

MARCH 27, 2017



**BOARD OF COMMISSIONERS
MONTHLY MEETING**

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

ROY O. PRIEST, SECRETARY-TREASURER

**BOARD OF COMMISSIONERS
REGULARLY SCHEDULED MONTHLY MEETING**

Monday, March 27, 2017

7:00pm

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

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

 2. Public Discussion Period on AGENDA and NON-AGENDA ITEMS – 5 minutes
 - Councilman Justin Wilson - Resolution 830

 3. Adopt Minutes of Regular Meeting held on Monday, February 27, 2017

 4. Vote Receipt of the Secretary-Treasurer's Report as of Monday, March 27, 2017

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

 6. **ACTION DOCKET**

 7. Other Business

 8. Executive Session to Discuss Personnel, Legal and Real Estate Issues
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ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

Roy O. Priest, *Chief Executive Officer*

DATE: March 23, 2017

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

FROM: Roy O. Priest, Secretary-Treasurer 

SUBJECT: ARA MONTHLY PROGRAM AND ACTIVITY REPORT

March has been a busy and positive month for the ARA. We have gotten a chance to connect with more residents and inform them about the resident association. The opportunity to join the ARA is always met with a sense of excitement once the residents learn our purpose and role.

The purpose of this letter is to keep the board updated on our progress. Since the last board meeting the ARA has done the following:

- Attended a HUD REAC all staff meeting as special guests with Mr. Owens to speak about our experiences as public housing residents
- Met with the FSS Coordinator to continue developing the synergy between the ARA and the FSS program
- Met with Mr. Priest and Mr. Owens to discuss resident concerns, potential ways to improve the operational experience of residents, developing the ARA communication channels within ARHA operations, and finalize the MOU between the ARA and ARHA.
- Attended a VOICE meeting to discuss community activism initiatives
- Conducted the first public city-wide ARA formal meeting to connect with the residents
- Started the implementation of our function plans

In terms of the overall progress of the ARA, I would conclude that the ARA is fully functioning from a foundational standpoint. The point below contains the lone remaining step from the original list of items we initially created to get the ARA fully functioning. If you compare the point below to the list we started with, you will see that the foundation of the ARA has been laid and we have made the necessary steps allowing us to begin functioning properly. The lone remaining step is:

- Develop communication channels with residents (resident database, text alerts, social media, newsletter, and webpage). This item is still in progress since it takes an extended amount of time to develop a good website.

We are excited. The ARA is functioning and ready to make a difference for the better in the lives of all the residents of ARHA.



MINUTES

MINUTES

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

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

**MONDAY, FEBRUARY 27, 2017
7:00 P.M.**

THOSE PRESENT: Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Carter Flemming, Commissioner
Chyrell Bucksell, Commissioner – arrived – 7:40 pm
Karl Sandberg, Commissioner - arrived – 7:22 pm
Merrick Malone, Commissioner
Peter Kleeblatt, Commissioner – arrived – 8:50 pm
Christopher Ballard, Commissioner- arrived – 7:24 pm

ABSENT: Anitra Androh, Commissioner

RECORDER: Ian Hawkins, Recorder

The Chairman commenced the meeting without a quorum. Others present were Roy Priest, Chief Executive Officer, ARHA department heads, ARHA staff, Alexandria Office of Housing staff and community citizens.

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

- **Ladrey High-Rise Residents Advisory Board (RAB)** – Mr. Otis Weeks, President – Absent. Ms. Diane Murphy, Secretary of the RAB greeted the Board. Ms. Murphy inquired what is ARHA’s plan for the non-smoking policy? Ms. Murphy mentioned there are several residents that live in the Ladrey Hi-Rise have bronchitis, along with several people who continue to smoke. Ms. Murphy requested staff to have **NO SMOKING** signs posted throughout the Ladrey Building. Also, Ms. Murphy inquired about having the windows at Ladrey cleaned.

Ms. Murphy mentioned a fire drill strategy needs to be adopted and a trail-run should be engaged. Ms. Murphy apprised the Board of vast amounts of oil on the ground from cars in the Ladrey parking lot.

Commissioner Malone inquired what is the non-smoking enforcement policy?

Mr. Owens stated to the Board ARHA smoking cessation is being enforced through the signing of the leases and NO SMOKING signage throughout the various properties.

Mr. Priest apprised the Board that working on a car doing such as changing a tire is permitted. Mr. Priest stated under no circumstance should a person change oil or transmission fluid be changed in the parking lot. Mr. Priest informed the Board that over a year ago signage was posted throughout ARHA properties and educational meetings were convened with counseling available if necessary. Mr. Priest exclaimed very few residents took advantage of the benefits offered through the smoking cessation awareness program. Mr. Priest also indicated that a survey was taken and a major adverse response received was from the Ladrey residents. Mr. Priest mentioned that a vast amount of the residents at the Ladrey Building did not want the policy.

Mr. Priest indicated once the leases are signed and signs are posted if resident would in fact smoke in their units or in a non-designated smoking area they will receive a 2130 which could lead to termination of their lease. This is the enforcement will contain.

Board thanked Ms. Murphy for your report.

- **ARHA Resident Association (ARA) – Kevin Harris, President** greeted the Board and mentioned residents are already active in ARA activities. He gave a brief synopsis of Parking in Old Town Commons and Cleaning of Building.

At 7:40 pm the Chairman had a quorum and therefore call the meeting to order.

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

Ms. Nya Bucksell apprised the Board of the silent auction being held at T.C. Williams High School and asked for the Board's support.

ITEM 3. VOTE TO APPROVE MINUTES FOR MONDAY, JANUARY 30, 2017:

Chairman Bauman presented the minutes for Monday, January 30, 2017. Commissioner Flemming moved to accept the minutes; the motion was seconded by Vice Chairwoman Zellers. The motion was approved with (7) Yeas, and (0) Nays to accept the minutes of Monday, January 30, 2017.

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

Chairman Bauman opened the floor to receive the Secretary-Treasurer's Report. The Secretary-Treasurer presented his report and responded to questions raised by the Board. Chairman Bauman requested a motion to accept the Secretary-Treasurer's Report. Commissioner Ballard moved to accept the Secretary-Treasurer Report; the motion was seconded by Commissioner Sandberg. The motion was approved unanimously (7) Yeas to (0) Nays to accept the Secretary-Treasurer's Report as of Monday, February 27, 2017.

ITEM 5. CONSENT DOCKET:

Chairman Bauman asked if any of the items should be pulled from the Consent docket. A request was made to move item 5.2 from the Consent to the Action Docket. The item was moved and thereafter Chairman Bauman asked for a motion to approve the Consent Docket. Commissioner Malone moved to approve the Consent Docket; and seconded by Commissioner Sandberg. The motion was passed by (7) Yeas; (0) Nays to approve the Consent Docket.

- 5.1** VOTE APPROVAL OF RESOLUTION NO. 637, AUTHORIZING THE OPENING OF NEW BANK ACCOUNT FOR ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY TITLED "Developer Security and Earnest Money Deposits".
- 5.3.** VOTE APPROVAL OF RESOLUTION 639, AUTHORIZING STAFF TO ENTER INTO A CONTRACT TO PURCHASE REPLACEMENT TRUCKS FOR THE DEPARTMENT OF FACILITIES.
- 5.4** VOTE APPROVAL OF RESOLUTION 640, AUTHORIZING STAFF TO DISPOSE OF FIXED PERSONAL PROPERTY (FIXED ASSETS).
- 5.5** VOTE APPROVAL RESOLUTION 641, THE 2017 APPLICABLE PAYMENT STANDARD FOR THE HOUSING CHOICE VOUCHER PROGRAM.

ITEM 6. ACTION DOCKET:

- 5.2** VOTE APPROVAL OF RESOLUTION 638, FISCAL YEAR (FY 2017) OPERATING BUDGET.

Chairman Bauman made a request to approve Resolution 638, Commissioner Malone moved to approve Resolution 638; seconded by Vice Chairwoman Zellers. The motion was passed by (7) Yeas; (0) Nays to accept Resolution 638.

ITEM 8. OTHER BUSINESS:

Other Business discussed include the Executive Search, and arrangements to present the ARHA 2017 Fiscal Budget to City staff as well as comments regarding Resolution 830.

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

A motion was made by Commissioner Malone, seconded by Vice Chairwoman Zellers, and unanimously adopted to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 8:43 p.m. At 9:17 p.m. the Board reconvened in public session.

Thereupon, Commissioner Sandberg made the following motion, seconded by Chairwoman Zellers, no other actions were taken in the Executive Session and to the best of each member's knowledge: (1) only public business matters fully exempted from open meeting requirements under the FOIA were discussed in the Executive Session, and (2) only public business matters identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Board in Executive Session. The motion was unanimously approved on a roll call vote of (8) Yeas to (0) Nays.

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

FINANCE

FINANCE



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Anitra Androh

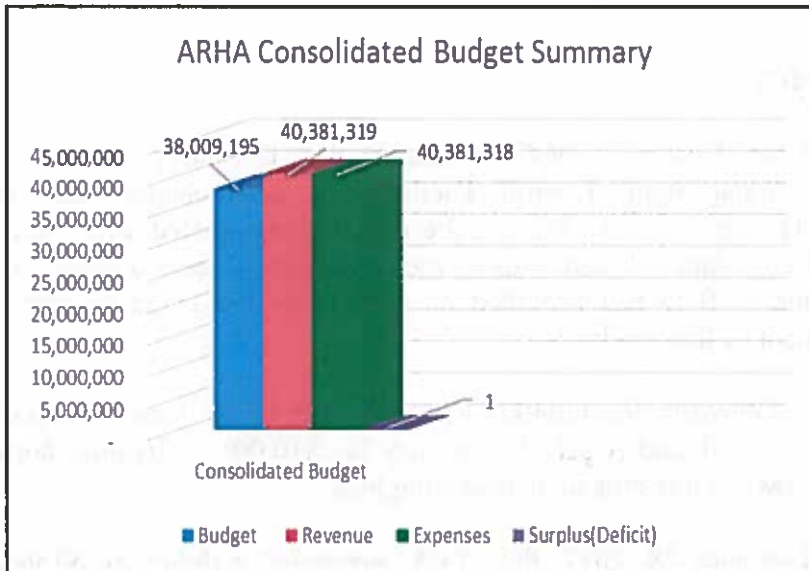
Carter Flemming
Christopher Ballard
Chyrell Bucksell

Karl Sandberg
Merrick T. Malone
Peter Kleeblatt

Roy Priest, Chief Executive Officer

DATE: March 22, 2017
TO: Chairperson Daniel Bauman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary Treasurer *Roy Priest*
SUBJECT: ARHA FINANCIAL REPORT: JANUARY 1, 2017 – FEBRUARY 28, 2017

CONSOLIDATED BUDGET SUMMARY



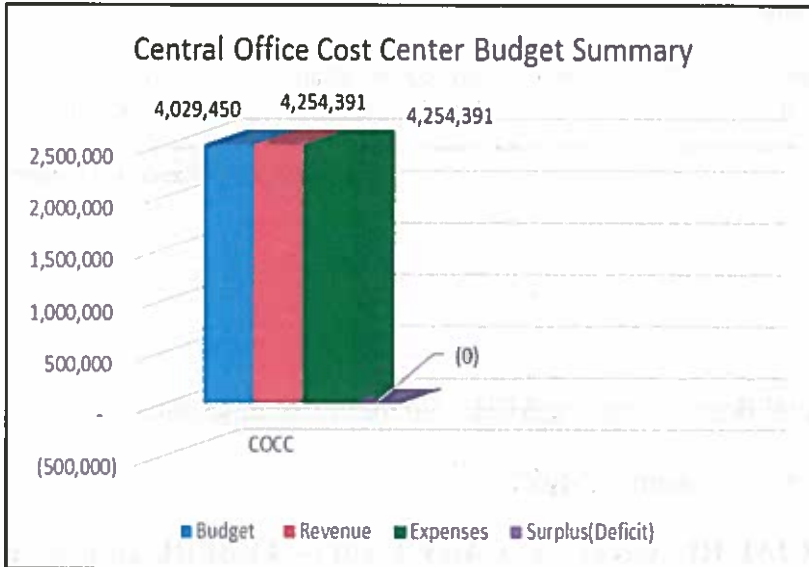
For the period ending February 28, 2017 ARHA generated CY reserves of \$1.98MM, which \$1.29M was restricted and \$694K was unrestricted.

Revenue/Transfers totaled \$588K, which was \$269K or 31% under budget. The amount of reserves decreased significantly because in December 2016, HUD released additional “shortfall” funding to support Housing Assistant Payments (HAP) to landlords. In addition, Operating Subsidy was \$169K or 5% higher than projected.

There were not any other revenue projections that were under budget by more than \$15K.

Expenses/Reserves were \$2.37M or 6.24% higher than budgeted as a result of the re-organization, managing costs to actual revenues, and operating reserves being higher than projected. The following cost centers contributed to the increase in current year reserves: AMP’s 1, 3, & 12, OTC Phase V, Miller Homes, Hopkins Tancil, Princess Square, Pendleton Park, and MOD Rehab Program. The only expenses over the budget by more than \$50K were Ordinary Maintenance & Operations \$556K or 15% and HAP expense \$1.76MM or 8%. The increase in maintenance expense is a result of higher costs in AMP’s 3, 4, 6, 7, 10, 11, 12, Hopkins Tancil, and Quaker Hill. The increase in HAP expense is related to the HCVP operating at 103% utilization.

CENTRAL OFFICE SUMMARY



Overall revenues and expenses were \$224K or 6% higher than the budget. As of February 28, 2017. Reserves used to support the Central Office were \$162K or 51% less than the budget. There were not any other revenue projections under the budget by more than \$2K.

The only expenses over the budget by more than \$50K was Ordinary Maintenance and Operations \$271K or 26%, which was a result of work-orders and vacant units being completed internally. As part of the

re-organization Central Maintenance has successfully implemented a system that provide support to ARHA properties which are billed accordingly. The “fee-for-service” income generated is consistent with ARHA’s goal to generate additional entrepreneurial dollars outside of development activities and is key to ARHA’s sustainability.

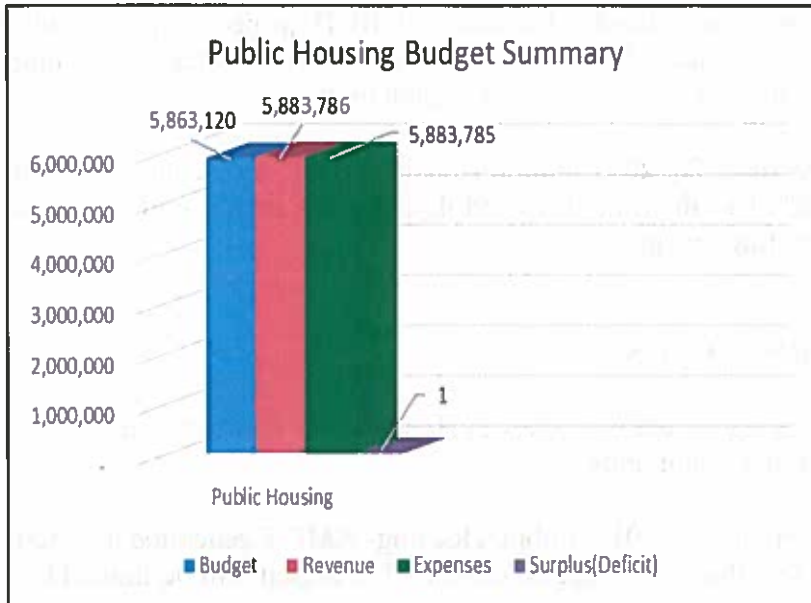
I. CENTRAL OFFICE

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 fee 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 February 28, 2017, the COCC generated a deficit of \$156K, which is \$162K or 51% less than the budgeted deficit. The deficit will be funded with current year unrestricted reserves.

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 \$20K or 0.35% higher than budgeted as a result of an increase in Operating Subsidy and use of CY reserves.

Expenses were \$20k or 0.35% higher than budgeted, mainly due to

maintenance costs and operating reserves being higher than anticipated.

Among our PH properties, five (5) AMPs yielded restricted reserves of \$360K and six (6) AMPs produced deficits in the amount of \$295K. Staff continues to reduce expenses when possible and operate all of the properties as efficiently as possible. However, the deficits we are experiencing will continue to be the norm as long as HUD provides operating subsidy to PHA's at less than 100% of eligible funding. With the exception of Amp 6 (Chatham Square; \$83K), and Amp 7 (BWR; \$31K), the deficits in the other Public Housing AMP's are below the projected deficits in the FY 2016 Budget.

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 February 28, 2017, Public Housing- AMP 1 generated a restricted reserve of \$129,070, 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 February 28, 2017, Public Housing-AMP 3 generated a restricted reserve of \$140,822, 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 February 28, 2017, Public Housing- AMP 4 generated a deficit of \$75,068, which is \$190,642 or 72% less than the budgeted deficit. The deficit will be funded by current year Public Housing operating revenue.

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 February 28, 2017, Public Housing- AMP 5 generated a deficit of \$22,565, which is \$5,140 or 19% less than the budgeted deficit. The deficit will be funded by current year Public Housing operating revenue.

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 February 28, 2017, Public Housing- AMP 6 generated a deficit of \$109,249, which is \$83,479 or 324% higher than the budgeted deficit. The reasons for the higher than projected deficit is because rental income was \$35K lower than budgeted and the following expenses were higher than anticipated, recreation services \$27K, utilities \$4K, maintenance labor \$24K, fee-for-service \$23K, and maintenance contracts \$7K. The deficit will be funded by partnership reserves.

VII. PUBLIC HOUSING- AMP 7

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

For the period ending February 28, 2017, Public Housing- AMP 7 generated a deficit of \$60,157, which is \$31,382 or 109% higher than the budgeted deficit. The reasons for the higher than projected deficit is because fee-for-service expense was over budget by \$85K. The deficit will be funded by current year Public Housing operating revenue.

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 February 28, 2017, Public Housing- AMP 8 generated a deficit of \$11,741, which is \$39,649 or 77% less than the budgeted deficit. The deficit will be funded by current year Public Housing operating revenue.

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 February 28, 2017, Public Housing- AMP 9 generated a deficit of \$17,167, which is \$10,798 or 39% less than the budgeted deficit. The deficit will be funded by current year Public Housing operating revenue.

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 February 28, 2017, Public Housing- AMP 10 generated a restricted reserve of \$551, which is restricted to the Limited Partnership.

XI. PUBLIC HOUSING- AMP 11

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

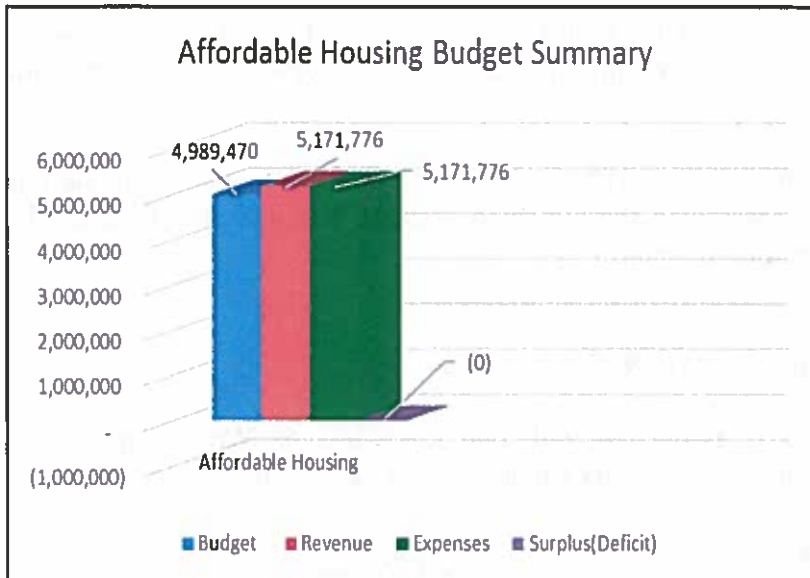
For the period ending February 28, 2017, Public Housing- AMP 11 generated a restricted reserve of \$8,058, which is restricted to the Limited Partnership.

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 February 28, 2017, Public Housing- AMP 12 generated a restricted reserve of \$81,556, which is restricted to the Limited Partnership and is used to fund replacement reserves and residual receipts obligation to ARHA.

AFFORDABLE HOUSING SUMMARY



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

Revenues were \$182K or 3.7% more than budgeted mainly due to dwelling rent being higher than projected at Hopkins Tancil and Princess Square.

Expenses/reserves were \$182K or 3.7% more than budgeted mainly due to the net effect of the increase in reserves (cash flow) at Hopkins Tancil, Miller Homes, and Princess Square.

Among our affordable units, three properties James Bland V, Pendleton Park and Quaker Hill generated a restricted reserve of \$772K. Hopkins Tancil, Princess Square, and Miller Homes generated unrestricted income of \$694K, which is available to support current year deficits in other properties.

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 that are currently being developed.

For the period ending February 28, 2017, OTC V generated a restricted reserve of \$436,581 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 February 28, 2017, Miller Homes generated an (unrestricted) surplus of \$89,087, 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 February 28, 2017, Hopkins Tancil generated an (unrestricted) surplus of \$441,578, 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 February 28, 2017, Quaker Hill generated a restricted reserve of \$312,378 which is restricted to the Limited Partnership and is used to fund replacement and operating reserves and cover outstanding debt obligations with the City of Alexandria.

XVII. PRINCESS SQUARE

This property consists of 69 affordable housing rental units.

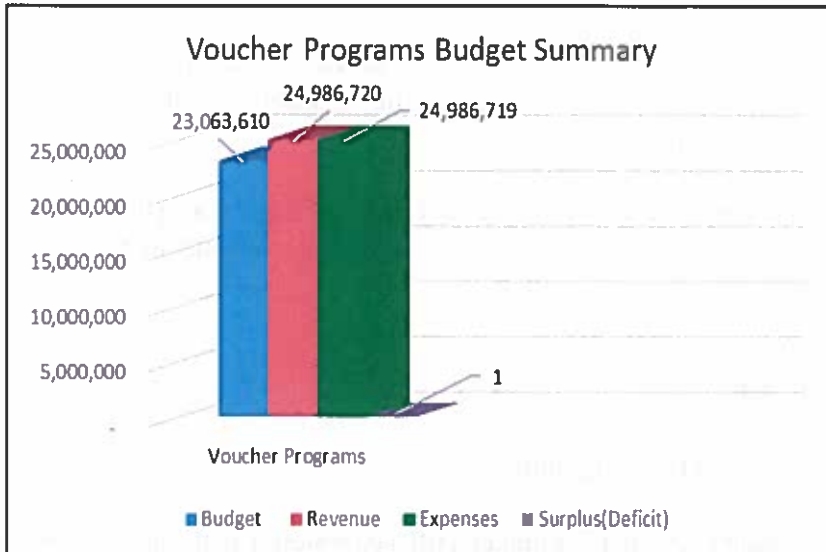
For the period ending February 28, 2017, Princess Square generated an (unrestricted) surplus of \$163,632, which is designated to fund current year operating deficits in the COCC and other affordable housing needs.

XVIII. PENDLETON PARK

This property consists of 24 LIHTC rental units.

For the period ending February 28, 2017, Pendleton Park generated a restricted reserve of \$23,106, which is restricted to the Limited Partnership and is used to fund replacement reserves, operating reserves, and residual receipts obligation to ARHA.

Voucher Programs Summary



Includes Housing Choice Voucher Program and Mod Rehab.

Revenues and Expenses were \$1.92MM or 8.34% more than projected as a result of higher subsidy and higher housing assistance payments.

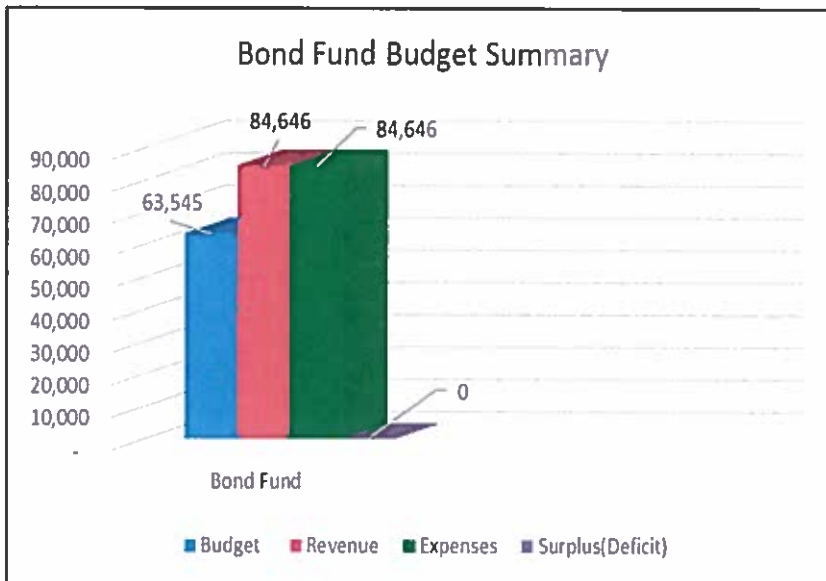
XIX. HOUSING CHOICE VOUCHER PROGRAM

For the period ending February 28, 2017, the Housing Choice Voucher Program (HCVP) operated with a deficit of \$119,890, which is \$31,680 or 36% higher than the budgeted deficit. The deficit will be funded with Administrative Fee and HUD held HAP Reserves.

XX. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending February 28, 2017, the Housing Mod-Rehab operated with a surplus of \$158,066 which is restricted for future housing assistant payments within the Mod Rehab Program.

Bond Fund Summary



Revenue and Expenses were \$21.1K or 33% above budgeted projection.

XXI. TAX EXEMPT BOND INCOME

For the period ending February 28, 2017, The Bond Fund operated with a deficit of \$15,937, which will be funded with CY unrestricted reserves.

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

Alexandria Redevelopment & Housing Authority
Rent Roll Summary
FY 2017

Project Name	# of Units	January	February	March	Total	Avg. Rental Income/Unit
Public Housing Units						
*Ladrey High-rise	170	\$ 44,351	44,210	43,651	\$ 132,212	\$ 261
*Samuel Madden	66	9,298	10,103	9,011	\$ 28,412	\$ 148
*Ramsey Homes	15	4,731	4,731	4,731	\$ 14,193	\$ 315
*Andrew Adkins	90	14,595	15,472	14,430	\$ 44,497	\$ 167
*4-10 Scattered Sites	50	16,485	16,413	16,358	\$ 49,256	\$ 328
*4-11 Scattered Sites	30	7,532	7,208	7,278	\$ 22,018	\$ 245
*4-12 Scattered Sites	41	10,975	10,524	11,263	\$ 32,762	\$ 266
*Park Place	38	9,833	9,768	8,872	\$ 28,473	\$ 250
*Saxony Square	5	1,409	1,409	1,409	\$ 4,227	\$ 282
*Chatham Square	52	16,367	16,381	16,445	\$ 49,193	\$ 315
*Braddock	6	3,011	3,011	3,112	\$ 9,134	\$ 507
*Whiting	24	4,219	4,175	4,139	\$ 12,533	\$ 174
*Reynolds	18	7,771	8,025	8,372	\$ 24,168	\$ 448
*Old Dominion	36	4,936	6,096	6,491	\$ 17,523	\$ 162
*West Glebe	48	4,986	4,563	5,338	\$ 14,887	\$ 103
*James Bland I	18	4,411	4,399	4,399	\$ 13,209	\$ 245
*James Bland II	18	4,285	3,944	3,888	\$ 12,117	\$ 224
*James Bland IV	44	14,301	14,187	15,149	\$ 43,637	\$ 331
**Total Public Housing	769	\$ 183,496	\$ 184,619	184,336	\$ 552,451	\$ 265
Non-Public Housing Units						
*Quaker Hill LP	60	\$ 83,037	82,979	84,046	\$ 250,062	\$ 1,389
Pendleton Park I	20	24,777	26,357	24,446	\$ 75,580	\$ 1,260
Pendleton Park II	4	1,361	1,361	1,361	\$ 4,083	\$ 340
Hopkins Tancil (Mod Rehab)	111	130,396	118,173	123,901	\$ 372,470	\$ 1,139
*James Bland V	54	66,243	68,011	66,000	\$ 200,254	\$ 1,236
*Miller Homes	16	26,271	23,071	23,305	\$ 72,647	\$ 1,513
*Princess Square	69	94,067	94,080	91,342	\$ 279,489	\$ 1,370
Total Non-Public Housing	334	\$ 426,152	\$ 414,032	414,401	\$ 1,254,585	1,178
Totals	1103	\$ 609,648	\$ 598,651	\$ 598,737	\$ 1,807,036	\$ 1,443

Total Monthly Average- (Actual) \$ 602,345

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 FEBRUARY 28, 2017

	Total Actual	Total Budget	Over / (Under) Budget	Total Public Housing		*Central Office (C.O.)		Public Housing AMP 1		Over / (Under) Budget
				Actual	Budget	Actual	Budget	Actual	Budget	
Operating Revenue										
Dwelling Rent	1,308,412	1,190,520	117,892	367,515	-	-	-	87,956	88,000	(44)
Governmental Grants	4,211,702	3,822,567	389,135	-	-	-	-	-	-	-
Local Grants	-	26,542	(26,542)	-	-	26,542	(26,542)	-	-	-
Management/Fee for Service	502,080	494,992	7,088	502,080	502,080	494,992	7,088	-	-	-
Bookkeeping Fee	15,826	15,592	234	15,826	15,826	15,592	234	-	-	-
Asset Management Fee	23,953	20,775	3,178	23,953	23,953	20,775	3,178	-	-	-
HCVF Asset Management Fee	360,030	387,708	(27,678)	75,371	75,371	85,375	(10,004)	-	-	-
Operating Subsidy	519,547	557,343	(37,796)	519,547	-	-	-	104,465	102,550	1,915
Investment Income	474	529	(55)	224	16	17	(1)	74	75	(1)
CY Transfers	61,936	187,823	(125,887)	29,190	87,058	87,058	(87,058)	-	7,950	(7,950)
Other Income	111,402	118,164	(6,762)	92,772	70,194	58,417	11,777	7,607	11,967	(4,360)
Total Operating Revenue	7,115,361	6,827,450	287,911	1,626,478	687,439	793,663	(106,223)	200,101	210,542	(10,441)
Operating Expenses										
Administration	966,286	1,195,819	(229,532)	603,533	287,014	374,255	(87,241)	56,810	63,942	(7,132)
Tenant Services	87,638	106,300	(18,662)	55,797	38,272	54,783	(16,511)	8,312	10,750	(2,438)
Utilities	169,346	244,883	(75,536)	133,395	16,288	5,938	10,350	20,878	53,500	(32,622)
Ordinary maintenance & operations	596,827	786,182	(189,355)	436,751	213,634	214,770	(1,136)	39,839	62,283	(22,444)
Protective Services	8,091	8,518	(427)	5,333	2,062	3,742	(1,680)	135	400	(265)
General expense	452,255	410,071	42,184	195,547	95,736	100,633	(4,897)	16,691	19,667	(2,976)
Housing Assistance Payments	3,854,979	3,822,567	32,413	-	-	-	-	-	-	-
Debt Service	26,496	26,267	229	-	-	-	-	-	-	-
CY Reserves	953,442	226,845	726,597	196,121	34,433	39,542	(5,109)	57,436	-	57,436
Transfers	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	7,115,361	6,827,450	287,911	1,626,478	687,439	793,663	(106,224)	200,101	210,542	(10,441)
NET INCOME (LOSS)	0	-	0	0	0	-	0	0	-	0
Less: Restricted Income	-	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME (LOSS)**	0	-	0	0	0	-	0	0	-	0

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING FEBRUARY 28, 2017

	Public Housing AMP 3		Public Housing AMP 4		Public Housing AMP 5	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	58,751	58,000	87,026	86,700	2,818	2,820
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	179,754	197,171	83,486	101,850	2,635	2,700
Investment Income	-	-	-	-	-	-
CY Transfers	-	-	-	35,564	2,934	3,593
Other Income	3,136	4,779	3,130	3,277	36	13
Total Operating Revenue	241,641	259,950	173,642	227,391	8,423	9,125
						(703)
Operating Expenses						
Administration	50,388	62,505	66,994	83,107	5,510	5,532
Tenant Services	4,087	3,694	-	78	-	2
Utilities	54,881	75,233	23,692	26,208	1,342	2,117
Ordinary maintenance & operations	63,259	81,966	41,284	83,053	1,102	757
Protective Services	-	-	-	-	-	-
General expense	25,050	19,617	23,392	29,441	468	718
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	43,976	16,935	18,281	5,505	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	241,641	259,950	173,642	227,391	8,422	9,125
						(703)
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 FEBRUARY 28, 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	33,814	32,600	30,327	29,800	10,734	12,000
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	19,705	21,533	25,390	24,433	19,581	19,950
Investment Income	-	-	-	-	60	58
CY Transfers	8,157	8,157	-	-	11,165	7,386
Other Income	1,396	1,417	1,245	2,372	311	490
Total Operating Revenue	54,915	63,707	56,962	70,207	41,851	39,884
Operating Expenses						
Administration	34,062	35,604	15,464	18,126	21,719	16,337
Tenant Services	4,458	-	-	17	-	8
Utilities	947	750	526	818	5,013	3,950
Ordinary maintenance & operations	8,132	17,261	14,518	41,183	12,134	15,481
Protective Services	-	-	720	508	90	83
General expense	6,588	10,092	9,844	9,554	2,894	4,025
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	728	-	15,890	-	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	54,916	63,707	56,962	70,207	41,851	39,884
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 FEBRUARY 28, 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	9,692	9,200	8,810	8,400	8,360	8,000	29,227	28,200
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-
Operating Subsidy	37,807	40,417	12,806	12,100	15,879	15,438	18,039	19,200
Investment Income	76	75	-	-	-	-	-	-
CY Transfers	15,091	-	-	2,253	-	-	-	-
Other Income	932	858	606	717	567	848	3,615	3,883
Total Operating Revenue	63,597	50,550	22,222	23,469	24,806	24,287	50,881	51,283
				(1,248)		519		(403)
Operating Expenses								
Administration	20,459	18,644	12,340	11,669	11,243	11,011	21,530	25,143
Tenant Services	-	8	-	10	-	-	668	-
Utilities	3,966	2,017	168	277	640	1,417	5,056	4,928
Ordinary maintenance & operations	33,443	23,877	4,817	9,259	2,441	9,411	2,148	8,368
Protective Services	489	217	576	342	426	283	836	1,000
General expense	5,241	5,758	2,183	1,913	2,161	2,008	5,298	6,967
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
CY Reserves	-	29	2,138	-	7,895	158	15,344	4,878
Transfers	-	-	-	-	-	-	-	-
Total Operating Expense	63,597	50,550	22,222	23,469	24,805	24,287	50,881	51,283
				(1,248)		519		(403)
NET INCOME (LOSS)	0	0	(0)	(0)	0	0	(0)	(0)
Less: Restricted Income	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME (LOSS)**	0	0	(0)	(0)	0	0	(0)	(0)

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING FEBRUARY 28, 2017

	LIHTC/OTC Phase V		Miller Homes		Hopkins-Tancil		Over / (Under) Budget
	Actual	Budget	Actual	Budget	Actual	Budget	
Operating Revenue							
Dwelling Rent	148,111	134,000	49,218	49,400	308,242	238,000	70,242
Governmental Grants	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	4	3	1
Investment Income	-	-	-	-	-	-	-
CY Transfers	-	-	-	-	-	-	-
Other Income	4,608	5,400	1,491	983	4,107	2,275	1,832
Total Operating Revenue	152,718	139,400	50,709	50,383	312,354	240,278	72,075
Operating Expenses							
Administration	25,511	35,202	15,963	20,008	41,363	52,075	(10,712)
Tenant Services	8,885	11,500	2,668	-	-	25,000	(25,000)
Utilities	2,571	4,150	406	130	14,844	36,500	(21,656)
Ordinary maintenance & operations	31,939	41,492	8,645	13,246	50,957	68,796	(17,839)
Protective Services	923	1,167	-	10	272	217	55
General expense	13,211	9,833	3,863	5,167	36,256	19,067	17,190
Housing Assistance Payments	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
CY Reserves	69,678	36,057	19,163	11,823	168,662	38,624	130,038
Transfers	-	-	-	-	-	-	-
Total Operating Expense	152,718	139,400	50,709	50,383	312,353	240,278	72,075
NET INCOME (LOSS)	(0)	(0)	(0)	(0)	0	(0)	0
Less: Restricted Income	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	(0)	(0)	(0)	0	(0)	0

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING FEBRUARY 28, 2017

	LIHTC/Quaker Hill LP		Princess Square		LIHTC/Pendleton Park	
	Over /		Over /		Over /	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	192,414	166,000	204,165	186,000	38,747	53,400
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	62	195	-	-	6	43
CY Transfers	-	-	-	-	21,025	21,025
Other Income	6,241	3,892	(423)	2,183	1,062	2,683
Total Operating Revenue	198,717	170,087	203,742	188,183	60,841	56,127
						4,714
Operating Expenses						
Administration	60,333	67,225	21,137	30,865	8,471	8,694
Tenant Services	-	-	20,078	-	-	-
Utilities	434	817	10,156	16,283	6,064	8,050
Ordinary maintenance & operations	18,961	30,250	30,832	52,142	18,243	11,039
Protective Services	-	-	1,488	183	-	17
General expense	47,616	32,517	74,532	45,600	16,868	15,379
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	15,302	15,100	-	-	11,194	11,167
CY Reserves	56,071	24,178	45,518	43,110	-	1,781
Transfers	-	-	-	-	-	-
Total Operating Expense	198,717	170,087	203,742	188,183	60,841	56,127
						4,714
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 FEBRUARY 28, 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	3,982,320	3,618,883	229,382	203,683	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	279,977	277,333	4,682	25,000	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	132	43	32	20	14	14
CY Transfers	-	22,262	-	-	11,721	11,721
Other Income	(656)	333	-	-	2,200	(9,178)
Total Operating Revenue	4,261,773	3,918,854	234,096	228,703	13,935	2,557
Operating Expenses						
Administration	163,255	226,704	12,994	18,243	13,725	10,928
Tenant Services	-	-	-	-	210	450
Utilities	1,475	1,800	-	-	-	-
Ordinary maintenance & operations	498	1,550	-	-	-	-
Protective Services	75	350	-	-	-	-
General expense	62,121	69,567	2,241	2,550	-	-
Housing Assistance Payments	3,647,894	3,618,883	207,085	203,683	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	386,454	-	11,775	4,227	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	4,261,773	3,918,854	234,095	228,703	13,935	2,557
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 Kleeblat

Roy Priest, Chief Executive Officer

DATE: March 24, 2017

TO: Chairman Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: **ASSET MANAGEMENT ACTIVITY REPORT PERIOD ENDING FEBRUARY 28, 2017**

SUMMARY OF PROGRAM ACTIVITIES:

A number of units vacated this period required substantial rehabilitation. As such, the units were taken offline and resulted in lower utilization rate for Low Rent Public Housing for this period. Applicants have already been certified and assigned to all vacancies. Leasing efforts will be completed within 48 hours of receipt of the units from Facilities and Modernization.

Priority Assignments

Activity	Overview	Status
Waiting list Opening	Bedroom and site specific waiting lists are nearing the minimum number of applicants required to open some lists. A review and implementation of fully integrated electronic application options will be completed in advance of list opening.	TBD
Lease Signing Sessions	Execute approved leases with all low rent Public Housing residents	3/13 – 4-11
Resume Issuance of Housing Choice Vouchers	Housing Assistance Payment funding is now available to resume the issuance of vouchers. Applicants whose vouchers were suspended during the shortfall will be the first group recertified. Thereafter applicants will be called in from the waiting list as funding permits.	3/27/17
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%	99%	98%	98%	>98% = 16pts 96% - 98% = 12pts 94% - 96% = 8pts 92% - 96% = 4pts 90% - 92% = 1pt <90% = 0pts (General Public Housing only)
2	Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)	96%	97%	98%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included is SEMAP
3	Tenant Account Receivables (TARs) - Occupied Units (*)	1.3%	1.6	1%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4	Tenant Account Receivables (TARs) - Vacated/Evictions (*)	.06%	1		Loss Debt Collections	Vacated TARs will be written off by the FYE for PHAS compliance
5	Vacant Unit Turnaround Time	19 days	19 days	19 days		
6	Emergency Work Orders Completed/Abated w/in 24 hrs.	100%	100%	100%		
7	Outstanding Routine Work Orders Number of Days (average)	5 days	9 days	15 days		

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

SEMAP & PHAS MONITORING

**Section Eight Management Assessment Program (SEMAP) Indicators Report
As of February 28, 2017**

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

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

Program Type	VMS Units Leased	As of MM/YY	Port Outs	Port Ins	Number of 50058s Required	Number of 50058s Reported	Reporting Rate
All voucher Funded Assistance	1621	1/17	174	26	1,473	1,416	96

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
1418	0

Indicator #10: Correct Tenant Rent Calculations

Percentage of families with incorrect rent calculations (%) (SEMAP scores zero points when more than 2 percent of the Housing Authority's tenant rent calculations are incorrect as indicated by percentages shown in red and bold)	0%
Number of Families in Current Database	Number of Rent Discrepancies
1014	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	99%
Number of Families in Current Database	Number of Inspections On or Before Effective Date
183	182

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	
1319	0	

Indicator 14: Family Self Sufficiency Enrollment

Enrolled		Escrow Balance		Points
80% or more		30% or more		10
60%-79%		30% or more		8
80% or more		Less than 30%		5
Less than 60%		30% or more		5
60%-79%		Less than 30%		3
Less than 60%		Less than 30%		0
Number of mandatory slots*	Number of families enrolled (#)	Percent of families enrolled (%)	Number of families with progress report and escrow balances	Percent of families with progress report and escrow balances (%)
13	30	231	17	81

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

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

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

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

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

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

Management Assessment Sub-System Indicator

Sub-Indicators	Maximum Possible Points	AMP 1	AMP 3	AMP 4	AMP 5
OR	16	12.00	0.00	4.00	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	18.00	4.00	10.00	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 = 84%
- Moderate Rehabilitation = 97%
- Project Based Section 8 = 100%
- Project Based Rental Assistance = 100%
- Low Rent Public Housing = 98%
- Market Rate (Affordable Dwelling Units) = 96%

The utilization summary is as follows:

- 0- New admissions for HCV tenant based rental assistance
- 0 - 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
- 0 – End of participation for project based section 8

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

Voucher Management System (VMS) Data reported for February 2017

Homeownership	18
Homeownership New this Month	0
Family Unification	39
Portable Vouchers Paid	238
Tenant Protection	74
All Other Vouchers	1,242
Total Vouchers	1,611
Number of Vouchers Under Lease on the last day of the month	1,610
HA Owned Units Leased – included in the units lease above	208
New vouchers issued but not under contract as of the last day of the month	16
Portable Vouchers Administered (Port In)	27
Number of Vouchers Covered by Project-Based AHAPs and HAPs	80
Number of Hard to Housed Families Leased	0
Total ACC	1,926
Total Vouchers Allocated	1637
Total Vouches Available	289

Vacancy Activity Tracking Report Public Housing Units

DEVELOPMENTS	Total Number of Units	VU as of 1/31/2017	February move-in	February move-out	VU as of 2/28/17	Vacancy Rate	Projected VU Next Period (*)
Ladrey Building	169	2	1	2	3	2%	1
Chatham Square.	52	0	0	0	0	0%	0
Old Town Commons I	18	0	0	0	0	0%	0
Old Town Commons II	18	0	0	0	0	0%	0
Old Town Commons IV	44	0	0	0	0	0%	0
S. Madden Homes	66	0	0	0	0	0%	0
A. Adkins Homes	89	1	0	0	1	1%	4
Ramsey Homes	15	0	0	0	0	0%	0
Scattered Sites 410	50	1	0	0	1	2%	1
Scattered Site 411	30	1	0	0	1	3%	0
Scattered Site 412	41	0	0	0	0	0%	1
Braddock	6	0	0	0	0	0%	0
Whiting	24	0	0	0	0	0%	0
Reynolds	18	0	0	0	0	0%	0
Saxony Square	5	0	0	0	0	0%	0
Park Place	38	2	0	1	3	8%	0
West Glebe	48	1	0	1	2	4%	0
Old Dominion	36	0	0	1	1	3%	0
TOTALS: (values are rounded up/down)	767	8	1	5	12	2%	7
<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>							

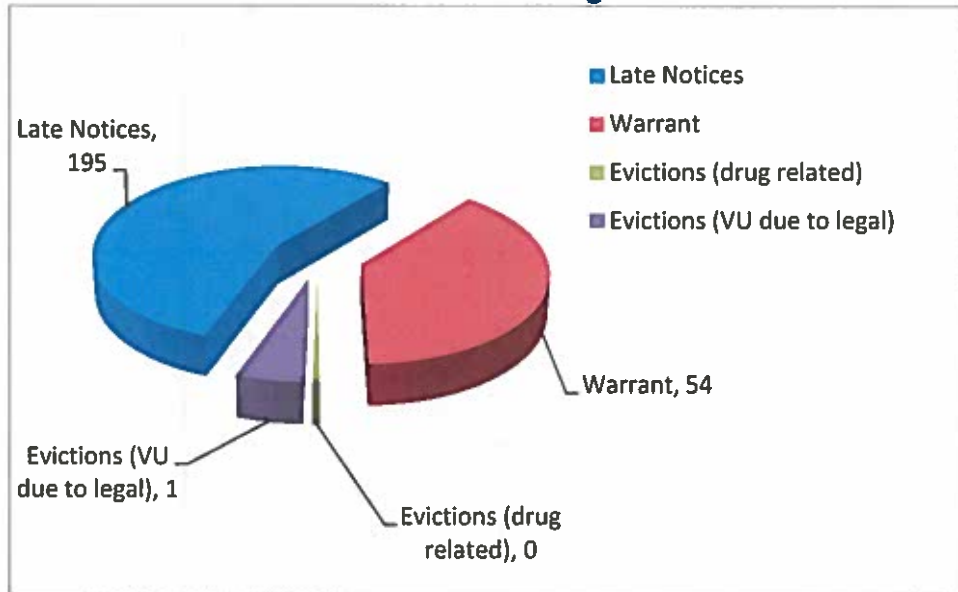
Vacancy Activity Tracking Report Market Rate Units

DEVELOPMENTS	Total Number of Units	VU as of 1/31/17	February move-in	February move-out	VU as of 2/28/17	Vacancy Rate	Projected VU next period
Princess Square	68	9	2	1	8	12%	3
Quaker Hill	60	0	0	0	0	0%	0
Hopkins-Tancil Courts	108	3	2	2	3	3%	0
Miller Homes	16	0	0	0	0	0%	0
Pendleton Park	24	1	1	0	0	0%	0
Old Town Commons V	54	0	0	1	1	2%	0
TOTALS (3)	330	13	5	4	12	4%	3
<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

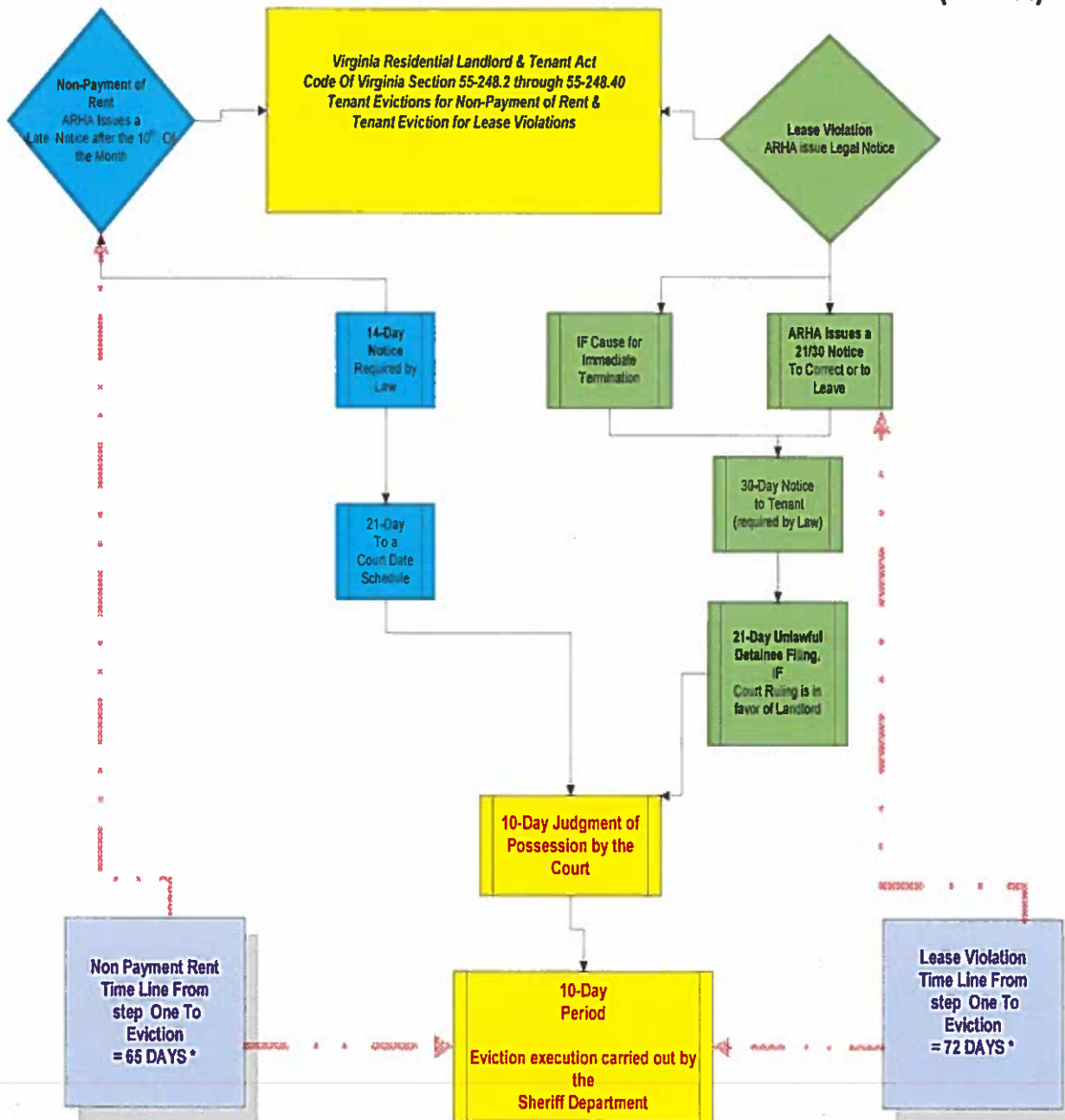


Virginia Residential Landlord-Tenant Legal Process

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: March 23, 2017
TO: Daniel Bauman, Chairman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer 
SUBJECT: RESIDENT AND COMMUNITY SERVICES MONTHLY BOARD REPORT

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

- A very informative and entertaining Black History Month Celebration where our participants depicted notable Blacks in the field of entertainment, politics, science and literature. ARHA's own Doug Owens was one of our featured participants
- Field trips to Publick Playhouse for a rousing gospel concert in honor of Black History Month and to Botanical Gardens. Both field trips included lunch at Mid Atlantic Seafood and Red Lobster restaurants respectively
- A bowling outing to Bowl America, we're hopeful to continue this activity on a regular basis as it is a favorite activity of our participants
- We began the month of March with activities in observance of National Nutrition Month and Women's History month that included an Eat Right & Move challenge with participants keeping a month long diary to record eating habits, water intake and exercise. The three top consistent participants will receive a special prize at the end of the month. We have been recognizing the contributions of women with trivia and word scramble activities
- We continue to use multi modalities in our ongoing efforts to focus on cognitive and memory functions
- Our exercise activities of Yoga, Arthritis, Golden Zumba and power walking to work on balance and agility are continued features of our program



Staff: Vanessa Greene, Starr Robertson, Kiyah Tyler

Activities:

Health & Wellness	Nutrition	Cognitive	Leisure/Enrichment
24	21	48	39

Participation:

Active participants	New Registrants	Drop-ins	Partner Participants
110	4	2	14

Referrals/Ancillary Services:

Support Services	Service delivery numbers (indvl. count)
Health & Medical	410
Financial	18
Daily living skills and entitlements	29
Transportation	592
Enrollments and registrations	0
Sick and shut-in	16
Family planning & Assessments	5

Finances:

Expenditures: ARHA	Expenditures: External Funding	Fundraising: Cash (YTD)	Donation/In-kind gifts valuation (month)
\$0	0	0	\$1000
New recruitment	Active #	Hours of service: Resident	Hours of service: Community
	3	32	0

Partnerships:

- DCHS/Community Services Board Sponsored Comfort & Cheer Discussion Group
- Marymount University Nursing Department Sponsored Blood Pressure Clinic & Disease Prevention Program
- Burgundy Farm Country Day School "Senior Buddies" Program
- Zeta Chi Omega Chapter, Alpha Kappa Alpha Sorority (Annual Seniors' Holiday Luncheon)
- Alfred Street Baptist Church Seniors' Ministry (Tri-Annual Senior Special Events)
- I Heart Seniors, LLC (Nutrition, Physical & Cognitive sponsored Activities Successful Aging Committee of Alexandria, VA (Quarterly Sponsored Activities)
- Partnership for a Healthier Alexandria (Quarterly Sponsored Discussions and Presentations)
- AARP (Bi Annual Sponsored Presentations)
- Hogan Lovells, LLC (Law Firm, Assorted Volunteer Activities)

- **Special Notes/Upcoming Events:**
- **Friday, March 17, 2017: St. Patrick's Day Day Party: Ladrey Activity Center- 10:00am – 1:00pm**
- **Thursday, March 23, 2017: Emergency Preparedness: Sponsored by the Alexandria Emergency Response. Ladrey Community Room 10:00am.**
- **Friday, April 14, 2017: Ladrey 2nd Annual Easter Egg Roll (Intergenerational Program): 11:00am – 2:00pm**

Upcoming Highlights:

- Senior Taxi Concerns w/Yellow Cab & Aging Staff, 3/17 @10:00
- BP Screening Clinic by Envoy of Alexandria Staff, 3/17 @ 12:30
- Golden Zumba w/Leslie, 3/20 @ 10:30
- "Divatizing" Your Old T- Shirt(s) w/Rosa, 3/23 @ 10:00
- Field trip to Chesapeake Beach, MD, 3/24 @ 10:00
- Arthritis Exercise w/Monique, 3/21, 3/28, 4/4 & 4/11 @ 10:00
- Tai Chi Class w/Stephan, 3/27 & 4/3 @ 10:00
- Nutrition Education Presentation by DAAS Nutritionist Barbara Ravenell, 3/30 @ 10:00
- I Heart Seniors' Sponsored Breakfast, 3/31 @ 9:30
- Field Trip to Harriet Tubman Museum, 4/7 @ 9:30
- Field Trip to "Lives Bound Together, Enslaved People of Mt. Vernon" Exhibit, 4/11 @ 12:00
- Special Notes/Upcoming Events:
- Friday, March 17, 2017: St. Patrick's Day Day Party: Ladrey Activity Center- 10:00am – 1:00pm
- Thursday, March 23, 2017: Emergency Preparedness: Sponsored by the Alexandria Emergency Response. Ladrey Community Room 10:00am.
- Friday, April 14, 2017: Ladrey 2nd Annual Easter Egg Roll (Intergenerational Program): 11:00am – 2:00pm

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

Staff: Dorothy Mwawasi, Raequel W Jones, and Cynthia Pearce

Activities:

Category	# of Participants	Education /Training	Employment	Health & Wellness	Life Skills	Case Management
James Bland V	65	17	8	0	17	19
Public Housing	31	3	2	0	0	8
Housing Choice	57	1	2	0	0	13
Agency wide	0	4	4	0	0	12
TOTALS	153	25	16	0	17	52

Finances:

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

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

Referrals:

Category	Financial	Employment & Training	Housing Assistance	Health & Wellness	Home-ownership Counseling	Childcare	Professional Dev'ment
James Bland V	4	8	0	5	0	0	17
Public Housing	0	2	1	1	1	0	2
Housing Choice	0	5	4	0	2	0	0
Agency wide	0	0	5	0	2	0	0
TOTALS	0	7	10	1	5	0	2

Special Notes:

- The FSS case list added 15 new participants the last 30 days.
- JBV resident, Dawit has been successful in getting an employment interview with the US Postal Service.
- JBV resident, Ms. Garrett, who is a recovered addict, has decided to earn a GED and will start school on March 27th
- Residents are very happy to hear about the new Teen Center renovations coming to the Charles Houston Recreation Center.
- On March 9th fourteen JBV Residents participated in the "Effective Communication Workshop".
- Residents were very engaged and enjoyed sharing their stories concerning the importance of communicating effectively with both family and the general public. In addition, Mr. Kevin Harris, ARHA's Resident Association President addressed the residents in regards to enrolling in the association. He also addressed concerns that the residents shared with him. After the presentation residents who were interested completed applications to enroll in ARHA's Resident Association.
- Two Ethiopian immigrant residents completed their first semester toward earning their GED.

Partnerships: Renewed with the following organizations:

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

These include the following organizations:

Center for Employment Training (CET), Alexandria, VA

Office of Housing, Alexandria, VA

Workforce Development; SNAPET; Alexandria Public Schools

Alexandria Community Services Board.

ACT of Alexandria, Alexandria, VA

Emergency Financial Providers Consortium of Churches, Alexandria, VA

Upcoming Events:

Presented by: Racquel Jones/Dorothy Mwawasi

Weekly FSS Orientations

Every Thursday at 6:00pm

Where: Large Conference Room, ARHA offices

Presented by: FSS Roundtable

Event: Preparation for FSS Capitol Day, March 28th

Date: March 24th at 10:00 am

Presented by: Community Services Board

Event: Mental Health Awareness

Date: April 4th, 2017: 6:00pm

Where: Large Conference Room

Presented by: Racquel Jones/Dorothy Mwawasi

Event: Program Coordinating Committee (PCC)

Date: May 23rd, 2017

Where: Multi-Purpose Room, ARHA Offices

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

Family Resource Learning Centers

Staff: Jason Ellis, Gaynelle Diaz, Kimberly Artis

Date: March 17, 2017

Engagement:

Group Type	Average attendance	Programming hours	% of Enrolled
Elementary students	29	25	81%
Middle school students	11	26	79%
High School students	7	12	70%

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: March 23, 2017
TO: Chairman Daniel Bauman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer 
SUBJECT: DEPARTMENT OF FACILITIES AND MODERNIZATION

PART I FACILITIES MANAGEMENT REPORT

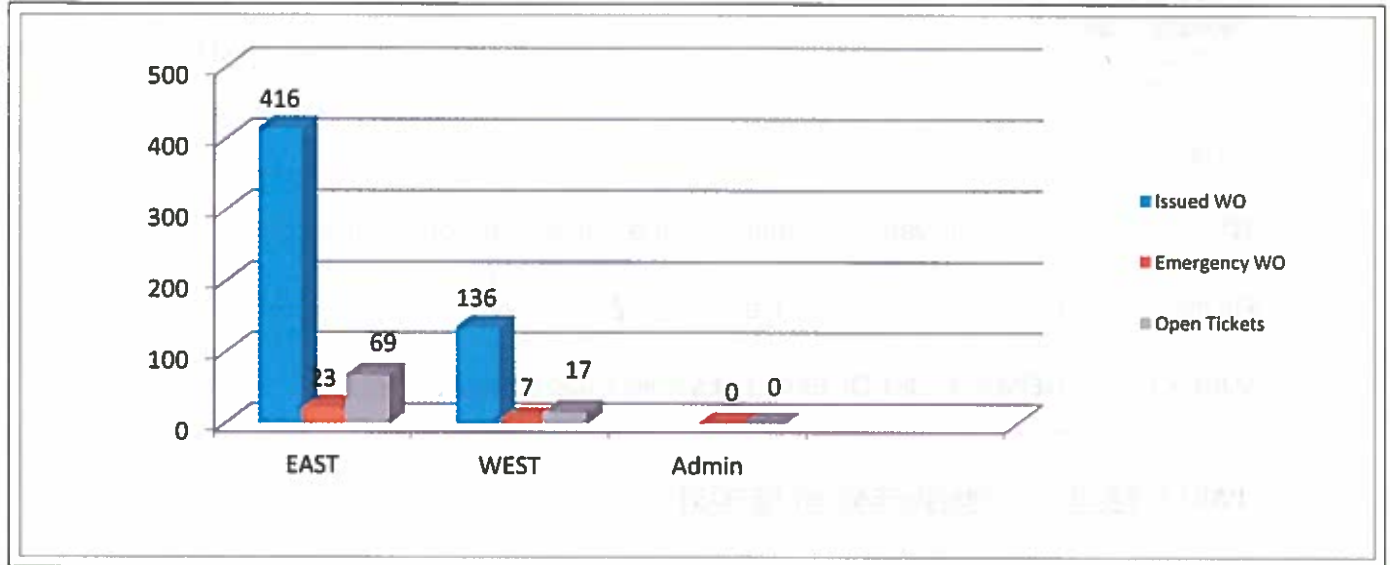
A. Work Order Summary

Below is Table I, which provides a summary of the work order (“WO”) activity during the current reporting period, with a breakdown by WO categories. Further, Chart I provides a graphic summary of the number of work orders, by East and West.

Table I – Reporting Period: 02/01/2017 to 2/28/2017

Issued WO’s	552	Includes all work orders generated during this period
Completed WO’s	465	Includes all work orders completed during this period
Emergency WO’s	30	Includes all emergency work orders issued and completed within 24-hours
Open WO’s	26	Routine WOs, exterminator services, and vacant units WOs summary as of the closing of this reporting period ending
Open UPCS WO’S	60	Routine UPCS WOs summary as of the closing of this reporting period ending

Chart I – Work Orders by Regions



PART II OVERVIEW OF FACILITIES AND MODERNIZATION ACTIVITIES

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

1. Vacant Unit Turn Over (Vacant Unit Make Ready)

During this reporting period, twelve (12) additional units were added for rehabilitation and turnover work. Eleven (11) 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.

2. REAC Inspections

The 2017 HUD REAC inspections are in progress as of the closing of this report. This department has been coordinating the Uniform Physical Condition Standards (UPCS) inspections with the HUD Contractor/Inspector and work orders are being generated to perform the abatement of the reported deficiencies. The annual HUD UPCS inspections apply to all Public Housing units only, and covers five main areas or categories: Site, Building Exterior, Building Systems, Common Areas and Units.

Each of the above areas is assigned a percentile value (possible points with a 100% value) and upon completion of the physical inspections, a point scored value is assigned to each AMP (property). The items that can be inspected are categorized by a criticality level and a severity level, with the Health and Safety deficiencies receiving the highest deduction points. The final scoring from HUD will be available approximately 2-3 weeks after the official inspection has been completed.

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: March 17, 2017
TO: Daniel Bauman, Chairman and the ARHA Board of Commissioners
FROM: Roy O. Priest, Secretary-Treasurer 
SUBJECT: DEVELOPMENT UPDATE, MARCH 2017

RESOLUTION 830

On March 14th a revised draft of the framework for a Resolution 830 Work Group was circulated by the Office of Housing to the ARHA Redevelopment Work Group members that incorporated comments and feedback from the ARHA Redevelopment Work Group meeting held March 9, 2017. The actual breakdown of meetings/meeting topics in this framework is left to staff and the facilitator to determine, but potential discussions are presented as occurring within a module format as discussed by the Work Group. Once comments are received this draft will be posted on-line. City and ARHA staff will continue their joint planning efforts for the consultation, but will solicit and select a facilitator pending further guidance following the March ARHA Board meeting. This document was forwarded to the full Board by the Chairman in order to enable the discussion.

PROJECT MANAGEMENT

LEROY BATTLE, PROJECT MANAGER

CITY REVIEW PROCESS

The civil engineer is working on all tasks related to the Final Site Plan and the architect is developing the plans and Project Manual to the Design Development level. The team must continue to work toward a permit set of documents which will be a requirement of the financial closing in December.

TAX CREDIT APPLICATION, HUD DISPOSITION APPLICATION AND MIXED-FINANCE PROPOSAL

On March 3, 2017, a Low Income Housing Tax Credit Reservation Application was submitted to the Virginia Housing Development Authority (VHDA) to compete in the Local Housing Authority (LHA) Pool for the 2017 funding round. There were seven (7) applications submitted in the LHA-Pool. VHDA is currently reviewing all applications and is scheduled to announce preliminary rankings on May 3, 2017, after which the comment period will begin.

We have been informed by HUD that we must submit the Environmental Review (ER) to the HUD Field Office (FO) for approval prior to electronic submission of the Disposition Application to the HUD Special Applications Center (SAC). The ER is being delayed by the Section 106 process. Once the Section 106 process is concluded, the ER will be submitted to city for review and sign off after which it will be submitted to the FO HUD for review and approval. With the signoff of the city and FO HUD, we can submit the Disposition Application electronically to the SAC. If we submit it prior to the approval of the ER, it will be rejected. A Mixed-finance Proposal must also be completed and submitted to the HUD Office of Public Housing Investments for the HUD Disposition Application to be considered.

NATIONAL HISTORIC PRESERVATION ACT (NHPA) - SECTION 106

As a follow –up to the February 15, 2017 Section 106 Consulting Parties meeting, a survey was distributed through Survey Monkey, by the Office of Housing, to the Consulting Parties who were not in attendance. This extra step was taken to ensure that all reasonable outreach efforts are made particularly as the Advisory Council on Historic Preservation (ACHP) has decided to enter the process as a Consulting Party.

There will be an internal meeting between ARHA and the Office of Housing to review the results of the survey and develop a summary outline and conditions to be included in the draft Memorandum of Agreement. It is anticipated that the summary outline of conditions would be discussed at what may be the final Section 106 meeting in early April and circulated for general concurrence prior to the initial draft of the MOA. To date this final meeting has not been scheduled by the City staff.

ABBREVIATED SCHEDULE

RAMSEY HOMES REDEVELOPMENT SCHEDULE		
TASK/PHASE	Submission Date	Meeting Date
Tax Credit Application Submission	March 3, 2017	
Preliminary Rankings/begin comment period	May 3, 2017	
End comment period/begin rebuttal comment period	May 10, 2017	
End rebuttal comment period	May 17, 2017	
Announce Final Rankings	May 24, 2017	
Review final rankings with VHDA Board (anticipated date)	June 7, 2017	
Begin Relocation	August/September, 2017	
Reservation Agreement Executed	December 15, 2017	
Financial Closing	December 22, 2017	
Construction Commencement	January 2018	

PORTFOLIO MANAGEMENT

DEEDEE GEORGE, PORTFOLIO MANAGER

As the first quarter of 2017 draws to a close, the portfolio management team is focused on portfolio-level communications and audits from our Tax Credit investors and the State Housing Finance Agency (VHDA) Mortgage Lending Group. The team is preparing for the physical inspection and financial reviews, set to begin at the end of March and conclude in May. Audits will be generally comprised of a physical inspection, accounting review and tenant file review. The team also expects to participate in the tour of the portfolio with the VHDA Board of Directors on April 2nd, 2017 (see below for more information related to this event).

As we prepare for what appears to be a new direction in financing from HUD, it is even more critical that we provide a deep dive into the longevity of ARHA's development operations. The portfolio management team is working with asset management to structure a composite of housing needs for Andrew Adkins and the other planned redevelopment sites, and is working with the CRC Partners on presentations to the ARHA Redevelopment Work Group regarding the planned redevelopment of Andrew Adkins. Conceptual analyses on the unit mix, development funding sources and operating forecasts were provided to aid the resolution of the City staff's Draft Housing Principles for Andrew Adkins, and the preliminary discussions on Resolution 830. Meetings on Andrew Adkins were focused on programming of ARHA's affordable units and communicating the central elements of income tiering, essential to operate a sustainable project over the long-term, in face of reduced federal subsidies from HUD.

COMMUNICATIONS & CIVIC ENGAGEMENT

CYNTHIA DICKERSON

UPDATES

A new staff person has been hired for the continued management of the VHD website, as well as coordination of community meetings and outreach efforts related to the ARHA redevelopment efforts. The VHD LLC website will be updated with the most recent news pertaining to our projects and our industry.

ARHA REDEVELOPMENT WORK GROUP MEETING

A meeting was held on March 9, 2017 in the Sister Cities Conference Room from 5:30-7:00pm to discuss the most recent highlights in regards to the ARHA redevelopment efforts. The agenda included discussion relative to: Ramsey Homes, the LIHTC application and Section 106 process; the Andrew Adkins Development Special Use Permit Update, specifically the Draft Housing Principles and updated

schedule; and the Resolution 830 proposal, explicitly the framework for community engagement, the meeting schedule topics and deliverables, and the procurement of a facilitator. The February 9, 2017 ARHA Redevelopment Work Group materials were distributed for action at the March 9 meeting and have been posted on the VHD website. The March 9 meeting summary, once available, will be posted to the VHD website.

VIRGINIA ASSOCIATION OF HOUSING AND COMMUNITY DEVELOPMENT OFFICIALS (VAHCDO) 2017 ANNUAL CONFERENCE

Connie Staudinger serves on the Board of the Virginia Association of Housing and Community Officials (VAHCDO) as the VP of Community Development. This is the Virginia state-wide advocacy group for affordable housing. ARHA will be participating in the 2017 VAHCDO Annual Conference and Scholarship Luncheon which aims to provide leading housing professionals with the opportunity to stay up to date with the latest state and federal programs, best practices, regulations and initiatives. This year, VAHCDO is offering a separate, full day, educational track for Commissioners.

We have organized five sessions specifically related to the Community Revitalization and Development track of the conference agenda. The full conference agenda includes educational topics of interest in areas related to advocacy, commissioners, finance, asset management and organizational management of public housing. The first day of the conference is on April 27, 2017. On this day Mr. Priest and Vice Chairwoman Zellers will present History V. Housing: Navigating through Historic Preservation to Progress. The full conference program is due to be published the week of April 3rd.

VIRGINIA HOUSING DEVELOPMENT AUTHORITY (VHDA) BOARD OF COMMISSIONERS TOUR OF ARHA LIHTC PROPERTIES

On Sunday, April 3rd, the 11-member VHDA Board of Commissioners and top level staff (25 total) are scheduled to tour the ARHA Tax Credit financed properties. This is an exceptional opportunity to showcase our portfolio. We are working to pull together the marketing materials for presentation at that time. VHDLLC was awarded a VHDA Capacity Building Grant for efforts related to building the VHD website, creating marketing materials for participation in industry conferences, purchase of computer hardware and software, management consulting efforts including development of Standard Operating Procedures and flowcharting of processes, and legal fees associated with the governance structure of VHDLLC. During the tour they will see the marketing materials their grant paid to create.

This grant is set to close out in this reporting period.

CONSENT DOCKET

CONSENT
DOCKET



Commissioners:

Daniel Bauman, Chairman
Salena Zellers, Vice Chairman
Carter D. Flemming

Christopher Ballard
Chyrell Bucksell
Karl Sandberg


Merrick Malone
Peter Kleeblatt

BUILDING COMMUNITY
PARTNERSHIPS

Roy Priest, Chief Executive Officer

DATE: March 27, 2017

TO: Chairperson Daniel Bauman and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

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

ISSUE:

The U.S. Housing Act of 1937 (Act), 42 U.S.C. 1437, which authorizes HUD to provide Capital Fund Program (CFPG) Grant awards for formula grants and, where applicable, Replacement Housing Factor (RHG) grants for Public Housing Agencies (PHAs) for Fiscal Year 2017, and requires the PHA to apply for the Capital Fund Program Grant and the 5-Year Capital Fund Action Plan to comply with the CFPG statute (section 9 of the Act, as amended and the regulations, including 24 CFR Parts 905, 941 and 968).

DISCUSSION:

Pursuant to the Act, HUD requires the submittal of the Annual Capital Fund Program Grant and the 5-Year Capital Fund Action Plan for the Alexandria Redevelopment and Housing Authority in order to receive the 2016 formula grant award and to comply with the CFPG statutes and regulations, including a signed Resolution by the Board of Commissioners approving the submittal by the Chief Executive Officer

RECOMMENDATION:

That the ARHA Board of Commissioners approves the action of the Chief Executive Officer in submitting the 2016 Capital Fund and 5-Year CF Action Plan to HUD.

FISCAL IMPACT:

There is no fiscal impact.

401 Wythe Street • Alexandria, VA 22314 • Office: (703) 549-7115 • Fax: (703)838-2825 • TDD (703) 836-6425

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

**VOTE APPROVAL TO SUBMIT TO HUD THE 2017 CAPITAL FUND PROGRAM
GRANT AND 5-YEAR CAPITAL FUND ACTION PLAN.**

RESOLUTION No. 642

WHEREAS, ARHA is required to submit to the HUD Secretary the Annual Capital Fund Program (CFP) Grant and the 5-Year CF Action Plan, for Public Housing Agencies (PHAs) for Fiscal Year 2017; and

WHEREAS, the Alexandria Redevelopment and Housing Authority is required to obtain Board approval prior to the submittal of the 2017 Annual Capital Fund Program (CFP) Grant and the 5-Year CF Action Plan; and

WHEREAS, ARHA has completed HUD requirements to submit the Annual Capital Fund Program (CFP) Grant and the 5-Year CF Action Plan; and

WHEREAS, HUD requires that the Annual Capital Fund Program (CFP) Grant and the 5-Year CF Action Plan be submitted on or before April 15, 2017; 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 in submitting the 2017 Annual Capital Fund Program (CFP) Grant and the 5-Year Capital Fund Action Plan to HUD, is hereby ratified and approved.

Adopted this March 27, 2017

ATTEST:

ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

By: _____
Daniel Bauman, Chairperson

by: _____
Roy Priest, Secretary-Treasurer

Its: _____

Its: _____

Capital Fund Program – Five Year Action Plan

**U.S Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

Part I: Summary						
PHA Name/Number ARHA - VA004		Locality (City/County & State) Alexandria, VA			<input type="checkbox"/> Original 5-Year Plan	<input checked="" type="checkbox"/> Revision No: 5
A.	Development Number and Name	Work Statement for Year 1 FFY 2017	Work Statement for Year 2 FFY 2018	Work Statement for Year 3 FFY 2019	Work Statement for Year 4 FFY 2020	Work Statement for Year 5 FFY 2021
B.	Physical Improvements Subtotal	Annual Statement	524,926.00	524,926.00	524,926.00	524,926.00
C.	Management Improvements		159,247.00	159,247.00	159,247.00	159,247.00
D.	PHA-Wide Non-dwelling Structures and Equipment		61,780.00	61,780.00	61,780.00	61,780.00
E.	Administration		159,247.00	159,247.00	159,247.00	159,247.00
F.	Other		25,915.00	25,915.00	25,915.00	25,915.00
G.	Operations		206,373.20	206,373.20	206,373.20	206,373.20
H.	Demolition		0	0	0	0
I.	Development		0	0	0	0
J.	Capital Fund Financing – Debt Service		0	0	0	0
K.	Total CFP Funds		1,137,488.00	1,137,488.00	1,137,488.00	1,137,488.00
L.	Total Non-CFP Funds		0	0	0	0
M.	Grand Total		1,137,488.00	1,137,488.00	1,137,488.00	1,137,488.00

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year <u>2017</u>		Work Statement for Year <u>2018</u>		Work Statement for Year: <u>2018</u>		
Work Statement for Year 1 FFY 2017	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	VA004000001-Ladrey 1450-Site improvements 1460-Dwelling struct. 1465-dwelling equipment 1470-non dwelling equip.	Bldg. Units Units Bldg.	14,432 50,000 45,000 1,780	VA004000004 S. Sites 1450-Site improvements 1460-dwelling units 1465-non-dwelling equip.	AMP-wide Units AMP wide Units AMP-wide	25,000 10,000 20,000 144,000
			Sub-total: 111,212	VA004000006 Chatham 1450 site improvements 1460-dwelling units	AMP-wide Units	0 25,000
	VA004000003 Madden 1450 site improvements 1460 dwelling structures 1465 dwelling equipment 1470 non dwelling struct. 1475 non-dwelling equip.	Amp wide Units Units Amp wide Amp wide	25,000 11,328 10,000 5,000 5,000	1465 Dwelling Equipment 1470 non-dwelling struct 1475 non-dwelling equip	Units Bldg. Bldg.	10,000 2,000 5,000 42,000
			Sub-total: 56,328	VA004000007 (BWR) 1450 Site improvements 1460-dwelling units	AMP wide Units	10,000 40,000
	VA004000008 (Old Dom) 1450 Site Improvements 1460 Dwelling units 1465 Dwelling equipment 1470 non dwelling struct 1475 non-dwelling equip.	Site Units Units Bldg. Bldg.	5,000 25,000 15,000 5,000 2,000	1465 Dwelling equipment 1470 non dwelling struct 1475 Non dwelling equip.	Units AMP wide AMP wide	10,000 2,000 5,000 67,000
			Sub-total: 52,000	VA004000009 (W.G) 1450 Site Improvements 1460 Dwelling units 1465 Dwelling Equipment 1470 non dwelling struct. 1475 Non dwelling equip.	AMP wide Units Units AMP wide AMP wide	5,000 25,000 15,000 2,000 5,000 52,000
			Subtotal of Estimated Cost		Subtotal of Estimated Cost	524,926

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2017	Work Statement for Year 3 FFY 2019		Work Statement for Year 3 FFY 2019		Estimated Cost	Quantity	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	Development Number/Name General Description of Major Work Categories	Quantity	Quantity	Estimated Cost	Estimated Cost	Quantity	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	VA004000001-Ladrey 1450- HVAC 1460 - Dwelling struct. 1465-dwelling equipment 1470- non dwelling equip.	Bldg. Units Units Bldg.		14,432 5,000 5,000 1,780			VA004000004 S. Sites 1450-Site improvements 1460-dwelling units 1465-non-dwelling equip.	AMP-wide Units AMP wide Units AMP-wide	25,000 40,000 20,000 Sub-Total 174,000
	VA004000003 Madden 1450 site improvements 1460 dwelling structures 1465 dwelling equipment 1470 non dwelling struct. 1475 non-dwelling equip.	Amp wide Units Units Amp wide Amp wide		Sub-total: 26,212 25,000 31,328 10,000 5,000 5,000			VA004000006 Chatham 1450 site improvements 1460-dwelling units 1465 Dwelling Equipment 1470 non-dwelling struct 1475 non-dwelling equip	AMP-wide Units Units Bldg. Bldg.	0 25,000 10,000 2,000 5,000 Sub-Total 42,000
	VA004000008 (Old Doin) 1450 Site Improvements 1460 Dwelling units 1465 Dwelling equipment 1470 non dwelling struct 1475 non-dwelling equip.	Site Units Units Bldg. Bldg.		Sub-total: 76,328 5,000 25,000 15,000 5,000 2,000			VA004000007 (BWR) 1450 Site improvements 1460-dwelling units 1465 Dwelling equipment 1470 non dwelling struct 1475 Non dwelling equip.	AMP wide Units Units AMP wide AMP wide	10,000 40,000 10,000 2,000 5,000 Sub-Total 67,000
	VA0040000012 1460 - Dwelling struct. 1465-dwelling equipment			Sub-total: 52,000 15,000 20,000			VA004000009 (W.G) 1450 Site Improvements 1460 Dwelling units 1465 Dwelling Equipment 1470 non dwelling struct. 1475 Non dwelling equip.	AMP wide Units Units AMP wide AMP wide	5,000 25,000 15,000 2,000 5,000 Sub-Total 52,000
	Subtotal of Estimated Cost		>>>>>		Subtotal of Estimated Cost		Subtotal of Estimated Cost		524,926

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2017	Work Statement for Year 4 FFY 2020		Work Statement for Year 4 FFY 2020			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	VA004000001-Ladrey 1450- HVAC 1460 - Dwelling struct. 1465-dwelling equipment 1470- non dwelling equip.	Bldg. Units Units Bldg.	14,432 5,000 5,000 1,780	VA004000004 S. Sites 1450-Site improvements 1460-dwelling units 1465-non-dwelling equip.	AMP-wide Units AMP wide Units AMP-wide	25,000 40,000 20,000 Sub-Total 174,000
	VA004000003 Madden 1450 site improvements 1460 dwelling structures 1465 dwelling equipment 1470 non dwelling struct. 1475 non-dwelling equip.	Amp wide Units Units Amp wide Amp wide	Sub-total: 26,212 25,000 31,328 10,000 5,000 5,000	VA004000006 Chatham 1450 site improvements 1460-dwelling units 1465 Dwelling Equipment 1470 non-dwelling struct 1475 non-dwelling equip.	AMP-wide Units Units Bldg. Bldg.	0 25,000 10,000 2,000 5,000 Sub-Total 42,000
	VA004000008 (Old Dom) 1450 Site Improvements 1460 Dwelling units 1465 Dwelling equipment 1470 non dwelling struct 1475 non-dwelling equip.	Site Units Units Bldg. Bldg.	Sub-total: 76,328 5,000 25,000 15,000 5,000 2,000	VA004000007 (BWR) 1450 Site improvements 1460-dwelling units 1465 Dwelling equipment 1470 non dwelling struct 1475 Non dwelling equip.	AMP wide Units Units AMP wide AMP wide	10,000 40,000 10,000 2,000 5,000 Sub-Total 67,000
	VA004000010 1450 Site Improvements 1460 Dwelling units 1465 Dwelling equipment 1475 non-dwelling equip.		Sub-total: 52,000 5,000 10,000 10,000 10,000 35,000	VA004000009 (W.G) 1450 Site Improvements 1460 Dwelling units 1465 Dwelling Equipment 1470 non dwelling struct. 1475 Non dwelling equip.	AMP wide Units Units AMP wide AMP wide	5,000 25,000 15,000 2,000 5,000 Sub-Total 52,000
	Subtotal of Estimated Cost		>>>>>	Subtotal of Estimated Cost		524,926

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2017	Work Statement for Year <u>5</u> FFY 2021		Work Statement for Year: <u>5</u> FFY 2021			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	VA004000001-Ladrey 1450- HVAC 1460 - Dwelling struct. 1465-dwelling equipment 1470- non dwelling equip.	Bldg. Units Units Bldg.	14,432 5,000 10,000 1,780	VA004000004 S. Sites 1450-Site improvements 1460-dwelling units 1465-non-dwelling equip.	AMP-wide Units AMP wide Units AMP-wide	25,000 40,000 20,000 Sub-Total 174,000
	VA004000003 Madden		Sub-total: 31,212	VA004000006 Chatham		
	1450 site improvements	Amp wide	25,000	1450 site improvements	AMP-wide	0
	1460 dwelling structures	Units	31,328	1460-dwelling units	Units	25,000
	1465 dwelling equipment	Units	10,000	1465 Dwelling Equipment	Units	10,000
	1470 non dwelling struct.	Amp wide	5,000	1470 non-dwelling struct	Bldg.	2,000
	1475 non-dwelling equip.	Amp wide	5,000	1475 non-dwelling equip	Bldg.	5,000
			Sub-total: 76,328			Sub-Total 42,000
	VA004000008 (Old Dom)			VA004000007 (BWR)		
	1450 Site Improvements	Site	5,000	1450 Site improvements	AMP wide	10,000
	1460 Dwelling units	Units	25,000	1460-dwelling units	Units	40,000
	1465 Dwelling equipment	Units	15,000	1465 Dwelling equipment	Units	10,000
	1470 non dwelling struct	Bldg.	5,000	1470 non dwelling struct	AMP wide	2,000
	1475 non-dwelling equip.	Bldg.	2,000	1475 Non dwelling equip.	AMP wide	5,000
			Sub-total: 52,000			Sub-Total 67,000
	VA004000009 (W.G)			VA004000009 (W.G)		
	1450 Site Improvements		15,000	1450 Site Improvements	AMP wide	5,000
	1460 Dwelling units		10,000	1460 Dwelling units	Units	25,000
	1465 Dwelling equipment		5,000	1465 Dwelling Equipment	Units	15,000
			Sub-total: 30,000	1470 non dwelling struct.	AMP wide	2,000
			>>>>>	1475 Non dwelling equip.	AMP wide	5,000
			>>>>>			Sub-Total 52,000
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		524,926

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 06/30/2017

Part I: Summary		FFY of Grant: 2017 FFY of Grant Approval: 2017	
PHA Name: Alexandria Redevelopment and Housing Authority	Grant Type and Number Capital Fund Program Grant No: VA39P004501-17 Replacement Housing Factor Grant No: n/a Date of CFFP:		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Type of Grant		Total Estimated Cost	
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Revised ¹	
Line	Summary by Development Account	Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA	0	
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	
19	1502 Contingency (may not exceed 8% of line 20)	0	
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,137,488	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part II: Supporting Pages		Federal FFY of Grant: 2017							
PHA Name: Alexandria Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA39P004501-17 CFFP (Yes/ No): Replacement Housing Factor Grant No: n/a							
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
PHA Wide	Operations	1406		227,496					
PHA Wide	Management Improvements: Preventive Maintenance, Staff training, Asset Management Software, Residents Initiatives (RAB), etc.	1408		159,247					
PHA Wide	Administration	1410		113,746					
PHA Wide	Fees and Costs: A&E, Professional services, PNA, Energy Audits, etc.	1430		40,206					
Amp 1	Site Improvements: site erosion control, parking paving, sidewalk, risk control, etc.	1450		1,000					
Amp 3		1450.1		25,185					
Amp 4		1450.2		25,135					
Amp 6		1450.3		14,850					
Amp 7		1450.4		27,645					
Amp 8-9		1450.5		21,420					
Amp 10-11		1450.6		9,874					
Amp12		1450.7		6,576					
Amp 1		Dwelling Structures: Substantial rehab of vacant units, building envelope, etc.	1460		20,000				
Amp 3			1460.1		28,350				
Amp 4			1460.2		60,793				
Amp 6			1460.3		32,475				
Amp 7	1460.4			43,850					
Amp 8-9	1460.5			45,860					
Amp 10-11	1460.6			20,000					
Amp12	1460.7			10,000					

Part II: Supporting Pages

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
Amp 1	Dwelling Equipment- Non expendable	1465.1		24,000			
Amp 3		1465.2		12,250			
Amp 4		1465.3		25,750			
Amp 6		1465.4		12,500			
Amp 7		1465.5		11,500			
Amp 8-9		1465.6		25,000			
Amp 10-11		1465.7		19,850			
Amp12		1465.8		11,150			
Amp 1		Non Dwelling Structures	1470		1,780		
Amp 3			1470.1		3,812		
Amp 4			1470.2		3,845		
Amp 6			1470.3		4,487		
Amp 7	1470.4			2,897			
Amp 8-9	1470.5			3,975			
Amp 10-11	1470.6			3,450			
Amp12	1470.7			1,534			
Amp 1	Non-dwelling equipment: vehicle & equipment force account; computer hardware and peripherals	1475		0			
Amp 3		1475.1		4,750			
Amp 4		1475.2		5,102			
Amp 6		1475.3		5,320			
Amp 7		1475.4		7,810			
Amp 8-9		1475.4		7,620			
Amp 10-11		1475.6		2,844			
Amp12		1475.7		2,554			

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program							Federal FFY of Grant: 2016
PHA Name: Alexandria Redevelopment and Housing Authority							
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		Actual Obligation End Date	All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹	
	Original Obligation End Date	Original Obligation End Date		Original Expenditure End Date	Actual Expenditure End Date		
1406 Operations	4/13/2019			4/13/2021			
1408 Management Improvements	4/13/2019			4/13/2021			
1410 Administration	4/13/2019			4/13/2021			
1430 Fees and Costs	4/13/2019			4/13/2021			
1450 Site Improvements	4/13/2019			4/13/2021			
1460 Dwelling Structures	4/13/2019			4/13/2021			
1465.1 Dwelling Equipment non expendable	4/13/2019			4/13/2021			
1470 Non-dwelling structures	4/13/2019			4/13/2021			
1475 Non-dwelling equipment	4/13/2019			4/13/2021			

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 06/30/2017

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: VA39P004501-17 Replacement Housing Grant No: n/a Date of CFFP:		FFY of Grant: 2017 FFY of Grant Approval: 2017	
Type of Grant		<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)			
Line	Summary by Development Account	Original	Revised ²	Obligated	Total Actual Cost ¹
1	Total non-CFP Funds	0			
2	1406 Operations (may not exceed 20% of line 21) ³	227,496.00		227,496	
3	1408 Management Improvements (14% of line 21)	159,247.00			
4	1410 Administration (may not exceed 10% of line 21)	113,746.00		113,746	
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	40,206.00			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	131,685.00			
10	1460 Dwelling Structures	261,328.00			
11	1465.1 Dwelling Equipment—Nonexpendable	142,000.00			
12	1470 Non-dwelling Structures	25,780.00			
13	1475 Non-dwelling Equipment	36,000.00			
14	1485 Demolition	0			
15	1492 Moving to Work Demonstration	0			
16	1495.1 Relocation Costs	0			
17	1499 Development Activities ⁴	0			

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² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

ACTION DOCKET

ACTION
DOCKET

OTHER BUSINESS



Subject: **TWO MORE HCV HOMEBUYERS!**



Roy and Doug, I am sending this email to share some great news --two HCV households were selected (by lottery) to become first-time homebuyers at the Pulte Cambria Square townhome development on South Pickett Street!

As you may remember, the City received four set-aside affordable sales units as the developer's housing contribution when the development was approved in 2013. Because of the substantial interest in the project (the units are 3BR townhomes with garages at an affordable sales price of \$275,000), Housing has held three lotteries to select qualified, income-eligible households (vetted ahead of being placed in the lottery). The first two units were delivered and closed in late 2016; the March 3 lottery selected buyers for the final two units which are expected to be delivered in early summer. The households selected are the **Angela McMurray family** and the **Tewodros Asfaw family**.

Overall, the Cambria Square homeownership opportunity has been wonderful. Of the multiple applicants, the four households selected include the two above, as well as a family that was renting in the Beauregard area and a family with two aging parents who had relocated here for care. Shane has already contacted ARHA's new FSS coordinator to make sure things go smoothly with the mortgage qualification and sales transaction processes with cooperation from all parties.

However, I wanted to make sure you were both aware of this wonderful news.

Helen



WHAT'S YOUR COME UP PLAN?

LEARN HOW TO WIN AT ARHA!
"ASK ABOUT FSS"

If your rent recently increased...

ASK ABOUT FSS!

If you're tired of struggling to pay your bills...

ASK ABOUT FSS!

If you desire more for you and your children...

ASK ABOUT FSS!

If you're interested in starting a business...

ASK ABOUT FSS!

If you refuse to leave your children a poverty legacy...

ASK ABOUT FSS!

If you're tired of being broke...

ASK ABOUT FSS!



Attend a FSS Orientation

Every Thursday 6:00 - 7:30 PM
ARHA's Main Office



Apply On-line Today!
www.arha.us/fss



Eat Smart, Move More at farmers markets

**Get more fruits and vegetables
when you use your SNAP/EBT CARD**

1 Visit a participating Farmers Market



2 Stop by the information booth and swipe your SNAP/EBT Card

3 Receive matching tokens to spend more at the farmers market!*

**Old Town Farmers Market, up to \$20
Arlington Farmers Market, no max
Columbia Pike Farmers Market, up to \$10

**Visit Virginia Cooperative Extension
at the market for fun activities, tastings**, and prizes!**

Old Town Farmers Market 301 King St Alexandria, VA

VCE Last Saturdays of the month

Open Saturdays - 7:00 a.m. to 12:00 p.m.

**tastings at Old Town Farmers Market only

Arlington Farmers Market N. 14th St and N Courthouse Rd

VCE Second Saturdays of the month

Open Saturdays - 8:00 a.m. to 12:00 p.m.

Columbia Pike Farmers Market 2820 Columbia Pike Arlington, VA

VCE Third Sundays of the month

Open Sundays 9:00 a.m. to 1:00 p.m.



It's a **SNAP** to use **EBT** at **farmers markets**

eatsmartmovemoreva.org



Shop for nutritious, fresh produce, including:

Vegetables 🥕 mushrooms 🍄 herbs 🌿
Fruits 🍎 vegetable starts 🌱



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SERC-NAHRO

Southeastern Regional Council of the National Association of Housing & Redevelopment Officials

AN OPEN LETTER TO CONGRESS

MARCH 2017

The Southeastern Regional Council of the National Association of Housing and Redevelopment Officials (SERC-NAHRO) is an association of knowledgeable and dedicated housing and community development professionals. Organized over 60 years ago, SERC-NAHRO consists of more than 700 agency members that serve over a half million low income households in ten southeastern states (Alabama, Georgia, Florida, North Carolina, South Carolina, Mississippi, West Virginia, Virginia, Kentucky and Tennessee).

Throughout the United States, housing agencies have been highly successful in providing a critical housing resource through their federally funded Public Housing and rental voucher programs, yet many unmet needs remain. Underfunding of various HUD programs over the past decade has resulted in housing authorities being unable to meet the housing requirements of their communities' families. Through this **Open Letter**, SERC-NAHRO seeks renewed support and a commitment by Congress to sufficiently fund HUD programs and amend rules and regulations in need of reform. SERC-NAHRO members are unified in their efforts to house America's poor and we urge Congress to see that these efforts are successful.

SERC members understand Congress' financial concerns and we support efforts to responsibly reduce federal spending. However, we believe that safe, decent and affordable housing is essential to the well-being of all our citizens and that reductions in spending levels should not be directed at vital domestic programs. We urge Congress to do all it can to ensure that housing, one of the most basic and fundamental needs, is available to our nation's most vulnerable families, including our elderly citizens, disabled citizens and our veterans.

OVERVIEW

While this open letter covers many housing issues, SERC has established several priorities that are critical to effective future operation of the Public Housing Programs. These priorities are as follows –

- Reforms focused on reduction or elimination of burdensome regulation.
- Passage of the Small Public Housing Agency Opportunity Act of 2016 (or similar legislation), introduced as H.R. 4816 in the 114th Congress. This legislation will provide regulatory relief for 80 percent of the 3,200 Public Housing authorities that administer the Public Housing and Voucher programs.
- Suitable funding of all Public Housing Programs where resources are provided that will allow Housing Authorities to satisfy the housing mission as established by the Department of Housing & Urban Development.
- Expansion of the Low Income Housing Tax Credit (LIHTC) allocation, including the permanent authorization of the 4 percent LIHTC, to address the growing need for affordable housing.

It is the position of SERC that failure to address these key issues will result in a detrimental decline in our public housing resident's quality of life and their opportunity to reach self-sufficiency.

PUBLIC HOUSING

GENERAL

Public Housing has been one of the cornerstones of the federal government's assisted housing effort for 80 years or since the inception of the Housing Act of 1937. Public Housing, as originally conceived by the Franklin D. Roosevelt Administration, was to serve working families having difficulty finding affordable housing in the private market. It was intended that poor families would be assisted in moving up and out into private market housing. The original financial model for Public Housing utilized tenant rents to support day-to-day operations. With the implementation of the Brooke Amendment in 1969, income based rents were established. The change in focus from working tenants who pay the costs of operating their housing units to low-income residents created the need for continuing federal subsidies. In addition, the implementation of income based rents created a disincentive for resident's to strive for self-sufficiency and has made the programs vulnerable to fraud. With the passing of the Brooke Amendment, Congress committed to fund the difference between what low-income tenants could pay for rent and the actual costs of operation – in return for agencies serving the lowest income residents. Unfortunately, Congress has not lived up to its funding responsibilities established decades ago. **Public Housing Authorities would prefer that the appropriate resources be provided to satisfy our housing mission, however, if adequate funding can't be appropriated then regulatory burdens must be relieved.**

OPERATING FUND

Housing Authorities are struggling to manage their Public Housing programs with heavily prorated funding. The estimated need to fully subsidize the Operating Fund for 2017 is \$5.46 Billion. The 2017 Presidential Budget requests \$4.57 billion for the Operating Fund, an amount that provides housing authorities with an estimated 84 percent proration of eligibility, which falls well short of what is needed to efficiently operate the Public Housing Programs. Housing authorities are working with less staff, foregoing needed maintenance projects, and trying to make the reduced funding they receive cover ever-increasing expenses. Recent media releases reflect that as much as \$600 million may be cut from the Operating Fund for the calendar year 2018 Budget resulting in a 73 percent proration. Many housing authorities will find it difficult, if not impossible, to successfully operate under these conditions. SERC urges Congress to consider the adverse impact decreased funding has had over the last several years and find additional dollars to fully fund this critical housing program.

CAPITAL FUND

A huge need still remains for sufficient Capital Funds to preserve Housing Authorities' Public Housing stock. Year after year, Congress has underfunded the Capital Fund Program creating a massive backlog of capital needs. The repeated failure to adequately fund this program has resulting in the loss of viable units, deferment of needed repairs, and has been an impediment to proper facility management. The 2017 Presidential Budget requests \$1.87 billion in capital funding for the calendar year, far less than the estimated \$5.0 billion in need for 2017 and well below the \$3.5 billion in annually accruing capital needs. The need for capital improvements increases with the aging of the housing stock, while appropriations

have dwindled. As a result, a deficit of approximately \$17 billion of estimated needs has accrued over the past six years. Recent media releases reflect that as much as \$1.5 billion may be cut from the Capital Fund for the calendar year 2018 Budget essentially eliminating the program. SERC urges Congress to provide \$5.0 billion in Capital Funding for 2017; otherwise, the physical needs of our public housing properties will continue to grow, threatening its viability.

PUBLIC HOUSING PROGRAM REFORMS

A recent Presidential Executive Order directs each government agency to establish a regulatory reform task force. An earlier Executive Order instructs government agencies to eliminate two old regulations for every new regulation issued. **If funding continues to be reduced, regulatory reform will become critical.** SERC encourages Congress to take the following actions to address this:

- Passage of the Small Public Housing Agency Opportunity Act of 2016 (or similar legislation), introduced as H.R. 4816 in the 114th Congress. This legislation is designed to provide regulatory relief to 80 percent of the 3,200 Public Housing authorities that administer only a small fraction of the financial resources provided through the Public Housing and Voucher programs. This proposal is a result of HUD's own study, conducted by the IBM Study Group, which revealed that small housing authorities - defined as less than 550 units - only account for 20% of the total inventory of Public Housing & Vouchers and account for 10% of the total federal funding for these programs. The Small Public Housing Agency Opportunity Act introduces a number of significant reforms, including revised assessment systems, limits administrative requirements, alternative rent structures, fungibility of housing assistance, and other time- and cost-saving measures. We encourage passage of H.R. 4816 and ask that our Senators take up similar legislation in the Senate. If Congress does not pass this proposal, SERC requests that the recommendations contained in the Small Public Housing Agency Opportunity Act be incorporated into any larger reform bill Congress might consider.
- Institute a moratorium on new rules, regulations and reporting requirements until such time that adequate funding can be provided to support heavier work-loads.
- Suspend HUD's non-statutory PHAS scoring. Housing Authorities cannot be expected to perform efficiently and effectively with chronic underfunding. PHAS scoring should be advisory until adequate funding can be restored.
- Allow agencies to charge a fair and reasonable minimum rent. A minimum rent of \$50 was established in by the Quality Housing & Work Responsibility Act of 1998 (QHWRA). It has been nearly 18 years since the passage of QHWRA and the minimum rent amount has not been adjusted for inflation or market conditions.
- Allow blanket regulatory suspensions and waivers under 24 CFR Part 5.
- Reauthorization and broad-based expansion of the Moving to Work (MTW) demonstration in a manner that protects existing MTW agreements while providing a significant number of new MTW agencies with financial flexibility and the freedom to pursue innovative policies and practices. The 2016 Omnibus Bill expanded MTW to an additional 100 agencies in 2016. SERC-NAHRO members support additional expansion the program to 250 additional agencies.
- For several years now, funding bills have included language exempting housing authorities that own and operate 400 or fewer Public Housing units from asset

- management requirements. We ask that this exemption be made permanent through statute.
- Allow local flexibility in the establishment of policies to address over-income households.
 - Suspension of HUD efforts to re-federalize Central Office Cost Centers (COCC) funds.

RENTAL ASSISTANCE DEMONSTRATION

The Rental Assistance Demonstration (RAD) has both proponents and opponents in the housing industry, largely because of the funding uncertainties that still exist. While RAD is one way to ensure the preservation of Public Housing properties, it is not and should not be seen as a substitute for responsible funding for operating and capital funds under the traditional Public Housing program. SERC-NAHRO encourages Congress to direct HUD to work closely with the National Association of Housing and Redevelopment Officials and the Public Housing Authorities Directors Association to address flaws and ensure the success of RAD so that additional housing authorities will have the option to convert Public Housing units to the Section 8 platform. In that regard, we believe RAD should change from a demonstration to a permanent program. Working together, HUD, NAHRO and PHADA can achieve results that do not undermine the fiscal stability of the Public Housing program for agencies that opt against conversion.

HOUSING CHOICE VOUCHER PROGRAM

GENERAL

The Section 8 Housing Choice Voucher (HCV) Program was authorized by Congress in 1974 and has become the dominant form of federal housing assistance since its inception. More than 5 million people in 2.2 million low-income families across the nation use vouchers. Low-income families use vouchers to help pay for housing that they find in the private market. Since its beginning, the HCV Program has **generally** received continuous universal support from Congress and HUD. Unfortunately, following the 2010 federal funding cycle, assistance has been significantly reduced. Once again, **Public Housing Authorities would request that the appropriate resources be provided to satisfy our housing mission, however, if adequate funding can't be appropriated then regulatory burdens must be relieved.**

HOUSING CHOICE VOUCHER FUNDING LEVEL

The 2017 Presidential Budget requests \$18.45 billion for Voucher renewals, which current estimates indicate will fully fund all existing vouchers in the program. However, several years of underfunding has caused Housing Authorities to drain their Net Restricted Assets/HAP Reserves to operate the program. As a result, many Housing Authorities have little or no reserves to absorb any increases in Housing Assistance Payments costs throughout the year. The loss of these assets/reserves may result in the loss of or underutilization of vouchers throughout the coming year. This trend will continue into the foreseeable future unless other measures, such as a more favorable renewal funding method or restoration of HAP money lost through the sequestration, are taken by Congress. Recent media releases reflect that as much as \$300 million may be cut from the Housing Choice Voucher Program for the calendar year 2018 Presidential Budget, adding to the depletion of the Voucher program that has resulted from prior proration.

HCV PROGRAM ADMINISTRATIVE FEES

In April of 2015, HUD released its Housing Choice Voucher Administrative Fee Study, which found that current levels of funding were vastly below the amounts required to properly administer the program. It appears that no consideration was given to the HCV study as administrative fees for 2016 were funded at \$1.650 billion, an estimated underfunding of over \$500 million or a proration of 74%. Inadequate administrative fees have contributed to the loss of over 100,000 vouchers in recent years. Not since CY 2010 have housing authorities received above 90 percent of their earned administrative fees. The low point was in CY 2013 when the proration was 69%. Compounding the problem, housing authorities only earn an administrative fee for each household leased on the first day of each month, so the downward spiral in the number of families served also adversely affects already low administrative fee earnings. Since FY 2003, the last year housing authorities received 100 percent of their administrative fee eligibility; more than 200 housing authorities have handed back their voucher programs to HUD or transferred them to other housing authorities because they could no longer afford to administer the program. Many housing authorities that have temporarily weathered the cuts have suffered staff layoffs, furloughs and hiring freezes that have increased caseloads, in turn affecting their ability to administer the complex, regulation-heavy Voucher program. The 2017 Presidential Budget requests \$2.077 billion, which is near full funding. Unfortunately, House and Senate Proposals will significantly prorate fees at 78% and 83% respectively. SERC requests that Congress support the Presidential Budget and provide the additional funding necessary to fully fund administrative fees.

HOUSING CHOICE VOUCHER PROGRAM REFORMS

There are several actions Congress and HUD can take to cut future program and administrative costs. In requesting reforms, SERC recognizes the need for balance between program changes, Housing Authorities' responsibility to assist and support residents, and responsible government oversight. SERC encourages Congress to take the following actions to introduce reforms:

- Passage of the Small Public Housing Agency Opportunity Act of 2016 as previously covered in this letter.
- Institute a moratorium on new rules, regulations and reporting requirements until such time that adequate funding can be provided to support heavier work-loads.
- Revise Portability. The portability option that is available to Voucher holders can be challenging, in particular, for small Housing Authorities. Portability can financially impair Housing Authorities that have low fair market rents/payment standards. Essentially, when a Voucher holder "ports" to a higher cost area and that voucher is not absorbed by the receiving authority, the porting Housing Authority's housing assistance payment to the receiving Housing Authority may be more than double for that family than what it was in the original Housing Authority's jurisdiction. The resulting increase in costs reduces the number of local families a Housing Authority is able to assist. In addition, the originating Housing Authority only receives 20 percent of administrative fees for port-billing vouchers, which further exacerbates the problem. SERC proposes that Congress amend the law by requiring receiving Housing Authorities to immediately absorb incoming vouchers if their unit or budget authority utilization is less than 95 per cent. In any case, receiving housing authorities should be required to absorb ported families within 90 days of the initial lease. Further, it should be at each Housing Authority's option whether it will port a family to an area

where the Fair Market Rent (FMR) exceeds the initial Housing Authority's FMR by more than 10%.

- Suspend HUD's non-statutory SEMAP scoring. Housing Authorities cannot be expected to perform efficiently and effectively with chronic underfunding. SEMAP scoring should be advisory until adequate funding can be restored.
- Reduce the time-consuming nature of annually collecting utility consumption and cost data by allowing Housing Authorities to develop their utility charts based on one structure type only and, for those Housing Authorities serving multiple counties, allow the averaging of utility consumption and costs on a countywide basis. Currently, most housing authorities must determine utility costs for multiple types of structures.
- Allow housing authorities to implement reduced voucher payment standards in a more judicious manner. SERC recommends that Congress require HUD to reduce the current time frames required of agencies to implement reduced payment standards from the households' second reexamination to the greater of 90 days from the date the household is notified or a household's lease anniversary date. This would provide housing authorities with the opportunity to more quickly remedy their funding shortfalls within the existing HAP amounts provided while not imposing undue hardships on families or owners.
- Allow agencies to charge a fair and reasonable minimum rent. A minimum rent of \$50 was established in by the Quality Housing & Work Responsibility Act of 1998 (QHWRA). It has been nearly 18 years since the passage of QHWRA and the minimum rent amount has not been adjusted for inflation or market conditions.
- Allow fungibility of Voucher funds when proration falls below 90%. This would permit agencies to utilize HAP funds and/or Net Restricted Assets (program reserves) to support the administration of the program.
- Moratorium on the implementation of Uniform Physical Conditions Standards for the Voucher Program (UPCS-V). Preliminary indications are that this inspection protocol is costly and time consuming when compared to Housing Quality Standards (HQS). There are also concerns that UPCS-V will hamper voucher implementation.

HOUSING PRODUCTION

Congress has not funded a program for the construction of Public Housing units since 1995. The number of households needing assistance has increased over time yet the number of available affordable housing units has remained basically unchanged or has decreased. SERC members urge Congress to take steps to ensure an adequate future supply of affordable housing.

HOUSING TRUST FUND

The Housing Trust Fund (HTF) is one method of spurring housing production and any attempts to dissolve the trust fund should be rejected. Authorized under the Housing and Economic Recovery Act of 2008, the HTF would provide formula-based allocations to states to finance the development, rehabilitation and preservation of affordable rental and homeowner housing. SERC urges Congress to permit capitalization of the Trust Fund and ensure housing authorities have access to it, in the form of set asides, for the preservation of their Public Housing stock.

COMMUNITY DEVELOPMENT BLOCK GRANTS

Community Development Block Grants (CDBG) are the cornerstone of community revitalization efforts. Despite attempts to cut CDBG spending, the 2016 Omnibus Bill level funded the program at \$3.0 billion. The CDBG program is one of the most effective forms of federal assistance available to local governments because of its flexibility and local determination of community needs and it should be sufficiently funded. Despite its proven value to communities, CDBG formula funding has declined significantly since FY2005. Unfortunately, the 2017 Presidential Budget continues this trend by seeking to reduce funding by \$200 million below 2016 enacted levels and recent media releases indicate the program may be eliminated in 2018. SERC recommends continued support of the CDBG program with increased funding to a minimum of \$3.3 billion.

LOW-INCOME HOUSING TAX CREDIT PROGRAM

The Low-Income Housing Tax Credit (LIHTC) Program is a vital tool for those working to expand the affordable housing inventory. The 2016 Omnibus Bill contained a tax extenders package that permanently authorized the 9 percent LIHTC. Unfortunately, the 4 percent was not included. SERC urges lawmakers to permanently extend the four percent credit rates enacted in the 2008 Recovery Act. Additionally, SERC urges an increase in the LIHTC allocation to address the growing need for affordable housing, and we urge passage of legislation that will allow localities to convert private activity bond authority to LIHTC.

HOME

Since the program began more than 20 years ago, HOME has facilitated the construction, acquisition or rehabilitation of approximately 200,000 owner-occupied units, a half-million homebuyer units and 450,000 rental units. Since its inception, HOME has leveraged approximately \$115 billion of affordable housing funding, and it has been estimated that every \$1 of HOME funds leverages another \$4.16 from other sources. The 2016 Omnibus Bill funded the HOME program at \$950 million, an increase of \$50 million. The 2017 Presidential Budget proposes to level fund the program, however, recent media releases indicate the program may be eliminated in 2018. SERC recommends continued support of the HOME program with additional increases in funding to \$1.2 billion.