



Alexandria Redevelopment and Housing Authority

Monthly Report to the Board of Commissioners

Rickie Maddox

Interim Chief Executive Officer

February 26, 2024



BOARD OF COMMISSIONERS

REGULARLY MONTHLY MEETING

**Alexandria Redevelopment and Housing Authority
401 Wythe Street, Alexandria, VA 22314**

Monday, February 26, 2024 at 7:00 pm

- 1. PUBLIC DISCUSSION PERIOD FOR RESIDENT GROUPS - 10 MINUTES**
 - Ladrey Advisory Residents Board (RAB) – Steven Hines, President
 - ARHA Resident Association (ARA) – Kevin Harris, President
- 2. PUBLIC DISCUSSION PERIOD ON AGENDA AND NON-AGENDA ITEMS - 5 MINUTES**
- 3. ADOPTION OF MINUTES OF THE REGULAR MEETING HELD ON MONDAY, JANUARY 22, 2023.**
- 4. RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, FEBRUARY 26, 2024.**
- 5. CONSENT DOCKET**
- 6. ACTION DOCKET**
- 7. NEW BUSINESS**
- 8. ANNOUNCEMENTS**
- 9. ADJOURNMENT**
- 10. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL, AND REAL ESTATE ISSUES.**

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**MINUTES OF THE ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
REGULARLY SCHEDULED BOARD MEETING
401 WYTHE STREET, ALEXANDRIA, VA 22314**

Monday, January 22, 2024 at 7:00 pm

THOSE PRESENT: **Anitra Androh, Chairwoman**
 Willie Bailey, Vice Chairman
 Merrick Malone, Commissioner
 Michelle Krockner, Commissioner

THOSE ABSENT: **Daniel Bauman, Commissioner**
 Kevin Harris, Commissioner
 Peter Kleeblatt, Commissioner
 Tracy Jefferson, Commissioner
 Christopher Ballard, Commissioner
 Steven Hines

RECORDER: **Candice Drayton**

Public session meeting called to order at (time) by Chairwoman Androh. Among those present were Rickie Maddox, Interim Chief Executive Officer, ARHA Department Directors, ARHA Staff, Alexandria Office of Housing Staff Resident Leadership, and members of the public.

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

- Interim CEO Rickie Maddox, on behalf of Mr. Hines, reports on Ladrey's residents. The residents continue to be happy at Ladrey.

• ARHA Resident Association (ARA) – Commissioner Kevin Harris, President

Commissioner Harris advised no new updates.

ITEM 2. PUBLIC DISCUSSION PERIOD ON AGENDA and NON-AGENDA ITEMS -5 MINS.

- No one signed up for public discussion.

ITEM 3. VOTE TO APPROVE THE MINUTES FOR THE REGULAR SCHEDULED BOARD MEETING MONDAY, JANUARY 22, 2024:

Chairwoman Androh presented the minutes for Monday, January 22, 2024. Chairwoman Androh proposed to hold the approval of the minutes until the February 26 Board Meeting.

ITEM 4. EXECUTIVE SUMMARY REPORT AS OF JANUARY 22, 2024:

COVID Updates:

ARHA employees have been asked to wear masks in the building.

Asset Management:

Rent Collection decreased because of the holidays but is expected to increase in the next month.

Maintenance & Facilities:

Maintenance continues to address all work order tickets in a timely manner.

Resident Services:

A successful turn out for Santa's Winter Wonderland in December, along with 600 gift cards and turkeys given out to residents during the Christmas season.

ITEM 5. CONSENT DOCKET:

- No Items Submitted

ITEM 6. ACTION DOCKET:

- No Items Submitted.

ITEM 7. NEW BUSINESS:

- No Items Submitted.

ITEM 8. ANNOUNCEMENTS:

- No items submitted.

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

There being no further business to come before the Board, Chairwoman Androh adjourned the meeting at 7:16 pm.

I. EXECUTIVE SUMMARY

ASSET MANAGEMENT

Below are several key operational activities and notable highlights for February 2024:

ASSET MANAGEMENT

- **Occupancy / Rent Collection**

	Public Housing Dec. 2023	Public Housing Jan. 2024	MOD Rehab Dec. 2023	MOD Rehab Jan. 2024	Market Rate Dec. 2023	Market Rate Jan. 2024
Occupancy	99%	98%	99%	99%	99%	99%
Rent Collection	64%	66%	82%	79%	67%	67%

- **Lease-Ups**

New Lease-Ups	December 2023	January 2024
Tenant-based (HCVP)	20	15
Number of request for tenancy	20	15
Project-based voucher	1	3
Moderate Rehabilitation	0	2

CENTRAL FACILITIES

Reporting Period: January 13, 2024 – February 16, 2024

Property	Emergency	Urgent	Routine	Vacant Unit Turns	Extermination	Current Total # of WO	Outstanding Total # of WO	Previous Reporting Total # of WO
Alexandria Crossing (Old Dominion & West Glebe)	3	9	12	0	0	24	0	47
Andrew Adkins	4	8	19	3	0	34	9	68
BWR (Braddock, Whiting & Reynolds)	2	1	7	0	0	10	1	31
Chatham Square	0	7	15	1	0	23	5	46
Hopkins-Tancil	12	4	32	1	1	50	13	79
James Bland I, II, IV)	0	8	22	0	2	32	3	52
James Bland V	0	5	20	0	1	26	5	31
Ladrey Highrise	16	9	23	0	1	49	4	71
Miller Homes	2	5	7	0	2	16	4	18
Park Place & Saxony Sq.	1	2	7	1	1	12	5	14
Pendleton Park	0	3	3	2	1	9	4	16
Princess Square	2	6	22	2	0	32	5	61
Quaker Hill	0	3	13	0	0	16	4	34
Samuel Madden	1	3	15	0	1	20	6	31
Scattered Sites I, II, III	13	16	30	1	0	60	8	152
TOTAL	56	89	247	11	10	413	76	751

DEVELOPMENT

A. LINEAGE AT N. PATRICK STREET

Continued to reach out to Enterprise and Capital One to complete all the outstanding issues, including cash flow waterfall repayment of the deferred development fee.

The property continues to perform with 100% occupancy after reaching project stabilization.

B. SAMUEL MADDEN REDEVELOPMENT

Our development partners continue to discuss the project with debt and equity partners. A decision will be made within the next 30 days for both the North and the South building.

The state archeological commission signed off on the MOA for mitigation of the issues surrounding the historical district. The City will be submitting to the City Manager the final ER and will advertise the findings for public comment. The entire process will take upwards of 90 days.

The SAC office of HUD is reviewing the obsolescence study and the demo/dispo application for Madden. The SAC Office cannot issue their decision until the ER has been completed. If the process runs its course, the SAC office will not receive the ER until May. Therefore, it will not be until June that SAC would issue their decision and July before we can apply for Tenant Protection Vouchers in order to start the relocation process. Staff will work with the City's housing department to find ways that the process can be moved along more expeditiously.

C. LADREY HIGH RISE REDEVELOPMENT

On January 20, 2024 the Alexandria City Council unanimously approved the Ladrey redevelopment project. Despite the early morning temperatures being below 20 degrees, 15 of the Ladrey residents attended wearing a 'support Ladrey sweatshirt' and more than 50 additional residents enjoyed a hot breakfast and watched the proceedings from the Ladrey Community room.

The Development Team is working diligently on our 9% LIHTC model in preparation for our March 2024 application submission. The development team will follow up on our initial discussions with the financial consultants to the Amazon Equity Fund to continue exploring potential future funding.

The team continues to meet with Ladrey residents and with neighbors as they requested. The development team had an engagement meeting with the Annie B. Rose residents, on January 17, 2024, prior to the City Council hearing. City Staff (Housing, Planning & Zoning, and Transportation) were all in attendance at the Annie B. Rose residents meeting. We will continue to engage and update the ABR residents throughout the pro

D. RAD & RE-SYNDICATION

RAD: James Bland I & II were converted to RAD on January 22nd and Old Dominion closed on January 29th.

Re-Syndication: Staff has engaged a consultant to assist with RAD repositioning and submission of a 4% tax credit application for a possible re-syndication of the property for a capital investment in the 100 units comprising Chatham and BWR properties. Staff have commenced reviewing LP documents, especially the ROFR for Old Dominion as the project is in its 15th year of tax credit compliance.

E. OTHER DEVELOPMENT ISSUES

Line of Credit: No new activity. The Chatham re-syndication project is the source of repayment of the draw on the equity line. Closing is expected in Q2 2025

RFQ for additional Development Partners: Ten responses were received, of which 7 are new submissions and three are from existing procured development partners who updated team information. The evaluation committee has commenced reviewing the proposals with the goal of submitting it to the Development Committee of the Board in March.

Property Acquisition: The attorney representing the owners of the property of St John Baptist located at 931 Alfred Street has to discuss our exercise of the right of first offer with his client.

F. TAX CREDIT PORTFOLIO

January month-end financial and occupancy reports for all tax credit properties are underway for distribution to the tax credit investors. HUD Rental Assistance Demonstration (RAD) applications for James Bland I, James Bland II, and Old Dominion were submitted, approved, and we have closed on the conversions. We are now in the process of providing the final closing docket and completion certification of any post-closing repairs. Lineage 8609 Tax Credit Application has been executed by ARHA and Virginia Housing and filed with the IRS. The 2024 annual operating budgets are complete, and distribution is underway for all tax credit properties. Annual LIHTC Compliance Monitoring forms have been prepared and submitted to Virginia Housing. Annual Compliance Monitoring invoices have also been received and will be processed for payment to Virginia Housing.

RESIDENT SERVICES

RACS Operational Report Updates

We are excited to announce the recipients of our 2023 Residents of the Year, Youth Residents of the Year, and our Community Champion of the Year Award. To be considered for a Resident of the Year Award, nominees should be a resident in good standing and have been a member of the ARHA Public Housing or Housing Choice Voucher Program for at least two years. Additionally, nominees should have made contributions that help improve the quality of life for others and should exhibit and foster a spirit of commitment, dedication, and cooperation in relation to their community. The Ruby Tucker Resident of the Year Award is presented to an adult resident under 62 and the Melvin Miller Senior Resident of the Year Award to an adult resident age 62 or older.

To be considered for a Youth Resident of the Year Award, nominees should be a resident whose household participates in the ARHA Public Housing or Housing Choice Voucher Program and has participated in the housing program for at least two years. Additionally, nominees should have achieved academic excellence and/or demonstrated a spirit of service and a willingness to help others and give back to their community. Two student awards are presented: one for a middle school/elementary school student and one for a high school student.

Lastly, our Community Champion of the Year Award is presented to an individual(s) or organization whose work and dedication supports our mission. ARHA's mission is to provide safe and affordable housing, but often our residents have other needs outside of just housing. Our Community Champion Award allows us to recognize one of the invaluable community partners that work to ensure those needs are met.

Resident Services staff and members of the Resident Association reviewed nominations and four individuals were selected for ARHA's annual Residents of the year awards. Highlights for each recipient are included below:

- Taliyah Brown – Middle School/Elementary Youth Resident of the Year – currently an eighth grade, honors student with a 3.87 GPA and dreams of becoming a military engineer;
- Shulamite Yawson– High School Youth Resident of the Year – currently a junior, with a 4.01 GPA and plans to pursue a career in scientific research at Hampton University;
- Annette Santiago – Ruby Tucker Resident of the Year – resident and community leader, who is an advocate for residents and giving back to her community in multiple ways; and
- Elsie Pulliam – Melvin Miller Senior Resident of the Year – resident who was the first senior to graduate from the FSS program and is actively pursuing her dream of homeownership.

Along with our Residents of the Year, staff selected the Community Champion of the Year. This year's recipients were Sherriff Sean Casey and Sergeant Victor Ignacio with the Alexandria Sherriff's Office Community Engagement Unit. They have partnered and assisted with numerous events and programs that directly benefit ARHA families. Their presence in the community helps foster positive relationships and they exemplify an organization that is committed to going above and beyond for those in need. The complete nomination biographies for each awardee are included in the RACS Program Summary Section.

II. ASSET MANAGEMENT

A. PERFORMANCE INDICATORS FOR BOARD MONITORING OF PUBLIC HOUSING, BV, MOD & MARKET RENT

Indicator	Dec. 2023	Jan. 2024	Benchmark Goal	HUD's Standard	Comments
1 Occupancy Rate ACC units (PH)(*)	99%	98%	98%	98%	>98% = 16pts 96% - 98% = 12pts 94% - 96% = 8pts 92% - 96% = 4pts 90% - 92% = 1pt <90% = 0pts <i>(General Public Housing only)</i>
2 Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)	99%	99%	97%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included in SEMAP
3 Tenant Acc. Receivables (TARs) – Occupied Units (*)	99%	98%	98%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4 Tenant Account Receivables (TARs) – Vacated / Evictions (*)	29%	30%		Loss Debt Collections	Vacated TARs will be written off by the FYE for PHAS compliance

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

B. OCCUPANCY RATE

Public Housing had an average occupancy rate of 98%. Individual Performance data by property is as follows:

PUBLIC HOUSING	Dec. 2023	Jan. 2024
Samuel Madden	99%	99%
Andrew Adkins	97%	96%
Ladrey Highrise	99%	99%
Scattered Sites I	96%	96%
Scattered Sites II	97%	97%
Scattered Sites III	96%	91%
Saxony Square	100%	100%
Park Place	99%	99%
Chatham Square	100%	100%
Braddock & Whiting	100%	100%
Reynolds	100%	100%
Old Dominion	100%	100%
West Glebe	100%	100%
James Bland I, II, IV	97%	98%
Lineage	100%	100%



C. PROGRAM UTILIZATION & VACANCY REPORTING

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

	Dec. 2023	Jan. 2024
Housing Choice Voucher	100%	100%
Moderate Rehabilitation	99%	99%
Project Based Section 8	99%	99%
Low Rent Public Housing	99%	98%
Market Rate (Affordable Dwelling Units)	99%	99%

D. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for January 2024:

	Jan. 2024
Homeownership	14
Homeownership New this Month	0
Family Unification	40
Portable Vouchers Paid	28
Tenant Protection	46
All Other Vouchers	1,442
Number of Vouchers Under Lease on the last day of the month	1,538
HA Owned Units Leased – included in the units lease above	203
New Vouchers issued but not under contract as of the last day of the month	44
Portable Vouchers Administered	14
Number of Vouchers Covered by Project-Based AHAPs and HAPs	4

E. VACANCY ACTIVITY TRACKING REPORT MARKET RATE UNITS

Developments	Total # of Units	Total Occupied units 12/31/2023	Total Occupied units 01/31/2024	Current # Vacant
Princess Square	68	65	65	3
Quaker Hill	60	59	60	0
Hopkins-Tancil	108	106	107	1
Miller Homes	16	16	16	0
Pendleton Park	24	24	23	1
Old Town Commons V	54	53	54	0
Lineage	46	46	46	0
TOTALS	376	359	371	5

F. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS



Developments	Total # of Units	Total Units Occupied 12/31/2023	Total Units Occupied 01/31/2024	Current # Vacant
Ladrey Building	169	168	168	1
Chatham Square.	52	52	52	0
Old Town Commons I	18	18	18	0
Old Town Commons II	18	16	16	2
Old Town Commons IV	44	43	44	0
S. Madden Homes	65	64	64	1
A. Adkins Homes	89	86	85	4
Scattered Sites 410	50	48	48	2
Scattered Site 411	30	29	29	1
Scattered Site 412	41	39	37	4
Braddock	6	6	6	0
Whiting	24	24	24	0
Reynolds	18	18	18	0
Saxony Square	5	5	5	0
Park Place	38	37	37	1
West Glebe	48	48	48	0
Old Dominion	36	36	36	0
Lineage	6	6	6	0
TOTALS: <i>(values are rounded up/down)</i>	757	743	741	16

G. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting list January 2024
HCVP	11,206
MOD Rehab	
(1) bedroom	523
(2) bedroom	235
(3) bedroom	198
(4) bedroom	17
Total	973
General Public Housing	
(1) bedroom	4,047
(2) bedroom	2,919
(3) bedroom	1,648
(4) bedroom	165
Total	8,779
Elderly / Disabled	
(1) bedroom	16
Total	16
BWR	
(2) bedroom	1,809
(3) bedroom	1,102
Total	2,911
Chatham Square	
(2) bedroom	1,905
(3) bedroom	27
Total	1,932
West Glebe / Old Dominion	
(1) bedroom	1,941
(2) bedroom	1,874
(3) bedroom	1,139
(4) bedroom	4
Total	4,958
OTC I, II, IV	
(2) bedroom	1,812
(3) bedroom	1,127
Total	2,939

H. CERTIFICATIONS ACTIVITY

HOUSING CHOICE VOUCHER	Dec. 2023	Jan. 2024
Pre-Admission/Eligibility	4	2
Request for Tenancy Approval	20	15
New Move-in/Change of Unit/Port-in	20	15
Interim Change	35	37
Annual Reexamination	142	77
End of Participation	0	2
PUBLIC HOUSING		
Pre-Admission/Eligibility	7	0
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	7	4
Interim Change	19	23
Annual Reexamination	51	29
End of Participation	4	3
MODERATE REHABILITATION		
Pre-Admission/Eligibility	0	0
Request for Tenancy Approval	0	2
New Move-in/Change of Unit/Port-in	0	2
Interim Change	3	2
Annual Reexamination	11	7
End of Participation	1	0
PROJECT BASED VOUCHER		
Pre-Admission/Eligibility	1	2
Request for Tenancy Approval	1	3
New Move-in/Change of Unit/Port-in	1	3
Interim Change	1	1
Annual Reexamination	10	3
End of Participation	2	1
TOTAL CERTIFICATIONS COMPLETED	340	233

I. INSPECTIONS

Inspections	December 2023	January 2024
# of annual/return Inspections	44	28
# of Initial/Re-inspections	17	30
# of Final Failed Inspections	2	0
# of Abatements	1	0
# of Emergency/Special Inspections	0	0
# of Missed Inspections (no show)	8	7
# of quality control inspections conducted	11	1

J. COMPLIANCE / SAFETY

1. Quality Assurance Activities

Number of Files Reviewed Audit Files*	December 2023	January 2024
Recertification's	40	23
Intake Certifications	24	16

A minimum of 20% of the monthly recertification caseload is reviewed by Quality Control

Number of Recertification's Files With Errors /Recert Info	December 2023	January 2024
# of Recert Files w/ Errors	7	7

2. Public Safety

The following table provides 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.

Types	December 2023	January 2024
Bar Notices issued	0	0
Late Notices	155	105
Unlawful Detainers	0	9
Evictions (legal)	3	4
Evictions (drugs)	0	0

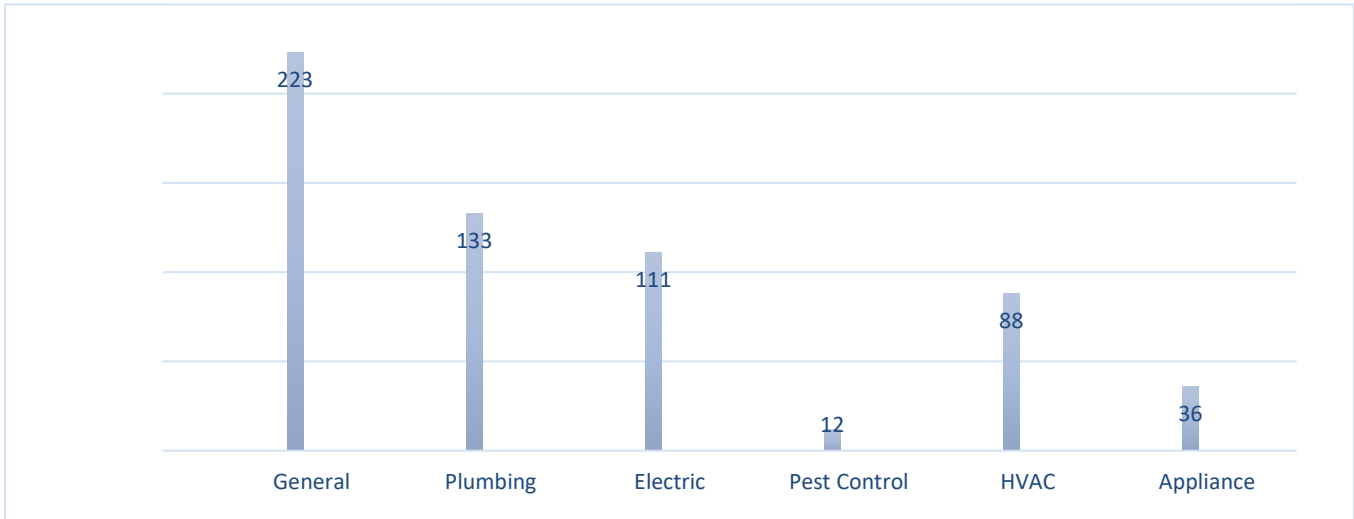
K. RENT COLLECTION

ARHA properties collected cash at 70% of rent charged for **January 2024**. Individual performance by property is as follows:

	December 2023	January 2024
Samuel Madden	62%	45%
Andrew Adkins	53%	51%
Ladrey High-Rise	89%	87%
Scattered Sites I	66%	64%
Scattered Sites II	85%	70%
Scattered Sites III	37%	37%
Chatham Square	86%	75%
Braddock	70%	100%
Whiting	41%	63%
Reynolds	83%	82%
Old Dominion	58%	62%
West Glebe	68%	81%
James Bland I	62%	81%
James Bland II	47%	27%
James Bland IV	51%	67%
TOTAL	64%	66%
MARKET RATE		
Quaker Hill	64%	73%
Princess Square	53%	66%
Miller Homes	89%	85%
Pendleton Park	38%	48%
James Bland V	54%	59%
Saxony Square (PBV)	100%	100%
Park Place (PBV)	68%	40%
TOTAL	67%	67%
MOD/PBV		
	December 2023	January 2024
Hopkins-Tancil	82%	79%
TOTAL	82%	79%

III. CENTRAL FACILITIES

A. JANUARY WORK ORDER ACTIVITY TOTAL: 613



Properties	General	Plumbing Repair Work	Electric Repair	Pest Control	HVAC Work	Appliance Repair Work	Current Total # of Work Order	Prev. Month Total # of Work Order	2024 Y-T-D # of Work Orders	2023 Year End Total # of Work Orders
Administrative Building	0	0	0	0	0	0	0	2	0	18
Alexandria Crossing (Old Dominion & West Glebe)	13	9	9	0	5	8	44	38	44	735
Andrew Adkins	16	12	2	0	12	2	44	68	44	773
BWR (Braddock, Whiting & Reynolds)	1	4	1	0	0	1	7	25	7	384
Chatham Square	8	4	6	0	8	2	28	32	28	419
Hopkins-Tancil	17	19	12	0	3	1	52	51	52	825
James Bland I, II, IV	14	7	14	3	1	3	42	48	42	561
James Bland V	4	8	6	0	1	3	22	31	22	386
Ladrey Highrise	11	4	8	2	3	3	31	35	31	739
Miller Homes	9	3	1	2	7	3	25	12	25	156
Park Place & Saxony Sq.	16	4	2	2	6	0	30	11	30	189
Pendleton Park	21	4	1	0	2	1	29	13	29	251
Princess Square	16	12	3	0	8	1	40	59	40	770
Quaker Hill	3	5	1	0	7	1	17	26	17	362
Samuel Madden	7	11	5	0	2	1	26	22	26	620
Scattered Sites I, II, III	77	27	40	3	23	6	176	120	176	1103
TOTAL	233	133	111	12	88	36	613	593	613	8291

B. WORK IN PROGRESS

Integrated Pest Management Services:

- Pest Services Company (PSC) and Pest Masters provides pest control management that includes routine inspections and treatments for various insects in ARHA units on a quarterly as well as requested basis (via work orders). Quarterly inspections and treatments are instrumental regarding decreasing the number of requests and complaints in between the scheduled quarterly services. The next Quarterly treatments are scheduled to begin in January 2024.
- The Samuel Madden, Andrew Adkins, Princess Square, Chatham Square & Hopkins Tancil properties are the exceptions, as routine inspections, treatments, and Dust & Drills are performed monthly with a follow up performed 2 weeks after the treatment. The Dust & Drill method consists of drilling small holes and inserting poison into the wall cavity. The Exterminator then conducts an inspection in the unit to locate possible points of entry and seal the entry holes with a material that should prevent the rodents from penetrating the area. Residents are notified and reminded of the upcoming extermination appointments by two (2) different methods. Notices are hand delivered by staff, and a property wide blast email is sent to all residents who provide email addresses. The next monthly treatment dates are as follows:
 - Princess Square – 1/8 & 2/7 & 2/22
 - Chatham Square – 1/26/2024 & 2/9
 - Andrew Adkins – 1/8 & 1/16 & 1/22 & 1/29 & 2/5 & 2/12 & 2/20 & 2/26
 - Ladrey floors 7-11 – 1/18 & 2/15 & 2/29
 - Ladrey floors 1-6 – 1/17 & 2/14 & 2/28
 - Hopkins-Tancil – 1/15 & 1/19 & 2/1 & 2/2 & 2/16 & 2/21
 - Samuel Madden – 1/10 & 1/24 & 1/31 & 2/21 & 2/28

IV. FINANCE



*Alexandria Redevelopment & Housing Authority
January and YTD 2024 Budget vs Actual
For the Period Ending January 31, 2024*

	Annual Budget	January 31, 2024				FY 2024 YTD (January 1, 2024 January 31, 2024)			
		Total Budget	Total Actual	Variance		Total Budget	Total Actual	Variance	
				\$	%			\$	%
<u>Operating Revenue</u>									
Dwelling Rent	4,626,549	385,546	514,691	129,145	33%	385,546	514,691	129,145	33%
Rental Assistance	4,513,978	376,165	1,506,622	1,130,457	301%	376,165	1,506,622	1,130,457	301%
Governmental Grants	28,126,997	2,343,916	2,399,256	55,340	2%	2,343,916	2,399,256	55,340	2%
Management/Fee for Service	4,568,690	380,724	249,279	(131,445)	-35%	380,724	249,279	(131,445)	-35%
HCVP Asset Management Fee	2,701,865	225,155	187,197	(37,959)	-17%	225,155	187,197	(37,959)	-17%
Operating Subsidy	4,503,500	375,292	238,510	(136,782)	-36%	375,292	238,510	(136,782)	-36%
Investment Income	175,533	14,628	8,351	(6,277)	-43%	14,628	8,351	(6,277)	-43%
CY Transfers	713,993	59,499	-	(59,499)	-100%	59,499	-	(59,499)	-100%
Other Income	2,062,620	171,885	915,974	744,089	433%	171,885	915,974	744,089	433%
Total Operating Revenue	51,993,725	4,332,810	6,019,880	1,687,069	39%	4,332,810	6,019,880	1,687,069	39%
<u>Operating Expenses</u>									
Administration	8,833,536	736,128	691,639	(44,489)	-6%	736,128	691,639	(44,489)	-6%
Tenant Services	867,189	72,266	16,188	(56,077)	-78%	72,266	16,188	(56,077)	-78%
Utilities	1,804,040	150,337	164,609	14,273	9%	150,337	164,609	14,273	9%
Ordinary Maintenance & Operations	6,283,932	523,661	207,726	(315,935)	-60%	523,661	207,726	(315,935)	-60%
Protective Services	462,776	38,565	346	(38,219)	-99%	38,565	346	(38,219)	-99%
General Expense	2,689,410	224,118	92,633	(131,485)	-59%	224,118	92,633	(131,485)	-59%
Housing Assistance Payments	28,126,997	2,343,916	2,384,633	40,717	2%	2,343,916	2,384,633	40,717	2%
Debt Service	582,768	48,564	36,125	(12,439)	-26%	48,564	36,125	(12,439)	-26%
CY Reserves	2,343,077	195,256	-	(195,256)	-100%	195,256	-	(195,256)	-100%
Total Operating Expense	51,993,725	4,332,810	3,593,900	(738,910)	-17%	4,332,810	3,593,900	(738,910)	-17%
NET SURPLUS (DEFICIT)	-	-	2,425,980	2,425,980		-	2,425,980	2,425,980	

The Annual Budget will include Lineage at the end of the year



	Agency			Central Office (C.O.)			HCVP		
	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	514,691	385,546	129,145	-	-	-	-	-	-
Rental Assistance	1,506,622	376,165	1,130,457	-	-	-	-	-	-
Governmental Grants	2,399,256	2,343,916	55,340	-	-	-	2,399,256	2,343,916	55,340
Management/Fee for Service	249,279	380,724	(131,445)	243,878	380,724	(136,847)	-	-	-
HCVP Asset Management Fee	187,197	225,155	(37,959)	-	-	-	187,197	225,155	(37,959)
Operating Subsidy	238,510	375,292	(136,782)	-	-	-	-	-	-
Investment Income	8,351	14,628	(6,277)	684	500	184	199	383	(184)
CY Transfers	-	59,499	(59,499)	-	11,501	(11,501)	-	-	-
Other Income	915,974	171,885	744,089	52,832	54,778	(1,945)	185	10,894	(10,709)
Total Operating Revenue	6,019,880	4,332,810	1,687,069	297,394	447,503	(150,109)	2,586,837	2,580,349	6,488
<u>Operating Expenses</u>									
Administration	691,639	736,128	(44,489)	188,320	216,085	(27,766)	129,602	160,225	(30,623)
Tenant Services	16,188	72,266	(56,077)	12,688	17,685	(4,997)	-	4,167	(4,167)
Utilities	164,609	150,337	14,273	3,891	8,940	(5,049)	-	-	-
Ordinary Maintenance & Operations	207,726	523,661	(315,935)	34,962	141,209	(106,247)	849	1,219	(370)
Protective Services	346	38,565	(38,219)	-	180	(180)	-	22	(22)
General Expense	92,633	224,118	(131,485)	21,542	63,403	(41,862)	10,404	36,172	(25,768)
Housing Assistance Payments	2,384,633	2,343,916	40,717	-	-	-	2,384,633	2,343,916	40,717
Debt Service	36,125	48,564	(12,439)	-	-	-	-	-	-
CY Reserves	-	195,256	(195,256)	-	-	-	-	34,629	(34,629)
Total Operating Expense	3,593,900	4,332,810	(738,910)	261,403	447,503	(186,100)	2,525,488	2,580,349	(54,861)
NET SURPLUS (DEFICIT)	2,425,980	-	2,425,980	35,991	-	35,991	61,349	0	61,349

The Annual Budget will include Lineage at the end of the year



	VHD LLC			Affordable Properties				LIPH Properties			
	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget	%	Total Actual	Total Budget	Over / (Under) Budget	%
<u>Operating Revenue</u>											
Dwelling Rent	-	-	-	226,182	179,045	47,137	26%	288,509	206,501	82,008	40%
Rental Assistance	-	-	-	1,506,622	376,165	1,130,457	301%	-	-	-	NB
Governmental Grants	-	-	-	-	-	-	NB	-	-	-	NB
Management/Fee for Service	-	-	-	1,799	-	1,799	NB	3,603	-	3,603	NB
HCVP Asset Management Fee	-	-	-	-	-	-	NB	-	-	-	NB
Operating Subsidy	-	-	-	-	4,600	(4,600)	-100%	238,510	370,692	(132,183)	-36%
Investment Income	4,385	10,833	(6,448)	234	163	71	44%	2,849	2,749	100	4%
CY Transfers	-	526	(526)	-	-	-	NB	-	47,472	(47,472)	-100%
Other Income	-	69,084	(69,084)	8,233	6,751	1,482	22%	854,724	30,378	824,345	2714%
Total Operating Revenue	4,385	80,443	(76,057)	1,743,070	566,723	1,176,347	67%	1,388,194	657,792	730,401	53%
<u>Operating Expenses</u>											
Administration	101,786	76,224	25,563	90,973	106,979	(16,007)	-15%	177,819	176,615	1,204	1%
Tenant Services	-	-	-	-	26,980	(26,980)	-100%	3,500	23,433	(19,933)	-85%
Utilities	-	-	-	43,079	43,908	(829)	-2%	117,639	97,489	20,150	21%
Ordinary Maintenance & Operations	-	57	(57)	72,869	175,665	(102,796)	-59%	99,046	205,512	(106,466)	-52%
Protective Services	-	-	-	-	1,504	(1,504)	-100%	346	36,859	(36,513)	-99%
General Expense	2,477	4,163	(1,685)	5,306	55,266	(49,960)	-90%	52,593	65,114	(12,520)	-19%
Housing Assistance Payments	-	-	-	-	-	-	NB	-	-	-	NB
Debt Service	11,521	-	11,521	24,555	48,564	(24,009)	-49%	50	-	50	NB
CY Reserves	-	-	-	-	107,857	(107,857)	-100%	-	52,771	(52,771)	-100%
Total Operating Expense	115,785	80,443	35,342	236,782	566,723	(329,941)	-58%	450,992	657,792	(206,800)	-31%
NET SURPLUS (DEFICIT)	(111,399)	-	(111,399)	1,506,288	(0)	1,506,288		937,201	-	937,201	



V.DEVELOPMENT

A. LINEAGE AT N. PATRICK STREET

Staff have reached out to Enterprise without response. Enterprise has yet to follow up. Staff will continue to pursue closure of this project.

On the operating side, the property continues to perform as projected; with 100% occupancy and positive cash flow.

B. SAMUEL MADDEN REDEVELOPMENT

The development team continues to review project financing proposals for debt and equity for the North and South buildings. Fairstead continues to work with Virginia Housing to ensure that when the 4% tax credits are issued, that the project has complied with all the requirements for issuance. Mill Creek continues to negotiate with equity partners for the South building.

The next-to-final site plan has been submitted and our A&E team is working with staff on any comments that arise.

The Environmental Report is still outstanding. The two outstanding issues – receipt of the MOA from the State's historical commission and the updated noise study – were submitted. The City's housing office requested an updated letter and additional information on the number of project-based vouchers. Unfortunately, City staff are telling us that the notice period and signature from the City Manager could take upwards of 90 days. Staff will raise this issue at the Working Group meeting to see if there is any way to shorten this period (we know that there is a required notice period that cannot be expedited). Delays to the ER will hold up approval of the pending Section 18 application for the repositioning of the operating subsidy and receipt of the Tenant Protection Vouchers. Resident relocation is in abeyance until the ER is close to final.

Closing continues to be projected for early Q3 2024. ARHA will declare Madden a Capital Project at the end of February. This is a formal designation which allows ARHA not to fill vacancies at Madden. The vacancies created at Madden after the declaration will not count negatively against the agency. Staff have requested the City's housing department to release the City Loan for an early start to undertake the demolition of the buildings and to commence the complicated underground utility installation.

C. LADREY HIGH RISE REDEVELOPMENT

The Alexandria City Council voted unanimously to approve the project giving us the entitlement approval to move ahead to focus on the financing of the project, and specially the 9% Tax Credit application that is due in March 2024. The development team were joined by several Ladrey residents, six of the residents spoke in support of the full redevelopment. The owners and residents of Annie B. Rose were also present and opposed the redevelopment; their concerns are primarily items that will be addressed in the Construction Management Plan and the site logistics planning phase of the project. We have had a very successful entitlement process, with the city staff full focus and expeditious review, and the resident's engagement, feedback and support we were able to complete the entire entitlement process in less than 11 months.

The numerous community meetings that the development team has held have not concluded with any issues in controversy. We are continuing to reach out to Annie B. Rose for resident engagement. We held a meeting with Annie B Rose residents on January 17, 2024, before we went before the City Council and we will continue

to engage and provide updates to the Ladrey residents, the Annie B. Rose residents and the extended community. City staff will attend as necessary to ensure the community that health and safety will be priority throughout the projects relocation, demolition and construction phases.

The Development Team continues to model the twining approach for this project. We anticipate submitting the application for 9% tax credits in March. Our team continues to meet with the financial consultants to the Amazon Equity Fund to discuss the funding gap.

The Development Team will reconvene with the city's Commission on Aging to make sure that we make this the premiere affordable housing choice for Alexandria's 55+ residents. The unit design and amenity spaces are being developed with this goal in mind.

D. RAD & RE-SYNDICATION

RAD: RAD subsidies for James Bland I & II commenced in February. We are waiting for HUD notification of the start of the RAD subsidy for Old Dominion.

Re-Syndication: ARHA has hired a financial consultant to assist with assembling the tax credit application and the repositioning of the operating subsidy for Chatham and the BWR properties. The total number of units impacted will be 100 units.

In November of this year, ARHA will exercise its ROFR rights for the Old Dominion property. Staff has commenced reviewing the legal documents. Once we have the language of the ROFR we will inform the Board of the schedule for ARHA to exercise the right of first refusal and buy the interests of the current Limited Partners.

E. OTHER DEVELOPMENT ISSUES

Line of Credit: The LOC closed in November 2024. We have used \$1.5M for the closing on Chatham Square LP.

RFQ: the RFQ for potential development partners closed on January 17. The evaluation committee commenced reviewing the proposal with a goal of submitting the evaluation recommendation to the Interim Executive Director in March. ARHA received 10 responses, of which 7 were from new teams and three from existing teams. The existing teams provided team updates and modeling of other projects. The procurement allowed the existing teams to submit additional information without losing their designation as a previously procured development partner.

Property Acquisition: ARHA counsel contacted the attorney representing the owners of the property located at 901 Alfred Street, the site currently housing the Providence St John Baptist Church. Staff is waiting for a response. No additional action was taken.

F. CITY FUNDING FOR DEVELOPMENT



ARHA continues to draw down on the \$1.9M Capital Grant awarded by Virginia Housing. The outstanding scope items include handicap accessibility in several ARHA properties. We have revised the plans for Old Dominion and West Glebe and added James Bland per the direction of the Asset Management department, for conversion of additional accessible two-bedroom units. We have begun scope and layout work with the architecture firm The Amar Group.

ARHA continues to draw down on the previously awarded \$300,000 City of Alexandria planning loan.

G. TAX CREDIT PORTFOLIO

January month-end financial and occupancy reports for all tax credit properties are underway for distribution to the tax credit investors. HUD Rental Assistance Demonstration (RAD) applications for James Bland I, James Bland II, and Old Dominion were submitted, approved, and we have closed on the conversions. We are now in the process of providing the final closing docket and completion certification of any post-closing repairs. Lineage 8609 Tax Credit Application has been executed by ARHA and Virginia Housing and filed with the IRS. The 2024 annual operating budgets are complete, and distribution is underway for all tax credit properties. Annual LIHTC Compliance Monitoring forms have been prepared and submitted to Virginia Housing. Annual Compliance Monitoring invoices have also been received and will be processed for payment to Virginia Housing.

We continue to respond to all investor inquiries regarding the state of our properties in terms of financial and operational stability by providing various metrics as requested.



IV. RESIDENT & COMMUNITY SERVICES



A. RESIDENT ENROLLMENT & ENGAGEMENT

Properties	Active Enrollment (YTD)	January New Enrollment
Hopkins-Tancil	46	0
Chatham Square	27	0
Samuel Madden	30	0
Andrew Adkins	25	0
James Bland V	65	0
Princess Square	16	0
Ladrey	15	0
HCVP	68	0
Scattered Sites	35	0
City-wide	12	0
TOTAL	339	0

The table summarizes the active enrollment of ARHA residents in RACS programs. Program descriptions are found below.

RACS Program Descriptions

- **Senior Center @ Charles Houston:**

1. Congregate Meals –For adults aged 60 and older, ARHA partners with the City to provide a nutritious lunch, which meets one third (1/3) of the daily dietary reference intakes requirements for participants, in accordance with federal, state, and local laws and nutrition guidelines.
2. Krunch Bunch – Provides services and resources for adults aged 60 and older. Activities consist of exercise classes, education seminars, analytical games, social, recreational, community-based events, and entertainment excursions to support independence and cognitive function.

- **Ladrey Highrise:**

3. Activity Center - For seniors and adults with disabilities, Ladrey Highrise offers a variety of classes, activities, and special events that are supported by a cadre of volunteers, partners, and coordinated by the Social Worker. The Social Worker also provides supportive services for seniors in the areas of Health & Medical, Daily Living skills, entitlements, transportation, home visits and assessments for specific provisions.

Ruby Tucker Family Center: Provides programming and initiatives for families, focused on education, enrichment, and empowerment.

4. Community Gardening - Students at the Center, plan and maintain a garden from March – November, while adults may sign up for a family plot to do the same. In addition to realizing the benefits of growing their own produce, participants learn about healthy methods of preparing the food they harvest. (Meeting weekly from March - October).
5. FACE/LINK Club – In partnership with ACPS, students are provided with afterschool tutoring and enrichment for students in grades K – 8, through a 21st Century Community Learning Center grant. There is also a large emphasis on Parent Engagement and improving the home-community-school connection in order to equip parents with tools to build their capacity to create a positive change in their own lives. (Meeting afterschool daily at Jefferson Houston Elementary and Ruby Tucker Family Center and for summer programming at specific locations).
6. Ruby Tucker Readers - Students participate in a weekly read aloud session or book club, depending on the grade level, with volunteers. At the end of the session, students select a book to keep and take home. (Meeting once a week).

ROSS:

7. The Resident Opportunities for Self Sufficiency (ROSS) program provides case management and offers resources to residents of Traditional Public Housing to assist in the areas of Childcare Services, Adult Basic Education/Literacy Classes, High School Diploma/GED Classes, Job Training Skills, Financial Literacy, and Health Care. The coordinator assists residents in developing plans that meet the overall program goals of achieving economic self-sufficiency and reducing dependence on any type of subsidized housing or welfare assistance.

Family Self-sufficiency (FSS):

8. The FSS Program is a program that enables public housing and housing choice voucher residents with the opportunity to increase their earned income and reduce their dependency on subsidized housing or welfare assistance. Participants work with the FSS Coordinator to set immediate and long-term goals and develop an Individualized Service Training Plan, under a five-year contract. Additionally, as their earned income increases, participants earn money that is placed in an escrow account, which is awarded upon successful completion and graduation from the program.

James Bland V Supportive Services:

9. The JBV SS program, which specifically services James Bland V residents aged 18 and over provides outreach programming and supportive services that focus on motivation and wellness. The program model is designed to transition residents to achieve residential and employment stability and link them to resources needed to obtain self-sufficiency.

B. VOLUNTEERS

Currently there are 35 active volunteers working with RACS' programs, to assist in the delivery of workshops or programming. For the month of January, volunteers assisted with LINK Club, conducted read aloud sessions, assisted with food distributions, and activities for MLK Day of Service. The table below indicates the number of service hours for the month and the value of their time.

# Active Volunteers	Month	# New Recruits	# Of Service Hours	Value of Service Hrs.
35	January	0	113	\$3,046.48

C. SELF SUFFICIENCY PROGRAM STATISTICS

	ROSS	FSS
Number of Households Under Contract of Participation – YTD	55	74
Number of Households with Positive Escrow Accounts	N/A	32
Number of Households to Successfully Graduate – YTD	N/A	0

D. SUPPORT SERVICES/REFERRALS

SERVICES/REFERRALS	January 2024	YTD
Healthcare & Medical	5	5
Financial Assistance/Literacy Education	29	29
Daily Living Skills/Entitlements	11	11
Transportation	243	243
Enrollments/Registrations/Assessments	12	12
Adult Basic Education/Literacy/GED	0	0
Job Training Skills/Programs/Certifications	3	3
Childcare Services	3	3
Other	10	10
TOTAL	316	316

E. PARTNERSHIPS

^A Provider / Partner	Event/Activity – January 2024	# Participants/ Families Served
Division of Aging & Adult Services (DAAS)	Meal on Wheels	8
ALIVE	Food Distribution/Food Boxes/Eggs/Produce (Multiple Locations – Ruby Tucker, Jefferson Houston, Old Town Community)	213
ALIVE	End of Month Food @ Ladrey	111
Capital Area Food Bank	Mobile Market	98
Alfred Street Baptist Church	Food Pantry	5
Shiloh Baptist Church	MLK Day of Service with Seniors	25
Total	6	460

F. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Leveraged	ARHA	YTD TOTAL
	\$ 2,875.00	\$	\$ 2,875.00

G. PROGRAM SUMMARY

The Ruby Tucker Readers’ volunteers kept the holiday spirit of giving alive by organizing and sponsoring a book drive for the month of January. An Amazon Wish List was created that featured culturally diverse books, along with a variety of themed topics, for volunteers to share with their social media networks. Additionally, Goodies Frozen Treats joined their efforts in advertising the book drive and serving as a drop off location for books. Even though the drive was scheduled to end on January 31, books are still coming in, and the Amazon Delivery Driver has become a frequent visitor. The most recent count indicated Ruby Tucker Readers have collected over 350 new books to distribute to ARHA youth.

Our LINK Club students were also encouraged to read more with their families as a part of our Reading by the Campfire themed Parent Engagement Workshop. Families were invited to participate in a series of activities, where parents learned simple strategies and techniques they could do daily or at home to encourage reading and build literacy skills in their children. One of the featured books that families were given to take home was entitled, “The Life of A Smore”, and of course, our campfire event would not have been complete without homemade smores for everyone to eat.

The Alexandria Workforce Development Center kicked off the application process for the Summer Youth Employment Program (SYEP), and ARHA served as one of the sites for youth to sign up



and apply. The SYEP is open to young people ages 14-21 and offers a six-week employment opportunity with businesses in the City of Alexandria. This year, the application process has been streamlined and is much easier for applicants to upload supporting documents. Applications will be accepted through February 16th and students will complete interviews and receive placements by the end of May.

As part of their day of service on the Martin Luther King, Jr. Holiday, 15 volunteers from Shiloh Baptist Church visited Ladrey Highrise. The morning was spent interacting with seniors, playing cognitive games, and providing healthy snacks and light refreshments. Seniors were also eligible to receive gift cards as a token of appreciation. This is the second year that Shiloh has sponsored the event, and the church leadership has indicated they would like to make this an annual occurrence.

Lastly, members of the RACS team collaborated with the Development team to assist with transportation and encourage Ladrey seniors to participate in the city meetings regarding the next phase of the Ladrey redevelopment project. Both the Planning Commission and City Council meetings were well attended, and

residents had the opportunity to address both panels and share their voice on why they should approve and support the redevelopment. Everyone was excited to hear unanimous votes of approval at both meetings and to know that ARHA is moving forward to bring more affordable housing to our senior population.

H. UPCOMING: TRAININGS / WORKSHOPS / COURSES / ORIENTATIONS / SPECIAL EVENTS

- Job Coaching Workshops – Every Wednesday in February - Ruby Tucker – 10:00 am
- Seniors Valentine’s Day Party – Lee Center – February 14th – 10:00 am – 1:00 pm
- Samuel Madden Resident Engagement Meeting – Charles Houston Rec Center – February 15th – 6:30 pm
- Parent Engagement Workshop –Cooking With Math – Charles Houston Rec Center – February 23rd – 6:30 pm

I. PHOTOS



RUBY TUCKER READERS JANUARY BOOK DRIVE



READING BY THE CAMPFIRE – THE LIFE OF A SMORE



SUMMER YOUTH EMPLOYMENT PROGRAM APPLICATION SESSION



LADREY SENIORS ATTENDING PLANNING COMMISSION AND CITY COUNCIL MEETING

V. CONSENT DOCKET



VIII. ACTION DOCKET



IX. OTHER BUSINESS



NEWS ARTICLES / ANNOUNCEMENTS