



Monday, November 25, 2013

**ALEXANDRIA REDEVELOPMENT
AND HOUSING AUTHORITY**

Roy O. Priest, CEO

BOARD OF COMMISSIONERS

**CHRISTOPHER BALLARD, CHAIRMAN
MERRICK MALONE, VICE CHAIRMAN**



**ALEXANDRIA
REDEVELOPMENT &
HOUSING AUTHORITY**



Christopher Ballard
Chairman

Merrick Malone
Vice Chairman

Commissioners:

Melvin Miller
Commissioner

Carter D. Flemming
Commissioner

Chyrell Bucksell
Commissioner

Brett J. Libresco
Commissioner

Karl Sandberg
Commissioner

Daniel Bauman
Commissioner

Michelle Millben
Commissioner

Roy O. Priest
Secretary-Treasurer

November 13, 2013

Mr. Christopher Ballard
1904 Russell Road
Alexandria, VA 22301

Re: Monday, November 25, 2013 Regularly Scheduled Board Meeting

Dear Chairman:

Enclosed please find the docket for the regular board meeting of the ARHA Board of Commissioners to be held on Monday, November 25, 2013, at 7:00 p.m., Ladrey Building 300 Wythe Street, VA 22314. The docket has (8) items; of which there are no consent or action items to present.

Sincerely,



Roy O. Priest,
Secretary-Treasurer

lh/ROP

cc: City Council (7 electronically)
ARHA Commissioners (9 delivered/electronically)
Rashad Young, City Manager (1 Electronically)
Mildrilyn Davis, Office of Housing (1 electronically)
Alexandria Libraries (4 delivered)
Alexandria Resident Advisory Board (1 electronically)
Ladrey High Rise Advisory Board (1 delivered)

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

REGULARLY SCHEDULED MONTHLY MEETING

MONDAY, NOVEMBER 25, 2013

7:00 PM

**LADREY BUILDING 300 WYTHE STREET (COMMUNITY ROOM)
ALEXANDRIA, VA 22314**

1. **Public Discussion Period for Resident Groups – 10 minutes**
 - **Ladrey Advisory Board (LAB) – Maudie Hines, President**
 - **ARHA Resident Association (ARA) – Shanelle Gayden, President**

2. **Public Discussion Period on Agenda and Non-Agenda Items – 5 minutes**
 - **Alexandria Police Department – Neighborhood Briefing**

3. **Adopt Minutes for Monday, October 28, 2013; and Special Board of Commissioners Meeting on Thursday, November 7, 2013.**

4. **Vote Receipt of the Secretary-Treasurer’s Report**

5. **CONSENT DOCKET**

6. **ACTION DOCKET**
 - Immediate:**
No Item Submitted

 - Discussion:**
No Item Submitted

7. **Other Business**

8. **Executive Session to Discuss Personnel, Legal and Real Estate Issues**

MINUTES

MINUTES

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

**REGULARLY SCHEDULED MEETING
LADREY BUILDING (Community Room)
300 WYTHE STREET
ALEXANDRIA, VA 22314**

**Monday, October 28, 2013
7:00 p.m.**

CHAIRMAN: Christopher Ballard, Presiding

THOSE PRESENT: Merrick Malone
Melvin Miller
Carter Flemming
Brett Libresco
Karl Sandberg
Chyrell Bucksell
Michelle Millben

ABSENT: Daniel Bauman

RECORDER: Ian-Terrell Hawkins

The regular Board meeting was called to order at 7:04 pm. Others present were Roy Priest, Chief Executive Officer, ARHA Department Heads, ARHA staff and community citizens.

Chairman Ballard opened the floor to receive the Public Discussion Reports.

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

- a) **Ladrey High-Rise Residents Advisory Board (RAB)** – Mrs. Maudie Hines, President of RAB. The Board welcomed Ms. Hines in her new position. Ms. Hines thanked the Board and stated she’s looking forward to this new endeavor. Board of Commissioners wished her well in this position.

- b) **Alexandria Resident Association (ARA)** - Shanelle Gayden, President of the ARA, not present. Mr. Priest apprised the Board that Ms. Gayden was in a car accident two weeks ago; and is currently home recovering from some residual discomfort, but recovering and hope to return soon.

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

Lieutenant Scott Patterson of Alexandria Police Department – Lt. Patterson gave a brief status report on a variety of initiatives implemented by the residential officers, street crime units, and bike patrol officers.

NON-AGENDA ITEMS:

Ms. Nisa Harper, a resident of Hopkins-Tancil apprised the Board of some good news. Ms. Harper stated she has expressed interest on the Section3 Program; and elated to say that the EYA Foundation application are finally channeling through. The Hopkins-Tancil residents played a huge role in outreach and disseminating the information to a vast number of residents regarding job fairs, training and employment opportunities. Also, Ms. Harper mentioned a success story on Ms. Mary Scott, a former graduate of The Parent Leadership Training Institute who is gainfully employed. Ms. Scott visited the District of Columbia Housing Authority and publicly spoke for the very first time on camera to several residents.

Ms. Harper also stated that she's a public speaker and writer. She plans to propose in writing to the Alexandria Redevelopment and Housing Authority an approach to assist resident that desire to publish a book and/or become writers. The Board thanked and applauded Ms. Harper regarding her efforts.

Mr. Priest, informed Ms. Harper of an existing program that has been implemented by name "Dream Dog" which they're working with young children from the ages of 5 to 14; also the children are involved in poetry; majority of the kids who are involved in the program reside at Hopkins-Tancil. Mr. Priest stated the children are learning poetry with the intention of having their work lead to being published. Mr. Priest also mentioned that he would be more than willing to connect Ms. Harper with the mentor, and hoping that this will expand to the adults as well.

Bob Eiffert and Bill Harris of Commission on Aging briefed the Board of their backgrounds of work and in their involvement in the community. Mr. Eiffert and Mr. Harris expressed their long list of concerns within the Ladrey Building and the welfare of the residents.

Mr. Priest stated that he prepared a memo to the Board outlining a response to the claims that has been laid out. Mr. Priest encourages the Board to review the memo.

The Board Chairman and Vice Chairman ask that staff collectively request all parties to convene a meeting delete to resolve these claims stated by Mr. Eiffert and Mr. Harris of the Commission on Aging.

Alexa Mavroidis of Endependence Center of NOVA, apprised the Board at Mr. Priest request, on the extent of time needed for the opening and closing of the main access doors at the Ladrey Building. Ms. Mavroidis did some general research pursuing this information; but unfortunately she had diminutive success with her findings. Ms. Mavroidis stated she would continue her research, and left some reading materials with Mr. Priest.

The Board collectively, thanked Ms. Mavroidis for her efforts.

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

At 9:00 pm, Chairman Ballard adjourned the meeting.

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

**SPECIAL BOARD MEETING
CHARLES HOUSTON RECREATION CENTER
901 WYTHE STREET
ALEXANDRIA, VA 22314**

**Thursday, November 07, 2013
7:00 p.m.**

CHAIRMAN: Christopher Ballard, Presiding

THOSE PRESENT: Melvin Miller
Carter Flemming
Brett Libresco
Karl Sandberg
Chyrell Bucksell
Daniel Bauman
Michelle Millben

ABSENT: Merrick Malone

RECORDER: Ian Hawkins

The Special Board meeting was called to order at 7:05 pm. Others present were Roy Priest, Chief Executive Officer, ARHA Senior Management Staff, and Helen McIlvaine from the City Office of Housing.

Chairman Ballard called the meeting to order and invited Mr. Priest to make a presentation on the Mixed-Income Housing-Lessons Being Learned ("Lessons") document that has been an on-going work of the agency. Mr. Priest presented the document explaining that it is representative of many staff hours and lessons that have been learned over a number of years and multiple projects. In keeping with the entrepreneurial culture of ARHA, it the CEO's hopes the document can be marketed for sale as a one-time purchase or as a purchase with regular updates as additional lessons are learned and memorialized.

Mr. Priest then used the Table of Contents to explain how the Lessons are organized into four (4) major categories: Development Lessons Learned, Operations Lessons Learned, Internal staff Lessons Learned and Outsource Lessons Learned. He then read the Executive Summary that has been added since the last presentation of the document to the Board, and touched on added information from the Introduction.

Chairman Ballard noted that his office staff utilizes software that maintains a document in one location accessible to a specific group of persons and is an editable version of a document. Those with access are able to provide comment/edits for use by the administrator. He asked if it was possible to make this document accessible in this manner to the Board. Mr. Priest responded that he would make inquiries to see what is available and report back to the Board.

The presentation concluded by Mr. Priest informing the Board this document is expected to be a living document with Lessons being added periodically as they are learned.

ITEM 8. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES:

A motion was made by Commissioner Libresco and seconded by Commissioner Miller, and unanimously adopted to convene in Executive Session for Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 7:30 pm

At 9:00 pm the Board reconvened in public session.

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

At 9:00 pm, Chairman Ballard adjourned the meeting.

FINANCE

FINANCE



Commissioners:

Christopher Ballard, Chairman
Merrick Malone, Vice Chairman
Melvin Miller

Carter D. Flemming
Chyrell Bucksell
Brett Libresco

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: November 20, 2013
TO: Chairman Christopher Ballard and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary Treasurer *RP*
SUBJECT: ARHA FINANCIAL REPORT: January 1, 2013 – October 31, 2013

I. CENTRAL OFFICE

The Central Office Cost Center (COCC) includes the Executive Office, Finance & Administration, Asset Management, and Central Maintenance. This report 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 October 31, 2013, the COCC generated a deficit of \$105,403, which is currently being funded with the current year income generated from Hopkins Tancil. Any deficit in the COCC that is not covered with current year income from other eligible programs will be funded with developer fee earned through the year. The total amount of developer fee budgeted for this purpose in FY2013 is \$450,000, as of October 31st we have not had to use any of the budgeted developer fee.

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 October 31, 2013, Public Housing- AMP 1 generated a net loss of \$28,389; the deficit will be funded by Public Housing operating reserves.



IV. 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 October 31, 2013, Public Housing- AMP 3 generated a restricted reserve of \$195,928; this reserve is restricted for Public Housing operations and reimbursement of other federal programs.

V. 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 October 31, 2013, Public Housing- AMP 4 generated a net loss of \$10,103; the deficit will be funded by Public Housing operating reserves.

VI. PUBLIC HOUSING- AMP 5

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

For the period ending October 31, 2013, Public Housing- AMP 5 generated a net loss of \$19,051; the deficit will be funded by Public Housing operating reserves.

VII. PUBLIC HOUSING- AMP 6

Public Housing- AMP 6 is associated with one (1) HUD project numbers 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 October 31, 2013, Public Housing- AMP 6 generated a restricted reserve of \$12,259; this reserve is restricted to the Limited Partnership and is used to fund replacement and operating reserves.

VIII. PUBLIC HOUSING- AMP 7

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

For the period ending October 31, 2013, Public Housing- AMP 7 generated a net loss of \$36,919; the deficit will be funded by Public Housing operating reserves.

IX. 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 October 31, 2013, Public Housing- AMP 8 generated a net loss of \$69,438; the deficit will be funded by Public Housing operating reserves.

X. PUBLIC HOUSING- AMP 9

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

For the period ending October 31, 2013, Public Housing- AMP 9 generated a net loss of \$52,902. The deficit will be funded by Public Housing operating reserves.

XI. PUBLIC HOUSING- AMP 10

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

For the period ending October 31, 2013, Public Housing- AMP 10 generated a restricted reserve of \$62,640; this reserve is restricted to the Limited Partnership and is used to fund replacement and operating reserves.

XII. PUBLIC HOUSING- AMP 11

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

For the period ending October 31, 2013, Public Housing- AMP 11 generated a restricted reserve of \$102,379; this reserve is restricted to the Limited Partnership and is used to fund replacement and operating reserves.

XIII. Miller Homes

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

For the period ending October 31, 2013, Miller Homes generated an (unrestricted) surplus of \$88,380. This surplus is being used to fund an operating reserve account.

XIV. HOPKINS- TANCIL COURTS

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

For the period ending October 31, 2013, Hopkins Tancil generated an (unrestricted) surplus of \$295,194 of which \$105,403 was transferred to support the COCC. The remaining surplus balance of \$189,791 is unrestricted.

XV. QUAKER HILL, LP

This property consists of 60 LIHTC rental units.

For the period ending October 31, 2013, Quaker Hill generated a restricted reserve of \$498,103; this reserve 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.

XVI. JEFFERSON VILLAGE

This property consists of 69 affordable housing rental units.

For the period ending October 31, 2013, Jefferson Village generated a restricted reserve of \$203,070; this reserve is restricted for replacement reserves, operating reserves, and debt service at Jefferson Village.

XVII. Pendleton Park

This property consists of 24 LIHTC rental units.

For the period ending October 31, 2013, Pendleton Park generated a restricted reserve of \$67,026; this reserve is restricted for replacement reserves, operating reserves, and debt service obligation.

XVIII. HOUSING CHOICE VOUCHER PROGRAM

For the period ending October 31, 2013, the Housing Choice Voucher Program (HCVP) operated with a deficit of \$996,528; this deficit will be funded with HAP reserves and additional set-a-side funding provided through HUD.

XIX. MOD REHAB PROJECT BASED VOUCHERS

For the period ending October 31, 2013, the Housing Mod-Rehab operated with a restricted reserve of \$26,107; this surplus is restricted for future program HAP expenses.

XX. TAX EXEMPT BOND INCOME

For the period ending October 31, 2013, The Bond Fund generated (unrestricted) surplus of \$47,854.

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

Alexandria Redevelopment & Housing Authority
Rent Roll Summary
FY 2013

Project Name	# of Units	January	February	March	April	May	June	July	August	September	October	November	Total	Income/Unit
Public Housing Units														
*Ladrey High-rise	170	\$ 44,193	\$ 44,449	\$ 44,760	\$ 44,747	\$ 48,258	\$ 44,747	\$ 44,488	\$ 43,014	\$ 43,303	\$ 42,598	\$ 43,763	\$ 488,320	\$ 257
*Samuel Madden	66	7,180	7,622	7,012	7,296	8,223	7,525	4,977	6,460	6,868	5,987	7,337	76,487	\$ 111
*Ramsey Homes	15	4,303	3,998	4,229	4,229	3,481	3,423	3,407	3,407	3,446	3,408	3,905	41,543	\$ 260
*Andrew Adkins	90	16,363	17,086	16,872	16,842	17,246	17,226	14,806	14,819	14,227	14,912	16,471	176,870	\$ 183
*4-10 Scattered Sites	50	15,673	15,788	15,842	16,132	14,605	14,645	16,520	15,244	15,799	15,720	14,117	170,085	\$ 282
*4-11 Scattered Sites	30	6,253	6,456	7,765	8,170	5,926	5,412	5,759	6,892	8,158	9,872	7,097	74,742	\$ 237
*4-12 Scattered Sites	41	9,081	9,388	8,916	8,932	9,037	9,243	9,419	9,843	10,012	9,872	10,482	104,225	\$ 256
*Park Place	38	10,130	9,874	10,208	9,844	10,630	10,327	10,349	10,149	10,161	10,158	10,281	112,111	\$ 271
*Saxony Square	5	2,871	2,871	2,871	2,871	2,766	2,766	2,766	2,230	2,230	2,230	2,230	28,702	\$ 446
*Chatham Square	52	17,937	16,308	16,496	17,114	18,590	18,844	17,887	18,123	18,024	18,025	17,712	195,080	\$ 341
*Braaddock	6	2,251	2,299	2,299	2,774	2,774	2,774	2,547	2,547	2,583	3,232	2,411	28,491	\$ 402
*Whiting	24	4,591	5,091	4,213	4,662	4,711	4,719	5,000	4,860	3,737	3,511	3,502	48,597	\$ 146
*Reynolds	18	5,887	5,168	5,109	5,659	6,260	5,640	5,106	5,491	5,752	5,094	4,867	60,033	\$ 270
*Old Dominion	36	4,534	4,141	4,237	4,534	4,306	4,674	4,838	5,101	4,979	5,313	5,683	52,340	\$ 158
*West Glebe	48	6,062	6,219	6,977	7,016	6,819	6,688	7,079	7,634	6,936	5,900	5,966	73,296	\$ 124
*James Bland I	18	3,157	3,157	3,204	3,325	2,856	3,228	3,609	2,943	3,672	3,675	3,346	36,172	\$ 186
*James Bland II	18	2,288	1,650	1,688	1,636	2,332	2,134	2,560	2,597	2,090	1,766	2,747	16,885	\$ 153
*James Bland IV	44	-	-	1,233	1,558	4,226	3,834	21,810	18,123	17,187	16,776	15,914	50,784	\$ 362
**Total Public Housing		\$ 162,754	\$ 161,565	\$ 163,931	\$ 167,341	\$ 173,046	\$ 167,849	\$ 183,234	\$ 179,477	\$ 179,164	\$ 175,031	\$ 177,831	\$ 1,834,743	
Non-Public Housing Units														
*Quaker Hill LP	60	\$ 100,608	\$ 102,671	\$ 102,671	\$ 101,722	\$ 97,501	\$ 97,965	\$ 100,551	\$ 101,024	\$ 102,967	\$ 96,100	\$ 99,998	\$ 1,103,778	\$ 1,667
Pendleton Park I	20	28,144	28,144	28,144	28,144	28,144	28,144	30,087	28,581	28,381	27,918	28,581	312,612	\$ 1,429
Pendleton Park II	4	966	966	966	966	-	365	365	365	365	365	365	6,054	\$ 91
Mod Rehab I (Hopkins Tancil)	111	112,926	116,136	116,136	116,136	116,136	116,109	111,900	111,900	111,900	113,667	111,900	1,254,846	\$ 1,008
*Miller Homes	16	24,307	24,489	25,233	23,516	23,371	23,605	23,638	23,460	22,432	24,930	23,750	262,731	\$ 1,484
*Jefferson Village Mkt	69	89,754	88,453	80,738	80,738	80,073	78,897	85,471	79,612	81,232	90,051	81,834	916,853	\$ 1,186
Total Non-Public Housing		\$ 356,705	\$ 360,859	\$ 353,888	\$ 351,222	\$ 345,225	\$ 345,085	\$ 352,012	\$ 344,942	\$ 347,477	\$ 353,031	\$ 346,428	\$ 3,856,874	
Totals	1092	\$ 519,459	\$ 522,424	\$ 517,819	\$ 518,563	\$ 518,271	\$ 512,934	\$ 535,246	\$ 524,419	\$ 526,641	\$ 528,062	\$ 524,259	\$ 5,691,617	

Note- The amounts shown on this report only indicates the amount of rent billed to ARHA tenants, it does not represent 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 OCTOBER 31, 2013

	Total		Over /		Total		Over /		Public Housing AMP I		
	Actual	Budget	Over / (Under)	Budget	C.O. & Public Housing Actual	Actual	Budget	(Under) Budget	Actual	Budget	
Operating Revenue											
Dwelling Rent	5,301,003	5,057,667	243,337		2,025,849	-	-	-	457,613	430,000	27,613
Governmental Grants	17,995,631	18,382,947	(387,316)		-	-	-	-	-	-	-
Local Grants	110,366	68,333	42,033		39,366	-	-	-	39,366	68,333	(28,967)
Management/Fee for Service	2,509,866	2,313,007	196,859		1,459,207	1,534,833	(75,626)		-	-	-
Bookkeeping Fee	71,919	75,225	(3,307)		71,919	75,225	(3,307)		-	-	-
Asset Management Fee	95,891	100,167	(4,276)		95,891	100,167	(4,276)		-	-	-
HCVP Asset Management Fee	475,676	399,000	76,676		367,594	293,167	74,427		-	-	-
Developer Fee/OTC Sale Proceeds	-	375,000	(375,000)		-	375,000	(375,000)		-	-	-
Operating Subsidy	2,658,907	2,466,118	192,790		2,658,907	-	-		508,397	473,917	34,480
Investment Income	5,326	2,250	3,076		4,104	167	(26)		3,295	-	3,295
Reserve Transfers	1,213,330	1,434,013	(220,683)		216,802	106,750	(106,750)		28,389	109,417	(81,028)
Other Income	685,474	328,833	356,640		245,040	3,254	(21,830)		63,262	62,500	762
Total Operating Revenue	31,123,388	31,002,559	120,829		7,184,679	2,510,392	(512,387)		1,100,321	1,144,167	(43,846)
Operating Expenses											
Administration	4,867,950	5,222,875	(354,925)		3,036,824	1,498,792	(215,283)		376,060	297,542	78,519
Tenant Services	179,243	424,958	(245,715)		107,167	28,333	(27,779)		72,308	119,167	(46,859)
Utilities	1,198,751	1,217,667	(18,916)		896,322	22,397	(7,853)		264,327	325,000	(60,674)
Ordinary maintenance & operations	2,320,998	2,520,292	(199,294)		1,844,222	432,418	(108,666)		260,752	276,667	(15,915)
Protective Services	16,179	18,333	(2,154)		14,651	584	(1,750)		828	2,500	(1,673)
General expense	1,933,836	2,149,530	(215,694)		934,902	363,946	(45,654)		126,047	123,292	2,755
Housing Assistance Payments	18,871,487	18,426,667	444,821		-	-	-		-	-	-
Debt Service	241,407	236,500	4,907		15,762	-	-		-	-	-
Reserves	-	785,738	(785,738)		-	-	-		-	-	-
Transfers	-	-	-		-	-	-		-	-	-
Total Operating Expense	29,629,852	31,002,559	(1,372,707)		6,849,850	2,510,392	(406,984)		1,100,321	1,144,167	(43,846)
NET INCOME (LOSS)	1,493,536	-	1,493,536		334,829	(105,403)	(105,403)		0	-	0
Less: Restricted Income	(1,255,892)	-	(1,255,892)		(440,232)	-	-		-	-	-
ADJUSTED NET INCOME(LOSS)**	237,644	-	237,644		(105,403)	(105,403)	(105,403)		0	-	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING OCTOBER 31, 2013

	Public Housing AMP 3		Public Housing AMP 4		Public Housing AMP 5		Public Housing AMP 6	
	Actual	Over / (Under) Budget	Actual	Over / (Under) Budget	Actual	Over / (Under) Budget	Actual	Over / (Under) Budget
Operating Revenue								
Dwelling Rent	296,999	274,000	440,694	380,000	29,617	25,000	194,293	170,000
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-	-	-
Operating Subsidy	895,998	841,772	476,989	446,483	10,349	9,167	103,492	95,833
Investment Income	-	-	-	-	-	-	-	-
Reserve Transfers	-	96,783	10,103	240,100	19,051	35,500	22,417	(22,417)
Other Income	127,395	17,083	11,191	13,333	229	833	5,092	5,417
Total Operating Revenue	1,320,392	1,229,638	938,977	1,079,917	59,246	70,500	302,877	293,667
Operating Expenses								
Administration	267,995	310,708	400,686	460,833	40,435	43,667	164,585	185,750
Tenant Services	1,339	76,250	1,142	10,833	36	1,833	375	1,250
Utilities	361,287	369,167	133,068	129,917	13,794	11,417	3,969	3,750
Ordinary maintenance & operations	404,862	353,167	295,068	322,917	3,034	8,250	81,913	63,750
Protective Services	-	-	-	-	-	-	-	-
General expense	88,981	117,888	109,014	149,750	1,947	5,333	39,776	39,167
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Reserves	-	2,458	-	5,667	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
Total Operating Expense	1,124,464	1,229,638	938,977	1,079,917	59,246	70,500	290,618	293,667
NET INCOME (LOSS)	195,928	-	0	0	(0)	-	12,259	12,259
Less: Restricted Income	(195,928)	-	-	-	(12,259)	-	(12,259)	(12,259)
ADJUSTED NET INCOME(LOSS)**	0	-	0	0	(0)	-	(0)	(0)

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING OCTOBER 31, 2013

	Public Housing AMP 7		Public Housing AMP 8		Public Housing AMP 9		Public Housing AMP 10	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue								
Dwelling Rent	136,303	127,000	49,274	45,000	72,129	55,000	36,264	30,000
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-	-	-
Operating Subsidy	93,142	88,417	66,696	45,333	111,486	121,333	196,179	171,917
Investment Income	-	-	250	1,167	315	-	-	-
Reserve Transfers	36,919	72,750	69,438	93,833	52,902	28,667	-	-
Other Income	11,419	6,250	2,040	2,917	4,319	5,000	4,599	4,167
Total Operating Revenue	277,783	294,417	187,699	188,250	241,151	210,000	237,042	206,083
Operating Expenses								
Administration	119,872	135,333	97,372	96,750	117,618	104,667	72,938	55,167
Tenant Services	4,811	3,625	809	1,583	1,849	3,333	12,000	2,500
Utilities	5,376	4,625	15,772	16,667	7,527	12,917	35,320	3,458
Ordinary maintenance & operations	120,250	95,708	55,337	46,250	82,157	52,417	33,380	15,000
Protective Services	7,853	3,250	550	500	1,511	1,250	2,055	2,500
General expense	19,621	51,875	17,860	26,500	30,490	35,417	18,710	8,042
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	119,417
Transfers	-	-	-	-	-	-	-	-
Total Operating Expense	277,783	294,417	187,699	188,250	241,152	210,000	174,402	206,083
NET INCOME (LOSS)	0	-	(0)	-	(0)	-	62,640	-
Less: Restricted Income	-	-	-	-	-	-	(62,640)	-
ADJUSTED NET INCOME (LOSS)**	0	-	(0)	-	(0)	-	(0)	(0)

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING OCTOBER 31, 2013

	Jefferson Village		Pendleton Park		Housing Choice Voucher Program	
	Actual	Budget	Actual	Budget	Actual	Budget
		Over / (Under)		Over / (Under)		Over / (Under)
Operating Revenue						
Dwelling Rent	836,872	1,010,000	(173,128)	289,268	250,000	39,268
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	-	-	-	103	-	103
Reserve Transfers	-	-	-	-	-	-
Other Income	76,410	4,167	72,243	1,676	25,000	(23,324)
Total Operating Revenue	913,282	1,014,167	(100,885)	291,048	275,000	16,048
Operating Expenses						
Administration	93,002	101,167	(8,165)	35,379	77,917	(42,538)
Tenant Services	156	8,333	(8,177)	432	1,667	(1,234)
Utilities	77,907	74,167	3,741	26,870	33,333	(6,463)
Ordinary maintenance & operations	163,306	225,833	(62,527)	48,637	25,833	22,803
Protective Services	300	500	(200)	-	333	(333)
General expense	302,955	353,333	(50,378)	96,942	123,417	(26,475)
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	72,585	83,333	(10,748)	15,762	-	15,762
Reserves	-	167,500	(167,500)	-	12,500	(12,500)
Transfers	-	-	-	-	-	-
Total Operating Expense	710,212	1,014,167	(303,954)	224,022	275,000	(50,978)
NET INCOME (LOSS)	203,070	-	203,070	67,026	-	67,026
Less: Restricted Income	(203,070)	-	(203,070)	(67,026)	-	(67,026)
ADJUSTED NET INCOME (LOSS)**	(0)	-	(0)	(0)	-	(0)

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING OCTOBER 31, 2013

	Mod Rehab Project-Based		Tax Exempt Bond Income	
	Actual	Budget	Actual	Budget
Operating Revenue				
Dwelling Rent	-	-	-	-
Governmental Grants	955,001	926,667	-	-
Local Grants	-	-	-	-
Management/Fee for Service	-	-	-	-
Bookkeeping Fee	-	-	-	-
Asset Management Fee	-	-	-	-
HCVF Asset Management Fee	108,082	105,833	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-
Operating Subsidy	711	711	54	54
Investment Income	-	-	-	-
Reserve Transfers	-	-	83,377	95,833
Other Income	-	-	-	(12,457)
Total Operating Revenue	1,063,793	1,032,500	83,431	95,833
				(12,403)
Operating Expenses				
Administration	66,436	78,333	28,017	66,667
Tenant Services	-	-	6,560	28,333
Utilities	-	-	-	-
Ordinary maintenance & operations	-	-	-	833
Protective Services	-	-	-	-
General expense	12,893	10,500	1,000	-
Housing Assistance Payments	958,357	926,667	-	-
Debt Service	-	-	-	-
Reserves	-	17,000	-	-
Transfers	-	-	-	-
Total Operating Expense	1,037,687	1,032,500	35,577	95,833
				(60,257)
NET INCOME (LOSS)	26,107	-	47,854	-
Less: Restricted Income	(26,107)	-	(26,107)	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	47,854	-

**Loss reduces unrestricted reserves

ASSET MGMT/ SOCIAL SERVICES

ASSET MGMT /
SOCIAL SERVICES



Commissioners:

Christopher Ballard, Chairman
Merrick Malone, Vice Chairman
Melvin Miller

Carter D. Flemming
Brett J. Libresco
Chyrell Bucksell

Karl Sandberg
Daniel Bauman
Michelle Millben

Roy Priest, Chief Executive Officer

DATE: November 12, 2013
TO: Chairman Christopher Ballard, and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer *R.P. Priest*
SUBJECT: **ASSET MANAGEMENT SUMMARY REPORT**

I. Performance Indicators for Board Monitoring

The Asset Management Department is responsible for the management and operations of ARHA's public housing developments, including but not limited to all leasing activities, rent collections, maintenance and grounds, and the enforcement and compliance of ARHA policies, as well as HUD, State and local government regulatory requirements.

ARHA's Admission and Continuing Occupancy Plan, also referred to as the ACOP, is the official document to set forth all policies in accordance with HUD's regulations and other policies approved by the ARHA Board of Commissioners.

In addition to the ACOP policies, HUD requires all Public Housing Authorities to abide by certain rules and regulations designed to measure the PHA's performance against national benchmarks, as well as other industry standards used to measure the operational and financial status of the organization.

The following report provides an overview of the Asset Management performance, including but not limited to the following activities:

- Leasing and Occupancy
- Tenant's Account Receivables (TAR)
- Vacant units turnaround time (down time + make ready [turn-over] + lease up time)
- Work Orders performance pursuant to HUD standards
- Public Housing Assessment Systems (PHAS) score, annually revised by HUD, based on information gathered by HUD from electronic submittals, REAC inspections and other components provided by the authority.

The Tables and Charts provide a summary and overview of Asset Management activities and where applicable, include comparisons of performance indicators versus HUD standards, industry benchmarks or ARHA's own goals. Further performance indicators not covered in this section may be included in the Secretary-Treasurer's report.

Table A below shows the Performance Indicators Benchmark and Goals, as determined by the Board of Commissioners or the CEO. Additionally, Table-A shows HUD's standards for each indicator, whenever it is applicable, or a range of values assigned to the indicator, which shows the level of achievement. In some cases, ARHA's benchmarks may be higher than HUD's standards.

Comments contain information pertinent to each indicator to help in the analysis of the scores shown below. Some of the scores are percentile values, while other scores are numerical values based on specific units. Chart "A" provides a graphic presentation of Table A.

Table A

Performance Indicators for Board Monitoring Report Period Ending October 31, 2013

Performance Indicators for Board Monitoring of ACC Units, HCVP & Market Rent					
INDICATOR		SCORE	BENCHMARK /GOAL	HUD's STANDARD	COMMENTS
1	Occupancy Rate ACC units (PH)	98%	98%	98%	See vacancy rate on the attached PH Vacancy Tracking report details
2	Occupancy Rate HCVP (Mkt. Rate)	98%	98%	96%-99%	See vacancy rate on the attached Market Rate Vacancy Tracking Report
3	Tenant Account Receivables (TARs) - Occupied Units	2%.	1%	2% = A - >2%≤4% = B - >4%≤6% = C	Percent of rents uncollected 2% = A, >2%≤4% = B,
	Tenant Account Receivables (TARs) - Vacated/Evictions	2%	2%	>6%≤8% = D - >8%≤ E - >10%=F	>4%≤6% = C, >6%≤8% = D, >8%≤ E, >10%=F
4	Vacant Unit Turnaround Time (down time + make ready days + lease up = VU Turnaround Time	28 days	19 days	20 days	Vacant units down time + make ready time (8 days) + lease up (20 days) during the reporting period (30 days) ≤ 20 days =A,
5	Emergency Work Orders Completed/Abated w/in 24 hrs.	100%	100%	100% = A	27 Emergency Work Orders Issued and Completed within 24 hrs. 99% -100% = A
6	Outstanding Routine Work Orders Number of Days	8 days	15 days	21 days	334 total work orders issued; 136 total completed; 198 work orders remain open (including VU's, exterminator, inspections (UPCVS, HQS), system transfer, etc.)
7	PHAS Score	80	91	90 – 100 = High Performer - 70 – 89 = Standard	Standard performer rating as of the 2012 Period (UNDER REVIEW)
				60 – 69 = Near Troubled, <60 = Troubled	
SPECIAL PROJECTS					
Disposition Action Saxony Square & Park Place			See attached		
Replacement Units			See attached		
ARHA Strategic Plan			See attached		

Chart A

Performance Indicators for Board Monitoring Reporting Period Ending October 31, 2013

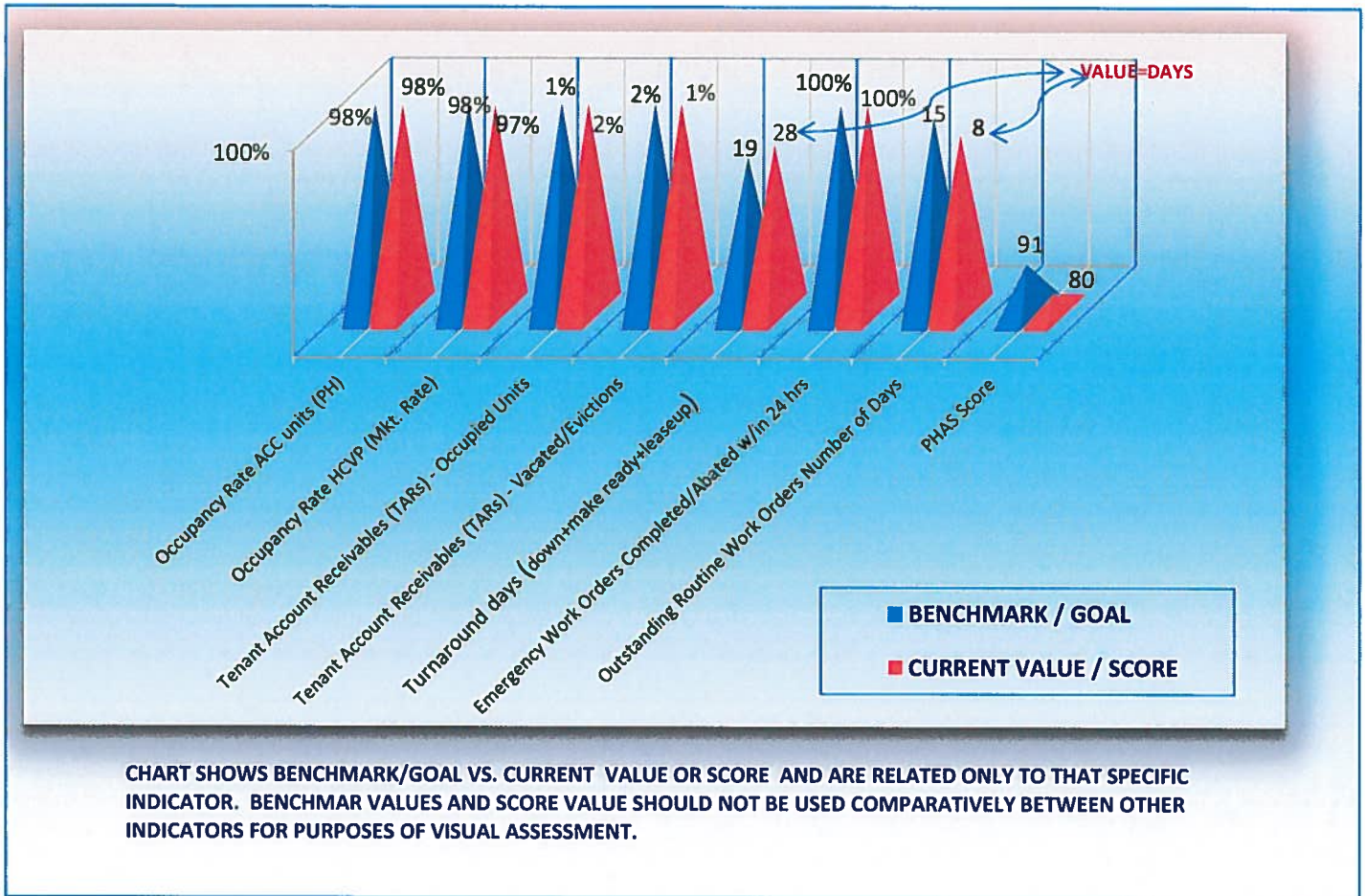


Table B

Vacancy Activity Tracking Report for Market Rent Units/Section 8 for the Period Ending October 31, 2013

	Total Units	Vacant Units	Average Vacancy Rate %
Jefferson Village (*)	69	5	7%
Quaker Hill	60	1	1.5%
Hopkins-Tancil Courts (**)	108	3	2.5%
Miller Homes	16	0	0%
Pendleton Park	24	0	0%
TOTALS:	277	9	2% (AVG) (***)

(*) Total units + 69. One (1) unit occupied by a RPO – net lease units = 68

(**) Total 111 Units: one (1) unit occupied by a RPO, two (2) units converted into the Ruby Tucker Center. Net unit count 108.

(***) Percentile values have been rounded up or down for chart purposes.

Chart B below provides a graphic representation of the above Table B showing the vacancy activity report for Market Rent and Section 8 units for the current reporting period.

Chart B
Vacancy Activity Report Market Rate & Section 8 Units

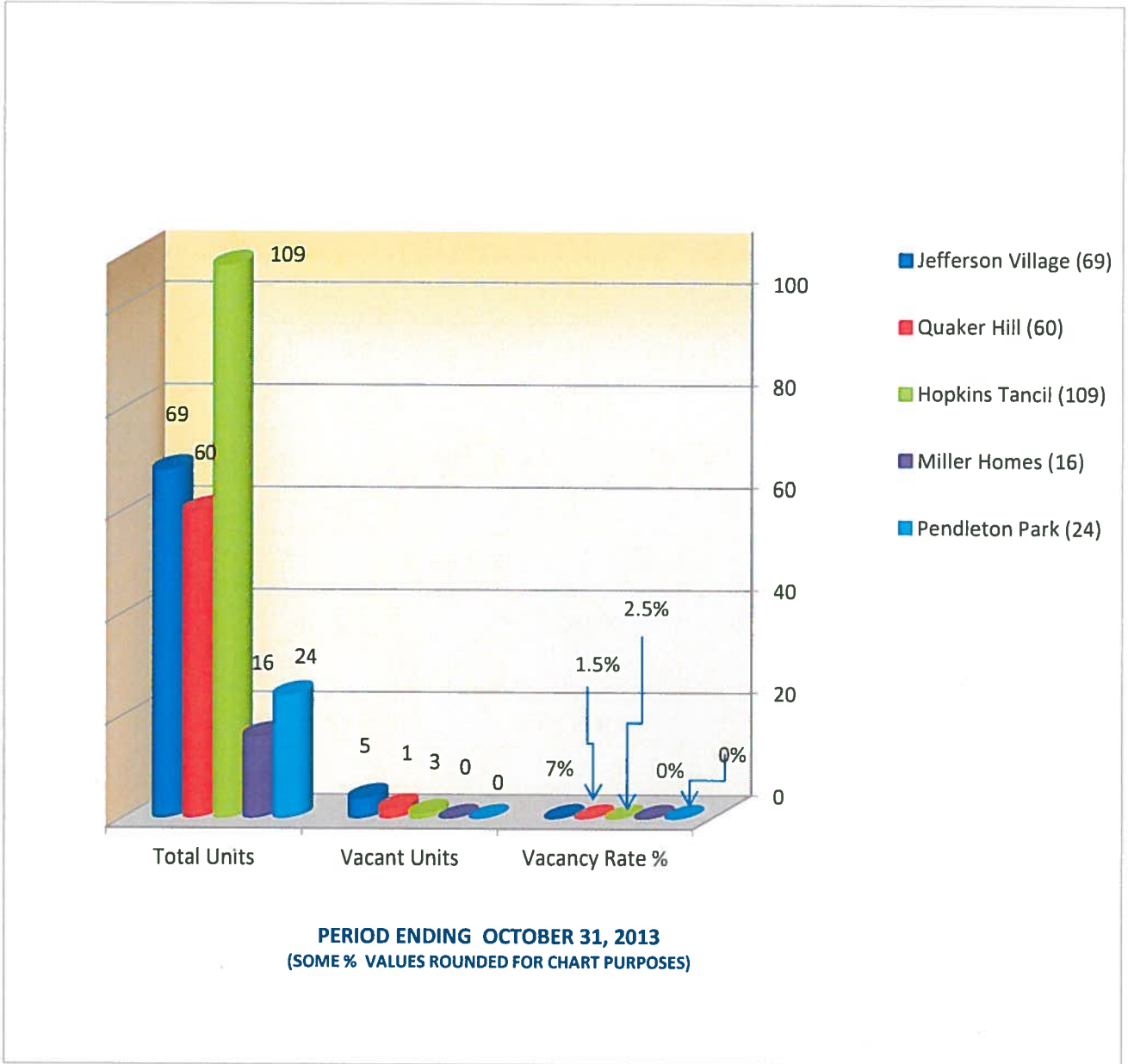


Table C

**Vacancy Activity Tracking Report for ACC Units
for the Period Ending October 31, 2013**

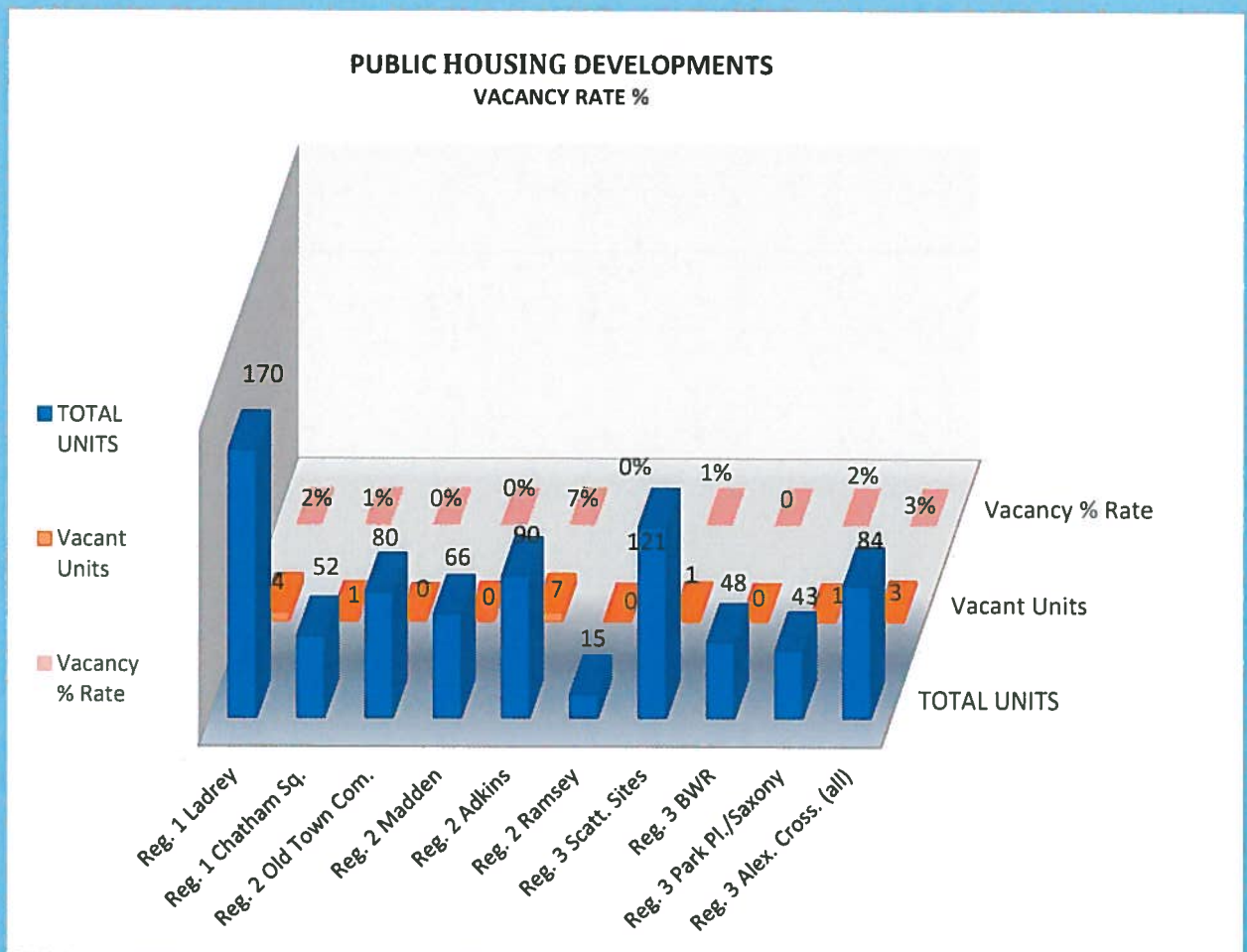
	TOTAL UNITS	VACANT/DEMO OFF- LINE UNITS	TOTAL UNITS OCCUPIED	OCCUPANCY RATE %	AVERAGE VACANCY RATE %
Ladrey Building (170 – one RPO unit)	170	4	166	98%	2%
Andrew Adkins Homes (*)	90	7	83	93%	7%
Samuel Madden Homes (2)	66	0	66	100%	0%
Ramsey Homes	15	0	15	100%	0%
Scattered Sites I	50	0	50	100%	0%
Scattered Sites II	41	0	41	100%	0%
Scattered Sites III	30	1	29	97%	3%
Park Place Condos	38	1	37	98%	2%
Saxony Square Condos	5	0	5	100%	0%
Alexandria Crossing at Old Dominion	36	1	35	97%	3%
Chatham Square	52	1	51	98%	2%
W. Braddock Rd.	6	0	6	100%	0%
W. Whiting St.	24	0	24	100%	0%
S. Reynolds St.	18	0	18	100%	0%
Alexandria Crossing at West Glebe	48	2	46	96%	4%
Old Town Commons (all phases)	80	0	80	100%	0%
TOTALS: (VALUES ROUNDED UP/DOWN)	769	17	752	n/a	2%
(1) S. Madden Homes: off line unit used by Alexandria Residents Association (ARA)					-1
(2) Andrew Adkins Homes : 1-RPO unit & 1 off line unit for substantial rehab (modernization)					-1

(*) Current vacancy rate does not reflect unit occupied by the RPO.

The Chart C below shows the vacant unit activity per sites. Please note that some developments have been accumulated under one name due to the limitations of the graph (i.e.: Scattered Sites I, II and III, are all under “Reg. 3 Scattered Sites”, Braddock, Reynolds and Whiting are under “BWR”, etc.)

All vacancy rate values are percentiles. Vacant Units are numeric values based on actual number of units concentrated within the development description shown in the chart.

Chart C
Vacancy Activity for Public Housing Units as of October 31, 2013



II. Year-to-Date Administrative & Legal Activities

The year-to-date number of executed evictions resulting in vacant units due to legal action and the total number of evictions related to drug activities are shown in Chart D below, by individual y/t/d accumulative totals.

The outcomes shown in Chart D are based on the number of administrative and/or legal actions taken by staff to enforce Lease Agreements, including late notices due to failure to pay rent or other charges. Court warrants which resulted in an actual eviction carried out by court order during the current reporting period and the previous periods (Y/T/D).

Chart D

**Year to Date Administrative & Legal Activities
Period Ending as of October 31, 2013.**

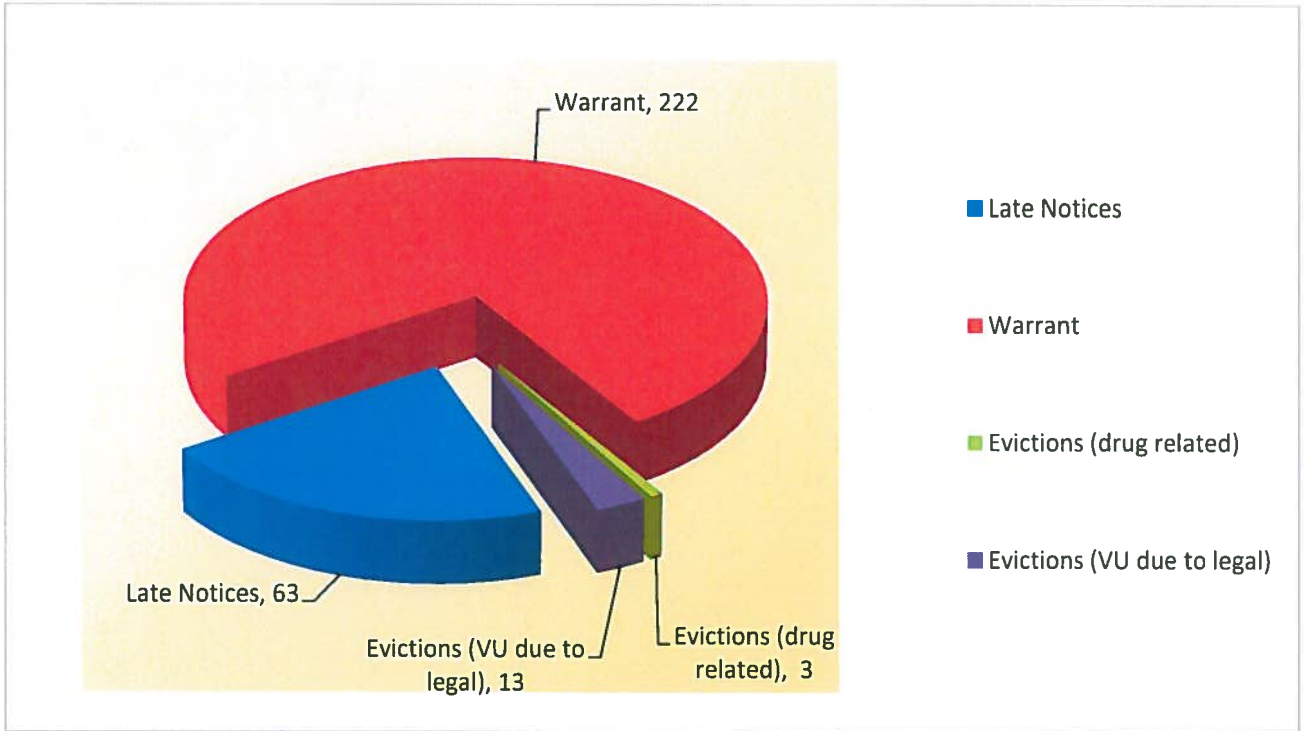


Chart Data reflects accumulative values of the described action from January 1st 2013 up to the closing date of the current reporting period.



Commissioners:
Christopher Ballard, Chairman
Merrick Malone, Vice Chairman
 Melvin Miller

Carter D. Flemming
 Brett J. Libresco
 Chyrell Bucksell

Karl Sandberg
 Daniel Bauman
 Michelle Millben

Roy Priest, Chief Executive Officer

DATE: November 12, 2013
TO: Christopher Ballard, Chairman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer *R.P. Priest*
SUBJECT: HOUSING CHOICE VOUCHER PROGRAM (HCVP) ACTIVITY REPORT

I. HOUSING CHOICE VOUCHER PROGRAM SUMMARY OF ACTIVITIES

The current program utilization rate is 81% of the annual contributions contract (ACC) with 105% of the budget authority expended. All voucher issuance and new applicant leasing activity has been suspended due to funding constraints. The waiting list is closed. See various Charts related to the HCVP activities during the current reporting period.

Chart A: Housing Choice Voucher Program Utilization Rate and Leasing Activities for current period.

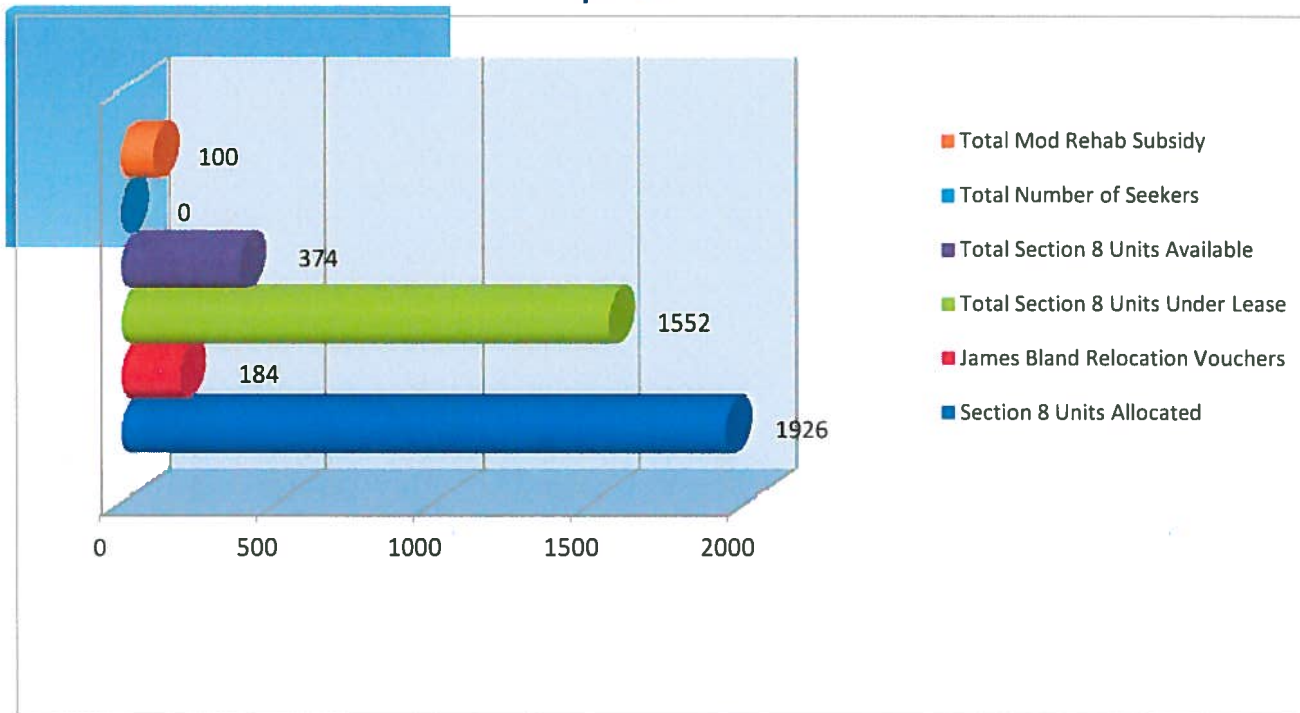


CHART B: Family Self Sufficiency Program (FSS) activities for current reporting period.

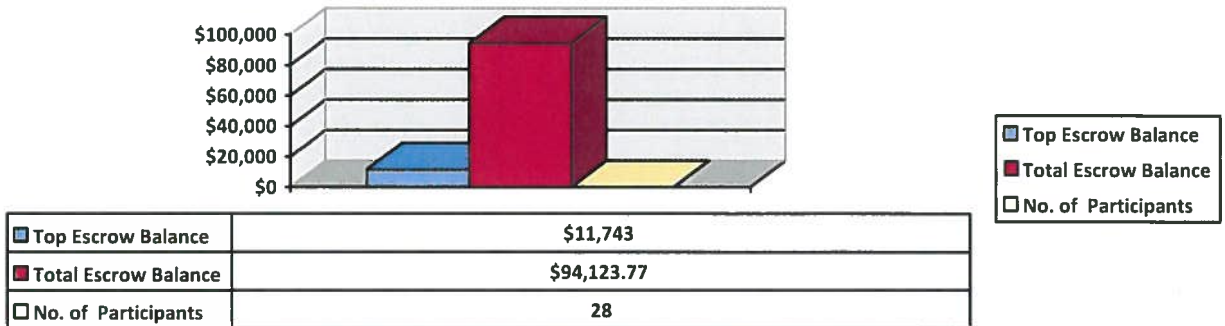
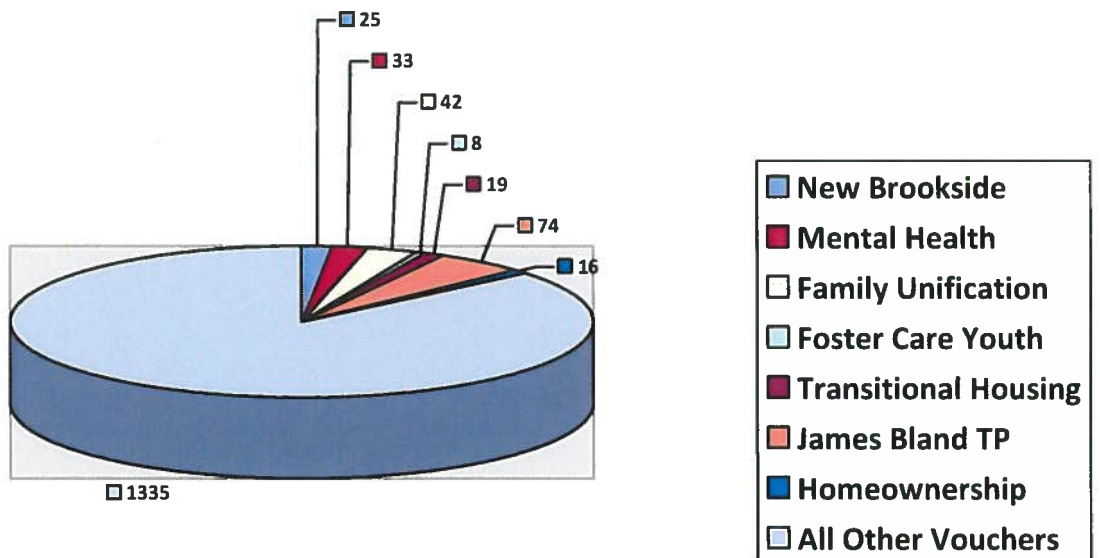


CHART C: Section 8 Vouchers Unit Lease breakdown for current reporting period.





Commissioners:

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Roy Priest, Chief Executive Officer

DATE: November 20, 2013

TO: ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer

SUBJECT: SOCIAL SERVICES SUMMARY OF ACTIVITIES

SENIOR SERVICES – KRUNCH BUNCH/CHARLES HOUSTON SENIOR CENTER

Participant Information for the month of October:

- 69 participants and guests were served;
- 23 ARHA and Annie B. Rose residents were served;
- The total breakfast meals served were 125; and
- The total lunch meals served were 140.

Summary of Services/Activities for the month of September:

- Health, Wellness, and Medical Services – 88 clients (duplicated count) participated in daily walking, blood pressure clinic, Food Safety presentation, yoga class, and the flu clinic sponsored and conducted by Walgreen's Pharmacy;
- Assessments – There was 1 for the month;
- Referrals/Deaths – There was 1 Referral and no Deaths for the month of October;
- Activities – 69 clients (duplicated count) participated in a variety of activities and programs which included: assorted table and trivia games, craft projects, shopping excursions to Rivertowne Mall, Manassas Mall, the Dutch Amish Farmer's Market, excursions to AMC Hoffman Theater, and the Cozy Inn in Thurmont, MD.



SENIOR SERVICES – LADREY HIGHRISE

Summary of Services for the month of October:

- Health and Medical Services – 26 residents participated in visits with the Nurse from Lighthouse Home Health, the Ladrey Walking Group, received Medicare Counseling, Medicaid/SNAP Assistance, and completed Medicaid/Medicare Extra Help Applications;
- Assessment /Family Planning – 6 residents were assisted with Family Planning, Hoarding Management, Hospital Discharge/Planning Information, Bed Bug Preparation/Assistance or Adult Protective Services;
- Referrals – 9 referrals were provided for assistance with Companion Aide/Home Health Care Services, Optometry Services, Dental Services, Senior Taxi, METRO Access, Furniture Assistance, Rental Assistance, Medical Bill Assistance, and Medical Equipment/Prescription Assistance;
- Senior Services – 33 residents were provided with general assistance which included home visits/assessments, completing applications, making appointments, file updates, Case Management planning with the Office of Aging, and communicating with Social Services;
- Activities – 141 residents participated in events sponsored by Community Partners and Organizations. These included the Church Services provided by Oakland Baptist Church and Fox Chase Baptist Church, a senior luncheon and Church Services sponsored by Third Street Baptist Church, Ladrey Resident Advisory Board Elections, Bingo sponsored by Christ Church, a movie night sponsored by Michelle LaFrancois, the monthly shopping trip to Wal-Mart and monthly birthday recognition;
- Donations – 135 Ladrey Residents participated in the ALIVE End of the Month Food Distribution, which also served 160 additional families from the community and Trader Joe's donated approximately \$400 in food for the community; and
- There were no volunteer hours provided for the month.

FAMILY SOCIAL SERVICES – RUBY TUCKER/MONTGOMERY FAMILY CENTERS

Participant/Process Information for the month of September:

- Active Students – 63/ New Youth Registrations – 0/ # Inactive Students - 44
- Avg. Daily Youth Attendance – 18/ # Relocated Youth – 72/ # Youth Contacts – 421
- Active Adults – 40/ New Adult Registrations – 1/ Avg. Daily Adult Attendance – 1/# Relocated Adults - 90
- Active Volunteers – 37/New Volunteers – 0/# Volunteer Hrs – 68/Community Service Volunteers – 2/Community Service Volunteer Hours – 14.5;
- Center Donations - \$425 which included food, clothing, and supplies for the center; and
- Partnerships – Some of the local churches and community based organizations are partnering with Social Services to provide Thanksgiving Baskets for ARHA families in need. Organizations include Alfred Street Baptist Church, Christ Church, First Agape Baptist Church, ALIVE, and B3 Solutions. To date, at least 125 Baskets have been

promised, and baskets are scheduled to be distributed between November 16th – November 26th.

Programming Information for the month of October:

- Victoria Garcia, from DCHS conducted her monthly parenting session on “What To Do When My Child Says No” and provided resources for parents on helping your child with emotional challenges;
- As part of our relationship with ACPS and the FACE Program, parents attended a math session entitled “How Many Seeds in a Pumpkin”. The workshop provided parents with a fun and engaging way to do every day math with their children;
- Workshop Sessions were held for the youth through our community partners under the Book of My Own Program, Jireh’s Place, and Dream It Achieve It; and
- M&T Resumed the Financial Literacy Workshop and covered the topic of Identity Theft.

FAMILY SELF SUFFICIENCY PROGRAMS

Participants:

	Public Housing FSS Program	HCVP FSS Program
Number of Participants	25	26
Number of Participants Earning Escrow	12	15
Highest Individual Escrow Amount	\$12,218.00	\$12,244.55
Total Escrow Amount for Program	\$51,212.00	\$103,113.77

Programs and Events:

- ARHA FSS Community Partnership Job Expo/Employment Seminar – October 24th - Over 190 FSS participants and community members came to network with potential employers and learned skills to help obtain employment.
- FSS Seminar “10 Life Lessons” – October 30 – Participants were invited to a seminar to learn about dealing with everyday life, and to meet the new HCVP FSS Coordinator.

Case Management/Challenges:

- During the month of November, all HCV FSS Participants are scheduled to review and update their Individual Training and Service Plans;
- The following needs predominated amongst PH FSS Participants:
Resources for food and utility assistance – Referrals for assistance to several agencies such as ALIVE, Old Presbyterian Meeting House, St. Vincent De Paul, Salvation Army, Christ Church, St. Rita’s and others within the city, have been made on behalf of the FSS participants to help with basic family needs.
- **Affordable childcare-** Participants have been referred to DCHS where they can sign up and apply for the affordable child-care program at different locations and schools within the city of Alexandria.

- **Transportation and vehicle repair assistance-** Currently our Community Partner, Christ Church is the only organization who has provided assistance with metro cards for transportation for participants without vehicles or participants whose cars were in repair shops. Christ Church has also helped by providing assistance with utility bills from the church funds so that participants could use their own funds for their car repairs.

Success Stories/ Outreach Work:

- The PH FSS Coordinator continues to work at Christ Church as a Lazarus Ministry Counselor every Thursday morning, and assists a large number of ARHA residents with referrals for assistance with rent and utilities.
- Additionally, there was participation in other outreach and networking activities, such as the City of Alexandria Reentry Action Planning Meeting, the Adult Career Pathways Community Breakfast, the Virginia Cooperative Extension Community Meeting, the ARHA Community Smoke Cessation Program Facilitator Training, and canvassing ARHA neighborhoods to inform residents about the FSS Job Expo Event.

UPCOMING EVENTS

- November 13 - Dream It Achieve It Graduation – CHRC Senior Room
- November 18 - Parent Resource Workshop 5:30 PM - RTFC
- December 2 – M&T Financial Literacy 5:30 PM - RTFC
- December 5 (Tentative) – ARHA FSS Family Holiday Celebration Event - TBD
- December 16, 17, & 18 – ARHA Winter Wonderland Events - CHRC

FACILITIES & MODERNIZATION

FACILITIES &
MODERNIZATION



Commissioners:

Christopher Ballard, Chairman	Carter D. Flemming	Karl Sandberg
Merrick Malone, Vice Chairman	Brett J. Libresco	Daniel Bauman
Melvin Miller	Chyrell Bucksell	Michelle Millben

Roy Priest, Chief Executive Officer

DATE: November 12, 2013

TO: Chairman Christopher Ballard and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer *R.P. Priest M.D.*

SUBJECT: **DEPARTMENT OF FACILITIES AND MODERNIZATION**

PART I FACILITIES MANAGEMENT REPORT

A. Work Order Summary (WO)

The following Table I provide the summary of all issues work orders, including routine and emergency WO issued, and outstanding WO at the closing of the current reporting period ending October 31, 2013.

TABLE I

Issued W.O.s	334	Includes all work orders generated during the current reporting period.
Completed WO's	136	Includes all work orders completed during the current reporting period.
Emergency WO's	10	Includes all emergency work orders issued and completed within 24 hours.
Vacant Unit		Information is reported in the Asset Management Section
(1) Open WO's see note below	198	Open WO summary includes routine WO issued later in the month, contracted exterminator services, other contracts, and vacant unit's turnover WO's in progress as of the closing of the current reporting period.

PART II OVERVIEW OF FACILITIES AND MODERNIZATION ACTIVITIES

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

1. Vacant Units Turn Over

The Department had received ten units for rehabilitation and/or turn over work; six of those units have been completed and turned over to Asset Management for leasing as of the closing of this report.

2. Fee for Services

The Department has been engaged in vacant unit's turnovers for various AMP's, ongoing HVAC and Electrical repairs at various properties.

3. Preventive Maintenance (PM)

HVAC preventive maintenance has been an ongoing activity that will continue through the upcoming heating season. Electrical PM for exterior lighting property wide has been ongoing and will also continue through late autumn.

4. Capital Fund Program

Work in progress or already completed at the closing of this report, includes substantial rehab of one (1) vacant unit, exterior building repairs to various sites, such as fence, roofing and erosion control, Ladrey Building exterior (concrete and sidewalks) and the elevator cabin retrofit.

5. Jefferson Village Improvements

Some of the exterior upgrade work has been completed, while other work is still in progress; the landscaping was re-scheduled for November, as well as exterior paint and repair of some of the building components.

As new vacant units are becoming available, we are upgrading the kitchen cabinets, appliances, washer/dryer combo, dishwasher, light fixtures and other features to make these units more competitive with other market rentals in the area. We will be updating this improvement project in upcoming board reports.

B. ARHA Smoke Cessation Program

Following, is a summary of the current activities related to the Smoke Cessation Program between ARHA and the Alexandria Public Health Advisory Commission and the Clean and Smoke-Free Air Coalition of Alexandria.

- a. Five ARHA staff completed the training through the American Lung Association's Freedom from Smoking Program to become certified smoking cessation facilitators. This training will allow staff to interact with our residents during the upcoming planned public meetings to encourage resident's participation in this program.
- b. A Confidential Survey is being delivered to ARHA developments and the responses will allow staff to assess the needs of the program and the extent of the outreach efforts to engage residents.
- c. Public meeting are planned for the third week of October and the first and second weeks of December 2013, to distribute information related to the program and receive public comments.

DEVELOPMENT

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Roy Priest, Chief Executive Officer

DATE: November 11, 2013

TO: Chairman Christopher Ballard and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: DEVELOPMENT UPDATE

JAMES BLAND V

Construction is progressing well on this phase. As of November 7th (date of last certificate for payment from EYA), the land development was 78.3% completed; the triplex construction is 9.62% completed and the multifamily buildings 42 and 49 are 7.09% and 6.43% completed respectively. The first two buildings in Block 3 are scheduled to be turned over to ARHA in spring of 2014. EYA has taken reservations for seventeen condominiums (Figure 1), and 24 townhouse units (Figure 2). Sales graphics are located at the end of this report.

PENDLETON PARK

No change from last report.

REQUEST FOR DEVELOPMENT PARTNERS, VARIOUS SITES

No change from last report.

VHDA CAPACITY BUILDING GRANT

On November 7th, ARHA was informed that VHDA approved its request for a \$60,000 VHDA Capacity Building Grant. We have also learned that the Old Town Commons project will be receiving the Governor's Award for Best Mixed-Use/Mixed-Income Project. This award will be announced on November 20th at the Governor's Housing Conference. The funding of the grant is timely in that it will allow us to complete the work associated with the first bullet in order to show case our "Award Winner" in our marketing booth at the Conference. The grant funds will be used for VHDLLC toward the following:



- **Marketing/Branding Consultant.** Consultant to assist in the branding, logo development and marketing materials of VHDLLC. To create a company brand, logo, and marketing materials that can be used to advance the efforts of the corporation. Assist in the development of the policies for marketing materials, vehicles for promoting the company capabilities, award winning portfolio and marketing materials. It is our goal to have vendor booths and representation at the 2013 Virginia Governor's Conference (end of November) and the winter NAHRO conference.
- **New Technology.** Procure hardware for new workstations; replace aged equipment at existing stations. Purchase software that is industry specific.
- **Consulting Fees.** Engage consultants to work with the COO to draft Standard Operating Procedures and flow chart processes so that as new staff come on-board they have effective tools for use in managing the projects in a consistent manner across multiple managers without the full time engagement of the COO's time. Additionally, we will finalize the additional organizational document needed to further refine the governance structure of VHDLLC.
- **Website Development and Staff Training.** To create a website that is exclusive to the development activities and is interactive such that stakeholders and other interested parties (general public) can access real-time reports of the progress of each of the projects in planning, in progress or completed in an effort to expedite the governmental approval processes and to limit the number of meetings and amount of calls received by VHDLLC staff. This work would include staff training for the real time upkeep of the site.

VHDA REACH PRE-DEVELOPMENT LOAN

Staff has submitted a Pre-Application for REACH Predevelopment Loan for the Ramsey Homes Redevelopment effort. This Pre-Application was approved by VHDA in the amount of \$120,000. Staff is still waiting for a letter from the Director of Planning and Zoning in support of the Loan Application. Once the letter is received, a full application package will be submitted to VHDA. Approval would be within 30 days of submission.

RAMSEY HOMES REDEVELOPMENT

Duncan Blair, esquire was selected as land use counsel for this effort, however, the ability to achieve the needed density seems to be the determining factor as to whether or not the project rolls out. Update to be provided in Executive Session due to the subject matter being related to Real Estate.

FIGURE 1: PHASE V SALES

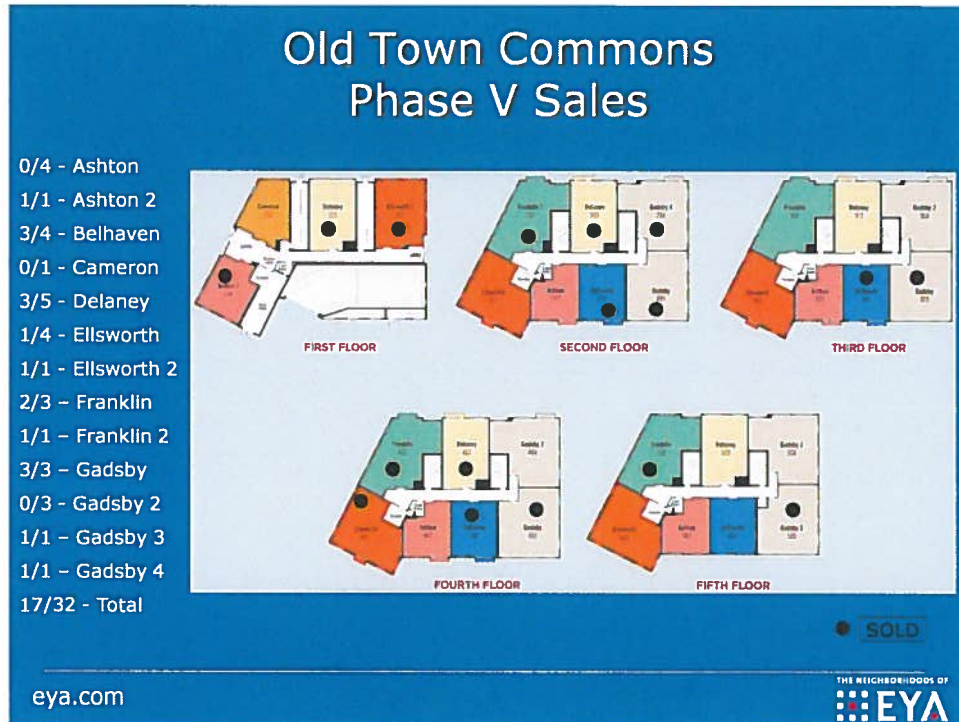
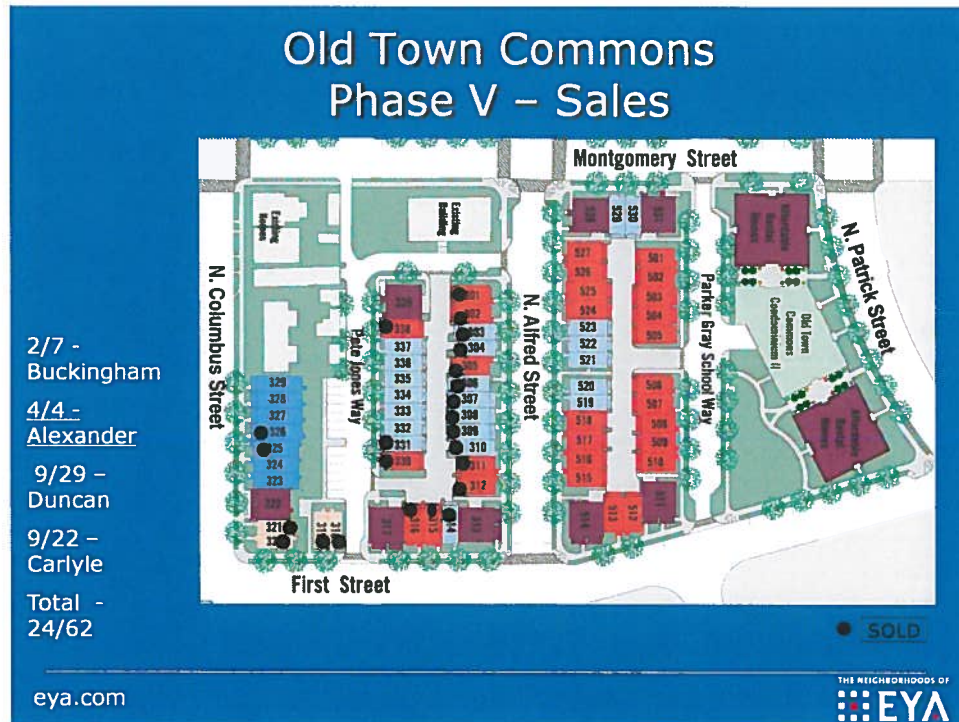


FIGURE 2: PHASE V TOWNHOUSE SALES



CONSENT DOCKET

CONSENT
DOCKET

ACTION DOCKET



ARHA & RPCA Present the Annual

SANTA'S WINTER WONDERLAND



WEDNESDAY
DECEMBER 18th
Gift Distribution
5 pm to 8 pm
901 Wythe Street

Gifts for infant to 17
Ticket Required

Santa arrives at 5:15 pm
"Enjoy the Sights
and Sounds of the Seasons"