget	Actual	Budget
<b>Operating Revenue</b>						
Dwelling Rent	-	-	-	-	-	-
Governmental Grants	5,907,838	5,428,325	315,942	305,525	-	-
Local Grants	-	-	-	-	-	-
Management/Fec for Service	-	-	-	-	-	-
Bookkeeping Fec	-	-	-	-	-	-
Asset Management Fec	-	-	-	-	-	-
HCVF Asset Management Fec	408,426	416,000	35,140	37,500	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	259	64	66	30	18	18
CY Transfers	-	33,392	-	-	14,929	14,929
Other Income	(872)	500	-	-	2,200	17,066
<b>Total Operating Revenue</b>	<b>6,315,651</b>	<b>5,878,281</b>	<b>351,148</b>	<b>343,055</b>	<b>17,147</b>	<b>17,066</b>
						<b>81</b>
<b>Operating Expenses</b>						
Administration	246,003	340,056	20,173	27,365	16,937	16,391
Tenant Services	-	-	-	-	210	675
Utilities	1,475	2,700	-	-	-	-
Ordinary maintenance & operations	523	2,325	-	-	-	-
Protective Services	368	.525	-	-	-	-
General expense	99,771	104,350	3,377	3,825	-	-
Housing Assistance Payments	5,507,879	5,428,325	310,125	305,525	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	459,632	-	17,472	6,340	-	-
Transfers	-	-	-	-	-	-
<b>Total Operating Expense</b>	<b>6,315,651</b>	<b>5,878,281</b>	<b>351,147</b>	<b>343,055</b>	<b>17,147</b>	<b>17,066</b>
						<b>81</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Less: Restricted Income	-	-	-	-	-	-
<b>ADJUSTED NET INCOME(LOSS)**</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 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:** April 19, 2017  
**TO:** Chairman Daniel Bauman and the ARHA Board of Commissioners  
**FROM:** Roy Priest, Secretary-Treasurer *Roy Priest*  
**SUBJECT:** ASSET MANAGEMENT ACTIVITY REPORT PERIOD ENDING MARCH 31, 2017

**SUMMARY OF PROGRAM ACTIVITIES:**

**Priority Assignments**

Activity	Overview	Status
Waiting list Opening	Bedroom and site specific waiting lists are nearing the minimum number of applicants required to open some lists. A review and implementation of fully integrated electronic application options will be completed in advance of list opening.	TBD
Lease Signing Sessions	Execute approved leases with all low rent Public Housing residents	First sessions completed. Preparing final session for missed appointments.
Resume Issuance of Housing Choice Vouchers	Housing Assistance Payment funding is now available to resume the issuance of vouchers. Applicants whose vouchers were suspended during the shortfall will be the first group recertified. Thereafter applicants will be called in from the waiting list as funding permits.	In progress
Implement Marketing Strategies to increase affordable dwelling unit leasing	Implement the updated marketing plan created by the intake/lease subdivision to increase occupancy at the affordable market rate sites.	2/8 – on going

**PERFORMANCE INDICATORS**

Performance Indicators for Board Monitoring of Public Housing, PBV, MOD & Market Rent					
INDICATOR	CURRENT MONTH	PREVIOUS MONTH	BENCHMARK /GOAL	HUD's STANDARD	COMMENTS
1 Occupancy Rate ACC units (PH) (*)		98%	98%	98%	>98% = 16pts 96% - 98% = 12pts 94% - 96% = 8pts 92% - 96% = 4pts 90% - 92% = 1pt <90% = 0pts (General Public Housing only)
2 Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)		96%	98%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included is SEMAP
3 Tenant Account Receivables (TARs) - Occupied Units (*)	1.02%	1.3	1%	<1.5%	<1.5% - Spts 1.5% - 2.5% = 2pts >2.5% = 0pts
4 Tenant Account Receivables (TARs) - Vacated/Evictions (*)	0.56%	0.6%		Loss Debt Collections	Vacated TARs will be written off by the FYE for PHAS compliance
5 PHAS SCORE	84		91	90	90 – 100 = High Performer 89 – 70 = Standard Performer 69 – 60 = Standard Performer (w/improvement plan requirement) 0 – 59 = Troubled Performer
6 SEMAP SCORE	100		91	90	90 – 100 = High Performer 89 – 60 = Standard Performer 0 – 59 = Troubled Performer

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

**SEMAP & PHAS MONITORING**

**Section Eight Management Assessment Program (SEMAP) Indicators Report  
As of March 31, 2017**

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)		
<b>Total</b>	<b>145</b>	<b>145</b>

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	1610	2/17	218	31	1,423	1,403	99

**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
1403	1

**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
1007	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
148	148

**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	
1306	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	30	273	16	80

**Public Housing Assessment System (PHAS) Forecasting Report  
As of March 2017**

The Public Housing Assessment System was created by HUD to evaluate the overall condition of each housing authority in order to obtain results that are objective, uniform, and verifiable. The methodology uses four evaluation tools referred to as PHAS indicators. The four indicators are:

Physical condition	40 Points
Financial condition	25 Points
Management Operations	25 points
Capital Funds	10 points

Each indicator is separately evaluated and scored for an overall available score of 100 points. Upon completion of the housing authority's independent audit, HUD calculates a score for each indicator. These scores are then accumulated and the housing authority is categorized based on its overall score as either:

High Performer	90 – 100 points overall
Standard Performer	70 – 89 points overall
Standard Performer	60 – 69 points overall (additional oversight & improvement plan required)
Troubled Performer	0 – 59 points overall (recovery plan & memorandum of agreement required)

Below is a forecast of the score for the Management Operations Indicator:

**Management Assessment Sub-System Indicator**

Sub-Indicators	Maximum Possible Points	AMP 1	AMP 3	AMP 4	AMP 5
OR	16	12.00	4.00	8.00	16.00
AR	5	2.00	0.00	2.00	5.00
AP	4	4.00	4.00	4.00	4.00
<b>Total MASS</b>	<b>25</b>	<b>18.00</b>	<b>8.00</b>	<b>14.00</b>	<b>25.00</b>

<b>ACC # Units</b>	<b>168</b>	<b>167</b>	<b>159</b>	<b>5</b>
--------------------	------------	------------	------------	----------

OR Score >= 98%	16
OR Score from 96% to 98%	12
OR Score from 94% to 96%	8
OR Score from 92% to 94%	4
OR Score from 90% to 92%	1
OR Score < 90%	0
AR < 1.5%	5
AR Score from 1.5% to 2.5%	2
AR Score > 2.5%	0
AP Score < .75	4
AP Score from .75 to 1.5	2
AP Score >= 1.5	0

**KEY**

OR=Occupancy Rate  
AR=Accounts Receivable  
AP=Accounts Payable

## PROGRAM UTILIZATION & VACANCY REPORTING

The current program utilization rates for all housing programs are as follows:

Housing Choice Voucher = 83%

Moderate Rehabilitation = 97%

Project Based Section 8 = 100%

Project Based Rental Assistance = 100%

Low Rent Public Housing = 98%

Market Rate (Affordable Dwelling Units) = 96%

The utilization summary is as follows:

0- New admissions for HCV tenant based rental assistance

14 - End of participations for HCV tenant based rental assistance

0 - New admissions for project based rental assistance

0 - End of participations for project based rental assistance

1- New admissions for project based section 8

0 - End of participation for project based section 8

2- New admissions for Moderate Rehabilitation rental assistance

1 End of participations for Moderate Rehabilitation rental assistance

### **Voucher Management System (VMS) Data reported for March 2017**

Homeownership	18
Homeownership New this Month	0
Family Unification	39
Portable Vouchers Paid	236
Tenant Protection	73
All Other Vouchers	1,233
Total Vouchers	1,599
<b>Number of Vouchers Under Lease on the last day of the month</b>	<b>1,596</b>
HA Owned Units Leased – included in the units lease above	208
<b>New vouchers issued but not under contract as of the last day of the month</b>	<b>20</b>
Portable Vouchers Administered (Port In)	28
Number of Vouchers Covered by Project-Based AHAPs and HAPs	79
Number of Hard to Housed Families Leased	6
<b>Total ACC</b>	<b>1,926</b>
<b>Total Vouchers Allocated</b>	<b>1616</b>
<b>Total Vouches Available</b>	<b>310</b>



DEVELOPMENTS	Total Number of Units	VU as of 2/28/2017	March move-in	March move-out	VU as of 3/31/17	Vacancy Rate	Projected VU Next Period (*)
Ladrey Building	169	3	1	1	3	2%	2
Chatham Square.	52	0	0	1	1	2%	1
Old Town Commons I	18	0	0	0	0	0%	0
Old Town Commons II	18	0	0	0	0	0%	0
Old Town Commons IV	44	0	0	1	1	2%	1
S. Madden Homes	66	0	0	2	2	3%	1
A. Adkins Homes	89	1	0	2	3	3%	4
Ramsey Homes	15	0	0	0	0	0%	0
Scattered Sites 410	50	1	1	0	0	0%	2
Scattered Site 411	30	1	0	0	1	3%	1
Scattered Site 412	41	0	0	0	0	0%	1
Braddock	6	0	0	0	0	0%	0
Whiting	24	0	0	0	0	0%	0
Reynolds	18	0	0	0	0	0%	0
Saxony Square	5	0	0	0	0	0%	0
Park Place	38	4	0	0	4	11%	0
West Glebe	48	1	1	0	0	0%	1
Old Dominion	36	1	0	1	2	6%	0
<b>TOTALS:</b> (values are rounded up/down)	<b>767</b>	<b>12</b>	<b>3</b>	<b>8</b>	<b>17</b>	<b>2%</b>	<b>14</b>
<p>NOTES: Projected vacancies are based on notice to vacate and pending evictions at the time of this report  Total number of units = rental units less RPO units at Ladrey and Andrew Adkins</p>							

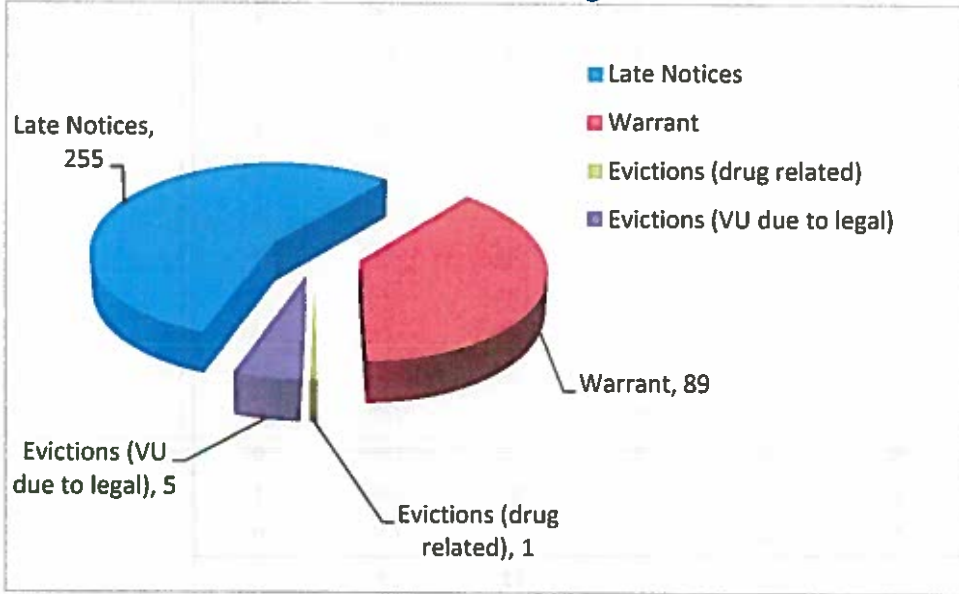
Vacancy Activity Tracking Report Market Rate Units

DEVELOPMENTS	Total Number of Units	VU as of 2/28/17	March move-in	March move-out	VU as of 3/31/17	Vacancy Rate	Projected VU next period
Princess Square	68	7	1	3	9	13%	3
Quaker Hill	60	1	1	0	0	0%	0
Hopkins-Tancil Courts	108	4	2	1	3	3%	0
Miller Homes	16	0	0	0	0	0%	0
Pendleton Park	24	1	1	0	0	0%	0
Old Town Commons V	54	1	0	0	1	2%	0
<b>TOTALS (3)</b>	<b>330</b>	<b>14</b>	<b>5</b>	<b>4</b>	<b>13</b>	<b>4%</b>	<b>3</b>
<p>NOTES: Projected vacancies are based on notice to vacate and pending evictions at the time of this report</p>							

## 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: Year to Date Administrative & Legal Activities**



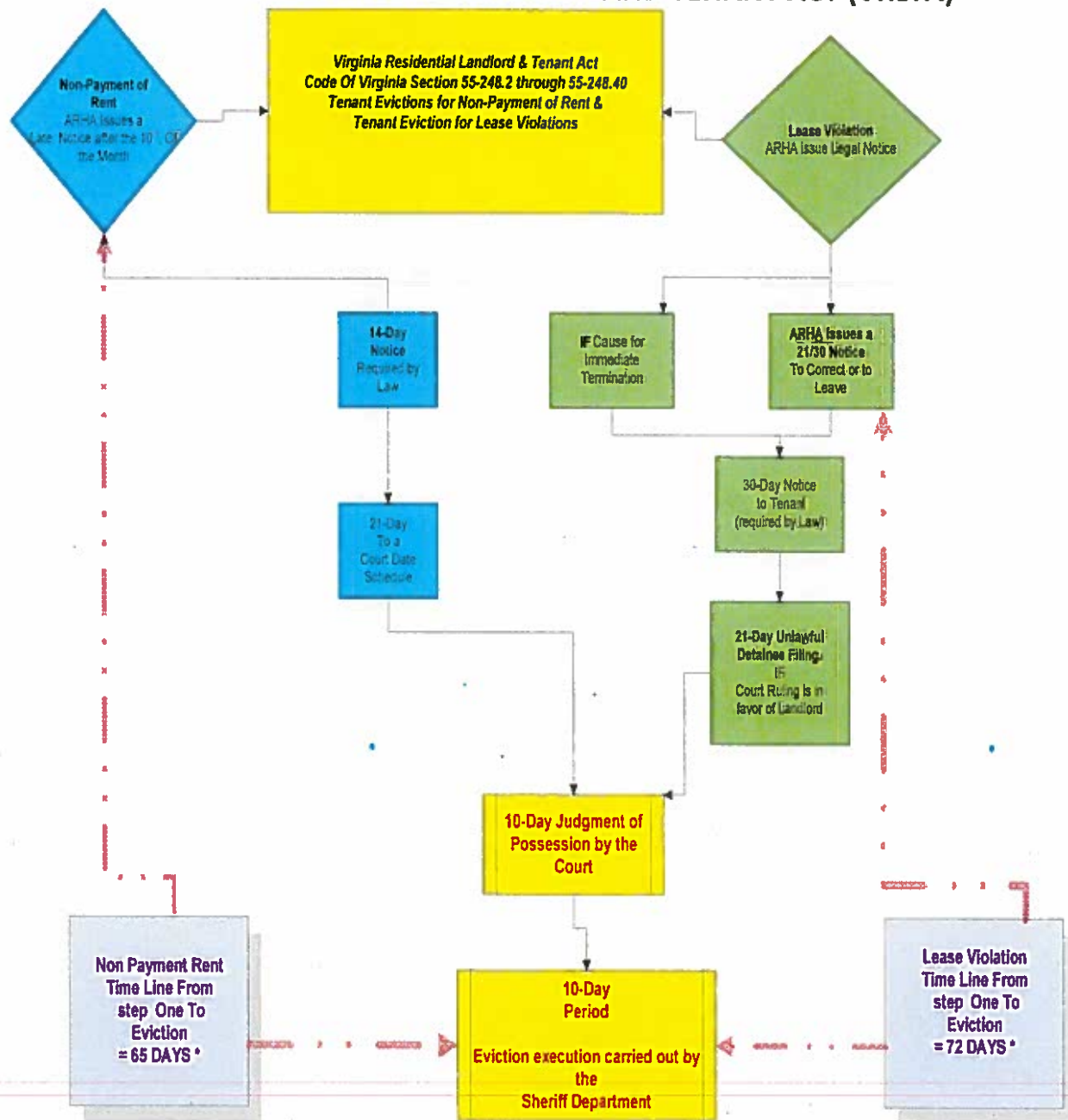
Month	Count	Category	Sub-Category
Jan	25	Late Notices	25
Feb	30	Late Notices	30
Mar	35	Late Notices	35
Apr	40	Late Notices	40
May	45	Late Notices	45
Jun	50	Late Notices	50
Jul	55	Late Notices	55
Aug	60	Late Notices	60
Sep	65	Late Notices	65
Oct	70	Late Notices	70
Nov	75	Late Notices	75
Dec	80	Late Notices	80
Jan	1	Evictions (drug related)	1
Feb	0	Evictions (drug related)	0
Mar	0	Evictions (drug related)	0
Apr	0	Evictions (drug related)	0
May	0	Evictions (drug related)	0
Jun	0	Evictions (drug related)	0
Jul	0	Evictions (drug related)	0
Aug	0	Evictions (drug related)	0
Sep	0	Evictions (drug related)	0
Oct	0	Evictions (drug related)	0
Nov	0	Evictions (drug related)	0
Dec	0	Evictions (drug related)	0
Jan	5	Evictions (VU due to legal)	5
Feb	0	Evictions (VU due to legal)	0
Mar	0	Evictions (VU due to legal)	0
Apr	0	Evictions (VU due to legal)	0
May	0	Evictions (VU due to legal)	0
Jun	0	Evictions (VU due to legal)	0
Jul	0	Evictions (VU due to legal)	0
Aug	0	Evictions (VU due to legal)	0
Sep	0	Evictions (VU due to legal)	0
Oct	0	Evictions (VU due to legal)	0
Nov	0	Evictions (VU due to legal)	0
Dec	0	Evictions (VU due to legal)	0

## 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



U.S. Department of Housing and Urban Development  
District of Columbia Office  
820 First Street, NE  
Washington, DC 20002-4205

**IN REPLY REFER TO: 3GPH-JL**

**March 31, 2017**

Mr. Roy Priest  
Executive Director  
Alexandria Redevelopment and  
Housing Authority  
401 Wythe Street  
Alexandria, VA 22314

Dear Mr. Priest:

Thank you for completing the Section Eight Management Assessment Program (SEMAP) certification for the Housing Choice Voucher (HCV) Program. The District of Columbia Field Office of Public Housing (DCFOPH) appreciates your time and attention to the SEMAP assessment process. SEMAP enables the Department to better manage the HCV Program. As a result, HUD will be able to provide more effective program assistance to the Public Housing Authorities.

The Alexandria Redevelopment and Housing Authority's (ARHA) final SEMAP score is 100 percent (%) for fiscal year ending December 31, 2016. The ARHA performance designation is High Performer.

The DCFOPH congratulates the ARHA on receiving the High Performer designation and for the hard work in administering the HCV Program. Should you have any questions, please contact Jean Lucas, Public Housing Revitalization Specialist, on (202) 275-6337.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christine Jenkins".

Christine Jenkins  
Director  
Office of public Housing

Enclosure

**The Alexandria Redevelopment and Housing Authority**

**Chart of Fiscal year 2016 SEMAP Indicator Scores**

INDICATOR	DISCRIPTION	SCORE
Indicator 1	Waiting List Selection Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	15
Indicator 2	Reasonable Rent (24 CFR 982.4, 982.54(d) (15), 982.158(f)(7) and 982.507)	20
Indicator 3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	20
Indicator 4	Utility Allowance Schedule (24 CFR 982.517)	5
Indicator 5	HQS Quality Control (24 CFR 982.405(b))	5
Indicator 6	HQS Enforcement (24 CFR 982.404)	10
Indicator 7	Expanding Housing Opportunities	5
Indicator 8	Payment Standards (24 CFR 982.503)	5
Indicator 9	Timely Annual Reexaminations (24 CFR 5.617)	10
Indicator 10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	5
Indicator 11	Pre-contract HQS (24 CFR 982.305)	5
Indicator 12	Continuing HQS Inspections (24 CFR 982.405(a))	10
Indicator 13	Lease-Up	20
Indicator 14	Family Self Sufficiency (24 CFR 984.105 and 984.305)	10
Indicator 15	Deconcentration Bonus	0



**U.S. Department of Housing and Urban  
OFFICE OF PUBLIC AND INDIAN HOUSING  
REAL ESTATE ASSESSMENT CENTER**

**Public Housing Assessment System (PHAS) Score Report for Interim Rule**

Report Date: 04/13/2017

PHA Code:	VA004
PHA Name:	Alexandria Redevelopment & Housing Authority
Fiscal Year End:	12/31/2016

PHAS Indicators	Score	Maximum Score
Physical	30	40
Financial	25	25
Management	19	25
Capital Fund	10	10
Late Penalty Points	0	
<b>PHAS Total Score</b>	<b>84</b>	<b>100</b>
<b>Designation Status:</b>	<b>Standard Performer</b>	
Published 04/13/2017	Initial published	04/13/2017

Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	98.83	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

**Notes:**

- The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
- Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
- "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
- "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
- PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>



**ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

Roy O. Priest, *Chief Executive Officer*

**DATE:** April 20, 2017  
**TO:** Daniel Bauman, Chairman and the ARHA Board of Commissioners  
**FROM:** Roy Priest, Secretary -Treasurer *[Signature]*  
**SUBJECT:** RESIDENT AND COMMUNITY SERVICES BOARD REPORT

**Family Self-Sufficiency and Supportive Services (JB V, PH, HCV)**

**Staff:** Dorothy Mwawasi and Raequel W Jones

**Activities:**

Category	# of Participants	Education /Training	Employment	Health & Wellness	Life Skills	Case Management
James Bland V	65	20	7	0	20	21
Public Housing	31	3	2	0	0	8
Housing Choice	57	1	2	0	0	13
Agency wide	0	4	4	0	0	12
<b>TOTALS</b>	<b>153</b>	<b>28</b>	<b>8</b>	<b>15</b>	<b>20</b>	<b>54</b>

**Finances:**

Expenditures: ARHA	Expenditures: External Funding	Fundraising: Cash (YTD)	Donation/In-kind gifts valuation (month)
\$0.00			

Participants Earning Escrow	Total Escrow Accrued	Participants Employed	Mean Salary/Income	Cumulative Salary/Income
38	\$171,002	41	\$25,653	\$1,051,806

**Referrals:**

Category	Financial	Employment & Training	Housing Assistance	Health & Wellness	Home-ownership Counseling	Childcare	Professional Dev'tment
James Bland V	3	7	1	0	1		10
Public Housing	0	2	1	1	1	0	2



Housing Choice	0	5	4	0	2	0	0
Agency wide	0	0	5	0	2	0	0
<b>TOTALS</b>	<b>3</b>	<b>14</b>	<b>11</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>12</b>

**Special Notes:**

- The FSS case list added 10 new participants the last 30 days.
- JBV resident, Natarra Phelps has found full-time employment.
- JBV resident, Sarah Gahrout has also found full-time employment.
- On March 21<sup>st</sup> The Business Development Assistance Group, Inc. did a presentation on "6 Basic Steps to Open a Business in the City of Alexandria. The workshop was a success and well attended by residents who expressed their appreciation regarding the opportunity to get a basic understanding of the fundamentals involved in starting a business. Irena Antal, the Presenter did a great job and encouraged the residents to follow up with her regarding any questions they might have.
- JBV Residents have also been active in ARHA's Resident Association.
- Unemployed residents at JBV have been very proactive in searching for employment and meet with the Family Supportive Services Specialist to help them critique their resumes and work on their interview techniques.

**Partnerships: Renewed with the following organizations:**

The Program Coordinating Committee (PCC) is currently being re-activated with partners in the following areas: Education and Training, Employment & Contracting, Homeownership, Incentives & Rewards, and Advocacy

These include the following organizations:

Center for Employment Training (CET), Alexandria, VA

Office of Housing, Alexandria, VA

ACT of Alexandria, Alexandria, VA

Emergency Financial Providers Consortium of Churches, Alexandria, VA

Workforce Development; SNAPET; Alexandria Public Schools

Alexandria Community Services Board.

**Upcoming Events:**

**Presented by: Racquel Jones/Dorothy Mwawasi**

Weekly FSS Orientations

**Every Thursday at 6:00pm**

Where: Large Conference Room, ARHA offices

**Presented by: FSS Roundtable**

Event: Preparation for FSS Capitol Day, March 28<sup>th</sup>

Mr. Owens, will address James Bland V residents regarding upcoming changes at ARHA and any other concerns residents may have.

The City of Alexandria's Workforce Development SNAPET Program will present its program to staff on 4/19/17.



Date: March 24<sup>th</sup> at 10:00 am  
 Presented by: Community Services Board  
 Event: Mental Health Awareness

Date: April 4<sup>th</sup>, 2017: 6:00pm  
 Where: Large Conference Room  
 Presented by: Racquel Jones/Dorothy Mwawasi  
 Event: Program Coordinating Committee (PCC)  
 Date: May 23<sup>rd</sup>, 2017  
 Where: Multi-Purpose Room, ARHA Offices

**Family Resource Learning Centers**  
 Staff: Jason Ellis, Gaynelle Diaz, Kimberly Artis  
**Engagement:**

Group Type	Average attendance	Programming hours	% of Enrolled
Elementary students	24	26	82%
Middle school students	11	30	79%
High School students	9	48	90%

**Finances:**

Program Expenses	YTD Expenses	Grant funding balance	Donations
\$6,536.97	\$16,798.52	\$ 12,451.48	\$620

**Fee-for service (Elementary & Middle School Program):**

AMP	Rate	MS Service Days	Billable	Elem. Service Days	Billable
Hopkins-Tancil	\$13.20	42	\$554.40	241	\$3181.20
Andrew Adkins	\$13.20	10	\$132.00	N/A	N/A
Samuel Madden	\$13.20	19	\$250.80	39	\$514.80
James Bland V	\$13.20	10	\$132.00	N/A	N/A

**Volunteers:**

Type	Enrolled	New Recruits	Service hours
Resident	8	0	105.5
Community	5	0	26
Partner	26	0	14

**Partnerships:**

**Special Notes/ Upcoming Events:**

- Backpack Registration with Brother's Keeper, 4/25/17 @ Ruby Tucker, 4:00 pm – 7:00 pm
- Parent Wrap Around Group – Family Game Night, 6/2/17 @ Ruby Tucker 6:30 pm – 8:30 pm
- Parent Wrap Around Group – End of Year Session, 6/12/17 @ Ruby Tucker 6:00 pm – 7:30 pm
- Youth Arts Festival, 6/24/17 @ Mt. Vernon Recreation Center, 12:00 pm– 4:00 pm
- Ruby Tucker Day, 7/8/17 @ Tancil Courtyard, 12:00 pm – 4:00 pm

## The Senior Center @ Charles Houston; LaDrey High Rise

The Senior Center @ Charles Houston is a multipurpose program providing a variety of activities to prevent isolation of seniors and promote their wellness, happiness and independence. The Center provides congregate lunch meals and a wide variety of wellness, exercise, social, recreational, educational and entertainment activities as well as field trips.

### Highlights this month include:

- We ended the month of March with a workshop on "Divatizing" Your Old T-Shirts" conducted by our own Krunch Bunch participant Rosa Byrd and a very enjoyable field trip to Chesapeake Beach, Maryland. The participants used their creative juices and produced wonderful designs and patterns. The day was lovely as we journeyed to Chesapeake Beach and spent time by the water enjoying lunch at the Rod & Wheel Restaurant
- The end of the month also brought our "Eat Right & Move More" monthly nutrition challenge to a close. We will be awarding the three top participants with goodie bags later in the month of April
- Another feature at the end of March was the 'I Heart Seniors' monthly sponsored Breakfast. Our participants really look forward to and enjoy the meal provided by I Heart Seniors.
- We began the month of April with an observance of National Public Health Week Outreach with a presentation by Department staff Nechelle Terrell. Nechelle spoke on the importance of disposing old medication properly and provided each participant with biodegradable bags and other pertinent literature of the Health Department's Services
- A fieldtrip to the newly opened Harriet Tubman Museum in Cambridge, MD was very awe inspiring, educational and entertaining
- We continue to use multi modalities in our ongoing efforts to focus on cognitive and memory functions
- Our exercise activities of Yoga, Arthritis, Golden Zumba and power walking to work on balance and agility are continued features of our program

**Staff:** Vanessa Greene, Starr Robertson, Kiyah Tyler

### Activities:

Health & Wellness	Nutrition	Cognitive	Leisure/Enrichment
33	22	49	40

### Participation:

Active participants	New Registrants	Drop-ins	Partner Participants
127	5	-	17

### Referrals/Ancillary Services:

Support Services	Service delivery numbers (Indvl. count)
Health & Medical	263
Financial	19
Daily living skills and entitlements	32
Transportation	602
Enrollments and registrations	0

Sick and shut-in	<b>17</b>
Family planning & Assessments	<b>6</b>

**Finances:**

Expenditures: ARHA	Expenditures: External Funding	Fundraising: Cash (YTD)	Donation/In-kind gifts valuation (month)
<b>\$450</b>			<b>\$2155</b>

New recruitment	Active #	Hours of service: Resident	Hours of service: Community
-	2	44	-

**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 Successful Aging Committee of Alexandria, VA (Quarterly Sponsored Activities)  
 Partnership for a Healthier Alexandria (Quarterly Sponsored Discussions and Presentations)  
 AARP (Bi Annual Sponsored Presentations)  
 Hogan Lovells, LLC (Law Firm, Assorted Volunteer Activities)

**Upcoming Highlights:**

- Golden Zumba w/Leslie, 4/17 @ 10:30
- Arthritis Exercise Class w/Monique, 4/18 @ 9:30
- Gardening Activity w/Burgundy Farm School "Buddies," 4/18 @ 10:30
- Spring Fling Activity, 4/19 @ 11:00
- Hearing Screening Provided by Miracle Ear, 4/20 @ 10:00
- Field Trip to NASA Goodard Center, Greenbelt, MD & Lunch Out, 4/21 @ 9:30
- Tai Chi Class w/Stephan, 4/24 @ 10:00
- BP Screening Clinic by Envoy of Alexandria Staff, 4/28 @ 12:30
- I Heart Seniors' Sponsored Breakfast, 4/28 @ 9:30

**Mother's Day Tea, 5/10 @ 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:** April 20, 2017  
**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**

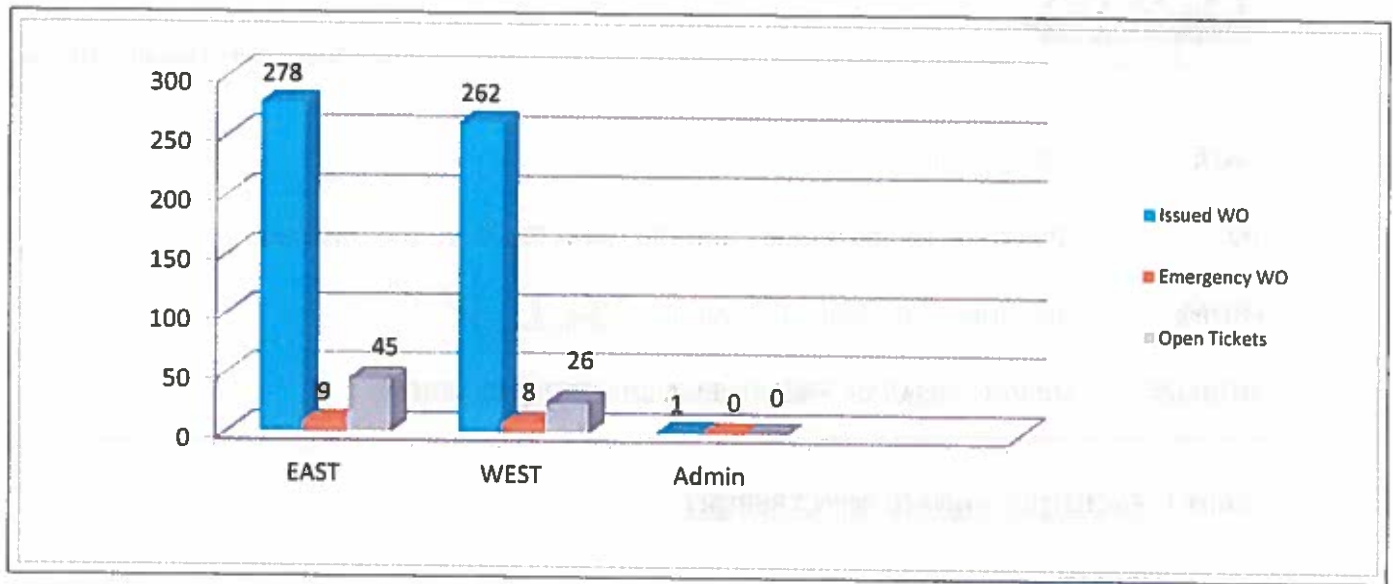
**A. Work Order Summary**

Below is Table I, which provides 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 East and West.

Table I – Reporting Period: 03/01/2017 to 3/31/2017

Issued WO’s	541	Includes all work orders generated during this period
Completed WO’s	470	Includes all work orders completed during this period
Emergency WO’s	17	Includes all emergency work orders issued and completed within 24-hours
Open WO’s	38	Routine WOs, exterminator services, and vacant units WOs summary as of the closing of this reporting period ending
Open UPCS WO’S	33	Routine UPCS WOs summary as of the closing of this reporting period ending

**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, nine (9) additional units were added for rehabilitation and turnover work. Fourteen (14) units have been completed and turned over (make ready time) to Asset Management for leasing as of the end of the current reporting period. Refer to the Asset Management report for additional details.

# DEVELOPMENT



**Commissioners:**

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

**Carter Flemming**  
**Christopher Ballard**  
**Chyrell Bucksell**

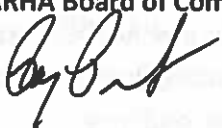
**Karl Sandberg**  
**Merrick T. Malone**  
**Peter Kleeblatt**

---

**Roy Priest, Chief Executive Officer**

**DATE:** April 18, 2017

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

**FROM:** Roy O. Priest, Secretary-Treasurer 

**SUBJECT:** DEVELOPMENT UPDATE, APRIL 2017

---

## PROJECT MANAGEMENT

### ANDREW ADKINS

The team has developed a revised Concept 1 based on the listening sessions with the community and city staff comments from the first Concept 1 submission. This revised concept will be submitted to the city during the upcoming reporting period, to the ARHA Redevelopment Work Group and the Braddock Implementation Advisory Board. Meetings with City and ARHA staff have advanced the discussion. Meeting Summaries for those meetings held March 17 and April 12 have been developed and provided to the Board by staff under separate cover. Further updates for this development site will be discussed in Executive Session.

### RAMSEY HOMES

During this reporting period, the Final Site Plan was submitted to the Engineers Surveyors Institute (ESI) for review. ESI conducts Minimum Submission and Peer Reviews in several jurisdiction, Alexandria included. The City of Alexandria requires that ESI, a third party plan reviewer under contract with the City and several other Northern Virginia jurisdictions, conduct a review prior to submitting the Final Site Plans to the City of Alexandria. The minimal comments provided by ESI have were addressed and the plans were submitted to the City of Alexandria on April 13th.

On April 5, 2017, there was an internal meeting between ARHA and the Office of Housing to review the results of the survey, develop a summary outline and conditions to be included in the draft Memorandum of Agreement (MOA). A full meeting summary was provided to the Board of Commissioners on April 7, 2017. It is anticipated that the cost to ARHA to implement certain of the



mitigation measures could exceed the \$50,000 minimum budget amount set by the DSUP conditions based on the budget estimates provided by City staff and discussions with our team. Some of the mitigation suggestions will be implemented by the city and the cost for same picked up by the city.

The Phase III Archeology required by the City is outside of the current scope of the history consultant and will require that we issue a Request for Proposals to hire an archaeological consultant to implement the recommendations of a Resource Management Plan (RMP) that has been drafted by the current consultant and submitted to City Archaeology for comment. This RMP will result in a Treatment Plan which will be reviewed by the Virginia Department of Historic Resources (DHR) and then used to inform the scope of work for the RFP.

A draft of the MOA will be provided at the next Section 106 Meeting which is scheduled for April 26, 2017 at 9:30 at the Watson Reading Room. Officials from the DHR and the federal Advisory Council on Historic Preservation will be in attendance.

Once the Section 106 process concludes, this information will be included in the overall Environmental Review for submission to our Field Office of HUD. The Field Office must sign off on the Environmental Review before we can include it in the Disposition Application and submit the Disposition Application to the HUD Special Applications Center. It is through the Disposition Application process that Tenant Protection Vouchers (TPVs) will be requested. Given the 120-day notice required for relocation, and the fact that we must have the TPVs in hand in order to notice the residents of their rights under this process, there is concern that relocation delays could delay the schedule for demolition and commencement of construction.

On May 3<sup>rd</sup> VHDA will publish its preliminary rankings and open the process up for comments from all participants. The submissions have been published by VHDA and our initial review of the self-scoring of all submitted applications indicates that our application is sitting in 2<sup>nd</sup> place in the Local Housing Authority Pool (LHA-Pool). There will be 7 days during which other applicants can challenge our application after which we will have 7 days to respond to any challenges. On May 24<sup>th</sup>, the final rankings will publish.

RAMSEY HOMES REDEVELOPMENT SCHEDULE		
TASK/PHASE	Submission Date	Meeting Date
Tax Credit Application Submission	March 3, 2017	
Preliminary Rankings/begin comment period	May 3, 2017	
End comment period/begin rebuttal comment period	May 10, 2017	
End rebuttal comment period	May 17, 2017	
Announce Final Rankings	May 24, 2017	
Begin Relocation	August/September, 2017	

<b>Reservation Agreement Executed</b>	December 15, 2017	
<b>Financial Closing</b>	December 22, 2017	
<b>Construction Commencement</b>	January 2018	

## PORTFOLIO MANAGEMENT

DEEDEE GEORGE, PORTFOLIO MANAGER

The portfolio management team is finalizing annual audits with investors for review of tenant files, property operations and physical inspections of their assets. The recently concluded audits with Boston Capital noted some updates required on the tenant files and routine maintenance issues on site. Overall, there were no significant findings.

The PM team also organized a meeting with the HUD Regional Chief of Asset Management, Mr. Ford, and ARHA's senior management staff to discuss potential financing options relative to the redevelopment plans for Ladrey High-rise and financial restructuring of Park Place and Saxony Square. Mr. Ford enthusiastically noted HUD's commitment to retain Housing Assistance Payments (HAP) contracts in the City of Alexandria and offered various financing programs that could deliver a HUD fair market rents (FMR) through a HAP that would be issued with the use of HUD's 221(d)(4) loan program. We are in consultation with approved lenders for this financing program and are researching the best terms for these properties. This provides an additional financing vehicle for ARHA's redevelopment efforts and the HAP contract would enable the property to service the debt and pay operating expenses, including increased HOA fees.

## COMMUNICATIONS & CIVIC ENGAGEMENT

CYNTHIA DICKERSON, EXECUTIVE ASSISTANT

### PUBLIC RELATIONS

There was a tour of Chatham Square and Old Town Commons with the VHDA Board of Directors and Executive Staff on April 2nd, 2017; the tour went very well. The Board members were led on a walking tour that included the community's common areas, parks and a resident unit. The Board was very complimentary of the property's upkeep and of ARHA's ability to develop and maintain exemplary mixed-income communities, noting it as a national standard. The tour was accompanied by Connie Staudinger and DeeDee George who thanked the Board for its continued partnership with ARHA.

### COMMUNITY UPDATES

Residents of Ramsey Homes were updated on the ongoing events regarding the proposal to redevelop Ramsey Homes. A letter was sent out to inform residents of our submitted application for Low Income Housing Tax Credit funding to the Virginia Housing Development Authority (VHDA) to compete in the Local Housing Authority (LHA) Pool for the 2017 funding round.

## 2017 ANNUAL CONFERENCES

As a part of our continuing outreach, training and public relations efforts, VHDLLC will be attending and participating in two annual conferences this year: the Virginia Association of Housing and Community Development Officials (VAHDCO) and the Southeastern Regional Council of the National Association of Housing and Redevelopment Officials (SERC-NAHRO) conferences. Both organizations are seen as industry leaders for advocacy in the fields of housing and redevelopment. VHDLLC has been invited to present best practices at both conferences. Conferences present a unique opportunity for innovation and relationship building with providers of knowledge and capital.

**VAHDCO:** As the VAHDCO conference approaches, we are actively preparing for our participation in the program by reviewing key materials to be delivered. Approximately 200 state and national HUD staff, housing authority staff and housing industry professionals are expected to attend. The conference theme is "Investing in Your Future". This conference will be held in Richmond on April 27 – 28.

**SERC-NAHRO:** This year's SERC-NAHRO conference theme is "Moving to the Rhythm of Change". The Conference Committee has prepared a full agenda of training to share the most up-to-date practices and information available. VHDLLC will be presenting in the Community Development and Revitalization track. Other conference topics will include finance, Section 8, Housing and Small Agencies along with NAHRO's IRGE program, Reading Programs for Residents, Data and Policy Research for Small PHA's and more. The Conference is scheduled for June 25-27, 2017, at the Opryland Hotel in Nashville, TN.

## VHDLLC WEBSITE

The VHDLLC website continues to be updated with new information related to our policies and industry practices in a further effort to quantify, qualify and educate, which is the mantra that we have taken on for the advancement of our development activities.

## SITE STATISTICS

Attachment A features a comparison of last month's reporting period (February 1-28) website statistics to this month's reporting period (March 1-31). In March, site traffic was not as heavy as in February, most likely due to decline in media coverage and lack of public hearings related to our projects. There a total of 318 sessions on the website in March and 826 page views. It is expected that site traffic reporting for the following months will show increase numbers due to the expedited process for Andrew Adkins.

The "Ramsey Homes Redevelopment" page continues to be the most-frequented of the website, after the VHDLLC homepage, indicating that community interest in the redevelopment effort remains high. Site traffic broken down by geographic area continues to indicate that the highest percentage of known users in the United States visiting the website are located in Alexandria City (35.3%), followed by Washington, DC, (20.6%). A significant percentage of site traffic last month also originated in Arlington, demonstrating an expansion in the reach of the website throughout the metropolitan area.

VHDLIC.US site statistics  
Attachment A

Feb 28, 2017 - Mar 31, 2017  
Compare to: Jan 31, 2017 - Feb 28, 2017

All Users  
+0.00% Sessions

DEFINITIONS (from Google Analytics)

Sessions: The period of time a user is active on your site or app. By default, if a user is inactive for 30 minutes or more, any future activity is attributed to a new session. Users that leave your site and return within 30 minutes are counted as part of the original session.

% New Sessions: An estimate of the percentage of first time visits.

Users: Users that have had at least one session within the selected date range. Includes both new and returning users.

New Users: The number of first-time users during the selected date range.

Pageviews: Pageviews is the total number of pages viewed. Repeated views of a single page are counted.

Sessions

Feb 28, 2017 - Mar 31, 2017

**318**

% of Total: 100.00% (318)

Jan 31, 2017 - Feb 28, 2017

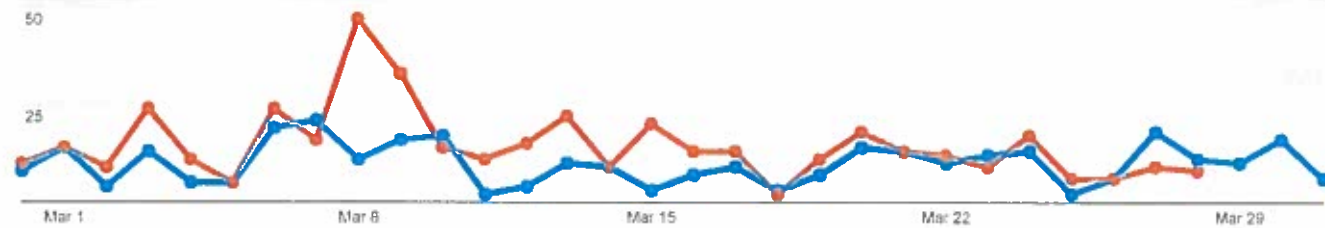
**421**

% of Total: 100.00% (421)

Sessions

Feb 28, 2017 - Mar 31, 2017: Sessions

Jan 31, 2017 - Feb 28, 2017: Sessions



Users

Feb 28, 2017 - Mar 31, 2017

**233**

% of Total: 100.00% (233)

Jan 31, 2017 - Feb 28, 2017

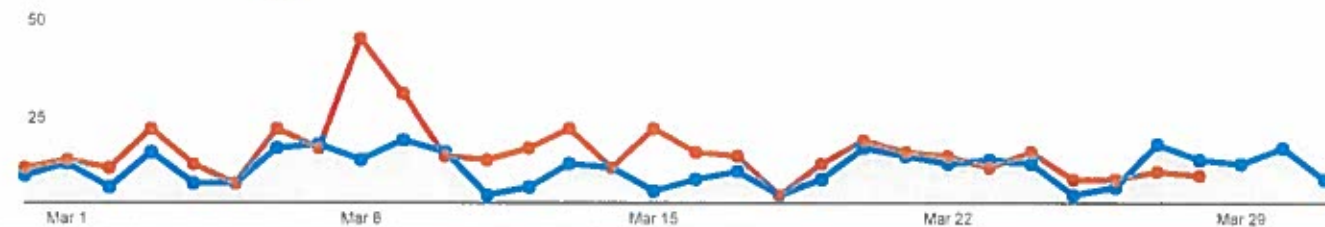
**327**

% of Total: 100.00% (327)

Users

Feb 28, 2017 - Mar 31, 2017: Users

Jan 31, 2017 - Feb 28, 2017: Users



## Pageviews

Feb 28, 2017 - Mar 31, 2017

**826**

% of Total: 100.00% (826)

Jan 31, 2017 - Feb 28, 2017

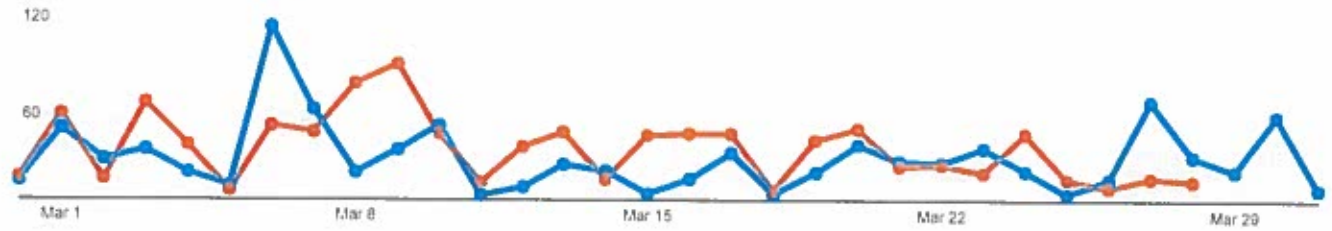
**921**

% of Total: 100.00% (921)

## Pageviews

Feb 28, 2017 - Mar 31, 2017: ● Pageviews

Jan 31, 2017 - Feb 28, 2017: ● Pageviews



## % New Sessions

Feb 28, 2017 - Mar 31, 2017

**65.72%**

Avg for View: 65.72% (0.00%)

Jan 31, 2017 - Feb 28, 2017

**71.26%**

Avg for View: 71.26% (0.00%)

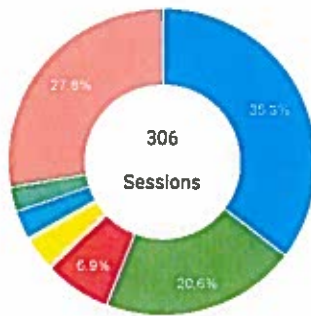
## Pageviews by Page Title

Page Title	Pageviews
<b>Virginia Housing Development LLC - Home</b>	
Feb 28, 2017 - Mar 31, 2017	219
Jan 31, 2017 - Feb 28, 2017	266
<b>% Change</b>	<b>-17.67%</b>
<b>Andrew Adkins Redevelopment - Virginia Housing Development LLC</b>	
Feb 28, 2017 - Mar 31, 2017	190
Jan 31, 2017 - Feb 28, 2017	256
<b>% Change</b>	<b>-25.78%</b>
<b>Ramsey Homes Redevelopment - Virginia Housing Development LLC</b>	
Feb 28, 2017 - Mar 31, 2017	93
Jan 31, 2017 - Feb 28, 2017	96
<b>% Change</b>	<b>-3.12%</b>
<b>Old Town Commons - Virginia Housing Development LLC</b>	
Feb 28, 2017 - Mar 31, 2017	67
Jan 31, 2017 - Feb 28, 2017	56
<b>% Change</b>	<b>19.64%</b>
<b>Ramsey Homes Design - Virginia Housing Development LLC</b>	
Feb 28, 2017 - Mar 31, 2017	33
Jan 31, 2017 - Feb 28, 2017	15
<b>% Change</b>	<b>120.00%</b>
<b>About VHDLLC - Virginia Housing Development LLC</b>	
Feb 28, 2017 - Mar 31, 2017	31
Jan 31, 2017 - Feb 28, 2017	20
<b>% Change</b>	<b>55.00%</b>
<b>Contact - Virginia Housing Development LLC</b>	
Feb 28, 2017 - Mar 31, 2017	30
Jan 31, 2017 - Feb 28, 2017	24
<b>% Change</b>	<b>25.00%</b>

### Sessions by City, US Only

Alexandria Washington Arlington Richmond New York Fairfax Other

Feb 28, 2017 - Mar 31, 2017



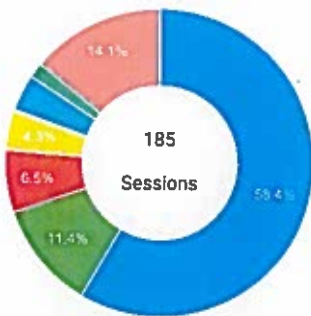
Jan 31, 2017 - Feb 28, 2017



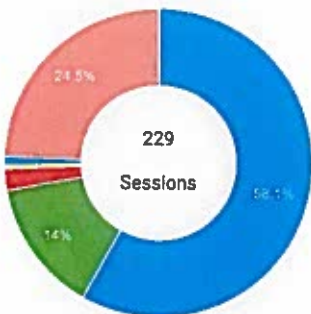
### Sessions by City, Virginia only

Alexandria Arlington Richmond Fairfax Tysons Mount Vernon Other

Feb 28, 2017 - Mar 31, 2017



Jan 31, 2017 - Feb 28, 2017



# CONSENT DOCKET

CONSENT  
DOCKET

---



# CONSENT DOCKET

CONSENT  
DOCKET

---

# ACTION DOCKET

ACTION  
DOCKET

# OTHER BUSINESS

OTHER  
BUSINESS



# JOIN OUR TEAM

We're proud to create memories for our guests every day. Ready to join us?

JOIN US FOR OUR PRESENTATION AND ON-THE-SPOT INTERVIEWS AT THE CITY OF ALEXANDRIA!

Workforce Development Center | April 25 | 9 a.m. – 12:30 p.m.  
1900 North Beauregard Street, Suite 300  
Alexandria, VA 22311

We Look Forward to Meeting Some New Shipmates for Entertainment Cruises!

MEET US FOR AN ON-SITE INTERVIEW

**\*100 Positions Need to Be Filled\***

THE FOLLOWING POSITIONS ARE CURRENTLY OPEN FOR IMMEDIATE HIRE

Culinary all levels, Bartender, Server, Server Assistant, Host,  
Pier Utility Attendant, Deckhand, Ticket Booth Agent

Register Here: <http://www.alexandriawdc.eventbrite.com/>

## CONTACT US FOR MORE INFORMATION

Savannah Hill, Business Services Specialist  
[savannah.hill@alexandriava.gov](mailto:savannah.hill@alexandriava.gov) | 703.7465724



extended  
**STAY  
AMERICA®**

Open positions in  
Northern Virginia  
including Alexandria,  
Fairfax, and Springfield!

- 15 Housekeeping positions
- 6 Front Desk positions

Multiple shifts available

Register at:

[www.alexandriawdc.eventbrite.com](http://www.alexandriawdc.eventbrite.com)

For more information, contact  
Savannah Hill at 703.746.5724 or  
[Savannah.hill@alexandriava.gov](mailto:Savannah.hill@alexandriava.gov)



The City of Alexandria  
Workforce Development Center



Department of Community  
and Human Services

**HIRING EVENT**  
**Wednesday**  
**April 26**  
**10 a.m.-1 p.m.**

**Workforce  
Development Center**  
**1900 N. Beauregard  
Street, Suite 300**  
**Alexandria, VA 22311**

The City of Alexandria is committed to compliance with the Americans with Disabilities Act, as amended. To request a reasonable accommodation, email: [Maurice.Tomdio@alexandriava.gov](mailto:Maurice.Tomdio@alexandriava.gov) or call 571.384.5244.



**QUALIFICATIONS NEEDED:**

- Current certification as a CNA in Virginia or 120 hours of schooling for Nurse's Aid
- One to three years experience in home and facility setting
- Current PPD or chest x-ray



# JOB FAIR

**WE ARE SEARCHING FOR:**

Certified Nursing Aids (CNAs)

Home Health Aids (HHAs)

License Practical Nurses (LPNs)

Registered Nurses (RNs)

**LIFEMATTERS**

10 am - 2 pm

7531 Leesburg Pike, Suite 100

Falls Church, VA 22043

703-839-8000

**28**  
APRIL



Attention!



Attention!



# BOARD OF COMMISSIONERS and the ALEXANDRIA RESIDENT ASSOCIATION

*Invite you to a RESIDENT FORUM to hear your  
thoughts about selecting the next ARHA CEO*

ON

**SUNDAY, APRIL 30, 2017 @ 3:00PM to 5:00PM**

Charles Houston Recreation Center  
901 Wythe Street . Alexandria, VA . 22314  
703.549.7115 ext. 200



**PLEASE COMPLETE A BRIEF CEO SEARCH SURVEY:**

<https://www.surveymonkey.com/r/ARHACEO>



Attention!

ACPS's  
Family and  
Community  
Engagement Center  
(FACE)

Engaged Families, Successful Students

# SCIENCE

## UNRESTRICTED

THURSDAY, MAY 11. 4:30P - 7:00P  
Institute for Defense Analyses  
4850 Mark Center Drive (22311)



### Need a Ride?

#### Elementary Schools

Cora Kelly - 4:45 PM  
Charles Barrett - 4:45 PM  
Patrick Henry - 4:45 PM  
James K Polk - 4:55 PM  
Jefferson-Houston - 5:00 PM  
William Ramsay - 5:00 PM  
John Adams - 5:10 PM

#### Middle Schools

FC Hammond - 5:00 PM  
George Washington - 5:05 PM

#### High Schools

T.C. Williams King St - 5:00 PM  
Minnie Howard - 5:05 PM

#### Community Centers

Ruby Tucker - 4:45 PM  
Brent Place - 4:45 PM  
Charles Houston Rec - 4:50 PM  
Community Lodgings - 4:55 PM

Buses will leave the event  
at 6:30 PM and 7:00 PM



### ACPS K-12 FAMILIES AND STAFF, JOIN US!

- Hands-on Activities, Exhibits & Contests
- Pizza dinner and yummy munchies
- Gift Cards, Tablets, and other great prizes

First 100 ACPS  
students to register  
receive a goodie-bag!

REGISTER TODAY  
[WWW.ACPS.K12.VA.US./FACE-CENTERS](http://WWW.ACPS.K12.VA.US./FACE-CENTERS)  
703-619-8055



ACPS's  
Family and  
Community  
Engagement Center  
(FACE)

Engaged Families, Successful Students

# CIENCIAS

## SIN RESTRICCIONES

JUEVES 11 DE MAYO, DE 4:30P A 7:00P

Institute for Defense Analyses  
4850 Mark Center Drive (22311)



¿Necesita movilidad?

### Escuelas elementales

Cora Kelly - 4:45 PM  
Charles Barrett - 4:45 PM  
Patrick Henry - 4:45 PM  
James K Polk - 4:55 PM  
Jefferson-Houston - 5:00 PM  
William Ramsay - 5:00 PM  
John Adams - 5:10 PM

### Escuelas medias

FC Hammond - 5:00 PM  
George Washington - 5:05 PM

### Escuelas secundarias

T.C. Williams King St - 5:00 PM  
Minnie Howard - 5:05 PM

### Centros comunitarios

Ruby Tucker - 4:45 PM  
Brent Place - 4:45 PM  
Charles Houston Rec - 4:50 PM  
Community Lodgings - 4:55 PM

Los autobuses partirán del  
evento a las 6:30 pm y a las  
7:00 p.m.

Los primeros 100  
estudiantes de ACPS  
en inscribirse  
reciben sorpresas



**FAMILIAS Y PERSONAL DE ACPS K-12, ¡ÚNANSE!**

- Actividades prácticas, exhibiciones y concursos
- Cena con pizza y bocados deliciosos
- Tarjetas de regalo, tablets y otros grandes premios

## INSCRÍBASE HOY

[WWW.ACPS.K12.VA.US./FACE-CENTERS](http://WWW.ACPS.K12.VA.US./FACE-CENTERS)

# 703-619-8055



**Brighter Strategies**  
Better process Brighter results

**Tuesday**  
**May 9, 2017**

8:30 am

Registration/light breakfast

9:00 a.m. – 10:30 a.m.

Workshop

Durant Arts Center  
1605 Cameron Street

The workshop is FREE, however reservations are required. Please register by calling the Office of the Arts: 703.746.5588 or go to Eventbrite: <https://tinyurl.com/lgaknrq>

Sponsored by Brighter Strategies in partnership with the Alexandria Collaborators (ACT for Alexandria, Alexandria Regional Council for the United Way of the National Capital Area and the City of Alexandria).



# High Performing Boards

Facilitated by:

Dr. Elizabeth Scott, President/CEO



High performing boards operate within the context of a sound mission and a compelling vision. Within that context, agile boards identify strategies for moving forward. Sometimes, however, boards lose sight of their charge, becoming static and routine.

This workshop will focus on best practices for board governance that allow for the flexibility needed to be innovative and responsive.

Learn how to energize your board, develop tools for board recruitment and development, and ensure strategic momentum by leading with vision.

In case of inclement weather, this workshop will follow the City of Alexandria weather policies.

# TRP FOUNDATION

Presents

**JULIAN DAWKINS**

**STOP THE VIOLENCE**

**COMMUNITY**

**DAY**



**Saturday, May 13, 2017**

**12—5 p.m.**

**George Washington Middle School**

**Lenny Harris Fields at Braddock Road Park**

**1005 Mt. Vernon Avenue**

**Alexandria, Virginia 22305**

**Moonbounce \* Face Painting \* Entertainment \* Games \* Vendors \* Food \* Fun**

For sponsorship packets, vendor opportunities, or more information, email

TRP Foundation

[1TRPFoundation@gmail.com](mailto:1TRPFoundation@gmail.com)



**"Providing Hope by Giving Back"**

The City of Alexandria is committed to compliance with the American with Disabilities Act, as amended. To request a reasonable accommodation or an alternative format, email [Cheryl.Lawrence@alexandriava.gov](mailto:Cheryl.Lawrence@alexandriava.gov) or call 703.746.5418, Virginia Relay 711.



Co-Sponsored by

Alexandria Department of Recreation, Parks and Cultural Activities

[www.alexandriava.gov/Recreation](http://www.alexandriava.gov/Recreation) Special Events Hotline: 703.746.5592

8<sup>th</sup> annual  
**YOUTH ARTS**  
**FESTIVAL**  
**of alexandria**  
**Saturday, June 24, 1:00-5:00 pm**  
 Mount Vernon Recreation Center  
 2701 Commonwealth Ave. Alexandria, VA 22305  
 Tel. # 703-539-2742; arhacontact@gmail.com



# START A NEW CAREER PATH TODAY

Are you interested in completing training programs and earning certifications in high demand occupations in BUSINESS, HEALTH CARE, INFORMATION TECHNOLOGY and OTHER CAREER FIELDS?

Are you currently receiving SNAP BENEFITS?

## IF SO, CONTACT

the WORKFORCE DEVELOPMENT CENTER for training opportunities through SNAP EMPLOYMENT TRAINING at Northern Virginia Community College!

# 703.746.5859

[SNAPET@ALEXANDRIAVA.GOV](mailto:SNAPET@ALEXANDRIAVA.GOV)

[WWW.ALEXANDRIAVA.GOV/WORKFORCEDEVELOPMENT](http://WWW.ALEXANDRIAVA.GOV/WORKFORCEDEVELOPMENT)



DEPARTMENT OF COMMUNITY AND HUMAN SERVICES



# START A NEW CAREER PATH TODAY

Are you interested in completing training programs and earning certifications in high demand occupations in BUSINESS, HEALTH CARE, INFORMATION TECHNOLOGY and OTHER CAREER FIELDS?

Are you currently receiving SNAP BENEFITS?

## IF SO, CONTACT

the WORKFORCE DEVELOPMENT CENTER for training opportunities through SNAP EMPLOYMENT TRAINING at Northern Virginia Community College!

# 703.746.5859

[SNAPET@ALEXANDRIAVA.GOV](mailto:SNAPET@ALEXANDRIAVA.GOV)

[WWW.ALEXANDRIAVA.GOV/WORKFORCEDEVELOPMENT](http://WWW.ALEXANDRIAVA.GOV/WORKFORCEDEVELOPMENT)



DEPARTMENT OF COMMUNITY AND HUMAN SERVICES



## High-Demand Workforce Credential Preparation Programs

Information Technology Short-Term Credentials
• CompTIA A+
• Certified Cisco Entry Network Technician (CCENT)
• CompTIA Net+
• Certified Cisco Network Associate (CCNA)
• CompTIA Security+

Medical Short-Term Credentials (patient care)
• Certified Clinical Medical Assistant (CCMA)
• Nurse Aide Preparation (Certified Nurse Aide-CNA)

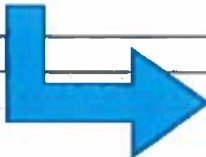
Other Medical Related training (non-patient care)
• Certified Billing and Coding Specialist (CBCS)
• Certified Pharmacy Tech

Technology Retraining Internship Program (TRiP)
• TRiP – Program takes a year and has several IT classes and certifications. An optional, flexible internship is provided <a href="http://www.nvcc.edu/WORKFORCE/trip/index.html">http://www.nvcc.edu/WORKFORCE/trip/index.html</a>

Trades --
• Certified Welder

\*Please check [www.nvcc.edu/workforce](http://www.nvcc.edu/workforce) for class availability (locations and times)

### How to Receive Special Funding?

WIOA Funds	WGG Funds	FANTIC Funds
<p>For the featured programs above and for several others. For a full list of possible programs for funding: <a href="http://www.myskillsource.org/providers/view/id/63">http://www.myskillsource.org/providers/view/id/63</a></p> <p>Then go to <a href="http://www.myskillsource.org/page/id/12/job-seeker-workforce-investment-act">http://www.myskillsource.org/page/id/12/job-seeker-workforce-investment-act</a> to fill out paperwork and review the screening process. Income and eligibility is listed on this site. Schedule an appointment on that website with SkillsSource to receive funding and guidance.</p>	<p>Funded by the Virginia General Assembly to encourage the attainment of high-demand workforce credentials by underwriting the cost of approved credential preparation programs for Virginia residents that meet Virginia domicile requirements. 66% of cost is covered. For Virginia residents only. Student must attend all classes and complete credential test. Follow the directions listed in the image below to receive grant.</p>	<p>For the featured programs above only. 93% of cost is covered. For Virginia residents only. Student must attend all classes and complete credential test. Review and fill out these forms: <a href="http://www.nvcc.edu/workforce/docs/NVCCFANTICWF080216.pdf">http://www.nvcc.edu/workforce/docs/NVCCFANTICWF080216.pdf</a></p> <p>Then bring the form to a full-service Workforce Center (The Loudoun, Annandale, and Woodbridge locations) <a href="https://nvcc.augusoft.net/index.cfm?fuseaction=1003">https://nvcc.augusoft.net/index.cfm?fuseaction=1003</a></p>
		<p>To sign up with the "WCG grant" or pay full-price out of pocket, Go to <a href="http://www.nvcc.edu/workforce">www.nvcc.edu/workforce</a> Then click "register here". In the next page, click "Login/create account" to make a profile and sign up for class.</p>

**FOR ASSISTANCE, EMAIL US AT [NOVAWORKS@NVCC.EDU](mailto:NOVAWORKS@NVCC.EDU)**

### Workforce Development Contacts & Locations

Standard office hours are Monday - Friday 8:30 am - 5:00 pm; however some locations may have additional hours. Our Full Service Offices at Annandale, Loudoun and Woodbridge can assist you with registration and answer questions about our courses and programs.

#### **Annandale**

##### Workforce Full Service Office

Ernst Community Cultural  
Center CE 202  
8333 Little River TnPk  
Annandale, VA 22003

703-323-3168

##### ACLI Testing & Advising

Student Services Building  
CA 114  
8333 Little River TnPk  
Annandale, VA 22003

703-323-3323  
AN-ACLI@nvcc.edu

#### **Loudoun**

##### Workforce Full Service Office

Loudoun, Signal Hill (off-  
campus) Suite 300  
21335 Signal Hill Plaza  
Sterling, VA 20164

703-450-2551

##### ACLI Testing & Advising

Loudoun, Signal Hill (off-  
campus) Suite 300  
21335 Signal Hill Plaza  
Sterling, VA 20164

703-450-2597  
LO-ACLI@nvcc.edu

#### **Woodbridge**

##### Workforce Full Service Office

Regional Center for Workforce  
Education & Training (WRC)  
2645 College Drive  
Woodbridge, VA 22191

703-878-5770

##### ACLI Testing & Advising

Regional Center for Workforce  
Education & Training (WRC)  
2645 College Drive  
Woodbridge, VA 22191

703-878-5770  
WO-ACLI@nvcc.edu

#### **Alexandria**

##### ACLI Testing & Advising

Bisdorf Building AA 230  
5000 Dawes Avenue  
Alexandria, VA 22311

703-845-6329  
AL-ACLI@nvcc.edu

#### **Manassas**

ACLI Testing & Advising  
Hoswmon Hall, MH 112  
10950 Campus Drive  
Manassas, VA 20109

### **American Culture & Language Institute (ACLI)**

ACLI ESL testing and advising are available at Alexandria, Annandale, Loudoun, Manassas, and Woodbridge. ESL testing is available by appointment only. [Schedule an appointment online](#) (non-credit ESL only). Advising office hours are subject to change. Advising appointments are recommended. Please call or email the location of your choice. For registration assistance, visit or call one of the Workforce Full Service Offices.

**FOR ASSISTANCE, EMAIL US AT [NOVAWORKS@NVCC.EDU](mailto:NOVAWORKS@NVCC.EDU)**