

OCTOBER 23, 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
703.5849.7115 (o) 703.838.2825 (f)
www.arha.us

ALEXANDRIA
REDEVELOPMENT &
HOUSING AUTHORITY



DANIEL BAUMAN
Chairman

SALENA ZELLERS
Vice Chairwoman

Commissioners:
Anitra Androh
Commissioner

Christopher Ballard
Commissioner

Chyrell Bucksell
Commissioner

Carter D. Flemming
Commissioner

Peter Kleeblatt
Commissioner

Merrick Malone
Commissioner

Karl Sandberg
Commissioner

Roy O. Priest
Secretary-Treasurer

October 23, 2017

Mr. Daniel Bauman
1404 Key Drive
Alexandria, VA 22302

**Re: Monday, October 23, 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, October 23, 2017 at 7:00 p.m., ARHA 401 Wythe Street (*east conference room*), Alexandria, VA 22314. There are two 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, October 23, 2017

7:00 pm

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
3. Adopt Minutes of Regular Meeting held on Monday, September 25, 2017
4. Adopt Minutes of Special Board Meeting on Tuesday, October 11, 2017
5. Vote Receipt of the Secretary-Treasurer's Report as of Monday, October 23, 2017
6. **CONSENT DOCKET**
 - 6.1 **VOTE TO APPROVE RESOLUTION NO. 650, 2017 UTILITY ALLOWANCE SCHEDULE**
 - 6.2 **VOTE TO APPROVE RESOLUTION NO. 651, AUTHORIZING STAFF TO AWARD A CONTRACT TO REPLACE HALLWAYS CARPET WITH VCT TILES AT LADREY HIGH-RISE**
 - 6.3 **VOTE TO RESOLUTION NO. 652, ESTABLISHING NEW SIGNATORIES FOR ALL AUTHORITY AND PARTNERSHIP CONTROLLED CHECKING AND INVESTMENT ACCOUNTS ON DEPOSIT AT SUNTRUST BANK, UNITED BANK, BURKE AND HERBERT BANK, AND JOHN MARSHALL BANK**
7. **ACTION DOCKET**
8. Other Business
9. Executive Session to Discuss Personnel, Legal and Real Estate Issues

MINUTES

MINUTES

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

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

**MONDAY, SEPTEMBER 25, 2017
7:00 P.M.**

THOSE PRESENT: Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh, Commissioner
Carter Flemming, Commissioner
Chyrell Bucksell, Commissioner
Karl Sandberg, Commissioner
Merrick Malone, Commissioner
Peter Kleeblatt, Commissioner

ABSENT: Christopher Ballard, Commissioner

RECORDER: Ian Hawkins, Recorder

The regular meeting was called to at 7:17 pm. 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. Murphy greeted the Board and apprised them that Mr. Weeks is not attending tonight's meeting.

Ms. Murphy informed the Board of the passing of Mrs. Tonye Simms' mother.

Ms. Murphy thanked Mr. Priest for all he has contributed to the ARHA residents during his tenure as CEO.

Ms. Birch and Murphy apprised the Board of the bullying by residents at LaDrey.

ARHA Resident Association (ARA) – Kevin Harris, President – greeted the Board. Mr. Harris gave the Board a brief synopsis report on the Resident Association.

ITEM 2. PUBLIC DISCUSSION PERIOD ON AGENDA and NON-AGENDA ITEMS – 5 MINUTES:
No information submitted

ITEM 3. VOTE TO APPROVE MINUTES FOR REGULAR SCHEDULED BOARD MEETING MONDAY, JULY 24, 2017:

Chairman Bauman presented the minutes for Monday, July 24, 2017. Vice Chairwoman Zellers moved to accept the minutes; the motion was seconded by Commissioner Sandberg. The motion was approved with (8) Yeas, and (0) Nays to accept the minutes of Monday, July 24, 2017.

ITEM 4. VOTE TO APPROVE MINUTES FOR SPECIAL BOARD MEETING TUESDAY, AUGUST 1, 2017:

Chairman Bauman presented the minutes for Tuesday, August 1, 2017. Vice Chairwoman Zellers moved to accept the minutes; the motion was seconded by Commissioner Androh. The motion was approved with (8) Yeas, and (0) Nays to accept the minutes of Tuesday, August 1, 2017.

ITEM 5. VOTE TO RECEIVE THE SECRETARY-TREASURER’S REPORT AS OF MONDAY, SEPTEMBER 25, 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 Androh moved to accept the Secretary-Treasurer Report; the motion was seconded by Commissioner Kleeblatt. The motion was approved unanimously (8) Yeas to (0) Nays to accept the Secretary-Treasurer’s Report as of Monday, September 25, 2017.

ITEM 6. CONSENT DOCKET:

6.1 APPROVAL OF RESOLUTION 646, ALLOWING STAFF TO EXECUTE AN AGREEMENT TO PROVIDE PHASE III ARCHEOLOGY CONSULTING SERVICES FOR RAMSEY HOMES

Chairman Bauman made a request to approve Resolution 646, Commissioner Androh moved to approve Resolution 646; seconded by Commissioner Kleeblatt. The motion was passed by (8) Yeas; (0) Nays to accept Resolution 646.

6.2 VOTE APPROVAL OF RESOLUTION 647, TO SUBMIT TO HUD THE 2018 ANNUAL AGENCY PLAN

Chairman Bauman made a request to approve Resolution 647, Commissioner Androh moved to approve Resolution 647; seconded by Commissioner Kleeblatt. The motion was passed by (8) Yeas; (0) Nays to accept Resolution 647.

6.3 VOTE APPROVAL OF RESOLUTION 648, APPROVAL TO AWARD A CONTRACT FOR CHATHAM SQUARE EXTERIOR PAINTING

Chairman Bauman made a request to approve Resolution 648, Commissioner Androh moved to approve Resolution 648; seconded by Commissioner Kleeblatt. The motion was passed by (8) Yeas; (0) Nays to accept Resolution 648.

6.4 VOTE APPROVAL OF RESOLUTION NO. 649, APPROVAL TO AWARD A CONTRACT FOR BUILDING MAINTENANCE CUSTODIAN AND JANITORIAL SERVICES

Chairman Bauman made a request to approve Resolution 649, Commissioner Androh moved to approve Resolution 649; seconded by Commissioner Kleeblatt. The motion was passed by (8) Yeas; (0) Nays to accept Resolution 649.

ITEM 7. ACTION DOCKET:

No information submitted

ITEM 8. OTHER BUSINESS:

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

A motion was made by Commissioner Sandberg seconded by Androh, and unanimously adopted to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 8:49 pm. At 9:11 pm the Board reconvened in public session.

Thereupon, Commissioner Androh made the following motion, seconded by Vice 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 (8) Yeas to (0) Nays.

There being no further business to come before the Board, Chairman Bauman adjourned the meeting at 10:17 pm.

**MINUTES OF THE
Alexandria Redevelopment and Housing Authority**

**Special Board Meeting
401 Wythe Street
(Executive Conference Room)
Alexandria, VA 22314**

**Wednesday, October 11, 2017
8:00 AM**

THOSE PRESENT: Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh, Commissioner (via telephone)
Carter Flemming, Commissioner
Chyrell Bucksell, Commissioner
Karl Sandberg, Commissioner

THOSE ABSENT: Christopher Ballard, Commissioner
Merrick Malone, Commissioner

RECORDER: Ian Hawkins

The Chairman called the Special Board Meeting to order at 8:35 am.

ITEM 1.. EXECUTIVE SESSION

A motion was made by Vice Chairwoman Zellers and second by Commissioner Sandberg and unanimously adopted to convene in Executive Session for Personnel Matter. The Executive Session commenced at 9:05 am.

Thereupon, Commissioner Kleeblatt made the following motion was made by Commissioner Kleeblatt and seconded by Vice Chairwoman Zellers to move forward to execute an employment contract with the Board's preferred candidate, with the addition of a clause mandating mediation in case of disputes, if this is agreeable with the preferred candidate. No other actions were taken in the Executive Session and to the best of each member's knowledge (1) only public business matters are fully exempt from opening meeting requirement under the FOIA were discussed in the Executive Session, and (2) no public business matter identified in the motion by which are closed meeting was convened were heard, discussed or considered by the Board in the Executive Session.

The motion was approved on a roll call vote unanimously of (7) yeas; (0) Nays.

Chairman Bauman adjourned the meeting at 9:15 am.

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

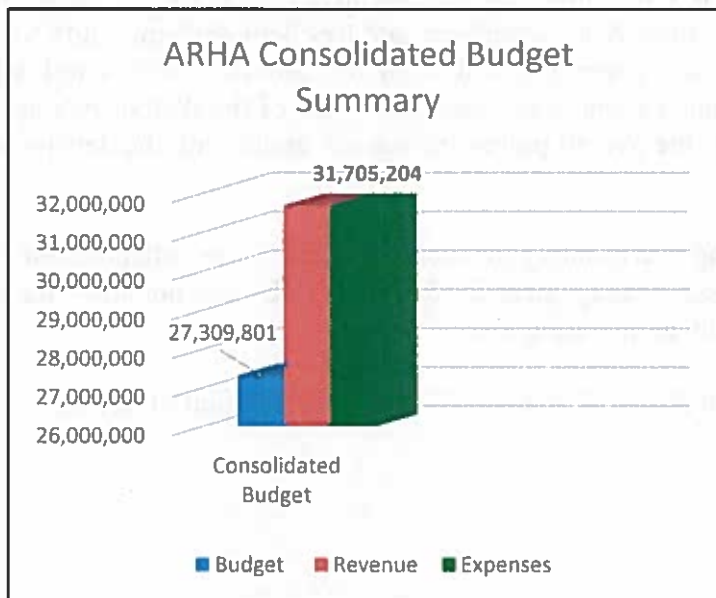
DATE: October 19, 2017

TO: Chairperson Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary Treasurer 

SUBJECT: ARHA FINANCIAL REPORT: JANUARY 1, 2017 – SEPTEMBER 30, 2017

CONSOLIDATED BUDGET SUMMARY

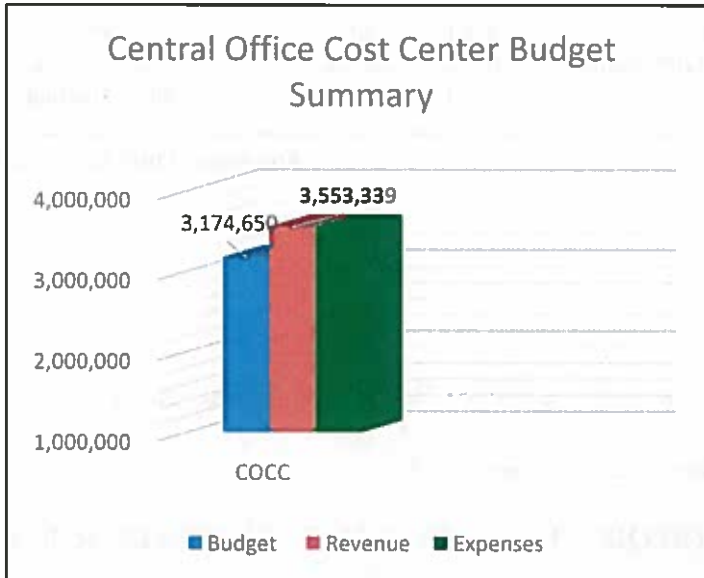


For the period ending September 30, 2017 Revenue and Expenses were \$981K or 3.2% higher than budgeted. As a result, ARHA generated CY reserves of \$2.3MM, which \$1.79MM are restricted and \$578K are unrestricted.

Overall Reserves/Transfers totaled \$525K, which was \$319K or 38% under budget. HCVP Administrative fee was the only significant revenue projection under budget. Dwelling rent is higher than we projected for our “affordable rental properties” as is Government Grants and Operating Subsidy, which are explained in the related sections below.

Expenses/Reserves were higher than budgeted because we have more reserves at this point in the year than we predicted. General Expenses and HAP Expenses were the only expenses over budget by more than \$50K and explained further in applicable sections below.

CENTRAL OFFICE



Overall, As of September 30, 2017, Revenues and Expenses were \$18K or less than 1% under budget and reserve transfers were \$199K, which were \$214K or 52% under the projected budget. There were not any other revenue projections under or expense projections over the budget by more than \$50K.

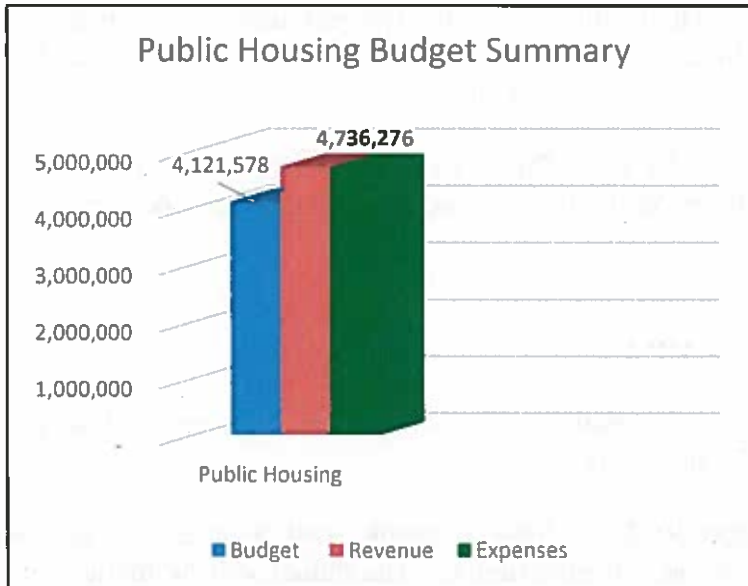
I. CENTRAL OFFICE

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 September 30, 2017, the COCC generated a deficit of \$199K.

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 \$99K or 2.15% over budget as a result Operating Subsidy from HUD being higher than we projected and Public Housing Amp's not needing to use as much CY reserves to meet operating expenses.

Expenses were \$99k or 2.15% under budget, due to the on-going effort of Central Maintenance charging allowable repairs to the capital fund budgets rather than operating budgets.

Among our PH properties, six (6) AMPs yielded restricted reserves of \$475K and five (5) AMPs produced deficits in the amount of \$94K. Staff continues to monitor expenses and manage these properties within the available operating budget. However, even with the unexpected increase in Operating Subsidy as long as HUD continues to provide less than 100% of eligible funding some of the Public Housing AMP's will operate with deficits year after year.

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 September 30, 2017, Public Housing- AMP 1 generated a restricted reserve of \$36,846 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 September 30, 2017, Public Housing-AMP 3 generated a restricted reserve of \$289,814, 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 September 30, 2017, Public Housing- AMP 4 generated a restricted reserve of \$36,202, which is restricted for Public Housing operations and being used to support CY deficits in other Public Housing AMPs.

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 September 30, 2017, Public Housing- AMP 5 generated a deficit of \$10,570, which is \$5,597 or 35% under 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 September 30, 2017, Public Housing- AMP 6 generated a deficit of \$32,574, which is \$4,131 or 11% under the budgeted deficit. Last month we reported the deficit was 69% over budget. The reason for the significant change is because the HOA fees previously were being reported as a current period expense but they had been prepaid. The financial statements were updated this month to correctly report the pre-payment as an accrued expense.

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 September 30, 2017, Public Housing- AMP 7 generated a restricted reserve of \$23,846 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 September 30, 2017, Public Housing- AMP 8 generated a deficit of \$33,292 which is \$56.00 or less than 1% over than the projected deficit. As the year has progressed the deficit has gradually decreased each month and as anticipated we are now operating within our initial budget estimates. 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 September 30, 2017, Public Housing- AMP 9 generated a deficit of \$12,572 which was not anticipated. The variance is a result of unanticipated 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 September 30, 2017, Public Housing- AMP 10 generated a deficit of \$5,922 which is \$4,214 or 41% less than the projected deficit.

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.

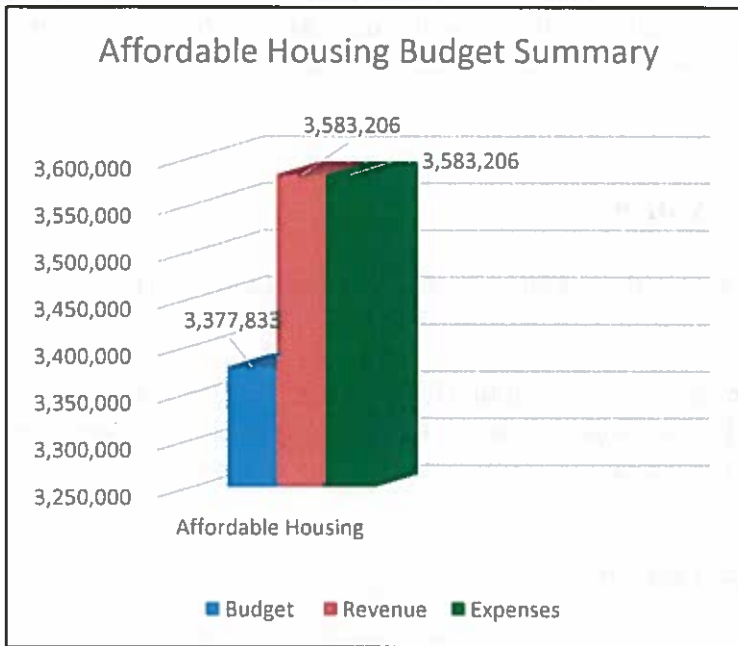
For the period ending September 30, 2017, Public Housing- AMP 11 generated a restricted reserve of \$6,776 which is restricted to the Limited Partnership.

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 September 30, 2017, Public Housing- AMP 12 generated a restricted reserve of \$81,522, which is restricted to the Limited Partnership and is used to fund replacement reserves and residual receipts obligation to ARHA. The large reserve is the result of receiving \$89K in insurance proceeds, once the invoices for the repairs are processed the reserves will decrease.

AFFORDABLE HOUSING SUMMARY



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

Revenues were \$226K or 5.97% over budget mainly as a result of Dwelling Rent being higher than projected at James Bland V, Hopkins Tancil, and Quaker Hill.

Expenses/reserves were \$226K or 5.97% over budget due to the net increase in reserves (cash flow) at James Bland V, Hopkins Tancil, and Quaker Hill. In addition, General Expenses were over budget at Quaker Hill and Hopkins Tancil due to adjustments made to correct issue with Tenmast software.

Among our affordable units, two (2) properties James Bland V and Quaker Hill generated a restricted reserve of \$468K. Three (3) properties, Hopkins Tancil, Princess Square, and Miller Homes generated unrestricted reserves of \$571K, which is available to support current year deficits in the COCC and other properties. Pendleton Park generated an unanticipated deficit of \$18K.

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 September 30, 2017, OTC V generated a restricted reserve of \$242,401 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 September 30, 2017, Miller Homes generated an (unrestricted) reserve of \$68,896, 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 September 30, 2017, Hopkins Tancil generated an (unrestricted) reserve of \$396,623, 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 September 30, 2017, Quaker Hill generated a restricted reserve of \$225,982 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.

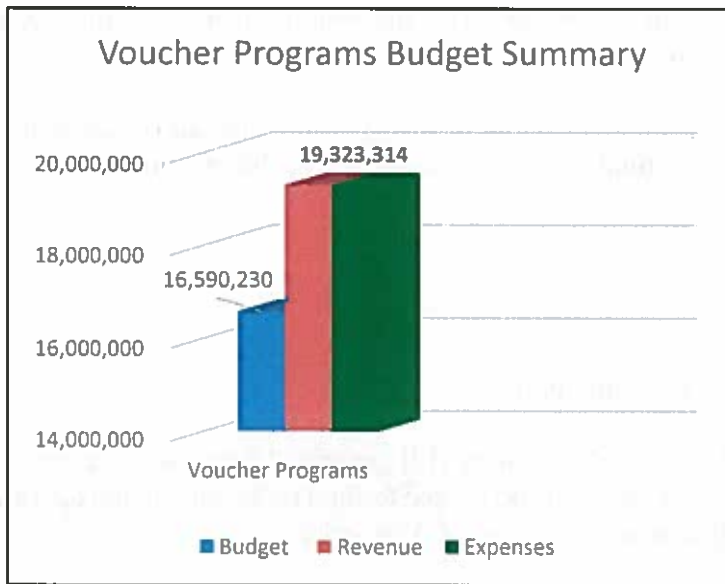
For the period ending September 30, 2017, Princess Square generated an (unrestricted) reserves of \$106,365, which is designated to fund current year operating deficits in the COCC and other affordable housing needs.

XVIII. PENDLETON PARK

This property consists of 24 LIHTC rental units.

For the period ending September 30, 2017, Pendleton Park generated a deficit of \$18,286, which will be funded from unrestricted reserves. Higher than anticipated professional services for Physical Needs Assessment (PNA), management expense, and maintenance charges are the reason for the unanticipated deficit.

Voucher Programs Summary



Includes Housing Choice Voucher Program and Mod Rehab.

Revenues and Expenses were \$659K or 3.53% over budget as a result of higher subsidy income, higher housing assistance payments, and an increase in restricted reserves.

XIX. HOUSING CHOICE VOUCHER PROGRAM

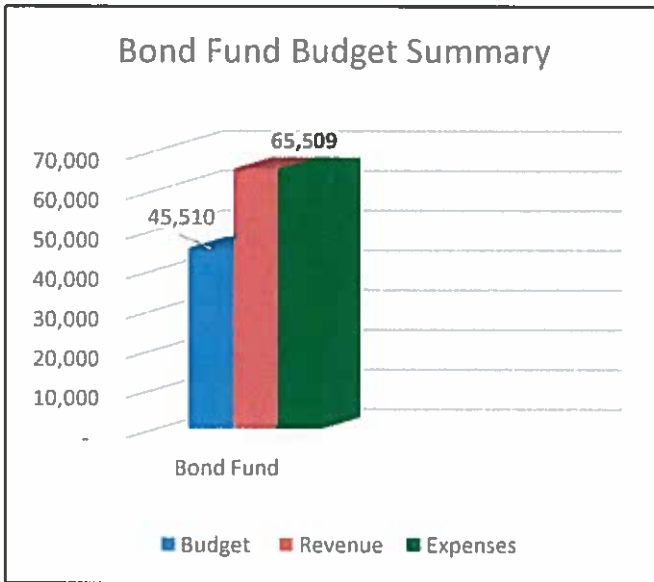
For the period ending September 30, 2017, the Housing Choice Voucher Program (HCVP) operated with restricted reserves of \$852K. The FY 2017 budget was based on prior year funding estimates.

HUD has been notified us that our projected funding will not decrease during the remainder of the year. Staff anticipated this decision and already started issuing new vouchers to assist families based on having additional funds available.

XX. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending September 30, 2017, the Housing Mod-Rehab operated with a deficit of \$213,080. HUD is requiring us to use our MOD Rehab program reserves which will fund this deficit.

Bond Fund Summary



Revenue and Expenses were \$14K or 27.95% over the budget.

XXI. TAX EXEMPT BOND INCOME

For the period ending September 30, 2017, The Bond Fund generated an (unrestricted) reserves of \$6K.

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

Alexandria Redevelopment & Housing Authority
Rent Roll Summary
FY 2017

Project Name	# of Units	January	February	March	April	May	June	July	August	September	October	Total	Avg. Rental Income/Unit
Public Housing Units													
*Ladrey High-rise	170	\$ 44,351	44,210	44,102	43,503	45,238	45,322	45,552	45,210	44,548	43,804	\$ 445,840	\$ 263
*Samuel Madden	66	9,298	10,103	9,483	8,498	9,437	9,104	9,254	12,039	9,648	11,781	\$ 98,645	\$ 146
*Ramsey Homes	15	4,731	4,731	4,731	4,731	4,028	4,443	4,166	4,141	4,344	3,941	\$ 43,987	\$ 304
*Andrew Adkins	90	14,595	15,472	14,351	14,648	15,569	15,329	16,075	17,034	16,969	15,089	\$ 155,131	\$ 175
*4-10 Scattered Sites	50	16,485	16,413	16,439	16,881	17,243	16,777	15,877	15,484	14,331	15,799	\$ 161,729	\$ 324
*4-11 Scattered Sites	30	7,532	7,208	7,278	7,488	7,386	7,904	7,061	7,325	6,702	7,429	\$ 73,313	\$ 244
*4-12 Scattered Sites	41	10,975	10,524	11,263	11,878	11,429	11,669	11,799	11,829	9,751	9,371	\$ 110,488	\$ 274
*Park Place	38	9,833	9,768	8,872	8,867	10,028	10,688	10,374	10,409	9,476	9,812	\$ 98,127	\$ 258
*Saxony Square	5	1,409	1,409	1,409	2,434	2,214	2,214	2,006	2,006	1,818	2,122	\$ 19,041	\$ 376
*Chatham Square	52	16,367	16,381	16,675	17,868	18,201	18,914	17,671	17,582	18,363	17,159	\$ 175,181	\$ 337
*Braddock	6	3,011	3,011	3,112	3,200	3,200	3,200	3,200	3,200	3,200	3,135	\$ 31,469	\$ 524
*Whiting	24	4,219	4,175	4,139	4,114	4,396	5,225	4,695	4,294	4,825	4,825	\$ 44,907	\$ 187
*Reynolds	18	7,771	8,025	8,725	8,452	8,452	6,133	6,962	5,759	6,197	6,197	\$ 72,673	\$ 404
*Old Dominion	36	4,936	6,096	6,513	6,594	6,281	5,888	5,397	5,078	5,555	6,155	\$ 58,493	\$ 162
*West Glebe	48	4,986	4,563	4,988	5,291	5,276	5,497	5,746	5,377	6,027	6,051	\$ 53,802	\$ 112
*James Bland I	18	4,411	4,399	4,399	4,510	3,951	3,397	3,893	4,987	4,726	2,886	\$ 41,559	\$ 231
*James Bland II	18	4,285	3,944	3,853	3,853	3,876	3,876	3,876	4,028	4,942	4,801	\$ 41,334	\$ 230
*James Bland IV	44	14,301	14,187	15,343	14,995	14,351	13,751	12,949	12,599	12,565	14,015	\$ 139,056	\$ 316
**Total Public Housing	769	\$ 183,496	\$ 184,619	\$ 185,675	\$ 187,805	\$ 190,556	\$ 189,331	\$ 186,553	\$ 188,381	\$ 183,987	\$ 184,372	\$ 1,864,775	\$ 270
Non-Public Housing Units													
*Quaker Hill LP	60	\$ 83,037	82,979	81,761	90,977	87,769	88,056	93,881	88,538	90,043	88,100	\$ 875,141	\$ 1,459
Pendleton Park I	20	24,777	26,357	24,446	25,345	25,345	22,648	23,448	23,594	22,601	21,724	\$ 240,285	\$ 1,201
Pendleton Park II	4	1,361	1,361	1,361	1,361	1,361	1,361	1,361	1,361	1,361	1,179	\$ 13,428	\$ 336
Hopkins Tancil (Mod Rehab)	111	130,396	118,173	119,779	116,692	103,199	115,732	118,004	125,038	115,504	113,137	\$ 1,175,654	\$ 1,079
*James Bland V	54	66,243	68,011	67,708	68,215	67,589	69,389	69,384	69,010	69,010	67,679	\$ 682,238	\$ 1,263
*Miller Homes	16	26,271	23,071	24,788	23,305	23,305	23,305	23,328	25,045	23,328	23,328	\$ 239,074	\$ 1,494
*Princess Square	69	94,067	94,080	92,340	89,729	88,530	91,239	97,078	96,247	101,670	116,162	\$ 961,142	\$ 1,413
Total Non-Public Housing	334	\$ 426,152	\$ 414,032	\$ 412,183	\$ 415,624	\$ 397,098	\$ 411,730	\$ 426,484	\$ 428,833	\$ 423,517	\$ 431,309	\$ 4,186,962	\$ 1,178
Totals	1103	\$ 609,648	\$ 598,651	\$ 597,858	\$ 603,429	\$ 587,654	\$ 601,061	\$ 613,037	\$ 617,214	\$ 607,504	\$ 615,681	\$ 6,051,737	\$ 1,448

Total Monthly Average- (Actual) \$ 605,174

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 SEPTEMBER 30, 2017

	Total		*Central Office (C.O.)		Public Housing AMP 1	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	5,574,296	5,357,340	1,675,227	-	399,550	396,000
Governmental Grants	17,840,213	17,201,550	-	-	-	-
Local Grants	96,215	119,438	96,215	119,438	-	-
Management/Fee for Service	2,470,283	2,227,463	2,470,283	2,227,463	-	-
Bookkeeping Fee	70,712	70,163	70,712	70,163	-	-
Asset Management Fee	97,134	93,488	97,134	93,488	-	-
HCVP Asset Management Fee	1,616,058	1,744,688	350,132	384,188	-	-
Reserves	-	22,035	-	22,035	-	-
Operating Subsidy	2,740,388	2,508,042	2,740,388	-	504,168	461,475
Investment Income	4,454	2,382	1,042	75	340	338
CY Transfers	525,700	845,201	294,493	391,759	35,775	(35,775)
Other Income	669,751	531,739	493,989	262,875	61,169	53,850
Total Operating Revenue	31,705,204	30,723,527	8,289,614	3,571,481	965,228	947,438
				(18,142)		17,790
Operating Expenses						
Administration	4,870,790	5,381,183	3,199,521	1,733,528	262,044	287,738
Tenant Services	458,578	478,350	342,579	239,005	64,808	48,375
Utilities	995,890	1,101,971	779,065	54,133	232,259	240,750
Ordinary maintenance & operations	3,476,065	3,537,818	2,509,844	998,887	293,181	280,275
Protective Services	67,612	38,333	61,310	49,057	268	1,800
General expense	1,935,222	1,845,319	922,288	478,730	75,822	88,500.00
MIP & Replacement Reserves	-	-	-	-	-	-
Housing Assistance Payments	17,415,099	17,201,550	-	-	-	-
Debt Service	111,581	118,200	-	-	-	-
CY Reserves	2,374,367	1,020,803	475,006	177,938	36,846	-
Transfers	-	-	-	-	-	-
Total Operating Expense	31,705,204	30,723,527	8,289,614	3,571,481	965,227	947,438
				(18,142)		17,790
NET INCOME (LOSS)	(1)	-	0	(0)	0	0
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(1)	-	0	(0)	0	0

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING SEPTEMBER 30, 2017

	Public Housing AMP 3			Public Housing AMP 4			Public Housing AMP 5		
	Actual	Budget	Over /	Actual	Budget	Over /	Actual	Budget	Over /
			(Under)			(Under)			(Under)
Operating Revenue									
Dwelling Rent	266,028	261,000	5,028	398,862	390,150	8,712	16,919	12,690	4,229
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	969,219	887,270	81,949	500,768	458,325	42,443	13,336	12,150	1,186
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	-	-	17,938	160,039	(160,039)	10,570	16,167	(5,597)
Other Income	21,572	21,506	66	17,938	14,745	3,193	299	56	242
Total Operating Revenue	1,256,819	1,169,776	87,043	917,568	1,023,259	(105,691)	41,124	41,063	60
Operating Expenses									
Administration	258,811	281,273	(22,462)	324,880	373,980	(49,100)	20,655	24,893	(4,239)
Tenant Services	13,906	16,624	(2,718)	-	349	(349)	-	8	(8)
Utilities	289,417	338,550	(49,133)	116,339	117,938	(1,599)	10,742	9,525	1,217
Ordinary maintenance & operations	321,047	368,846	(47,799)	341,423	373,736	(32,314)	7,496	3,405	4,091
Protective Services	5,367	-	5,367	(2)	-	(2)	(0)	-	(0)
General expense	78,457	88,275	(9,818)	98,726	132,484	(33,758)	2,231	3,233	(1,001)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Reserves	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	289,814	76,208	213,606	36,202	24,773	11,430	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Total Operating Expense	1,256,818	1,169,776	87,043	917,568	1,023,259	(105,691)	41,124	41,063	61
NET INCOME (LOSS)	0	-	0	0	-	0	(0)	-	(0)
Less: Restricted Income	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	0	0	-	0	(0)	-	(0)

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING SEPTEMBER 30, 2017

	LIHTC/Public Housing AMP 6		LIHTC/Public Housing AMP 7		LIHTC/Public Housing AMP 8	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	158,323	146,700	134,159	134,100	51,275	54,000
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Reserves	-	-	-	-	-	-
Operating Subsidy	105,917	96,900	120,245	109,950	98,111	89,775
Investment Income	-	-	-	-	277	263
CY Transfers	32,574	36,705	-	61,208	33,292	33,236
Other Income	5,669	6,375	4,209	10,673	2,675	2,205
Total Operating Revenue	302,483	286,680	258,613	315,930	185,630	179,479
						6,151
						(Under) Budget
Operating Expenses						
Administration	161,068	160,219	81,629	81,566	76,786	73,515
Tenant Services	13,844	-	-	75	-	38
Utilities	6,942	3,375	1,019	3,683	23,011	17,775
Ordinary maintenance & operations	74,220	77,674	102,320	185,325	70,110	69,664
Protective Services	(1)	-	1,229	2,288	180	375
General expense	46,410	45,413	48,569	42,994	15,543	18,113
MIP & Replacement Reserves	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	-	-	23,846	-	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	302,483	286,680	258,613	315,930	185,630	179,479
						6,151
						(Under) Budget
NET INCOME (LOSS)	0	-	0	-	(0)	(0)
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	0	-	(0)	(0)

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING SEPTEMBER 30, 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
Operating Revenue								
Dwelling Rent	49,282	41,400	38,510	37,800	36,694	36,000	125,626	126,900
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-
Operating Subsidy	198,740	181,875	59,553	54,450	75,895	69,473	94,436	86,400
Investment Income	352	338	15	-	-	-	-	-
CY Transfers	12,572	-	5,922	10,136	-	-	-	-
Other Income	3,521	3,863	1,673	3,225	589	3,818	105,448	17,475
Total Operating Revenue	264,467	227,475	105,658	105,611	113,178	109,290	325,510	230,775
Operating Expenses								
Administration	74,525	83,899	53,800	52,511	51,031	49,549	100,766	113,145
Tenant Services	-	38	-	45	-	-	11,016	-
Utilities	12,136	9,075	876	1,245	13,167	6,375	19,024	22,178
Ordinary maintenance & operations	149,598	107,445	39,936	41,666	25,465	42,349	86,162	37,654
Protective Services	676	975	883	1,538	814	1,275	2,841	4,500
General expense	27,533	25,913	10,163	8,606	15,926	9,034	24,178	31,350
MIP & Replacement Reserves	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
CY Reserves	-	131	-	-	6,776	709	81,522	21,949
Transfers	-	-	-	-	-	-	-	-
Total Operating Expense	264,467	227,475	105,657	105,611	113,178	109,290	325,509	230,775
NET INCOME (LOSS)	(0)	-	0	-	(0)	-	0	-
Less: Restricted Income	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	0	-	(0)	-	0	-

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING SEPTEMBER 30, 2017

	LIHTC/OTC Phase V			Miller Homes			Hopkins-Tancil		
	Actual	Budget	Over /	Actual	Budget	Over /	Actual	Budget	Over /
			(Under)			(Under)			(Under)
Operating Revenue									
Dwelling Rent	637,549	603,000	34,549	224,520	222,300	2,220	1,121,792	1,071,000	50,792
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	6	15	(9)
CY Transfers	-	-	-	-	-	-	-	-	-
Other Income	20,918	24,300	(3,382)	5,989	4,425	1,564	27,844	10,238	17,607
Total Operating Revenue	658,468	627,300	31,168	230,509	226,725	3,784	1,149,642	1,081,253	68,390
Operating Expenses									
Administration	150,854	158,408	(7,554)	75,821	90,038	(14,217)	193,901	234,338	(40,436)
Tenant Services	44,882	51,750	(6,868)	8,211	-	8,211	935	112,500	(111,565)
Utilities	13,262	18,675	(5,413)	1,843	585	1,258	89,384	164,250	(74,866)
Ordinary maintenance & operations	149,874	186,713	(36,838)	46,023	59,606	(13,584)	348,393	309,581	38,812
Protective Services	1,752	5,250	(3,498)	0	45	(45)	430	975	(545)
General expense	55,443	44,250	11,193	29,715	23,250	6,465	119,976	85,800	34,176
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	242,401	162,255	80,146	68,896	53,201	15,695	396,623	173,809	222,814
Transfers	-	-	-	-	-	-	-	-	-
Total Operating Expense	658,468	627,300	31,168	230,509	226,725	3,784	1,149,642	1,081,253	68,389
NET INCOME (LOSS)	(0)	-	(0)	(0)	-	(0)	0	-	0
Less: Restricted Income	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	(0)	-	(0)	0	-	0

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING SEPTEMBER 30, 2017

	LIHTC/Quaker Hill LP			Princess Square			LIHTC/Pendleton Park		
	Actual	Budget	Over /	Actual	Budget	Over /	Actual	Budget	Over /
			(Under)			(Under)			(Under)
Operating Revenue									
Dwelling Rent	873,735	747,000	126,735	799,773	837,000	(37,227)	241,699	240,300	1,399
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-
Investment Income	1,012	878	134	-	-	-	244	195	49
CY Transfers	-	-	-	-	-	-	18,127	-	18,127
Other Income	17,458	17,513	(54)	22,053	9,825	12,228	14,046	12,075	1,971
Total Operating Revenue	892,205	765,390	126,815	821,827	846,825	(24,999)	274,116	252,570	21,546
Operating Expenses									
Administration	288,730	302,513	(13,783)	100,167	138,893	(38,725)	49,153	39,124	10,029
Tenant Services	-	-	-	61,811	-	61,811	160	-	160
Utilities	2,576	3,675	(1,099)	70,090	73,275	(3,185)	37,734	36,225	1,509
Ordinary maintenance & operations	95,657	136,125	(40,468)	257,696	234,638	23,059	68,006	49,676	18,330
Protective Services	2	-	2	1,947	825	1,122	1	75	(74)
General expense	218,051	146,325	71,726	223,751	205,200	18,551	68,689	69,206	(517)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Reserves	-	-	-	-	-	-	-	-	-
Debt Service	61,208	67,950	(6,742)	-	-	-	50,373	50,250	123
CY Reserves	225,982	108,803	117,180	106,365	193,995	(87,630)	-	8,014	(8,014)
Transfers	-	-	-	-	-	-	-	-	-
Total Operating Expense	892,206	765,390	126,816	821,827	846,825	(24,998)	274,116	252,570	21,546
NET INCOME (LOSS)	(0)	-	(0)	(0)	-	(0)	0	-	0
Less: Restricted Income	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	(0)	-	(0)	0	-	0

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING SEPTEMBER 30, 2017

	Housing Choice Voucher Program		Mod Rehab Project-Based		Tax Exempt Bond Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	-	-	-	-	-	-
Governmental Grants	17,125,385	16,284,975	714,829	916,575	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	1,203,827	1,248,000	62,099	112,500	-	-
Reserves	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	1,982	192	106	90	63	63
CY Transfers	-	100,177	213,080	-	-	-
Other Income	2,007	1,500	-	-	65,446	51,199
Total Operating Revenue	18,333,201	17,634,844	990,114	1,029,165	65,509	51,199
						Over / (Under) Budget
						14,310
Operating Expenses						
Administration	695,364	1,020,169	58,569	82,095	58,710	49,174
Tenant Services	-	-	-	-	-	2,025
Utilities	1,937	8,100	-	-	-	-
Ordinary maintenance & operations	572	6,975	-	-	-	-
Protective Services	2,171	1,575	-	-	-	-
General expense	286,058	313,050	11,249	11,475	-	-
MIP & Replacement Reserves	-	-	-	-	-	-
Housing Assistance Payments	16,494,804	16,284,975	920,295	916,575	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	852,295	-	-	19,020	6,799	6,799
Transfers	-	-	-	-	-	-
Total Operating Expense	18,333,201	17,634,844	990,114	1,029,165	65,509	51,199
						Over / (Under) Budget
						14,311
NET INCOME (LOSS)	(0)	-	0	-	(0)	(0)
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	0	-	(0)	(0)

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 Kleeblatt

Roy Priest, Chief Executive Officer

DATE: October 17, 2017

TO: Chairman Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: ASSET MANAGEMENT ACTIVITY REPORT PERIOD ENDING SEPTEMBER 30, 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
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%	97%	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)	95%	94%	98%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included in SEMAP
3	Tenant Account Receivables (TARs) - Occupied Units (*)	%	1.17%	1%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4	Tenant Account Receivables (TARs) - Vacated/Evictions (*)	%	0.92%		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 September 30, 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 (Deconcentrating)		
Total	145	145

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

Program Type	VMS Units Leased	As of MM/YY	Port Outs	Port Ins	Number of 50058s Required	Number of 50058s Reported	Reporting Rate
All voucher Funded Assistance	1597	8/17	177	37	1,457	1,388	95

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
1391	4

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
992	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
153	153

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	
1291	4	

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	65	591	32	76

**Public Housing Assessment System (PHAS) Forecasting Report
As of September 30, 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	8.00	12.00	12.00	16.00
AR	5	2.00	0.00	2.00	5.00
AP	4	4.00	4.00	4.00	4.00
Total MASS	25	14.00	14.00	16.00	25.00

ACC # Units	AMP 1	AMP 3	AMP 4	AMP 5
	168	167	159	5

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 = 98%
- Project Based Rental Assistance = 100%
- Low Rent Public Housing = 98%
- Market Rate (Affordable Dwelling Units) = 95%

The utilization summary is as follows:

- 0- New admissions for HCV tenant based rental assistance
- 2 - 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

- 0- New admissions for project based section 8
- 1- End of participation for project based section 8

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

Voucher Management System (VMS) Data reported for September, 2017

Homeownership	19
Homeownership New this Month	0
Family Unification	40
Portable Vouchers Paid	258
Tenant Protection	73
All Other Vouchers	1,207
Total Vouchers	1,597
Number of Vouchers Under Lease on the last day of the month	1,601
HA Owned Units Leased – included in the units lease above	180
New vouchers issued but not under contract as of the last day of the month	38
Portable Vouchers Administered (Port In)	40
Number of Vouchers Covered by Project-Based AHAPs and HAPs	78
Number of Hard to Housed Families Leased	7
Total ACC	1,926
Total Vouchers Allocated	1645
Total Vouches Available	281

Vacancy Activity Tracking Report Public Housing Units

DEVELOPMENTS	Total Number of Units	VU as of 8/31/17	Sept move-in	Sept move-out	VU as of 9/30/17	Vacancy Rate	Projected VU Next Period (*)
Ladrey Building	169	3	3	6	6	4%	2
Chatham Square.	52	2	2	0	0	0%	0
Old Town Commons I	18	1	1	1	1	6%	0
Old Town Commons II	18	0	0	0	0	0%	0
Old Town Commons IV	44	2	1	0	1	2%	0
S. Madden Homes	66	5	0	0	5	8%	0
A. Adkins Homes	89	1	1	0	0	0%	0
Ramsey Homes	15	0	0	0	0	0%	0
Scattered Sites 410	50	1	1	0	0	0%	1
Scattered Site 411	30	0	0	0	0	0%	1
Scattered Site 412	41	1	1	2	2	5%	1
Braddock	6	0	0	0	0	0%	0
Whiting	24	0	0	0	0	0%	1
Reynolds	18	0	0	0	0	0%	0
Saxony Square	5	0	0	0	0	0%	0
Park Place	38	1	0	0	1	3%	1
West Glebe	48	0	0	0	0	0%	1
Old Dominion	36	0	0	1	1	3%	0
TOTALS: (values are rounded up/down)	767	17	10	10	17	2%	8
<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>							

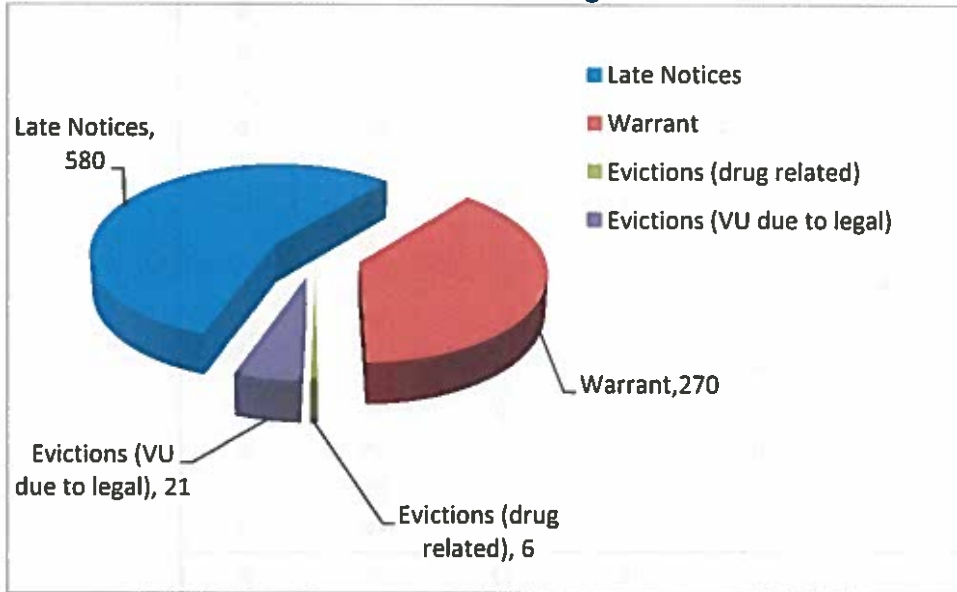
Vacancy Activity Tracking Report Market Rate Units

DEVELOPMENTS	Total Number of Units	VU as of 8/31/17	Sept move-in	Sept move-out	VU as of 9/30/17	Vacancy Rate	Projected VU next period
Princess Square	68	9	1	0	8	12%	0
Quaker Hill	60	1	0	0	1	2%	0
Hopkins-Tancil Courts	108	5	2	0	3	3%	0
Miller Homes	16	0	0	0	0	0%	0
Pendleton Park	24	1	1	2	2	8%	1
Old Town Commons V	54	0	0	1	1	2%	3
TOTALS (3)	330	16	4	3	15	5%	4
<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

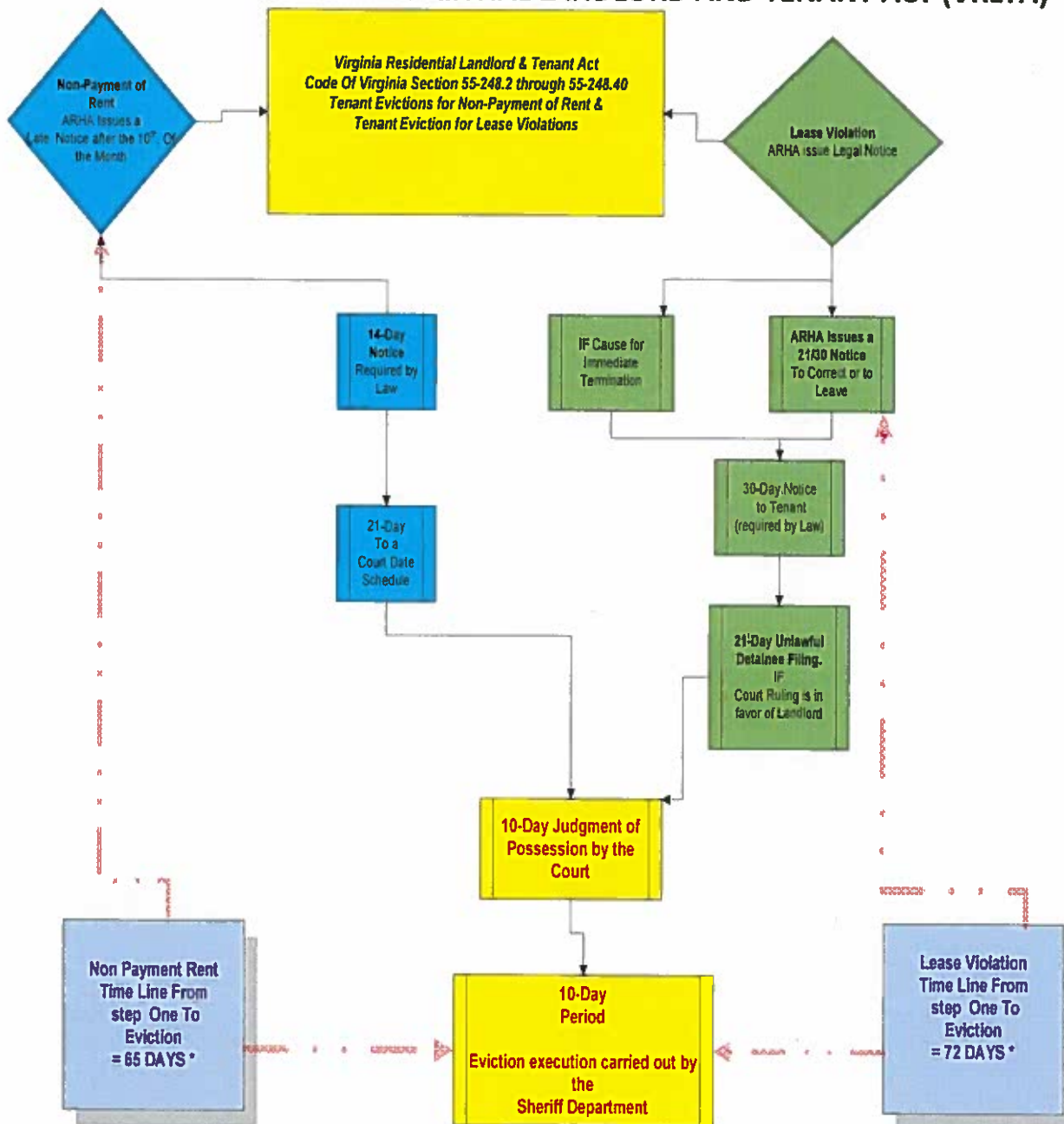


Virginia Residential Landlord-Tenant Legal Process

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




ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

Roy O. Priest, Chief Executive Officer

DATE: October 17, 2017

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

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: RESIDENT AND COMMUNITY SERVICES MONTHLY REPORT

Staff -

- Family Resource Learning Centers: Jason Ellis, Gaynelle Diaz, Kimberly Artis
- Family Supportive Services: Cynthia Pierce
- Family Self-Sufficiency: Dorothy Mwawasi, Racquel Williams-Jones
- Senior Center @ Charles Houston: Vanessa Greene, Kiyah Tyler
- LaDrey Program: Starr Robertson

Combined Data:

Clients Served		
Enrolled	New Clients	Service Units/Clients Engaged
343	8	3,384
Volunteers		
Number	Hours	Value of Hours (\$26.96/hr)
54	142.5	\$4,380.80
Supplemental Support		
In-kind donation	External Funding	Total Value
\$ 5,650.00	\$28,763.40	\$34,413.40

Combined Upcoming Events:

- 10/23, 10/30, 11/6, 11/13 Parents Empowered Group, ARHA Main Office, 6:00 pm
- 10/25/2017: 1st Annual International Day Celebration @ Ladrey @ 11:00am- 2:00pm
- 10/26/2017: Special Interactive Fellowship with Kenya Citizens@ Charles Houston-9:30am
- 10/26/2017: Domestic Violence Workshop "Crazy Love" @ 6:00pm
- 10/27/2017: You Must Be Present to Win, Jefferson Houston School, 9:00 am
- 10/27/2017: Medicaid/Medicare Open Enrollment (Ladrey) @ 10am-2:00pm
- 10/27/2017: BRAVO Celebration (Breast Cancer Awareness Month) @ 5:00pm Durant Recreation Center.

- 10/27/2017: 3rd Annual Halloween Harvest @ The Ladrey- 6:00pm
- 10/30/2017: Senior Center @ Charles Houston Harvest Party @ 10:30am -1:30pm
- 10/31/2017: Budget Basic Workshop @ 3:00pm -4:00pm
- 11/21/2017: Max Bent Beat Boxing Presentation- Charles Houston @ 6:00pm

PROGRAM NARRATIVES:

FAMILY RESOURCE LEARNING CENTERS-

Highlights:

- In partnership with the FACE Center and Jefferson Houston School, the FRLC held a workshop for parents and families to ask questions about Navigating the School System, and specifically about policies and procedures at Jefferson Houston School. The event focused on important topics such as attendance and staying healthy, in addition to helping parents know how to access resources designed to help their students succeed.
- Our partnership with the Animal Welfare League and the Alexandria Health Department to host their first off site Pet Care/Vaccination Clinic was very successful. Approximately 40 families attended to get their dogs/cats vaccinated, receive care and behavior advice, receive free food supplies and toys, and find out how to get their pets spayed or neutered. This was the first type of community event sponsored by the Animal Welfare League and they hope to do many more in the greater Alexandria Community.
- Alfred Street Baptist Church provided a week's worth of food and other supplies to over 50 ARHA Families as part of their Feed the 5000 food distribution in September. Participants received shelf stable food, toiletries, and Giant gift cards.

FAMILY SUPPORTIVE SERVICES- FAMILY SUPPORTIVE SERVICES (JBV)-

The "Positive Thinking" Workshop held on 9/28, was well attended by JBV residents who shared their thoughts on the importance of thinking positive in dealing with life's daily challenges. A few James Bland V residents who have the entrepreneurship spirit are pursuing self-employment opportunities in cosmetology, data based management and janitorial services. Ms. Pearce attended an Open House at Alexandria's Workforce Development where ARHA received accolades from Director, Mr. Mekibib who acknowledged the on-going partnership with ARHA in helping residents obtain employment and vocational training.

Highlights:

- JBV resident Tammy Dewalt was successful in her quest to become approved by the Department of Medical Assistance Services' to work as a personal home attendant for her mother. She can now earn income through the waiver program to help support her family.
- Mekedlawit Ibrahim, will start vocational training on 10/30/17 to obtain certification in personal home care. Her career objective is to become a Licensed Vocational Nurse.
- Mr. Adem, who drives a taxi for a living, was approved for an apprenticeship program in Plumbing. He's determine to increase his income through vocational skills training.

FAMILY SELF-SUFFICIENCY-

- Ms. Harris started Basic Computer training at Workforce Development Center on October 9th that covers MS Office suite including Word, Excel and PowerPoint. Mr. Mohammed applied for an HVAC apprenticeship through the Department of Labor, Richmond, VA.
- On October 4th the Lead FSS Coordinator attended the Community Partner Roundtable organized by Year Up that provided an opportunity for key stakeholders in the community (Northern VA Community College, Department of Human Services, Action in Community, NAACP and others) to address issues affecting youth and young adults while sharing information, resources and existing opportunities.
- A Women Empowerment program sponsored by the Young Professionals of Northern VA Urban League held on September 12th was well attended including 17 FSS participants. A follow up program entitled "Unmasked: 5 steps to becoming your most authentic and powerful self" will be held on October 17th.
- On October 12, 15 FSS participants attended a Credit Repair workshops facilitated by Mr. Geoffrey Tate from the Northern VA Urban League. The workshop focused on managing debt, using credit wisely to be able to start a business or purchase a home.

Highlights:

In recognition of Domestic Violence Awareness month in October, a workshop entitled "Crazy Love" is scheduled for October 26th at 6:00pm, ARHA's main office

BRAVO Celebration (Breast Cancer Awareness Month) will be held at the Durant Recreational Center on October 27th at 5:00pm. This event is in celebration of those who have battled and have conquered this treacherous disease

SENIOR CENTER @ CHARLES HOUSTON-

Senior Center @ Charles Houston- 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. Hours of operation are Monday thru Friday, 8:30 – 1:30 with administrative staffing hours of 8:30 – 4:30 p.m.

Highlights:

- Completed an outreach project of "pillow case dresses" for girls of Haiti in conjunction with the Missionary Society of Russell Temple CME Church

LADREY PROGRAM-

The structure of service programs at the LaDrey High Rise will be held Monday through Friday, 10:00am – 1:00pm in the LaDrey Community Room.

The programs are designed to enable individuals to continue being an integral part of their community, while keeping their independence, dignity and sense of wellbeing through a variety of resources and daily living skill programs. In addition, Ongoing SNAP renewals, transportation assistance & referral assistance are being completed. As well as home visits & outreach.

Highlights:

- The LaDrey Activity Center hosted our first "Walk in the Park" which focused on outdoor activities. We had 12 participants.
- We completed our first Word Search Book, where participants created a 12 page word search describing each month of the calendar.
- Open Enrollment for Medicare/Medicaid 2017-2018 is scheduled on Friday, October 27, 2017.

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: October 17, 2017
TO: Chairman Daniel Bauman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer *Roy Priest*
SUBJECT: DEPARTMENT OF FACILITIES AND MODERNIZATION

PART I FACILITIES MANAGEMENT REPORT

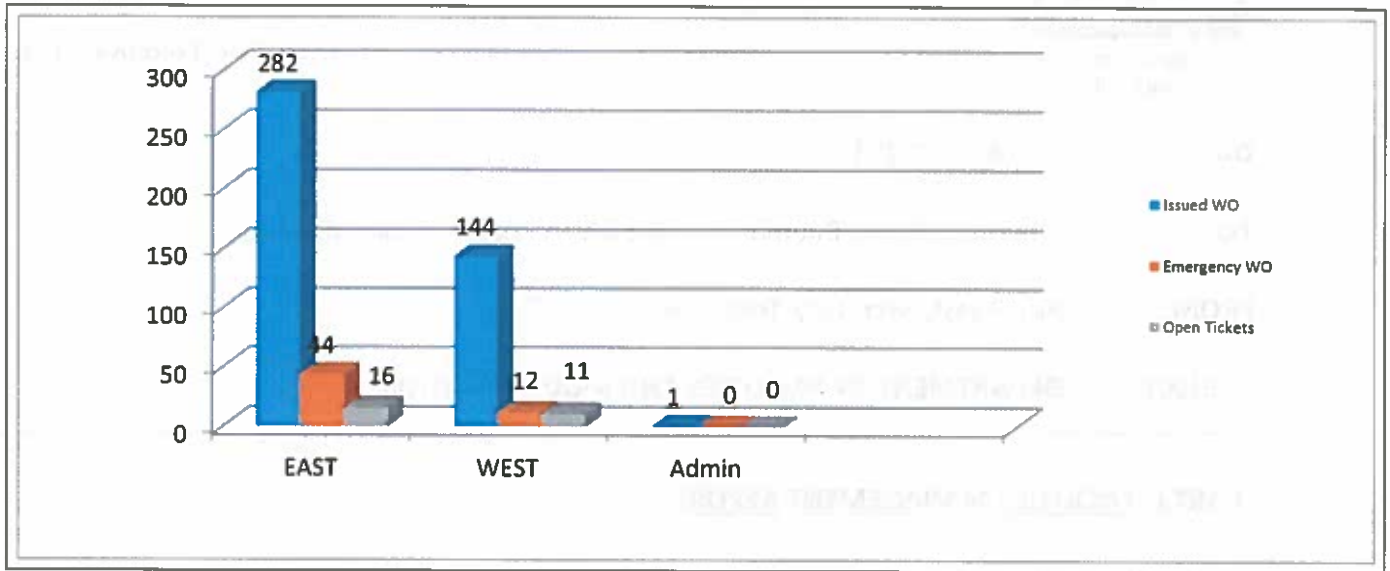
A. Work Order Summary

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: 9/1/2017 to 9/30/2017

Issued WO's	427	Includes all work orders generated during this period
Completed WO's	400	Includes all work orders completed during this period
Emergency WO's	56	Includes all emergency work orders issued and completed within 24-hours
Open WO's	27	Routine WOs, exterminator services, and vacant units WOs summary as of the closing of this reporting period.

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, thirteen (13) additional units were added for rehabilitation and turnover work. Eighteen (18) 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: October 18, 2017
TO: Daniel Bauman, Chairman and the ARHA Board of Commissioners
FROM: Roy O. Priest, Secretary-Treasurer 
SUBJECT: DEVELOPMENT UPDATE, OCTOBER 2017

PROJECT MANAGEMENT

MARTIN LUCERO, SENIOR VICE PRESIDENT OF DEVELOPMENT

RAMSEY HOMES

HUD APPROVAL AND EVIDENTIARIES

The local HUD Field Office has certified the completion of the Environmental Review and notified the HUD Special Applications Center (SAC) which has now resumed its review of the HUD Disposition Application. However, SAC will not release the Disposition Application approval without the HUD Office of Public Housing Investments (PHI) approval of the Mixed-finance Proposal. The Mixed-finance Proposal is under review with the HUD Office of Public Housing Investments. During the next reporting period, the team will begin the process of drafting the requisite HUD evidentiary documents and submitting them for review and approval in anticipation of the target closing date.

DESIGN AND CONSTRUCTION

In a meeting on September 27th, the Parker Gray Board of Architectural Review (BAR) approved the request for Final Review and Approval of Conditions and Details. All elements presented were approved and this completes the milestone for the historical approvals needed to move forward with obtaining the building permit. Prior to commencement of construction and per the DSUP conditions, a mock wall will be constructed to include a representation of all materials on the project. This mock wall is subject to approval by city staff and will be the final step in the process of selecting material colors and patterning.

We continue to wait on comments from the City in response to the 3rd submission of the Final Site Plan and Comment Response Letter which was submitted on September 1, 2017. We continue to reach out to city staff for an update on their progress. We have commenced weekly update meetings with the design and construction team as the Construction Manager at Risk (CMAR) is engaging in the

work of getting formal bids. The calls are primarily to plug holes, clarify information, to identify opportunities for cost savings and to finalize budget and schedule. This work is progressing well.

The permit set of construction documents are complete and were submitted for an Advanced Plan Review in September. The plans are very thorough and a Project Manual was required to further buttress the requirements for the built product. We received no comments, only accolades for the architectural plans and minor comments for structural and Mechanical, Electrical, Plumbing (MEP) plans. The architect will now proceed to prepare the formal permit set, incorporating these comment responses which will be submitted immediately after the Site Plan is approved. The final site plan approval is a prerequisite in the process for building permits. We are also in the process of scheduling a meeting with the city, the Construction Manager at Risk (CMAR), and the third party inspectors to review the requirements of the city required special inspections that occur during construction (e.g., shoring). The CMAR has continued to work with the team on the project budget and is at this time obtaining subcontractor quotes which will be updated with any final permit comments prior to the Guaranteed Maximum Price being finalized for use as the CMAR's role turns into that of the General Contractor. All subcontractor bids will be reviewed by a third party cost estimator. In this reporting period ARHA issued an RFP for these services. The responses were received on October 16th and do not exceed the small purchase limit. These services are expected to be under contract in the next reporting period so that the work of vetting the bids can proceed according to schedule.

There is concern nationwide regarding construction pricing for both labor and materials after the occurrence of three hurricanes and other natural disasters world-wide. The concern is that there will be a draw on all resources and this could affect the schedule and pricing of commodities for our project. The CMAR is currently considering that in his pricing and investors are asking for inflated contingencies to close. Developers have started a conversation with staff of VHDA regarding project delays and cost overruns in light of the VHDA cost containment measures for which there are severe penalties if they are exceeded. VHDA has informed developers that they will take all comments under advisement.

CLOSING

During this reporting period, ARHA issued Requests for Proposal for 9% Low Income Housing Tax Credit Investor/Syndicator for the Ramsey Homes Housing Development, and Development Legal Services for the Ramsey Homes Housing Development. Based on the offers for equity received, we have determined the most responsive submission for syndicator to be Enterprise Community Investment (ECI). In the ECI proposal the lender/investor is Capital One Bank. We have started discussions with this team.

The RFP for syndicators resulted in a higher price for the credits than we have been modeling. The ECI offer is higher because the RFP requested that they base their pricing on the inclusion of a bridge loan that will enable the equity to pay in later after certain milestones are completed. By bridging with debt, there is a later pay-in of equity that results in a reduction of risk to the investor and thereby allows them to increase their equity offer. The expenses necessarily present with the use of a bridge (fees and interest), somewhat offset the increase in equity; however, this increased equity will provide for greater contingency funds to hedge cost increases we may experience due to timing and the force majeure events that have occurred since the application was awarded.

Now that we have firmer numbers for our project sources and uses, we will be completing the Application for Allocation which is due to VHDA on November 1, 2017. After the Application for Allocation is reviewed and approved, VHDA will draft and forward for our execution, the final contract for the 2017 award of tax credits from VHDA.

We have also selected legal counsel. Both the syndicator and the legal counsel for the closing are paid with equity that will be received from the investor at the closing. Now that the full team is in place, during the next reporting period we will be drafting the full complement of closing documents.

ABBREVIATED SCHEDULE

RAMSEY HOMES REDEVELOPMENT SCHEDULE		
TASK/PHASE	DUE	COMMENTS
Final Tax Credit Ranking	Complete	
Environmental Review	Complete	
Permit Set of Plans	Complete	
BAR Approval	Complete	
Final Site Plan Approval	10/28/17	
Building Permit	11/30/2017	
Construction Bid Binders Vetted by 3 rd Party Cost Estimator	12/15/2017	
Disposition Application Approval	11/30/2017	
Mixed Finance Proposal Approval	11/30/2017	
Apply for Tenant Protection Vouchers	11/30/2017	
Begin Relocation	1/2/2018	
LIHTC Reservation Agreement Executed	12/15/2017	
Financial Closing	12/22/2017	
Complete Relocation	2/28/2018	
Archeological Work Commencement	3/1/2018	
Construction Commencement	4/1/2018	
Construction Commencement	10/1/2019	

ANDREW ADKINS

Details and discussion related to this project will be conducted in Executive Session.

PORTFOLIO MANAGEMENT

DEEDEE GEORGE, PORTFOLIO MANAGER

During this reporting period, an audit of Chatham Square was conducted by the syndicator, Richmond Asset Management. The audit went well, resulting in compliments for most of the units inspected. There was also a thorough review of the property's tenant files and financial statements. The capital improvement projects for the exterior paint and façade work is expected to begin shortly and will be paid for by replacement reserves. The portfolio management team is currently overseeing the audit from VHDA for James Bland IV and V, as their compliance department reviews tenant certifications and on-site management conditions and will report the outcome in the next Board update.

COMMUNICATIONS & CIVIC ENGAGEMENT

CYNTHIA DICKERSON, EXECUTIVE ASSISTANT

PUBLIC RELATIONS

Staff has been tracking and responding to news releases relative to the Andrew Adkins and Ramsey Homes projects as well as other inquiries pertaining our industry.

COMMUNITY UPDATES

ARHA Redevelopment Work Group meetings were held on September 28th and October 12th. The full complement with agenda and materials distributed for this meeting are included under the Policy pulldown on the www.vhdllc.us website.

During the October 12th Work Group meeting, there was a presentation by Rhae Parkes of EJP Consulting Group (see Attachment B for the PowerPoint stack). EJP is the consultant engaged by the City to facilitate the community discussion and draft the modernization language for the Resolution 830 replacement document. The presentation was designed to be an overview of the current state of public and affordable housing, the proposed 2018 federal budget, legislative and administrative trends, relevant propose legislation, regional/local trends and the future of public housing. The capstone was a segment on Affordable Housing Development and best practices/tools available. ARHA has executed many of its past and current projects using the tools presented (see below). However, we look forward to engaging in this discussion and to reaching out to our colleagues in the "Promising Practices" section of the presentation in an effort to understand their full model and its implications in order to determine if their model could hold any promise for us. The goal of our team is to be conversant in all topics raised during the community discussion so that it is productive and creative.

The major themes running through the presentation were project economics, viability, and sustainability. The use of LIHTC equity, with or without debt but which could be underwritten and was sustainable with debt was the primary source of project funding. Other resources mentioned are not strangers to ARHA:

- Capital Fund Program/Demolition and Disposition Transitional Funding were used in Chatham Square (Capital Funds paid for the demolition) and Ramsey Homes (Demolition and Dispositional Transitional Funding are being used as gap financing)

- 9% and 4% Tax Credits/Private Debt or Housing Bonds: Chatham Square, BWR, Quaker Hill, West Glebe, Old Dominion, James Bland, Pendleton Park, Ramsey Homes
- HUD MF products (221d4): being considered for Andrew Adkins
- Project-basing of Housing Choice Vouchers (JB5)
- Raise equity by condo-ing (selling) market rate units: Quaker Hill (1988), Chatham Square, Old Town Commons
- Decrease construction costs by eliminating parking structures/lots in car free affordable housing: James Bland
- Use of below-market debt funds: Quaker Hill, Pendleton Park
- Use of land value to finance construction of new affordable housing of which it retains ownership: we are modeling this potential in the Andrew Adkins effort
- Used value of land to finance construction of new affordable housing of which it retains ownership: n37 net new units in Ramsey Homes

The economics of the deals were the drumbeat of the discussion. The absolute need to create a viable development proforma that will underwrite for closing and a sustainable operating proforma for the long-term was resounding. The consultant also did say that nobody is rebuilding all Annual Contributions Contract (public housing) because of just that, the economics of the deal simply do not work.

The other decision that seems to have come out of the ARHA Redevelopment Work Group discussion is the need for the Resolution 830 work to commence after the first of the year, giving the new CEO time to get oriented before participating in this very important effort.

VHDLLC WEBSITE STATISTICS

Attachment B features a comparison of last month's reporting period (August 31 – September 30) website statistics to the reporting month of September. This past months, the site traffic shows a lower percentage than the last reporting months from June 30 to August 30, most likely due to the comparison of the two past months versus one month. There are a total of 372 sessions on the website versus 784 from the last reporting period, and 826 page views versus 2,116 from the last reporting period. It is expected that site traffic reporting for the following months will show increased numbers due to the upcoming redevelopment of Andrew Adkins and the many meetings.

The "Ramsey Homes Redevelopment" page continues to be the most-frequented of the website, after VHDLLC homepage, indicating that community interest in the redevelopment effort remains high. Site traffic broken down by geographic area indicates the percentage of known users in the United States visiting the website are located in Alexandria City (30.38%), followed by the Washington, DC, (24.19 %) and Arlington (3.76%).

VHDLLC.us Site Statistics -Attachment B

All Users
+0.00% Sessions

Aug 31, 2017 - Sep 30, 2017
Compare to: Jun 30, 2017 - Aug 30, 2017

Overview

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.

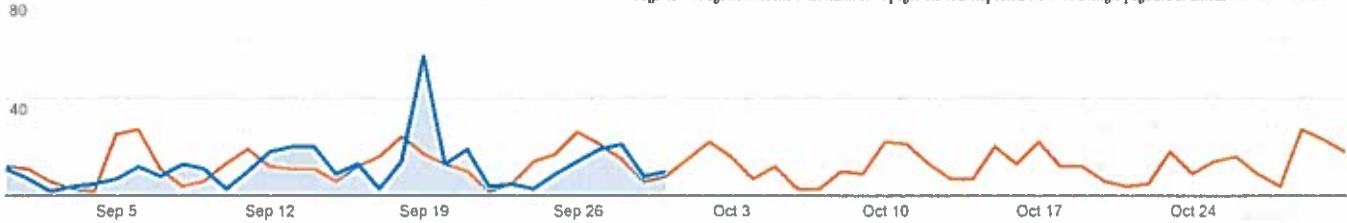
Users: Users that have had at least one session within the selected date range. Includes both new and returning users.

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.

Aug 31, 2017 - Sep 30, 2017: Sessions

Jun 30, 2017 - Aug 30, 2017: Sessions



Sessions

-52.55%
372 vs 784



Users

-46.65%
303 vs 568



Pageviews

-60.96%
826 vs 2,116



Pages / Session

-17.73%
2.22 vs 2.70



Avg. Session Duration

-15.93%
00:01:57 vs 00:02:19



Bounce Rate

14.96%
61.29% vs 53.32%



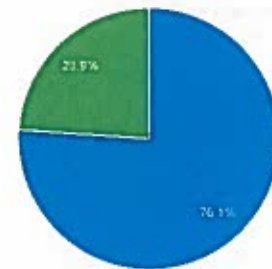
% New Sessions

10.45%
76.08% vs 68.88%

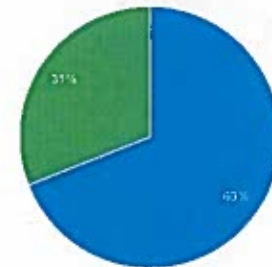


New Visitor Returning Visitor

Aug 31, 2017 - Sep 30, 2017



Jun 30, 2017 - Aug 30, 2017



City	Sessions	% Sessions
1. Alexandria		
Aug 31, 2017 - Sep 30, 2017	113	30.38%
Jun 30, 2017 - Aug 30, 2017	213	27.17%
% Change	-46.95%	11.81%
2. Washington		
Aug 31, 2017 - Sep 30, 2017	90	24.19%
Jun 30, 2017 - Aug 30, 2017	147	18.75%
% Change	-38.78%	29.03%
3. Kingston		
Aug 31, 2017 - Sep 30, 2017	31	8.33%
Jun 30, 2017 - Aug 30, 2017	0	0.00%
% Change	100.00%	100.00%
4. Arlington		
Aug 31, 2017 - Sep 30, 2017		

	14	3.76%
Jun 30, 2017 - Aug 30, 2017	58	7.40%
% Change	-75.86%	-49.13%
5. New York		
Aug 31, 2017 - Sep 30, 2017	9	2.42%
Jun 30, 2017 - Aug 30, 2017	19	2.42%
% Change	-52.63%	-0.17%
6. Clifton		
Aug 31, 2017 - Sep 30, 2017	6	1.61%
Jun 30, 2017 - Aug 30, 2017	19	2.42%
% Change	-68.42%	-33.45%
7. Annandale		
Aug 31, 2017 - Sep 30, 2017	6	1.61%
Jun 30, 2017 - Aug 30, 2017	5	0.64%
% Change	20.00%	152.90%
8. Orlando		
Aug 31, 2017 - Sep 30, 2017	5	1.34%
Jun 30, 2017 - Aug 30, 2017	0	0.00%
% Change	100.00%	100.00%
9. Charlottesville		
Aug 31, 2017 - Sep 30, 2017	5	1.34%
Jun 30, 2017 - Aug 30, 2017	0	0.00%
% Change	100.00%	100.00%
10. Mount Vernon		
Aug 31, 2017 - Sep 30, 2017	4	1.08%
Jun 30, 2017 - Aug 30, 2017	4	0.51%
% Change	0.00%	110.75%



Briefing to ARHA Redevelopment Work Group

9-28-17

Current State of Public and Affordable Housing

Household Needs

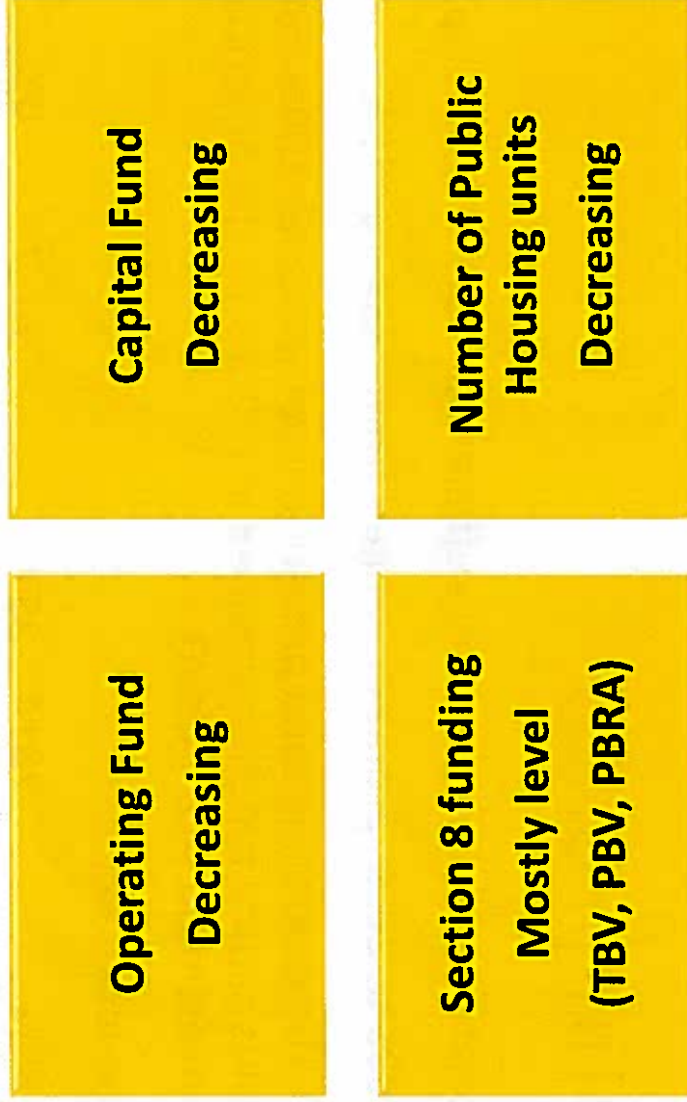
	Nationally ¹	Regionally ¹ (VA, DC, MD)	Alexandria ²
# of Low-Income Households (<= 80% AMI)			
Total # of Families	15,891,000	699,000	21,990
No Assistance	10,841,000	471,000	18,280
W / Assistance	5,050,000	228,000	3,874

Households Served via HUD Programs

Program	Nationally ¹	Regionally ¹ (VA, DC, MD)	Alexandria ^{#2}
Housing Choice Vouchers	45.89%	47.44%	49.01%
Public Housing	21.11%	17.02%	19.85%
Project-Based Section 8	24.32%	27.64%	31.11%
202/811 (Elderly/ Disabled)	3.19%	3.50%	0.00%
USDA (Rural)	5.49%	4.40%	0.00%

* Percentage reflects ARHA's HUD maximum voucher/ unit availability, not actual families served

Housing Trends



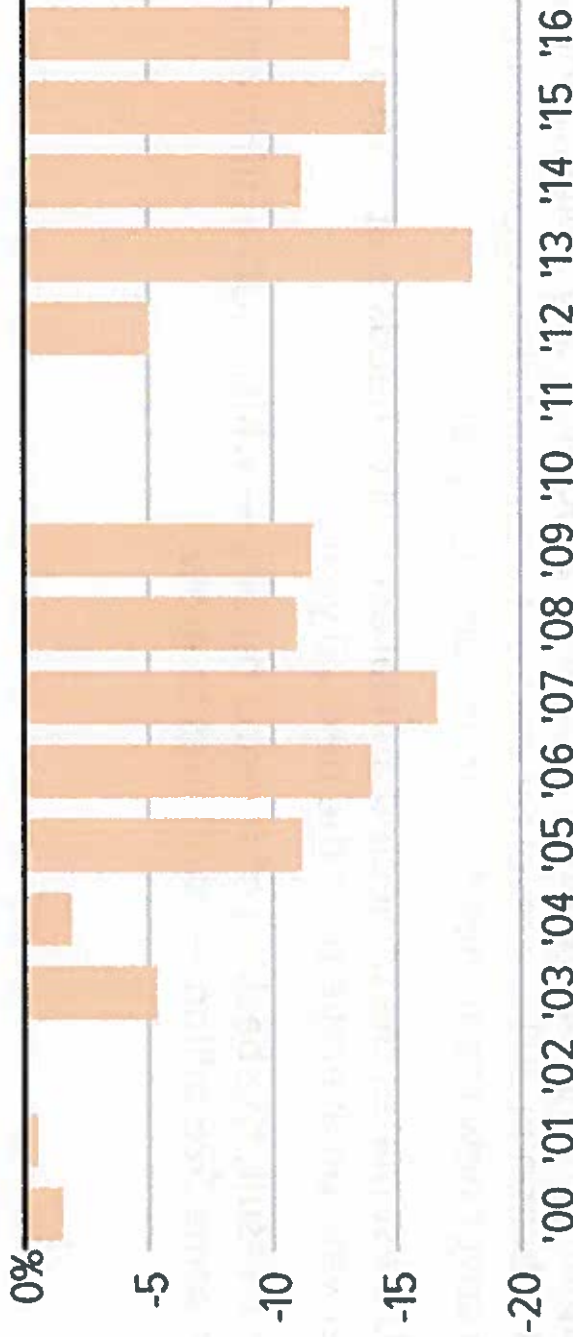
Operating Funds

- Appropriations by Congress not sufficient to fund 100% of Op. funds ¹
- From 2005 to 2009, proration ranged from ~83% to ~89%
- In 2010, the operating fund proration level was over 100% due to \$4 billion in stimulus capital funding provided in FY2009 by the American Recovery and Reinvestment Act (ARRA)

- Proration levels since: ²

2011	95%	2014	89%	2017	92%
2012	95%	2015	85%		
2013	82%	2016	82%		

Budget authority shortfall, relative to HUD formula eligibility



Note: (top chart) 2009 reflects one-time funding under the Recovery Act. (bottom chart) "HUD formula eligibility" refers to agencies' funding eligibility under HUD's operating cost formula.

Source: Office of Management and Budget.

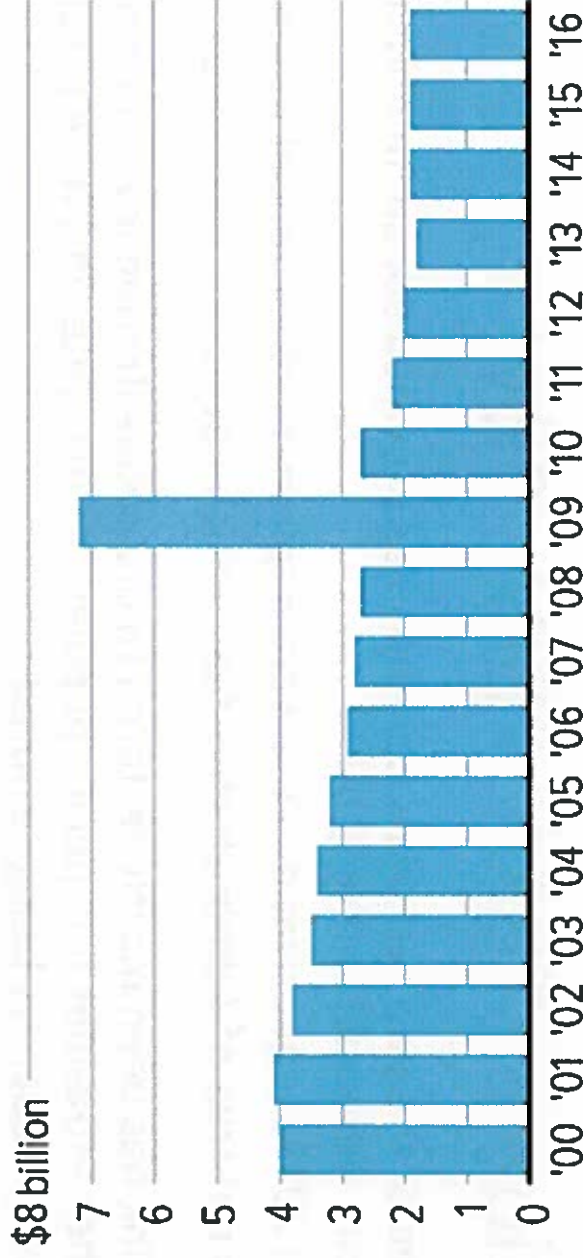
Capital Funds

- Capital funding has declined 53% since 2000 by nearly a billion dollars, to just \$1.9 billion in 2016, a level far below the amount that agencies need simply to cover new repair needs that accrue each year.¹
- HUD estimates the projected annual accrual of needs is at least \$3.4 billion per year on average over the next 20 years
- As a result, the backlog of needed repairs — which HUD estimated in 2010 to be some \$26 billion — continues to grow.

Public Housing Funding Has Fallen Far Behind Need

Funding for repairs has fallen 53 percent since 2000...

Budget authority, in billions of 2016 dollars

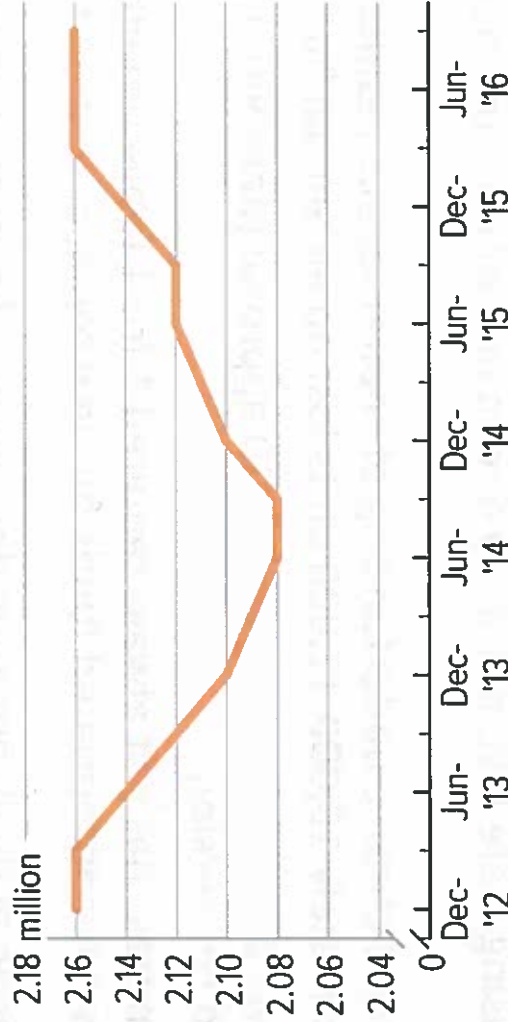


Section 8 (TBRA, PBRA, PBV)

- In nine of the past ten years Congress has provided adequate housing voucher renewal funding (HAP) ¹
 - In 2013, sequestration cuts were implemented for tenant based HCV
 - Is not true of Administrative fees, which have seen a steady decrease
- Funding has been mostly restored to pre-sequestration levels and new voucher set-asides for specific populations (ex: Veterans) have resulted in nearly all vouchers being restored
- However, rent costs in most jurisdictions have risen and the funding levels support fewer voucher users

Housing Agencies Have Reversed Sequestration Cuts in Housing Vouchers

Number of families using housing vouchers



Note: Figures exclude an estimated 58,000 new "tenant protection" vouchers issued to families since December 2012 because the tenants' existing federally-assisted housing, such as public housing units, had been demolished or otherwise eliminated. The replacement support did not represent a net gain in families assisted. Sequestration refers to the across-the-board funding cuts that were implemented in March 2013 in accord with the Budget Control Act of 2011.

Source: CBPP analysis of Department of Housing and Urban Development data

CENTER ON BUDGET AND POLICY PRIORITIES | CBPP.ORG

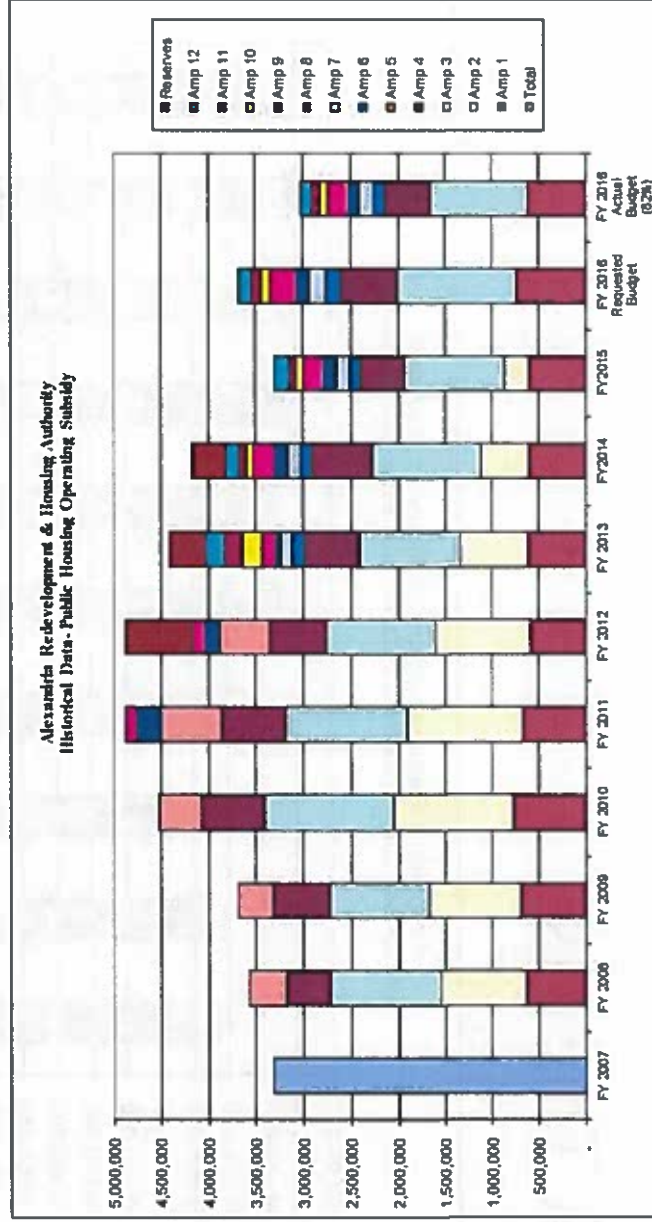
EJP CONSULTING GROUP, LLC

Number of Public Housing Units Decreasing

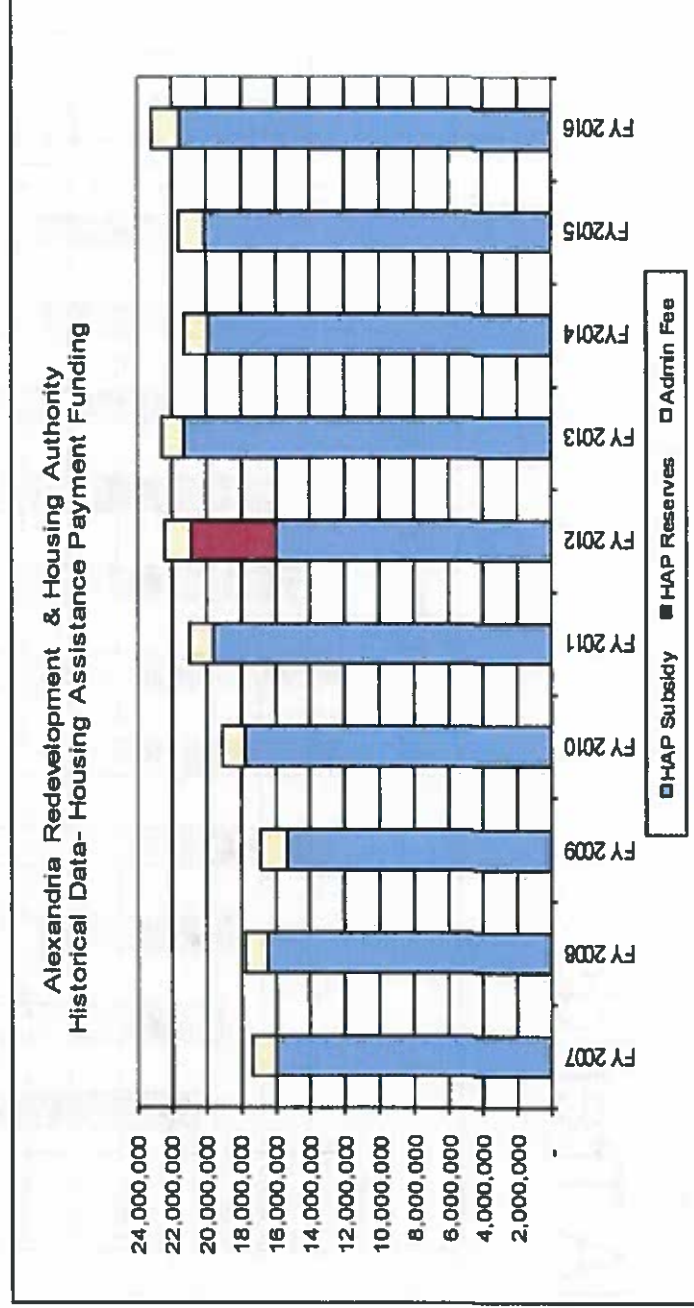
- HUD estimates that between 1990 and 2010, 300,000 units of affordable public housing were lost, primarily due to lack of investment in capital repairs¹
 - Continued chronic underfunding of capital repairs results in approximately 10,000-12,000 units lost on an annual basis
 - PHAs are demolishing with HUD approval (demolition, disposition, and conversion)
 - Congress has not always required 1 for 1 replacement (HOPE VI) and has not appropriated funds for new replacement units
- HUD has been actively pursuing demolition/ disposition activities as a “management strategy”

ARHA Trends

Source: ARHA
presentation
11/2016 ¹



ARHA Trends



Source: ARHA
presentation
11/2016

White House Proposed FY2018 Budget

- The FY2018 Budget proposes to exacerbate these funding trends. ¹
- On May 23, 2017, the White House released its FY18 budget. The budget includes steep cuts in funding for affordable housing programs, totaling \$6.8225 billion in cuts to HUD programs from actual FY17 funding levels.
 - Operating funds would be cut by 11.3%
 - Capital funding would be slashed by a whopping 68%
 - HCV would be cut by 11.6%, or an estimated 256,900 fewer vouchers nationwide
 - Tenant rent share would be increased to 35%

House/ Senate Proposed FY2018 Budgets

- Both the House ¹ and Senate ² rejected the WH budget proposal and proposed budgets with higher funding levels.
- The Transportation/ HUD (THUD) bill has now passed through the full appropriations committee in both chambers but has not yet been brought to the House or Senate floor for consideration.
- September 8 – Congress approved a Continuing Resolution (CR) to continue funding federal programs at FY17 levels.
- The FY18 budget is dependent on raising the funding cap; if Congress is unable to come to an agreement that raises the caps, then appropriations bills including THUD would face the \$516 billion domestic discretionary cap set by the Budget Control Act of 2011.

Legislative/ Administrative Trends

- Small Area Fair Market Rents (suspended 8/17) ¹
- AFFH - Carson has announced HUD will “reinterpret” the rule²
- Choice Neighborhoods - unsure if will continue under administration
- Section 3 and Public Private Partnerships ³
- Tax reform/ corporate tax rate decrease - impacting tax credit pricing ⁴
- Section 8 voucher program
 - Provided new funding for special purpose vouchers (ex: VASH) - last few years
 - Streamlined PBV rules (HOTMA 2016); Eased TBV inspections (HOTMA 2017) ⁵
- MtW Expansion ⁶

Congressional Proposals

- S. 3384 (2016) – Bill to create MIHTC (middle income housing tax credit)
 - Has not been reintroduced in 2017 but could be, along with a number of other tax credit related bills ¹
- S. 548 – Bill to increase LIHTC authority by 50% (2017) ²
 - Broad bipartisan support
- S. 435 – Two Generation Economic Empowerment Act – bipartisan bill to address generational poverty and emphasize cross-sector collaboration (2017) ³

Regional/ Local Trends

- Alexandria reports losing 90% of market rate affordable units between 2000 and 2017, with a current inventory of only 1,749 apartments — roughly 454 studios, 699 one-bedroom units, 472 two-bedroom units and 122 three-bedroom units. ¹
- The average median income in Alexandria — currently \$46,380 for a one-person household and \$66,180 for a four-person household — has risen 33 percent since 2000, while the average rent of a studio is up 87 percent, a one-bedroom unit 94 percent, a two-bedroom unit 95 percent and a three-bedroom unit 85 percent.
- In Alexandria, approximately 2/3 of all households at or below 80% AMI are rent-burdened (paying more than 30% of their income for housing) ²

Future of Public Housing

Public Housing

- Voluntary Conversion ¹
 - Removal of developments from public housing and converting to tenant-based or project-based vouchers; may only be undertaken only where it would be beneficial to the residents and e surrounding area, and would not have an adverse impact on the availability of affordable housing in the area
- Section 18 ²
 - For units that are obsolete with no ability to rehab
 - HUD encourages PHAs to consider alternatives such as RAD, Choice, mixed finance rehab, CFFP, and voluntary conversion before Section 18

Public Housing

- Rental Assistance Demonstration (RAD) ¹
 - In 2012, Congress authorized the *Rental Assistance Demonstration (RAD)* to test a new way of meeting the large and growing capital improvement needs of the nation's aging public housing stock, and to preserve projects funded under HUD's "legacy" programs.
 - Nearly 74,000 PH units have been converted.
 - Cap has been increased three times to 225,000, which is fully obligated and another 48,000 on the waiting list. ²
 - Has support from current administration and HUD leadership. ³
 - Used by PHAs to develop/ redevelop current public housing through a mixed income model.

Rental Assistance Demonstration (RAD)

- Can be used in a variety of ways
 - Convert in place – rehab of existing units
 - Results in property remaining 100% subsidized
 - Transfer of Assistance (TOA) – subsidy is “transferred” to another property via a HAP contract for a specific number of units
 - Can be to an existing property
 - Can be to a new construction property
 - Can aid in deconcentration of lower-income units
 - Demolish/ reconstruct on same site (mixed finance development) – subject to site and neighborhood restrictions

Rental Assistance Demonstration (RAD)

- Pros
 - More stable funding platform
 - Removal from Public Housing program and regulatory oversight/administration
 - Leverage for private equity
 - Bypass HUD SAC disposition process
- Cons
 - Not financially beneficial for all properties/ cities (rents not high enough to capitalize debt)
 - Layered funding = overlapping regulations (ex: LIHTC vs. RAD PBV)
 - Could impact PHA staffing levels

Rental Assistance Demonstration (RAD)

- Challenges
 - Fair Housing issues
 - Site/ Neighborhood standards
 - Perception of “privatization”
- Opportunities
 - Can leverage significant up front private equity for rehabilitation or new construction
 - Is flexible – small TOA contracts to large TOA contracts, can be coupled with other funds and can be used in privately owned/ developed projects

Affordable Housing Development

Mixed Income Development

- Defined loosely as diverse types of housing for a range of income levels.
- No standard ratio of ELI, affordable (workforce), and market units
 - All units managed as a single project under a single property mgmt. entity
 - Allows for cross-subsidization of deeply affordable/ subsidized units
- Focus should be on true integration, which looks different for everyone depending on financing, local and regional market, community tolerance
 - Research shows that properties with the most diverse income mixes have higher investments in resident support services and higher impacts for residents ¹
 - Moving families from higher-poverty areas to lower-poverty neighborhoods may reduce intergenerational poverty and generate positive returns for taxpayers ²

Mixed Income Development Models

Selling off land and hard assets

- PHA sells property (land and buildings)
- **Generates most upfront income**
- **Loses asset for future development**
- **Threatens long term affordability since PHA no longer has any control**

Selling hard assets but keeping land

- PHA sells buildings but retains land
- **Typically through ground lease structure**
- **Can use land as equity**
- **Retains first right of refusal**
- **Can structure many ways to ensure ongoing revenue**

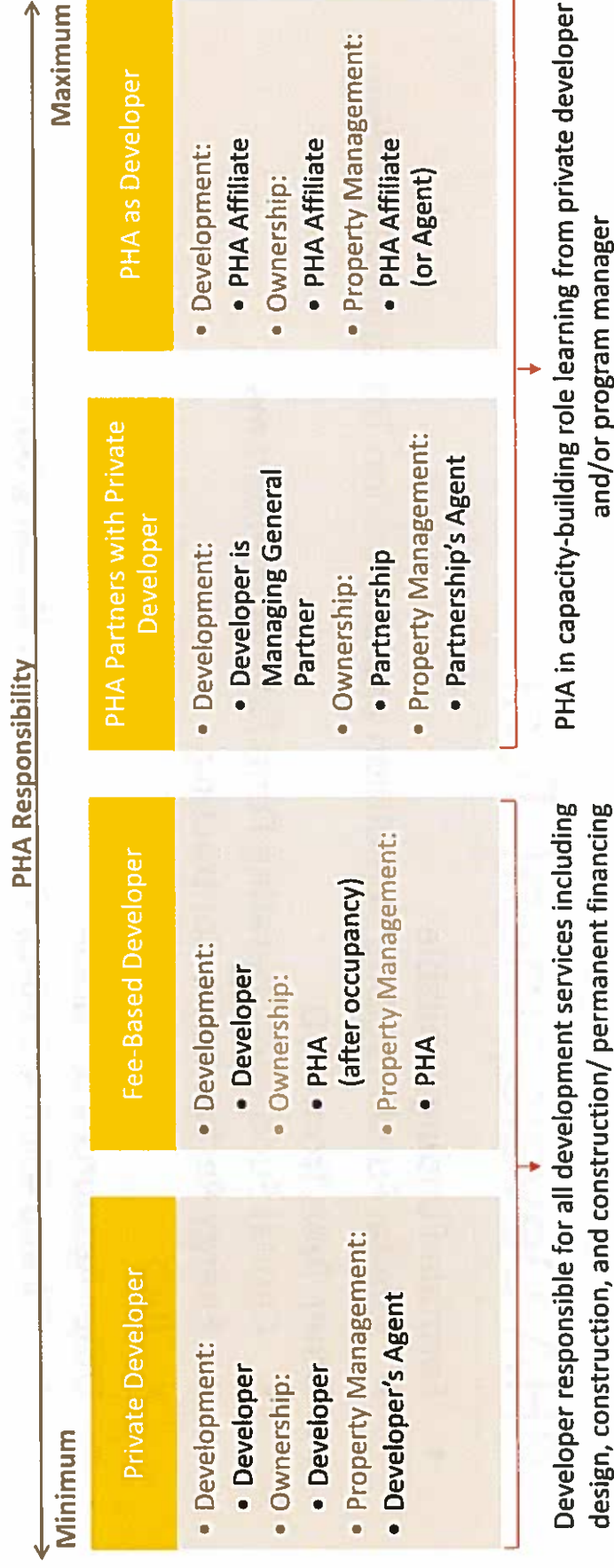
Project-Basing vouchers into private property

- PHA project-bases vouchers into private property
- **HAP contract with private owner ensures affordability**
- **Owner receives contract for guarantees rent**
- **PHA receives no revenue benefit but can improve budget and voucher utilization**

(Re) Developing and retaining all ownership

- PHA owns, develops, and/or manages affordable property
- **Structured many different ways**
- **PHA can receive developer fee, property revenues, other fees such as bond costs**
- **Administratively, most complicated but provides most long term rights to PHA**

Mixed Income PH Developer Models



PHA Development Tools

- Formula Funding Available
 - Capital Fund Program/Demolition and Disposition Transitional Funding
- Other Tools from HUD
 - Capital Fund and Operating Fund Financing Programs
 - Energy Performance Contracting
 - RAD
- Other Resources to Pursue
 - 9% and 4% Tax Credits/ Private Debt or Housing Bonds
 - FHLB AHP, Housing Trust Funds, HUD MF products (221d4 and 223f)
 - Project-Basing of Housing Choice Vouchers
 - HUD Competitive Grants (CNI)

City of Alexandria Development Tools

- City Tools
- Section 108 Loan Guarantee Program
- CDBG
- HOME
- TIF
- Density bonuses and parking reductions
- Housing Opportunities Fund/Pre-development Funds
- Tax Exemption and Fee Waivers (exclusive for ARHA-owned units)

Other Tools/ Ideas

- Raise equity by Condo-ing (selling) market rate units ¹
- Decrease construction costs by eliminating parking structures/ lots in car free affordable housing ²
- Use below-market debt funds³
- Use of private equity vehicles ³
- Use of real estate investment trusts (REITs) ³
- EB-5 financing ³
- New Market Tax Credits

Promising Practices

- **Montgomery County, MD: RAD Conversion in a High-Cost Area**¹
 - Used value of land to finance construction of new affordable housing of which it retains ownership
- **Cambridge, MA: Combining RAD and Moving to Work**²
 - Implemented RAD to convert all 2,133 PH units in three phases using 4% LIHTC and tax-exempt bonds; CHA will retain ownership and management of all properties converted
- **King County, WA: Statewide Acquisition and Preservation Effort**³
 - Six PHAs and 1 City partnered to purchase a portfolio of nine privately-owned S8 assisted properties to preserve affordability; used tax exempt loan and housing preservation grant

Promising Practices

- Austin, TX: Market Rate Acquisition and Subsequent Affordability ¹
 - PHA partnered with equity investor to acquire market rate properties (with unrestricted funds); a ground lease structure allowed them to convert 50% of units to 80% AMI units; no subsidy or HAP contract
- Baltimore, MD: Combining RAD and FHA ²
 - PHA sold a 191-unit public-housing high-rise to a for-profit developer and retained ownership of the land with a ground lease; units were completely remodeled. Financing included FHA loan and LIHTC

CONSENT DOCKET

CONSENT
DOCKET



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: October 17, 2017

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

FROM: Roy Priest, Chief Executive Officer 

SUBJECT: **VOTE TO APPROVE RESOLUTION NO.650, 2017 UTILITY ALLOWANCE SCHEDULE**

ISSUE:

Pursuant to 24 CFR 982.517, Staff is required to obtain Board of Commissioners approval for the annual revision of the Utility Allowance Schedule.

DISCUSSION:

A PHA must review its schedule of utility allowances each year, and must revise its allowance for a utility category if there has been a change of 10 percent or more in the utility rate since the last time the utility allowance schedule was revised. The PHA must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule. The utility allowance must be determined based on the typical cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality. In developing the estimate, the PHA must use normal patterns of consumption for the community in its entirety and current utility rates.

The utility allowance for an individual family must include the utilities and services that are necessary in the locality to provide housing that complies with the housing quality standards. However, the PHA may not provide any allowance for non-essential utility costs, such as costs of cable or satellite television. A comparison of the utility company rates from 2016 to 2017 indicates there were no proposed increases of 10 percent or more for any individual utility.

RECOMMENDATION:

That ARHA's Board of Commissioners vote to approve Resolution No. 650 to adopt the 2017 Utility Allowance Schedule

FISCAL IMPACT:

None

THE ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY BOARD OF COMMISSIONERS

AUTHORIZES APPROVAL OF THE 2017 UTILITY ALLOWANCE SCHEDULE

RESOLUTION No. 650

WHEREAS, the Alexandria Redevelopment and Housing Authority is required to obtain Board's approval for the annual revision of the Utility Allowance Schedule; and

WHEREAS, ARHA is required to review its schedule of utility allowances each year and revise its allowance if there has been a change of 10 percent or more; and

WHEREAS, there was no utility service provider with an increase of 10 percent or more therefore the Utility Allowance Schedule will reflect no increases

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority, the Approval of the 2017 Utility Allowance Schedule.

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

Daniel Bauman, Chairman
ARHA Board of Commissioners

Date

Roy Priest, Secretary-Treasurer
ARHA Board of Commissioners

Date

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No 2577-0169
(exp. 4/30/2018)

See Public Reporting Statement and Instructions on back

Locality Alexandria Redevelopment and Housing Authority	Unit Type Garden Walk up/High-rise Apartment	Date (mm/dd/yyyy) 11/01/2017
---	--	--

Utility or Service	Monthly Dollar Allowances					
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	56	64	78	97	117
	b. Bottle Gas	0	0	0	0	0
	c. Oil / Electric	63	68	89	113	131
	d. Coal / Other	0	0	0	0	0
Cooking	a. Natural Gas	14	15	20	21	21
	b. Bottle Gas	0	0	0	0	0
	c. Oil / Electric	12	13	14	15	18
	d. Coal / Other	0	0	0	0	0
Other Electric	15	25	33	35	41	
Air Conditioning	14	15	21	25	29	
Water Heating	a. Natural Gas	28	35	42	48	56
	b. Bottle Gas	0	0	0	0	0
	c. Oil / Electric	33	35	46	55	61
	d. Coal / Other	0	0	0	0	0
Water	17	38	45	71	97	
Sewer	4	5	8	8	10	
Trash Collection	2	3	3	3	3	
Range/Microwave	6	7	7	7	7	
Refrigerator	9	9	9	9	9	
Other -- specify	9	9	9	9	9	

Actual Family Allowances To be used by the family to compute allowance Complete below for the actual unit rented.	Utility or Service	per month cost
	Heating	\$
Name of Family	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water	
	Sewer	
	Trash Collection	
	Range/Microwave	
	Refrigerator	
Number of Bedrooms	Other	
	Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0189
(exp. 4/30/2018)

See Public Reporting Statement and Instructions on back

Locality		Unit Type					Date (mm/dd/yyyy)
Alexandria Redevelopment and Housing Authority		Duplex/Semi-Detached/Townhouse					11/01/2017
Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	0	61	112	136	175	193
	b. Bottle Gas	0	0	0	0	0	0
	c. Oil / Electric	0	54	76	126	143	168
	d. Coal / Other	0	0	0	0	0	0
Cooking	a. Natural Gas	0	11	14	15	21	24
	b. Bottle Gas	0	0	0	0	0	0
	c. Oil / Electric	0	13	13	15	18	21
	d. Coal / Other	0	0	0	0	0	0
Other Electric		0	30	33	35	40	46
Air Conditioning		0	22	24	26	29	33
Water Heating	a. Natural Gas	0	33	39	47	57	69
	b. Bottle Gas	0	0	0	0	0	0
	c. Oil / Electric	0	35	46	55	63	73
	d. Coal / Other	0	0	0	0	0	0
Water		0	35	45	57	74	83
Sewer		0	8	10	12	16	18
Trash Collection		0	7	7	7	7	7
Range/Microwave		0	7	7	7	7	7
Refrigerator		0	9	9	9	9	9
Other – specify		9	9	9	9	9	9

Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.		Utility or Service	per month cost
Name of Family Address of Unit Number of Bedrooms		Heating	\$
		Cooking	
		Other Electric	
		Air Conditioning	
		Water Heating	
		Water	
		Sewer	
		Trash Collection	
		Range/Microwave	
		Refrigerator	
		Other	
		Total	\$

Allowances for Tenant-Furnished Utilities and Other Services

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval No 2577-0169
(exp 4/30/2018)

See Public Reporting Statement and Instructions on back

Locality		Unit Type					Date (mm/dd/yyyy)
Alexandria Redevelopment and Housing Authority		Single Family/Detached House					11/01/2017
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	0	112	149	171	187	211
	b. Bottle Gas	0	0	0	0	0	0
	c. Oil / Electric	0	143	155	184	204	224
	d. Coal / Other	0	0	0	0	0	0
Cooking	a. Natural Gas	0	11	15	20	23	26
	b. Bottle Gas	0	0	0	0	0	0
	c. Oil / Electric	0	20	20	20	25	28
	d. Coal / Other	0	0	0	0	0	0
Other Electric		0	31	31	35	41	46
Air Conditioning		0	29	30	35	41	45
Water Heating	a. Natural Gas	0	39	45	50	59	73
	b. Bottle Gas	0	0	0	0	0	0
	c. Oil / Electric	0	35	46	55	63	73
	d. Coal / Other	0	0	0	0	0	0
Water		0	35	46	62	80	85
Sewer		0	8	10	13	17	18
Trash Collection		0	7	7	7	7	7
Range/Microwave		0	7	7	7	7	7
Refrigerator		0	9	9	9	9	9
Other – specify		0	9	9	9	9	9

Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.		Utility or Service	per month cost
Name of Family		Heating	\$
		Cooking	
		Other Electric	
		Air Conditioning	
		Water Heating	
		Water	
		Sewer	
		Trash Collection	
		Range/Microwave	
		Refrigerator	
Address of Unit		Other	
		Total	\$
Number of Bedrooms			



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: October 19, 2017

TO: Chairman Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: **VOTE TO APPROVE RESOLUTION NO. 651, AUTHORIZING STAFF TO AWARD A CONTRACT TO REPLACE HALLWAYS CARPET WITH VCT TILES AT LADREY HIGH-RISE**

ISSUE:

ARHA are in process of awarding a contract to replace common area carpet with VCT tiles at Ladrey Highrise to Commercial Carpet of America (CCA) at estimated cost of \$61,092.00. This contract includes removal of old carpet from 2nd floor through 11th floor and replace with Armstrong Imperial Texture VCT tiles for estimated 19,701 square feet. The current carpet is more than 5 years old and due for replacement. This VCT tiles will give safe and easier to maintain.

Pursuant to ARHA's Procurement Policy (Policy), approval of all procurement actions above \$50,000 is required by the Board of Commissioners. Further, staff are satisfy with performance this contractor since they have completed multiple projects for ARHA.

DISCUSSION:

Staff are planning to use cooperative contact that CCA have with Prince William County, Contract #5015196 which, valid through June 12, 2018. This contract allows for public and political entities within Commonwealth of Virginia to purchase carpet and VCT tiles using pricing and terms that has been established. ARHA procurement policy does allow the use of Cooperative Purchasing to purchase common goods and service that gives cost effective and efficiency. Staff recommending to award this contract to CCA and proposed price of \$61,092.00.

RECOMMENDATION:

The Board of Commissioners vote approval of Resolution No. 651 allowing Staff to award a contract for to replace carpet with VCT tiles at Ladrey Highrise Hallways from 2nd floor through 11th floor at proposed price of \$61,092.00.

FISCAL IMPACT:

The maximum fiscal impact for the contract will be \$61,092.00. The contact amount will be funded through Capital Funds Grants.

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

**AUTHORIZING STAFF TO AWARD A CONTRACT TO REPLACE HALLWAYS CARPET AT LADREY
HIGHRISE FROM 2ND FLOOR THROUGH 11TH FLOOR WITH VCT TILES**

RESOLUTION No. 651

WHEREAS, the Alexandria Redevelopment and Housing Authority (“ARHA”), has determined that there is a need to replace hallways carpet at Ladrey Highrise with VCT tiles and

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

WHEREAS, if approved, ARHA will award a contract with Commercial Carpet of America; and

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Chief Executive Officer to award a contract with Commercial Carpet of America in the amount of \$61,092.00 is hereby approved.

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

Daniel Bauman, Chairman
ARHA Board of Commissioners

Date

Roy Priest, Secretary-Treasurer
ARHA Board of Commissioners

Date



Commissioners:

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


Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: October 19, 2017

TO: Chairperson Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary Treasurer 

SUBJECT: **VOTE APPROVAL OF RESOLUTION 652, ESTABLISHING NEW SIGNATORIES FOR ALL AUTHORITY AND PARTNERSHIP CONTROLLED CHECKING AND INVESTMENT ACCOUNTS ON DEPOSIT AT SUNTRUST BANK, UNITED BANK, BURKE AND HERBERT BANK, AND JOHN MARSHALL BANK**

ISSUE:

ARHA should maintain at a minimum four (4) signatories to sign the checking and investment account for all the Authority controlled accounts.

DISCUSSION:

The CEO, Director of Finance, ARHA Board Chair, and Vice-Chair are authorized to execute checks and other financial documents. As a result of the newly elected Board Chair and Vice-Chair and in anticipation of the hiring of a new Chief Financial Officer staff is requesting the signature cards be updated on all accounts controlled by the Authority. On certain occasion's one (1) of the two (2) authorized signatories may be out of the office which may create a delay in the distribution of checks. Staff is requesting that the Board approve updating the authorized signers with that of the current Director of Finance, Board Chair, Vice Chair and newly hired CEO. This will ascertain that the agency will continue to function in an efficient capacity in the absence of either the Director of Finance or CEO.

RECOMMENDATION:

That ARHA's Board of Commissioners vote to approve Resolution No. 652 establishing new signatories for ARHA's checking and investment accounts on deposit at SunTrust Bank, United Bank, Burke and Herbert Bank, and John Marshall Bank

FISCAL IMPACT:

None.

THE ARHA BOARD OF COMMISSIONERS

APPROVAL TO ESTABLISH NEW SIGNATORIES FOR ALL AUTHORITY AND PARTNERSHIP CONTROLLED CHECKING AND INVESTMENT ACCOUNTS ON DEPOSIT AT SUNTRUST BANK, UNITED BANK, BURKE AND HERBERT BANK, AND JOHN MARSHALL BANK

RESOLUTION NUMBER 652

WHEREAS, the Alexandria Redevelopment and Housing Authority by the Board of Commissioners; that the Chief Executive Officer and/or Secretary-Treasurer, Director of Finance are designated as check signers and alternate co-signers for all Authority and Partnership controlled checking and investment accounts at the above named banking institutions; and

WHEREAS, the ARHA Board Chairman and Vice-Chairman, are designated as alternate check signers to act as needed in the absence or incapacity of any of the above named individuals; and

WHEREAS, that all checks drawn on these bank accounts shall bear the signatures of and (2) of the above named officers to validate the said checks.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that the above named individuals will be designated and authorized signers and co-signers for all ARHA controlled checking and saving accounts.

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

Date

Daniel Bauman, Chairman
ARHA Board of Commissioners

Date

Roy O. Priest, Secretary Treasury
ARHA Board of Commissioners

ACTION DOCKET

ACTION
DOCKET

OTHER BUSINESS

OTHER
BUSINESS

October Living Legend: Carter Dudley Flemming

October 1st 2017

By Trudi C. Van Dyke



Carter Flemming (Photo: Steven Halperson)

If, as the quote goes, "Service to others is the rent you pay for your room here on earth" then Carter Dudley Flemming has earned a castle. Few have affected the lives of countless in so many ways.

Carter reflects that her philosophy of giving back and paying it forward is just a part of who she is. She remembers fondly how her parents were instrumental in embedding the sense of belonging that comes from reaching out to others. She has taken that to heart over a lifetime of volunteering in Alexandria without compensation except the reward of personal satisfaction. She is equally proud of her family's involvement as she watches her sons as they continue the legacy.

This hometown woman has found her way into the hearts and homes of a myriad of Alexandria residents through her unusual approaches to helping. Her lifelong commitment as a community organizer continues to create a stronger sense of community for all its residents. The impact she has made as she literally and figuratively walks the walk ranges from the simplest act of delivering Meals on Wheels to board leadership.

Elizabeth Ann Campagna, founder of Campagna Center, was her earliest mentor and Flemming remembers her fondly and credits her with providing the self confidence that continues to propel her to volunteer in innumerable capacities. She shares that Elizabeth brought her to the forefront by asking her to do small tasks and then moving her into positions of leadership that began as the young mother took on the monumental task of the Christmas Walk, the Campagna Center's annual holiday celebration during the first weekend in December. For Flemming it is not enough to volunteer in just a single role, but to branch out and embrace what needs doing at all points. The leadership she provides to all the organizations she has impacted is mirrored at every level. Starting a friendly visitor program while steering the Alexandria American Red Cross provided many years of one on one unsung personal involvement to brighten the lives of seniors and isolated residents. The exuberance of her caring and sharing is amplified stirringly in the abundance of supporting letters exhorting her commitment to make a difference for any individual who crosses her path. Among the most moving is one from a successful T. C. Williams and Georgetown University graduate, Daymond Jackson, who credits the transformation

of his life to Flemming and her family providing him with a home and the guidance and support that made it possible.

Working at the grassroots level of so many non-profits has "helped her get to know people she might never have met ... and provided her with sympathetic and empathetic understanding of what it means to be a full member of your community." Paradoxically, she has served at the organizational level of many of the key Alexandria organizations that serve her hometown. It is not unusual to find her crafting mission statements and goals one day and then the next making concrete personal steps to implement them. In actual practice her volunteer commitments at any given time over the years, and today, require the creative juggling and scheduling of the busiest executive. So many of the ways she has influenced the life of the city and its residents have overlapped for many years. She has held positions with the Campagna Center (31 years), Alexandria American Red Cross (18), Alexandria United Way (16) Alexandria Redevelopment Housing Authority (24). Then there are the other 13 Alexandria nonprofits (143 years). This astounding number does not even include PTAs, school programs, and her local civic associations and garden club.

She doesn't differentiate between what she finds most joy in doing. She recognizes that her role in hands on and board work can be equally rewarding and stimulating at many points. One of her long range goals for the city is to inspire a new generation of volunteers who will seek out opportunities to give back to Alexandria. Fundraising with many organizations taps her creativity and positive attitude to always find a way to make things happen. She believes in leading by example and finding the right people to make things happen. Neighborhood Health, for example, credits her with training volunteers to help meet primary health care needs. Her dedicated work provided a raising awareness of the organization in the community and positively increased funding opportunities.

Her individual hand has reached out to children in need as a Court Appointed Special Advocate providing a voice for the neglected and abused children facing family court issues. As the longest serving Alexandrian CASA volunteer she also interviews potential volunteers and shares with them the importance of this often difficult and emotional work.

She is a familiar sight and strong voice for Alexandria's senior housing residents. Her individual availability by personal phone and email is the backbone of her support to the residents of Ladrey senior housing. She attends all the resident meetings and brings their concerns to ARHA management according to Maudie Hines, president of the Ladrey Advisory Board. Her advocacy and support of the citizens enriches their lives as she helps to problem solve and improve the quality of life for seniors and her untiring dedication to the daily needs of seniors was noted by Legend Lynnwood Campbell, chair of Senior Services of Alexandria.

There is hardly an organization or cause that Flemming hasn't left a fingerprint on. Showing no signs of slowing down she continues to hear the hushed whispers of necessity. Smilingly she admits she can't seem to say no. She continues, "I always seem to be at the right time and place when asked, can you do this?" She stands out because she does not seek to stand out. As her nominator Lindalyn Hutter wrote, "Many of us are drawn to do more because we see Carter's approach to service and her impact, and we are inspired." This Living Legend reflects the cornerstones that makes Alexandria a vital, caring, community.



October 19, 2017

TO: ACT for Alexandria Donors, Community Partners, and Friends
FR: Lauren Stack, Board Chair
RE: John Porter Stepping Down as ACT President and CEO

I write on behalf of the ACT for Alexandria Board of Directors to share the news that John Porter has informed us of his decision to pass the torch as President and CEO of the organization, effective December 31, 2017.

John has been deeply involved with ACT since our founding and the organization would not be the integral part of the Alexandria community that it has become without his leadership. His involvement started when ACT was just an idea around a conference table; continued as a member of our first board; through today, serving eight years as our President and CEO.

There are no words to convey how much we appreciate John's leadership and are especially delighted that he will continue to be engaged with ACT. He remains totally committed to our mission and our work so we will continue to tap his talents and expertise moving forward. The Executive Committee of the Board has formed a search committee to guide this leadership transition process.

I know you join me in expressing deep gratitude to John for his years of outstanding service. We are planning an appropriate official farewell for him, and an event is tentatively set for early December. I will share more details on that event as they are confirmed.

With your support, ACT has become an important resource here in the City of Alexandria, helping to make our city an even kinder place to live, learn, work and play. I look forward to working with all of you as we move forward with this leadership transition.

AUBON PAIN



NOW HIRING FOR:

Cashiers Sandwich Makers
Bakers Catering Coordinators
Prep cooks Shift Supervisor
Utility

If you are high-energy, friendly, and passionate about guest service, visit our webpage at:

<https://www.aubonpain.com/jobs>

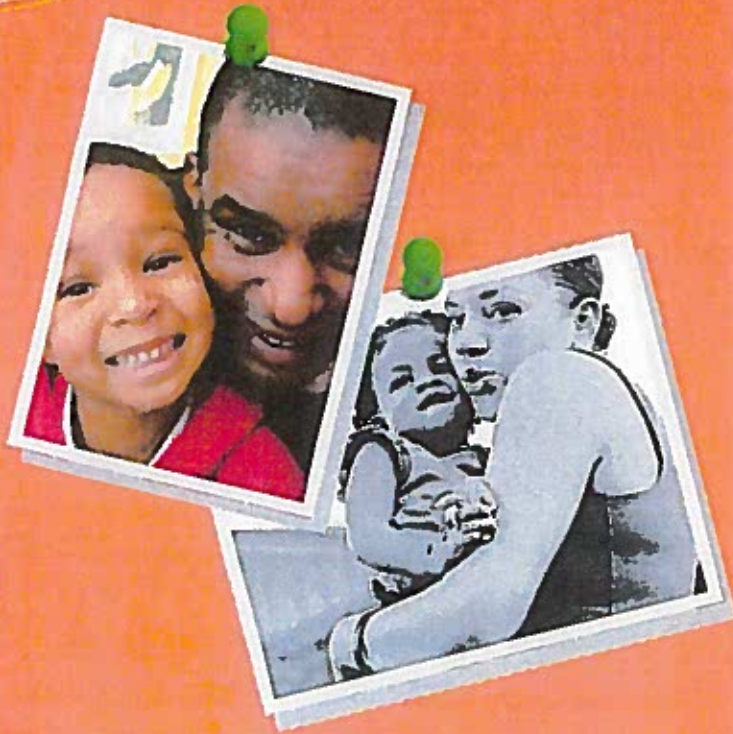
For more information, contact Rosalyn Miller at 703.746.5876 or rosalyn.miller@alexandriava.gov



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

PARENTS EMPOWERED

Monday Evening Parent Support Group



You got this. WE GOT YOU.

Parenting is so rewarding, but can be hard too. This Parent Support and Educational Group is the place to come to share your daily parenting triumphs and frustrations and to learn new ways to deal with challenges. *Just drop in or tell us you're coming.*

EACH SESSION INCLUDES:



**TRAINED
FACILITATOR**



PIZZA DINNER



**FREE CHILDCARE
FOR AGES 3 TO 10**

Mondays @ 6:00pm

**ARHA Main Office
401 Wythe St. (22314)**

Support Group Schedule

Monday, October 16	Monday, November 13
Monday, October 23	Monday, November 27
Monday, October 30	Monday, December 4
Monday, November 6	Monday, December 11

October
Domestic
Violence
Awareness
Month!



Crazy Love

Is Your Significant Other Mr. / Mrs. Right or Right Now?

One Thing's For Sure...Love Shouldn't Hurt!

Learn the Signs and Exit Strategies for Abusive Relationships

In Partnership with Alexandria Domestic Violence

October 26, 2017

6:00 pm to 7:30 pm

401 Wythe Street | Alexandria, VA

Light Refreshments Served | Child Care Provided





**City of Alexandria
Community Job Fair
Ages 18 and older**



**Monday, October 30, 2017
10 a.m. - 2 p.m.**

**Charles Houston Recreation Center
901 Wythe St, Alexandria, VA 22314**

For more Information call 703.746.5571

Hosted by:

Alexandria Department of Recreation, Parks and Cultural Activities, Alexandria
Workforce Development Center and Northern Virginia Urban League

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 or call our video phone 571.384.5244.



Northern Virginia Community College – SNAP-ET Program
Professional Administrative Assistant Training
84-Hour Intensive Certificate Program

Starting November 6th!

Get ready for a new career! Enhance your skills by acquiring the knowledge and competencies required for an entry-level position in the professional administrative support field. Potential employment opportunities include: Data Entry Clerk, Receptionist, Office Assistant, and Office Manager.



Training includes: Microsoft Office Suite – Word, Excel & PowerPoint, Office Procedures & Customer Service, Proofing, Grammar & Editing, Accounting/Finance Basics, and Records/File Management. Twelve (12) hours have been added to allow for extended preparation for the MOS-Word Credentialing Exam.

Nov. 6 – Dec. 6, 2017

9:00 am – 4:00 pm

Nov. 6 – 17 (M/W/F)

Nov. 20, 21, 27, & 29 (M/T/M/W)

Dec. 1 - 6 (F-W)

South County SkillsSource Center
8350 Richmond Highway, Alexandria, VA

Please contact your SNAP-ET case manager to see if you qualify.