



Monday, July 28, 2014

**ALEXANDRIA REDEVELOPMENT
AND HOUSING AUTHORITY**

Roy O. Priest, CEO

BOARD OF COMMISSIONERS

**MERRICK MALONE, CHAIRMAN
DANIEL BAUMAN, VICE CHAIRMAN**





MERRICK T. MALONE
Chairman

DANIEL BAUMAN
Vice Chairman

Commissioners:

Christopher Ballard
Commissioner

Chyrell Bucksell
Commissioner

Carter D. Flemming
Commissioner

Brett J. Libresco
Commissioner

A. Melvin Miller
Commissioner

Karl Sandberg
Commissioner

Salena Zellers
Commissioner

Roy O. Priest
Secretary-Treasurer

July 25, 2014

Mr. Merrick T. Malone
425 Oronoco Street
Alexandria, VA 22314

Re: Monday, July 28, 2014 Regularly Scheduled Board Meeting

Dear Chairman Malone:

Enclosed please find the docket for the regular board meeting of the ARHA Board of Commissioners to be held on Monday, July 28, 2014 at 7:00 p.m., Ladrey Building 300 Wythe Street (Community Room), Alexandria, VA 22314. The docket has (8) items; of which there are two (2) consent items and no action item.

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, JULY 28, 2014

7:00 PM

Ladrey Building (*Community Room*)
300 Wythe Street Alexandria, VA 22314
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
 - Neighborhood Briefing – Alexandria Police Department
 - Appreciation Award – Ms. Lorraine Friedman of Dreamdog Foundation
 - Dreamdog ARHA Participants (poem reading)

3. Adopt Minutes for the Regularly Scheduled Monthly Meeting Held Monday, June 30, 2014

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

5. **CONSENT DOCKET**
 - 5.1 ***Vote to Approve Resolution No. 594, Housing Choice Voucher Waiting List Local Preference System Revision***

 - 5.2 ***Vote to Approve Resolution No. 595, The Public Waiting List Local Preference System Revision***

6. **ACTION DOCKET**

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 (ARHA)**

REGULARLY SCHEDULED MEETING
CHARLES HOUSTON RECREATION CENTER (*multi-purpose room*)
300 WYTHE STREET ALEXANDRIA, VA 22314

MONDAY, JUNE 30, 2014
7:00 P.M.

PRESIDING Merrick Malone, Chairman

THOSE PRESENT: Melvin Miller
Karl Sandberg
Bret Libresco
Carter Flemming

ABSENT: Daniel Bauman, Vice Chairman
Christopher Ballard
Chyrell Bucksell

RECORDER: Ian Hawkins

The regular Board meeting was called to order at 7:15 pm. Others present were Roy Priest, Chief Executive Officer, ARHA Department Heads, ARHA staff, City Office of Housing staff and community citizens.

Chairman Malone opened the floor to receive the Public Discussion Reports. Mr. Priest introduced the newest Commissioner Ms. Salena Zellers to the ARHA Board. Commissioner Zellers will be sworn in on Wednesday and will join the Commissioners on the dais Monday, July 28th.

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

- **Ladrey High-Rise Residents Advisory Board (RAB)** – Mrs. Maudie Hines, President greeted the Board and gave the following monthly update: Mrs. Hines congratulated Alexandria Redevelopment and Housing Authority on 75 successful years of providing quality housing to residents of Alexandria. The testimonies given by Mayor Euille, Councilman John Chapman, and Police Chief Cook and others who either lived or are currently living in the ARHA community held back tears.

The Ladrey Advisory Board T-Shirts & Floor Captain Shirts are in and looking good! Mrs. Hines stated by the team being in unison wearing the t-shirts it will make our building look exceptional and serve as identification for any one entering the building.

Mrs. Hines apprised the Board of the upcoming Fourth of July Picnic; and extended an invitation to the Board and staff.

The building is in excellent condition; both security and cleanliness. This is the result of a renewed effort by the residents of Ladrey, Officer Griffin and the ARHA staff.
Mrs. Hines wished all a Happy and Safe 4th of July.

- **Alexandria Resident Association (ARA)** – Ms. Shanelle Gayden, President was absent.

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

- Neighborhood Briefing (Alexandria Police Department) – Officer Jonathan Griffin of Alexandria Police Department gave a brief status report on a variety of initiatives implemented by the residential officers, street crime unit, and bike officers.

ITEM 3. VOTE TO ADOPT MINUTES FOR MONDAY, June 30, 2014:

Chairman Malone presented the minutes for Monday, June 30, 2014. Commissioner Miller moved to accept the minutes; the motion was seconded by Commissioner Flemming. The motion was approved with (5) Yeas and (0) Nays to accept the minutes of Monday, June 30, 2014.

ITEM 4. VOTE TO RECEIVE THE SECRETARY-TREASURER’S REPORT:

Chairman Malone opened the floor to receive the Secretary-Treasurer’s Report. The Secretary-Treasurer presented his report and responded to questions raised by the Board. Chairman Malone requested a motion to accept the Secretary-Treasurer’s Report. Commissioner Libresco moved to accept the Secretary-Treasurer Report; the motion was seconded by Commissioner Miller. The motion was approved unanimously (5) Yeas to (0) Nays to accept the Secretary-Treasurer’s Report of Monday, June 30, 2014.

ITEM 5. CONSENT DOCKET:

5.1 Vote to Approve Resolution No. 589, Revision to the Housing Choice Voucher Administrative Plan Termination Plan.

The Board unanimously moved Resolution 589, from the Consent Docket to the Action Docket.

5.2 Vote to Approve Resolution No. 590, 2014 Utility Allowance Schedule.

The Board unanimously moved Resolution 590, from the Consent Docket to the Action Docket.

5.3 Vote to Approve Resolution No. 591, to Certify to the Virginia Retirement System Board of Trustee that ARHA Elects to Pay the Certified Rate of 7.28%.

The Board unanimously moved Resolution 591, from the Consent Docket to the Action Docket.

ITEM 6. ACTION DOCKET:

6.1 Vote to Approve Resolution No. 589, Revision to the Housing Choice Voucher Administrative Plan Termination Plan

Chairman Malone made a request to approve Resolution 589, Commissioner Miller moved to approved Resolution 589; seconded by Commissioner Flemming. The motion was passed by (5) Yeas; (0) Nays for Resolution 589.

6.2 Vote to Approve Resolution No. 590, 2014 Utility Allowance Schedule

Chairman Malone made a request to approve Resolution 590, Commissioner Miller moved to approved Resolution 590; seconded by Commissioner Flemming. The motion was passed by (5) Yeas; (0) Nays for Resolution 590.

6.3 Vote to Approve Resolution No. 591, to Certify to the Virginia Retirement System Board of Trustee that ARHA Elects to Pay the Certified Rate of 7.28%

Chairman Malone made a request to approve Resolution 591, Commissioner Miller moved to approved Resolution 591; seconded by Commissioner Libresco. The motion was passed by (5) Yeas; (0) Nays for Resolution 591.

ITEM 7. OTHER BUSINESS:

No items submitted

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

A motion was made by Commissioner Libresco and seconded by Commissioner Flemming, and unanimously adopted to convene in Executive Session for Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 8:53 pm

At 9:29 pm the Board reconvened in public session.

Thereupon, Commissioner Libresco made the following motion, seconded by Commissioner Miller 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 matter identified in the motion by which are closed meeting was convened were heard, discussed or considered by the Board in the Executive Session. The motion was approved on a roll call vote unanimously of (5) yeas to (0) Nays.

Chairman Malone made a request to approve Resolution 592, Authorizing the Chief Executive Officer to Submit a Letter of Interest and Negotiate the Terms of a Sales Contract for the Purchase of 401 Wythe Street; Commissioner Sandberg moved to approve Resolution 592; seconded by Commissioner Libresco. The motion was passed by (5) Yeas; (0) Nays for Resolution 592

Chairman Malone adjourned the meeting at 9:37 pm.

FINANCE

FINANCE




Commissioners:

Merrick Malone, Chairman
Daniel Bauman, Vice Chairman
Christopher Ballard

Melvin Miller
Carter Flemming
Brett Libresco

Chyrell Bucksell
Karl Sandberg
Salena Zellers

Roy Priest, Chief Executive Officer

DATE: July 24, 2014
TO: Chairperson Merrick Malone and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary Treasurer 
SUBJECT: ARHA FINANCIAL REPORT: January 1, 2013 – June 30, 2014

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 June 30, 2014, the COCC generated a net loss of \$55,402. The total amount of developer fee budgeted for operating costs in FY2014 is \$200,000, of which zero (0) has been needed as of the period ending June 30, 2014.

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 June 30, 2014, Public Housing- AMP 1 generated a restricted reserve of \$32,350; which is restricted for Public Housing operations and reimbursement of other federal programs.

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 June 30, 2014, Public Housing- AMP 3 generated a restricted reserve of \$51,253, which 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 June 30, 2014, Public Housing- AMP 4 generated a restricted reserve of \$57,473, which is restricted for Public Housing operations and reimbursement of other federal programs.

VI. PUBLIC HOUSING- AMP 5

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

For the period ending June 30, 2014, Public Housing- AMP 5 generated a net loss of \$5,123; the deficit will be funded by current year Public Housing operating reserves.

VII. PUBLIC HOUSING- AMP 6

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

For the period ending June 30, 2014, Public Housing- AMP 6 generated a restricted reserve of \$205; which is restricted for Public Housing operations

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 June 30, 2014, Public Housing- AMP 7 generated a restricted reserve of \$15,942, which is restricted for Public Housing operations and reimbursement of other federal programs.

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 June 30, 2014, Public Housing- AMP 8 generated a net loss of \$1,097; the deficit will be funded by current year 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 June 30, 2014, Public Housing- AMP 9 generated a restricted reserve of \$2,970; which is restricted for Public Housing operations.

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 June 30, 2014, Public Housing- AMP 10 generated a net loss of \$18,033; the deficit will be funded by current year Public Housing 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 June 30, 2014, Public Housing- AMP 11 generated a restricted reserve of \$8,501; which is restricted for Public Housing operations.

XIII. PUBLIC HOUSING- AMP 12

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

For the period ending June 30, 2014, Public Housing- AMP 11 generated a net loss of \$14,638; the deficit will be funded by current year Public Housing operating reserves.

XIV. OLD TOWN COMMONS V- (JB V)

Old Town Commons V is associated with one site which includes; James Bland Phase V (Old Town Commons). This community consists of 54 LIHTC rental units that are currently being developed.

For the period ending June 30, 2014, OTC V generated a restricted reserve of \$11,942; which is restricted for Public Housing operations.

XV. MILLER HOMES

Miller Homes is associated with scattered sites in Region III. These units were purchased as a result of the demolition of public housing units at 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 June 30, 2014, Miller Homes generated an (unrestricted) surplus of \$46,631, which may be used to fund current year operating deficits in the COCC.

XVI. 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 June 30, 2014, Hopkins Tancil generated an (unrestricted) surplus of \$53,343; of which \$53,343 will be used to fund current year operating deficits in the COCC

XVII. QUAKER HILL, LP

This property consists of 60 LIHTC rental units.

For the period ending June 30, 2014, Quaker Hill generated a restricted reserve of \$187,057; 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.

XVIII. JEFFERSON VILLAGE

This property consists of 69 affordable housing rental units.

For the period ending June 30, 2014, Jefferson Village generated a net loss of \$95,151; this deficit will be funded from prior year operating reserves.

XIX. PENDLETON PARK

This property consists of 24 LIHTC rental units.

For the period ending June 30, 2014, Pendleton Park generated a restricted reserve of \$56,867; this reserve is restricted for replacement reserves, operating reserves, and debt service obligation.

XX. HOUSING CHOICE VOUCHER PROGRAM

For the period ending June 30, 2014, the Housing Choice Voucher Program (HCVP) operated with a surplus of \$1,018,410; which is being reserved for future lease-up of OTC Phase V.

XXI. MOD REHAB PROJECT BASED VOUCHERS

For the period ending June 30, 2014, the Housing Mod-Rehab operated with a deficit of \$177,436; which will be funded from Mod Rehab reserves.

XXII. TAX EXEMPT BOND INCOME

For the period ending June 30, 2014, The Bond Fund generated deficit of \$25,682, which will be funded from prior year reserves.

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

Alexandria Redevelopment & Housing Authority
Rent Roll Summary
FY 2014

Project Name	# of Units	January	February	March	April	May	June	July	Total	Avg. Rental Income/Unit
Public Housing Units										
*Ladrey High-rise	170	\$ 41,552	\$ 43,454	\$ 44,116	\$ 44,207	\$ 44,124	\$ 43,708	\$ 44,371	\$ 305,532	\$ 261
*Samuel Madden	66	6,962	7,355	6,866	7,856	7,428	7,821	6,169	50,457	\$ 93
*Ramsey Homes	15	3,570	4,134	4,134	3,159	3,414	3,152	3,142	24,705	\$ 209
*Andrew Adkins	90	16,241	16,559	15,267	15,900	16,081	16,153	13,299	109,500	\$ 148
*4-10 Scattered Sites	50	14,225	13,873	14,182	14,347	14,357	13,934	13,283	98,201	\$ 266
*4-11 Scattered Sites	30	8,177	8,177	8,930	9,844	9,872	10,153	10,205	65,358	\$ 340
*4-12 Scattered Sites	41	10,437	10,392	8,389	8,590	8,868	8,796	8,300	63,772	\$ 202
*Park Place	38	10,298	9,626	9,913	9,879	9,707	9,875	9,880	69,178	\$ 260
*Saxony Square	5	2,162	2,037	2,049	2,122	1,857	1,965	1,509	13,701	\$ 302
*Chatham Square	52	17,173	17,429	17,723	17,677	18,235	17,326	17,899	123,462	\$ 344
*Braddock	6	2,411	2,116	2,628	2,630	2,630	2,630	2,495	17,540	\$ 416
*Whiting	24	3,756	3,832	3,819	3,921	3,795	3,819	3,768	26,710	\$ 157
*Reynolds	18	5,930	5,911	6,435	6,708	6,737	6,781	6,784	45,286	\$ 377
*Old Dominion	36	5,834	5,898	6,052	5,702	5,869	5,977	6,608	41,940	\$ 184
*West Glebe	48	6,584	7,026	7,148	7,065	7,486	7,169	6,897	49,375	\$ 144
*James Bland I	18	3,612	3,252	3,606	3,256	2,684	2,684	2,594	21,688	\$ 144
*James Bland II	18	2,284	2,151	1,681	1,484	1,484	1,587	1,734	12,405	\$ 96
*James Bland IV	44	15,474	17,560	16,977	16,576	15,218	14,725	14,167	110,697	\$ 322
**Total Public Housing	818	\$ 176,682	\$ 180,782	\$ 179,915	\$ 180,923	\$ 179,846	\$ 178,255	\$ 173,104	\$ 1,249,507	
Non-Public Housing Units										
*Quaker Hill LP	60	\$ 103,762	\$ 103,010	\$ 101,504	\$ 98,516	\$ 90,744	\$ 92,250	\$ 93,789	\$ 683,575	\$ 1,563
Pendleton Park I	20	26,638	27,788	27,213	28,018	28,212	26,269	28,565	192,703	\$ 1,428
Pendleton Park II	4	1,579	1,579	1,579	1,579	1,579	1,579	1,579	11,053	\$ 395
Mod Rehab I (Hopkins Tancil)	111	108,582	108,582	109,389	108,295	108,295	106,122	102,789	752,054	\$ 926
*James Bland V	23					10,172	13,490	24,393	48,055	\$ 1,061
*Miller Homes	16	22,033	22,033	23,750	23,750	23,750	22,267	23,750	161,333	\$ 1,484
*Jefferson Village Mkt	69	87,891	78,421	71,958	70,323	76,924	75,933	75,933	537,383	\$ 1,100
Total Non-Public Housing	303	\$ 350,485	\$ 341,413	\$ 335,393	\$ 330,481	\$ 339,676	\$ 337,910	\$ 350,798	\$ 2,386,156	
Totals	1098	\$ 527,167	\$ 522,195	\$ 515,308	\$ 511,404	\$ 519,522	\$ 516,165	\$ 523,902	\$ 3,635,663	

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

**SUMMARY OF PUBLIC HOUSING- AMP 4 BUDGETS
FOR THE YEAR ENDING DECEMBER 31, 2014**

	Total Budget	Scattered Sites I	Scattered Sites II	Scattered Sites III	Park Place
<u>Operating Revenues</u>					
Dwelling Rent	252,202	85,994	53,566	53,526	59,116
Bookkeeping Fee	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-
Developer Fee	-	-	-	-	-
Operating Subsidy	295,968	91,750	56,234	76,952	71,032
Investment Income	-	-	-	-	-
Reserve Transfers	-	-	-	-	-
Other Income	7,710	2,110	2,523	2,148	928
Total Operating Revenue	555,880	179,854	112,323	132,626	131,077
<u>Operating Expenditures</u>					
Administration					
Tenant Services	211,018	41,670	26,332	34,336	108,680
Utilities	-	-	-	-	-
Ordinary maintenance & operat	71,366	34,320	3,209	3,061	30,775
Protective Services	151,551	62,829	35,005	41,387	12,331
General Expense	-	-	-	-	-
MIP & Replacement Reserves	64,472	15,007	20,409	21,063	7,993
Housing Assistance Payments	-	-	-	-	-
Debt Service	-	-	-	-	-
Reserves	-	-	-	-	-
Transfers	-	-	-	-	-
Total Operating Expenditures	498,407	153,826	84,956	99,847	159,779
NET INCOME (LOSS) FROM OPERATIONS	57,473	26,028	27,368	32,779	(28,702)

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	*Central Office (C.O.)				Public Housing AMP 1					
	Total		Over / (Under)		Actual		Budget		Over / (Under)	
	Actual	Budget	Budget		Budget		Budget		Budget	
Operating Revenue										
Dwelling Rent	3,069,412	3,378,200	(308,788)	-	-	-	254,721	264,000	(9,279)	
Governmental Grants	11,246,540	11,442,850	(196,310)	-	-	-	-	-	-	
Local Grants	1,034	42,225	(41,191)	-	-	-	1,034	42,225	(41,191)	
Management/Fee for Service	1,501,791	1,504,900	(3,109)	812,787	902,500	(89,713)	-	-	-	
Bookkeeping Fee	44,145	48,250	(4,105)	44,145	48,250	(4,105)	-	-	-	
Asset Management Fee	207,853	64,300	143,553	207,853	64,300	143,553	-	-	-	
HCVF Asset Management Fee	299,422	267,900	31,522	254,739	202,900	51,839	-	-	-	
Developer Fee/OTC Sale Proceeds	-	100,000	(100,000)	-	100,000	(100,000)	-	-	-	
Operating Subsidy	1,550,216	1,588,250	(38,034)	-	-	-	311,192	316,950	(5,758)	
Investment Income	1,890	8,168	(6,278)	60	85	(25)	-	2,750	(2,750)	
Reserve Transfers	392,562	411,675	(19,113)	55,402	75,000	(19,598)	-	-	-	
Other Income	213,191	285,003	(71,811)	5,582	21,630	(16,048)	35,000	36,000	(1,000)	
Total Operating Revenue	18,528,055	19,141,720	(613,665)	1,380,568	1,414,665	(34,097)	601,948	661,925	(59,977)	
Operating Expenses										
Administration	2,783,910	3,119,869	(335,959)	726,707	871,388	(144,680)	174,046	169,075	4,971	
Tenant Services	116,213	195,210	(78,997)	204	250	(46)	34,729	68,300	(33,571)	
Utilities	743,719	747,000	(3,281)	13,293	15,200	(1,907)	132,841	163,500	(30,659)	
Ordinary maintenance & operations	1,564,631	1,539,181	25,451	413,467	295,850	117,617	162,258	166,350	(4,092)	
Protective Services	8,896	12,895	(3,999)	540	550	(10)	270	500	(230)	
General expense	1,309,090	1,367,661	(58,571)	226,357	231,428	(5,071)	65,453	94,200	(28,747)	
Housing Assistance Payments	10,300,669	11,408,350	(1,107,681)	-	-	-	-	-	-	
Debt Service	155,923	193,300	(37,377)	-	-	-	-	-	-	
Reserves	55,402	558,255	(502,853)	-	-	-	-	-	-	
Transfers	-	-	-	-	-	-	-	-	-	
Total Operating Expense	17,038,453	19,141,720	(2,103,267)	1,380,568	1,414,665	(34,097)	569,598	661,925	(92,327)	
NET INCOME (LOSS)	1,489,602	-	1,489,602	0	-	0	32,350	-	32,350	
Less: Restricted Income	(1,489,601)	-	(1,477,659)	-	-	-	(32,350)	-	(32,350)	
ADJUSTED NET INCOME(LOSS)**	1	-	11,943	0	-	0	(0)	-	(0)	

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	Public Housing AMP 3		Public Housing AMP 4		Public Housing AMP 5	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	158,496	166,800	252,202	256,800	12,192	14,400
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-
Operating Subsidy	544,669	554,650	295,968	301,450	7,416	7,550
Investment Income	-	-	-	-	-	-
Reserve Transfers	-	-	-	-	-	-
Other Income	10,785	19,185	7,710	6,740	5,123	7,665
Total Operating Revenue	713,950	740,635	555,880	640,240	25,555	29,815
						(4,260)
Operating Expenses						
Administration	153,476	187,867	211,018	230,050	10,192	14,595
Tenant Services	11,648	17,175	-	760	-	35
Utilities	309,453	228,150	71,366	84,150	8,689	8,600
Ordinary maintenance & operations	119,729	190,551	151,551	191,830	3,256	4,380
Protective Services	-	-	-	-	-	-
General expense	68,391	62,555	64,472	94,425	3,418	2,205
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Reserves	-	54,338	-	39,025	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	662,697	740,635	498,407	640,240	25,555	29,815
						(4,260)
NET INCOME (LOSS)	51,253	-	57,473	-	0	0
Less: Restricted Income	(51,253)	-	(57,473)	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	(0)	-	(0)	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	Public Housing AMP 6		Public Housing AMP 7		Public Housing AMP 8	
	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)
Operating Revenue						
Dwelling Rent	101,201	106,200	(4,999)	74,048	70,800	3,248
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-
Operating Subsidy	62,138	79,000	(16,863)	61,707	73,050	(11,343)
Investment Income	-	-	-	-	-	-
Reserve Transfers	-	-	-	23,940	(23,940)	7
Other Income	5,270	3,580	1,690	4,305	6,800	(2,495)
Total Operating Revenue	168,609	188,780	(20,171)	140,060	174,590	(34,530)
Operating Expenses						
Administration	113,418	106,830	6,588	61,156	69,035	(7,879)
Tenant Services	-	250	(250)	3,000	550	2,450
Utilities	1,985	2,500	(515)	3,659	3,000	659
Ordinary maintenance & operations	31,941	50,225	(18,284)	32,347	67,650	(35,303)
Protective Services	-	-	-	1,230	4,125	(2,895)
General expense	21,059	28,975	(7,916)	22,725	30,230	(7,505)
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Reserves	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	168,404	188,780	(20,376)	124,117	174,590	(50,473)
NET INCOME (LOSS)	205	-	205	15,942	-	15,942
Less: Restricted Income	(205)	-	(205)	(15,942)	-	(15,942)
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	0	-	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	Public Housing AMP 9		Public Housing AMP 10		Public Housing AMP 11		Public Housing AMP 12	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue								
Dwelling Rent	41,450	42,000	19,094	21,600	10,100	12,600	92,772	105,000
Governmental Grants	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-	-	-
Operating Subsidy	100,390	102,250	46,290	47,150	58,391	43,000	-	-
Investment Income	199	200	-	-	-	4,000	-	-
Reserve Transfers	-	-	18,033	19,940	-	28,050	14,638	28,350
Other Income	2,494	2,600	1,243	2,575	1,763	4,975	2,324	8,250
Total Operating Revenue	144,533	147,050	84,659	91,265	70,254	92,625	109,735	141,600
Operating Expenses								
Administration	64,429	63,165	43,243	49,440	39,645	49,405	45,941	61,975
Tenant Services	-	750	3,731	1,775	2,848	1,775	6,973	3,075
Utilities	5,589	5,000	1,179	3,000	3,458	5,550	22,290	20,550
Ordinary maintenance & operations	52,420	54,810	24,147	20,300	8,899	19,560	12,325	23,600
Protective Services	470	900	939	1,400	789	1,000	2,231	1,650
General expense	18,657	20,925	11,419	15,350	6,114	15,335	19,974	30,750
Housing Assistance Payments	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Reserves	-	1,500	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
Total Operating Expense	141,564	147,050	84,659	91,265	61,753	92,625	109,734	141,600
NET INCOME (LOSS)	2,970	-	0	-	8,501	-	0	0
Less: Restricted Income	(2,970)	-	(2,970)	-	(8,501)	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	0	-	(0)	-	0	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	OTC Phase V		Miller Homes		Hopkins-Tancil	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	31,546	170,000	137,145	138,000	636,320	678,000
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	-	-	-	-	7	10
Reserve Transfers	-	33,000	-	-	-	-
Other Income	274	5,750	3,382	6,138	21,841	17,000
Total Operating Revenue	31,820	208,750	140,527	144,138	658,168	695,010
		(176,930)		(3,610)		(36,842)
Operating Expenses						
Administration	10,726	62,925	68,130	71,848	133,616	110,502
Tenant Services	1,980	33,250	-	40	29,273	57,150
Utilities	915	1,000	518	2,050	89,179	124,500
Ordinary maintenance & operations	3,458	66,500	14,872	18,275	115,893	136,750
Protective Services	244	1,500	1,091	20	275	300
General expense	2,555	39,500	7,227	9,375	197,779	142,808
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	-	-	-	-	38,810	48,000
Reserves	-	4,075	2,059	42,530	53,343	75,000
Transfers	-	-	-	-	-	-
Total Operating Expense	19,878	208,750	93,896	144,138	658,168	695,010
		(188,872)		(50,241)		(36,842)
NET INCOME (LOSS)	11,942	-	46,631	-	0	0
Less: Restricted Income	(11,942)	-	(46,631)	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	(0)	-	0	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	Quaker Hill LP		Jefferson Village		Pendleton Park	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	563,549	612,000	461,258	510,000	187,947	177,000
Governmental Grants	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	281	260	-	-	47	63
Reserve Transfers	-	-	95,151	-	-	(16)
Other Income	17,067	11,300	45,702	8,300	10,504	2,600
Total Operating Revenue	580,898	623,560	602,111	518,300	198,498	179,663
Operating Expenses						
Administration	168,372	172,255	50,365	67,840	18,772	32,325
Tenant Services	-	200	2,588	100	2,363	325
Utilities	7,389	4,500	41,169	46,500	20,536	17,750
Ordinary maintenance & operations	66,069	82,250	288,604	71,200	19,034	36,750
Protective Services	-	-	300	200	-	-
General expense	106,745	95,900	178,758	196,125	49,403	29,850
Housing Assistance Payments	-	-	-	-	-	-
Debt Service	45,264	45,300	40,325	50,000	31,524	50,000
Reserves	-	223,155	-	86,335	-	12,663
Transfers	-	-	-	-	-	-
Total Operating Expense	393,840	623,560	602,111	518,300	141,630	179,663
NET INCOME (LOSS)	187,057	-	(0)	(0)	56,867	-
Less: Restricted Income	(187,057)	-	-	-	(56,867)	-
ADJUSTED NET INCOME(LOSS)**	0	-	(0)	-	0	0

**Loss reduces unrestricted reserves

ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING JUNE 30, 2014

	Housing Choice Voucher Program		Mod Rehab Project-Based		Tax Exempt Bond Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Operating Revenue						
Dwelling Rent	-	-	-	-	-	-
Governmental Grants	10,843,824	10,839,600	402,716	603,250	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	689,004	602,400	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	44,683	65,000	-	-
Developer Fee/OTC Sale Proceeds	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	8	615	31	35	1,100	1,100
Reserve Transfers	-	105,115	177,436	-	25,682	25,682
Other Income	33,341	75,000	-	-	2,226	(42,604)
Total Operating Revenue	11,566,176	11,622,730	624,866	668,285	29,008	44,830
		(56,554)	(43,419)		(15,822)	
Operating Expenses						
Administration	595,719	600,680	36,540	42,655	12,132	29,300
Tenant Services	-	-	-	-	16,876	9,000
Utilities	1,290	1,250	-	-	-	-
Ordinary maintenance & operations	10,362	10,450	-	-	-	-
Protective Services	338	500	-	-	-	-
General expense	219,305	204,750	8,410	8,275	-	1,000
Housing Assistance Payments	9,720,753	10,805,100	579,916	603,250	-	-
Debt Service	-	-	-	-	-	-
Reserves	-	-	-	14,105	-	5,530
Transfers	-	-	-	-	-	-
Total Operating Expense	10,547,767	11,622,730	624,866	668,285	29,008	44,830
		(1,074,963)	(43,419)		(15,822)	
NET INCOME (LOSS)	1,018,410	-	(0)	(0)	(0)	(0)
Less: Restricted Income	(1,018,410)	-	-	-	-	-
ADJUSTED NET INCOME (LOSS)**	(0)	(0)	(0)	(0)	(0)	(0)

**Loss reduces unrestricted reserves

ASSET MANAGEMENT/ SOCIAL SERVICES

ASSET MGMT /
SOCIAL SERVICES



Commissioners:

Merrick Malone, Chairman
Daniel Bauman, Vice Chairman
Melvin Miller


Carter D. Flemming
Brett J. Libresco
Christopher Ballard

Karl Sandberg
Chyrell Bucksell
Salena Zellers

Roy Priest, Chief Executive Officer

DATE: July 24, 2014

TO: Chairman Merrick Malone and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: **ASSET MANAGEMENT SUMMARY REPORT PERIOD ENDING 6/30/2014**

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's)
- Vacant units turnaround time (down time + make ready [turn-over] + lease up time)
- Work Order 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 for the current reporting period

Performance Indicators for Board Monitoring of ACC Units, HCVP & Market Rent						
INDICATOR		CURRENT MONTH	PREVIOUS MONTH	BENCHMARK / GOAL	HUD's STANDARD	COMMENTS
1	Occupancy Rate ACC units (PH)	98%	98%	98%	98%	See vacancy rate on the attached PH Vacancy Tracking report details
2	Occupancy Rate HCVP (Mkt. Rate)	92%	92%	98%	96%-99%	See vacancy rate on the attached Market Rate Vacancy Tracking Report
3	Tenant Account Receivables (TARs) - Occupied Units	1%.	1.2%	1%	2% = A - >2%≤4% = B >4%≤6% = C	Percent of rents uncollected 2% = A, >2%≤4% = B,
	Tenant Account Receivables (TARs) - Vacated/Evictions	2.7%	3.3%	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)	32 days	30 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%	100% = A	8 Emergency Work Orders Issued and Completed within 24 hrs. 99% -100% = A
6	Outstanding Routine Work Orders Number of Days	15 days	19 days	15 days	21 days	384 total work orders issued; 236 completed; 146 work orders remain open including VUs, pest services, and UPCS-HQS inspections, and system transfers.
7	PHAS Annual Score	80	80	91	90 – 100 = High Performer - 70 – 89 = Standard 60 – 69 = Near Troubled, <60 = Troubled	Standard performer rating as of FY 2013
SPECIAL PROJECTS						
n/a						

CHART A

Performance Indicators for current Board Monitoring Reporting Period

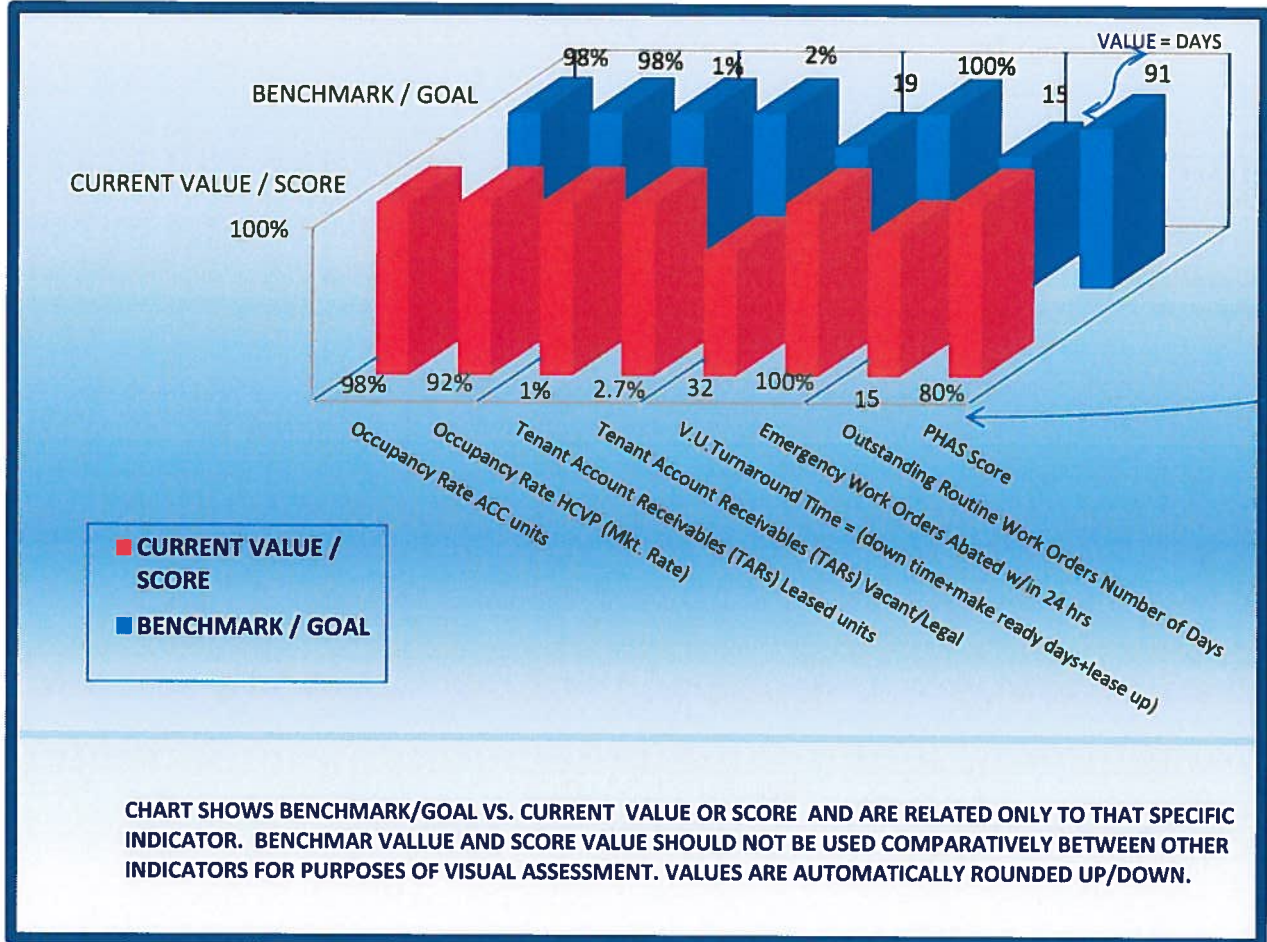


TABLE B

Vacancy Activity Tracking Report for Market Rent Units/Section 8 for the current Reporting Period

	Total Units	Vacant Units	Average Vacancy Rate %
Jefferson Village (1)	68	13	19%
Quaker Hill	60	2	3%
Hopkins-Tancil Courts (2)	108	6	5%
Miller Homes	16	1	6%
Pendleton Park	24	3	12%
TOTALS (3)	276	25	9%

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

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

(3) 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. Please note that chart values are automatically rounded up to the nearest unit.

CHART B

Current Vacancy Activity Report Market Rate and Section 8 Units

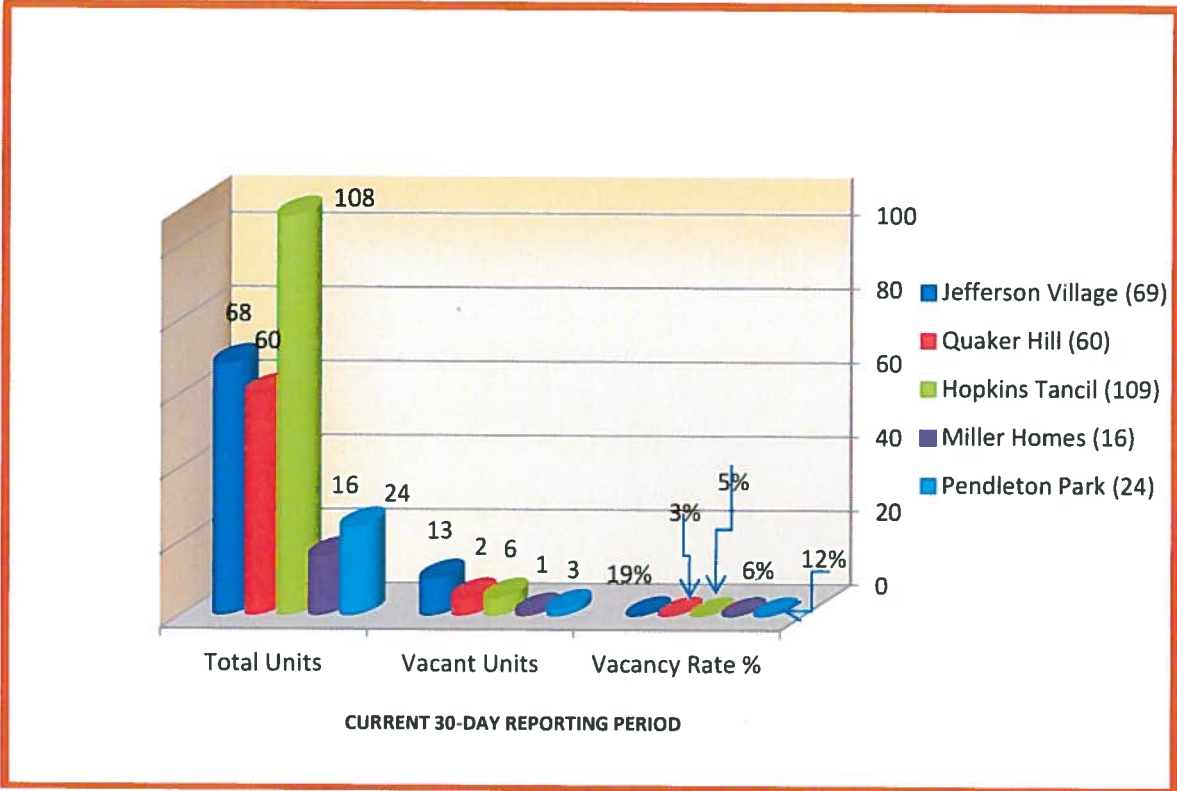


Table C below provides a view of the ACC units, per development, showing the total unit numbers, vacant units under rehab, off-line or demolition, the total of occupied units and occupancy and average vacancy rates for the current reporting period. Please note that chart values are automatically rounded up/down to the nearest unit.

TABLE C

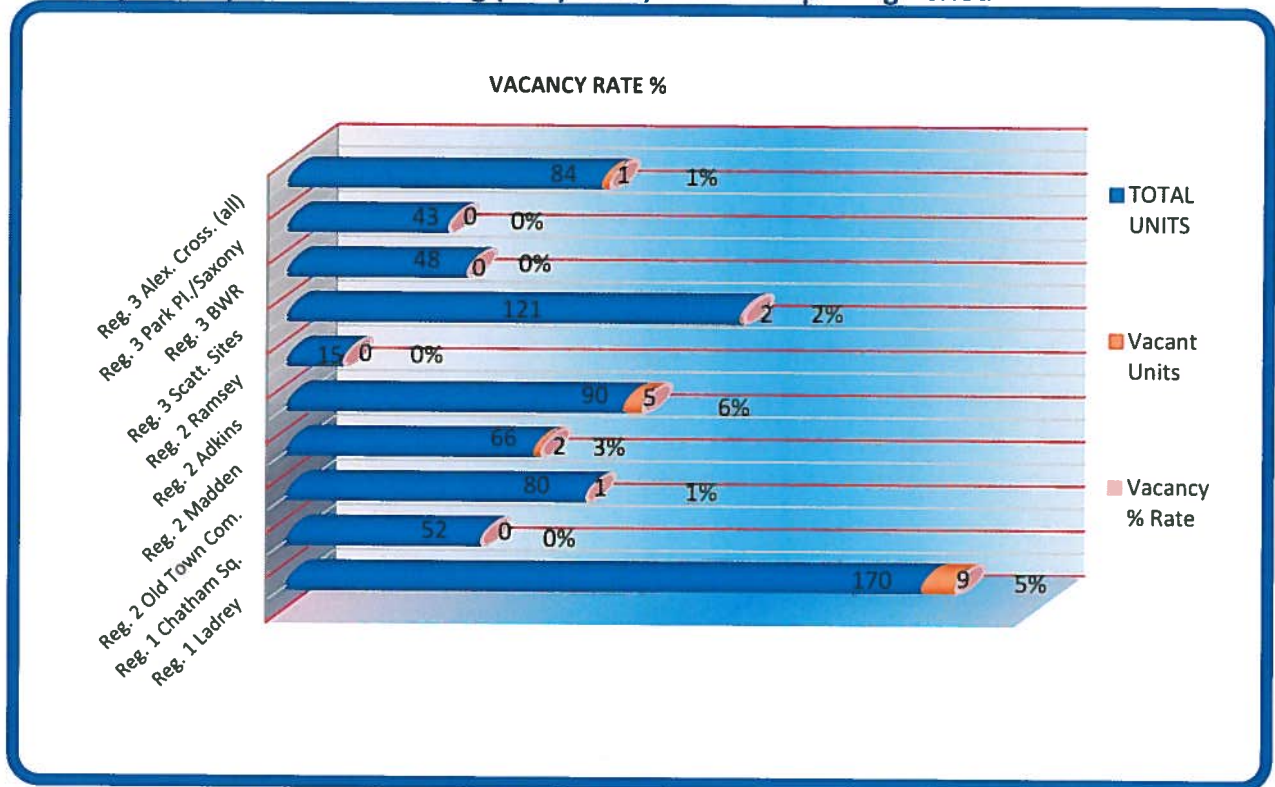
Vacancy Activity Tracking Report for ACC Units

	Number Units	Vacant Units	Vacancy % Rate
Ladrey Building	170	3	2%
Chatham Square.	52	1	2%
Old Town Commons	80	1	1%
S. Madden Homes	66	2	3%
A. Adkins Homes	90	5	6%
Ramsey Homes	15	0	0%
Scattered Sites (all)	121	2	2%
BWR	48	0	0%
Park Place & Saxony Square	43	0	0%
Alexandria Crossing (all on-line units)	84	1	1%
TOTALS: (values are rounded up/down)	769	15	2%
(1) S. Madden Homes: one unit off line ARA office			

The Chart C below shows the vacant unit activity per sites based on the content of Table C. Please note that some developments have been accumulated under one name due to the limitations of the graphic (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 (ACC) Units, Current Reporting Period



II. Year-to-Date Administrative & Legal Activities

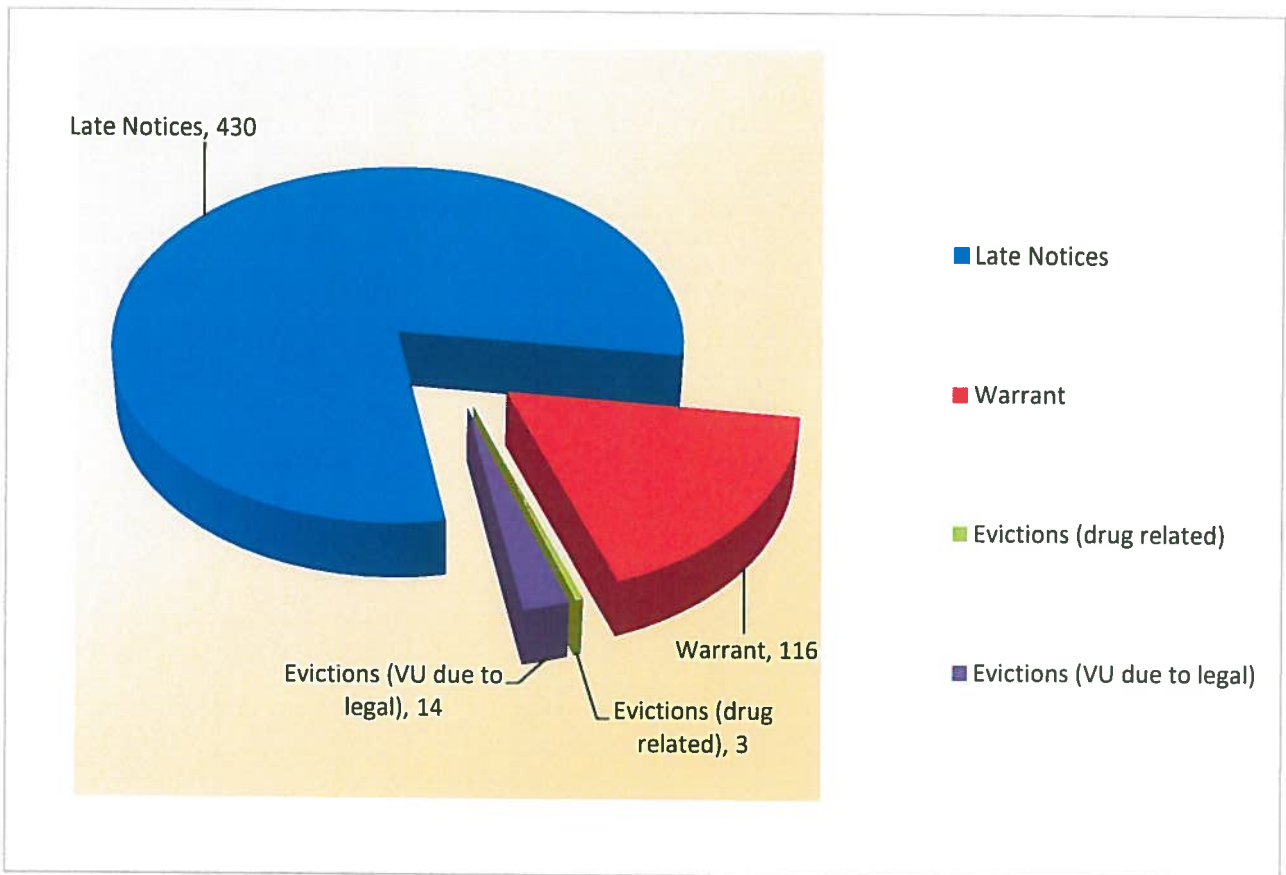
The following Table and Chart(s) provide a summary of the legal activities initiated by staff to enforce lease compliance, including but not limited to non-payment of rent or other charges, violation of the lease agreement unrelated to rent payment, and actions initiated by the Alexandria Police Department as a result of illegal activities, including drugs.

Chart D below, shows the Year-To-Date numbers that quantify the above steps. The variances shown in the chart also illustrates how the various step-actions are carried out based on the residents' response and the adjudication of the cases.

The current year reflects all activities that have taken place since the beginning of the year up to the current reporting period, all values are accumulative.

CHART D

Year to Date Administrative & Legal Activities






Commissioners:

Merrick Malone, Chairman
Daniel Bauman, Vice Chairman
Christopher Ballard

Melvin Miller
Carter Flemming
Brett Libresco

Chyrell Bucksell
Karl Sandberg
Salena Zeller

Roy Priest, Chief Executive Officer

DATE: July 11, 2014
TO: Merrick Malone, Chairman and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer 
SUBJECT: **Housing Choice Voucher Program (HCVP) Activity Report**

I. HOUSING CHOICE VOUCHER PROGRAM SUMMARY OF ACTIVITIES

The current program utilization rate is 76% of the annual contributions contract (ACC) with 96% of the budget authority expended. Tenant based voucher application sessions have begun in an effort to certify families for voucher issuance. At the time of this report, there are 20 families actively seeking with vouchers. To maximize the potential to increase the program utilization rate, HCVP staff will also notify initial PHA's of our intent to absorb a portion of our incoming portable voucher. We are hopeful that the combination of these two efforts in conjunction with the Old Town Commons V lease up will increase the program utilization significantly within the next 90 days.

Projected funding levels for 2015 signal cause for both joy and sadness. While there is an indication of a slight increase in renewal HAP dollars, administrative fee levels are slated to be at a historically low proration of possibly 66%. Senate committee members voiced concerns about the burdensome administrative requirements on public housing authorities. There has not been a major revision of the Housing Choice Voucher program since the late 1990's. Advocates and congressional committee staff have been working on technical reform for the program. In the most recent appropriation, the Senate committee stated, in the absence of a voucher reform bill, it expects HUD to update voucher regulations that don't require congressional action.

Staff is working to incorporate updates from a notice implementing changes from the Appropriations Act to allow biennial HQS inspections, alternative inspection methods, cap utility allowances for oversized units and amend the definition of very low income families published in the June 25th Federal Registers into its Administrative Plan. The changes took effect July 1st but implementation by the PHA requires varying degrees of notice to program participants and owners. Other impending changes include a demonstration program to test the effectiveness of pairing the Family Self Sufficiency program with the existing Family Unification Program. The most interesting of the changes is the new definition for extremely low income families which is now defined as *"very low income families whose incomes do not exceed the higher of the federal poverty level or 30 percent of area median income."* This change affects the Housing Choice Voucher, project-based vouchers, Section 8 projects and Public Housing programs. However, the authority must still meet its income targeting requirements under both the old and new definitions based on the effective date of the change. The revised income limits have been published by HUD to reflect the change. There was no change to the income limits for the City of Alexandria as the published federal poverty level based on household size is lower than 30% of the median income.

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.

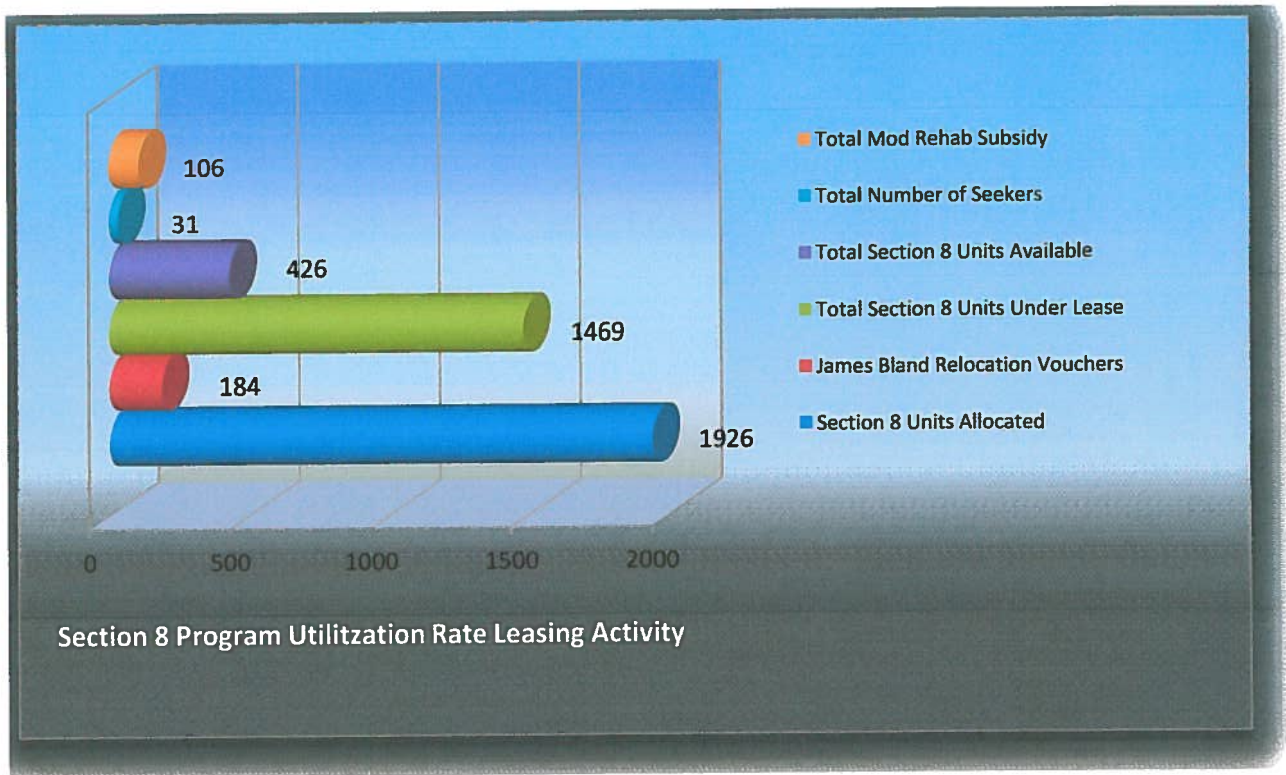
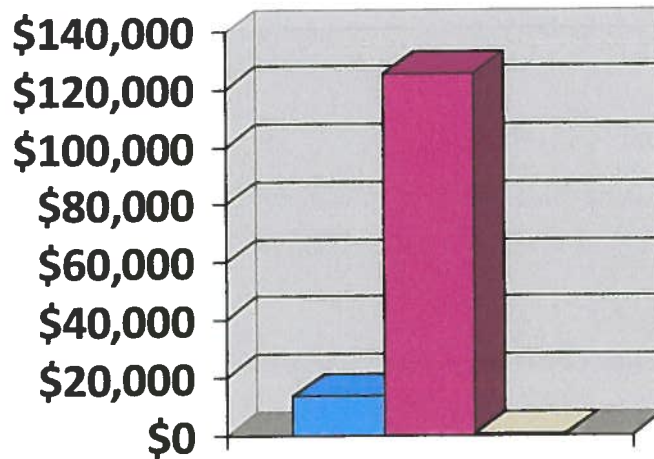


CHART B: Family Self Sufficiency Program (FSS) activities for current reporting period.



Top Escrow Balance	\$13,249
Total Escrow	\$125,376.89

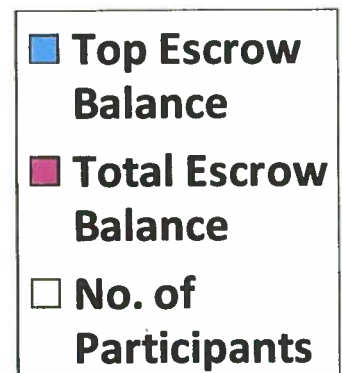
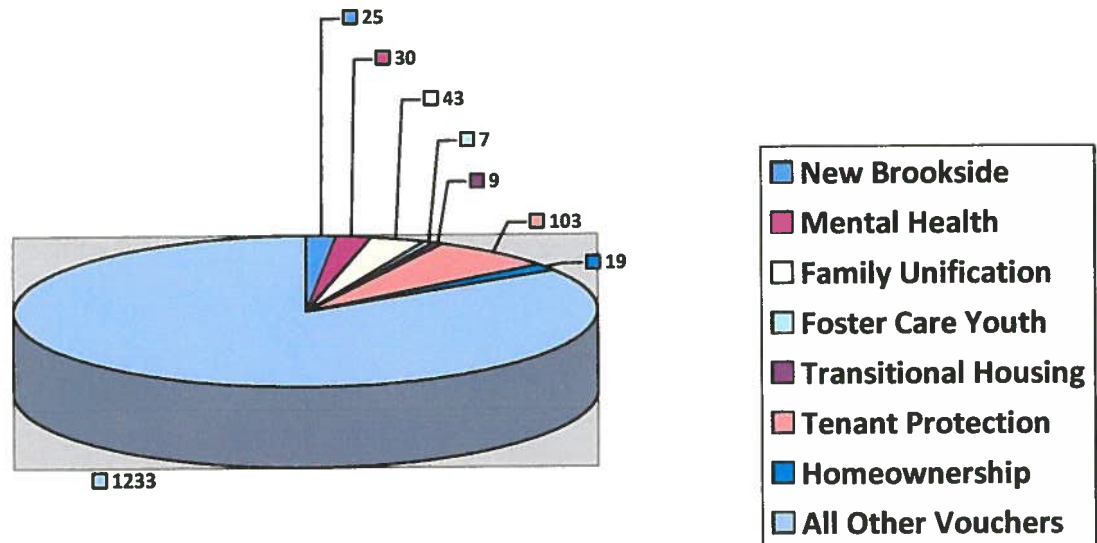


CHART C: Section 8 Vouchers Unit Lease breakdown for current reporting period.





Commissioners:

Merrick Malone, Chairman
Daniel Bauman, Vice Chairman
Christopher Ballard

Melvin Miller
Carter Flemming
Brett Libresco

Chyrell Bucksell
Karl Sandberg
Salena Zellers

Roy Priest, Chief Executive Officer

DATE: July 21, 2014
TO: ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer 
SUBJECT: RESIDENT AND COMMUNITY SERVICES SUMMARY OF ACTIVITIES

SENIOR SERVICES – THE SENIOR CENTER AT CHARLES HOUSTON

Participant Information for the month of June:

- 51 participants and guests were served;
- 20 ARHA and Annie B. Rose residents were served; and
- The total lunch meals served were 156.

Summary of Services/Activities for the month of June:

- Health, Wellness, and Medical Services – 51 clients (duplicated count) participated in yoga, walking club, arthritis exercise classes, morning stretch and bowling. Clients also attended a presentation on Protecting Yourself in the Summer Heat and Water Works in the CHRC Pool;
- Assessments – There were 2 for the month;
- Referrals/Deaths – There was 1 Referral and no Deaths for the month of June;
- Activities – 51 clients (duplicated count) participated in a variety of activities and programs which included: shopping excursions to Big Lots, Landmark Plaza Stores, Amish & Miller's Farmer's Markets, and the Stores of Kingstowne; the end of year Intergenerational Activities with the Network Pre-school and Burgundy Farm School partners, cyber teens/cyber senior computer classes, and members of the Cybers' Program attended the end of year Optimist Club Luncheon @ Belle Haven Country Club.

SENIOR SERVICES – LADREY HIGHRISE

Summary of Services for the month of June:

- Health and Medical Services –25 residents received Medicare Counseling, Medicaid/SNAP Assistance, completed Medicaid/Medicare Extra Help Applications, received assistance from EMS, participated in the Men’s Health Awareness, and the Think Well Feel Well program;
- Assessment /Family Planning – 6 residents were assisted with Family Planning, Hoarding Management/Housekeeping, Hospital Discharge/Planning Information, Mental Health Coordination, or Adult Protective Services;
- Referrals – 10 referrals were provided for assistance with Companion Aide/Home Health Care Services, Optometry Services, Senior Taxi, METRO Access, Furniture Assistance, Rental Assistance, Medical Bill Assistance, or Medical Equipment/Prescription Assistance;
- Senior Services – 42 residents were provided with general assistance which included home visits, completing applications, making appointments, file updates, Case Management planning with the Office of Aging, and communicating with Social Services;
- Activities – 184 (duplicated count) residents participated in activities, which encompassed events sponsored by Community Partners and Organizations. These included Faith Based Services and luncheons provided by Oakland Baptist Church and Third Street Baptist, Father’s Day Gift Baskets provided by the I’m Still Alive Foundation, an outing to the Dutch Village, the Ladrey Resident Advisory Board Meeting, Bingo sponsored by Christ Church, a Ladrey Fun & Game Day, and the monthly shopping trip to Wal-Mart; and
- There were no volunteer hours provided for the month.

June Food Distributions at Ladrey:

	Number of Distributions	Amount of Donation (Dollars or Weight)	Category of Food Donation	Number of Residents/Families
Trader Joe’s	8	\$3,800	Produce, Meat, Bread	300
Safeway	4	\$1,200	Bread	161
Capital Area Food Bank Mobile Pantry*	1	5,800 Pounds	Produce, Meat, Bread, Desserts	271
Ladrey Food Bank	1	950 Pounds	Produce, Meat, Canned Goods, Household Supplies	91
ALIVE*	1	4,250 Pounds	Produce, Canned Goods, Bread	185

***Note:** These distributions also serve families from the community and residents outside of Ladrey.

RTFC Participant/Center Information for the month of June:

- Active Students – 55/ New Youth Registrations – 0/ # Inactive Students - 46
- Avg. Daily Youth Attendance – 20/ # Relocated Youth – 75/ # Youth Contacts – 451
- Active Adults – 40/ New Adult Registrations – 0/ Avg. Daily Adult Attendance – 1/# Relocated Adults - 90
- Active Volunteers – 45/New Volunteers – 4/# Volunteer Hrs – 125/Community Service Volunteers – 2/Community Service Volunteer Hours – 16;
- Budget – nothing was spent during the month of June; and
- Center Donations - \$200.00 which primarily consisted of food and clothing.

FRLC (CHRC) Participant/Center Information for the month of June:

- Active Students – 28/ New Youth Registrations – 0/ # Inactive Students - 10
- Avg. Daily Youth Attendance – 8/ # Youth Contacts – 86
- Community Service Volunteers – None
- Active Volunteers – 0/New Volunteers – 0/# Volunteer Hrs – 0
- Budget – nothing was spent during the month of June; and
- Center Donations – None.

RTFC/FRLC Programming & Partnership Information:

- Youth from both Resource Learning Centers participated in the 5th Annual Youth Arts Festival held on June 7th. They shared a variety of visual art pieces (some of which were selected for display at City Hall) and performed a dance number. Two young boys also won first place in the inaugural YouSensation Competition, in the music category.
- 5th Annual Ruby Tucker Day Celebration was held on June 28th, which saw several hundred residents, partners, volunteers, city officials, and supporters come out for the day's festivities. Over \$1000 in gift cards and prizes were given out to attendees, and residents took advantage of the many resources that were available from partners.
- ARHA's Shine Summer Camp for 4 and 5 year old children started on June 23rd and runs for 8 weeks. The camp is run out of the Ruby Tucker Center and provides a variety of enrichment and educational activities for kids throughout the summer. Meals at the camp are provided through our partnership with the Recreation Department and USDA. 31 of our older kids are enrolled in summer camp through the recreation department.
- June 26th ARHA partnered with ACPS and took a group of 40 of our kids to the National Aquarium in Baltimore, MD. These kids were all participants of the afterschool homework/tutoring program throughout the school year. There were several parent chaperones on hand as well to assist with crowd management.

FAMILY SELF SUFFICIENCY PROGRAMS

Participants:

	Public Housing FSS Program	HCVP FSS Program
Number of Participants	26	29
Number of Participants Earning Escrow	9	19
Highest Individual Escrow Amount	\$18,818.00	\$13,979.47
Total Escrow Amount for Program	\$51,363.00	\$128,893.77

Programs and Events:

- Ruby Tucker Day/FSS Picnic – was held on June 28, 2014. As part of the event, the FSS Program provided information on the program, as well as other resources for residents in terms of health and employment via partnerships. Walgreens and Computer Core, both participated on behalf of the FSS program. Walgreens performed blood pressure checks and health resources, while Computer Core provided information on their training and employment programs.
- HCV FSS Coordinator is working with the Links to roll out a Financial Literacy Series starting in September. In addition, the Coordinator is also planning to debut a practical life skills program called, Choices. The program is designed to give residents basic tools in financial management, employment readiness, physical well-being, and relationships that they can use to make choices to be everything they can be.

Case Management/Challenges:

- 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, and Christ Church were made on behalf of six PH/FSS participant families.

Resume Building & Updates – Met with participants to update, correct or change resumes and cover letters.

Success Stories/ Outreach Work:

- Both the PH & HCV FSS Coordinators volunteer at Christ Church as Lazarus Ministry Counselors on a weekly basis. In addition to interacting with other agencies, the Coordinators assist a large number of ARHA residents with referrals for assistance with rent and utilities. For the month of June, 10 hours were devoted to the Lazarus Ministry.

FAMILY SELF SUFFICIENCY PROGRAMS CONTINUED

- Another referral for assistance was made for a Tancil Court resident to attend the 6 month Computer Core Professional Training Program. This ARHA resident signed up during the Ruby Tucker/FSS Event on June 28, 2014, along with four other ARHA Residents. The PH/FSS Coordinator has followed up with them to encourage participation in the Computer Core Program.
- PH/FSS Community Outreach, which included 4 hours assisting with marketing and promotion for the Verizon Hiring Event at Charles Houston and participating in the City of Alexandria's Youth Services Coordinating Committee Meeting. Several hours were also spent with ARHA residents to assist in creating, correcting, updating, or changing resumes and cover letters in preparation for the second annual Community Partnership Job Expo.
- Coordinated Tutoring Services with ACPS/ARHA Family – A young man will graduate with his High School Diploma when he completes the summer school program in August. Through the work of the PH/FSS Coordinator, the summer school fees were waived for the family and the tutoring services were provided free of cost.
- Two participants successfully completed an ACPS Adult GED Program and are preparing to take the exam this fall.

COMMUNITY AND SUPPORTIVE SERVICES

Program Update

- Attended quarterly Workforce Invest Board Meeting to discuss upcoming changes to Workforce Investment Act and availability of training funds;
- Received final approval for lease addendum and assessment forms for James Bland V residents;
- Met with 7 out of 14 new residents to assess needs, sign lease and addendum, and complete forms;
- Completed position description and stipend addendum for Jefferson Village Beautification Stipend Pilot Program;
- Assisting with monitoring and updating social media information for 75th Anniversary;
- Provided programmatic support for 75th Anniversary press release;
- Participated in Ruby Tucker Community Day; and
- Participated in roundtable discussion with FSS Coordinator and HCVP Director to implement Life Skills Program in the fall for James Bland V residents.

UPCOMING EVENTS

- July 25 – Water Works @ CHRC Pool, Noon- 12:30 pm (Every Wednesday & Friday)
- July 25 – Annual Senior Center Carnival @ CHRC, 10:30 am – 2:00 pm
- July 26 – ALIVE End of the month Food Distribution @ Ladrey, 8-1pm
- July 31 – Capitol Area Food Bank Fresh Produce Distribution @ Tancil Court, 3-5pm
- July 31 – FSS PCC (Program Coordinating Committee) Meeting, @ 18 Roth Street
- Aug TBD - Book Signing with Will Haygood, author of “The Butler”, Senior Center @ Charles Houston in partnership with the Alexandria Black History Museum
- Aug 5 – National Night Out @ Various Locations (CHRC, RTFC, Jefferson Village), 6-8pm
- Aug 13 – Momentum Leadership Program Graduation, 6:00 pm @ CHRC
- Aug 14 – FSS Professional Development Seminar, location TBD
- Aug 15 - Capitol Area Food Bank Fresh Produce Distribution @ Tancil Court, 3-5pm
- Aug 29 – Capitol Area Food Bank Fresh Produce Distribution @ Tancil Court, 3-5pm
- Aug 30 - ALIVE End of the month Food Distribution @ Ladrey, 8-1pm
- Sept 10 – FSS/Links’ Financial Literacy Series
- Sept 18 – FSS Orientation Presentation/Financial Literacy @ 600 N. Fairfax
- Sept 25 – FSS/Choices Practical Life Skills
- Oct 1 – Second Annual Community Partnership Job Expo @ CHRC

FACILITIES & MODERNIZATION

FACILITIES &
MODERNIZATION



Commissioners:

Merrick Malone, Chairman
Daniel Bauman, Vice Chairman
 Christopher Ballard


Melvin Miller
 Carter Flemming
 Brett Libresco

Chyrell Bucksell
 Karl Sandberg
 Salena Zellers

Roy Priest, Chief Executive Officer

DATE: July 24, 2014

TO: Chairman Merrick Malone and the ARHA Board of Commissioners

FROM: Roy Priest, Secretary-Treasurer 

SUBJECT: DEPARTMENT OF FACILITIES AND MODERNIZATION

PART I FACILITIES MANAGEMENT REPORT

A. Work Order Summary

Following below is Table I, with a summary of the work orders (“WO”) activity during the current reporting period, with a breakdown by WO categories. Further, Chart I, provides a graphic summary of the number of work orders by each Region comprising the Asset Management Projects (“AMP”).

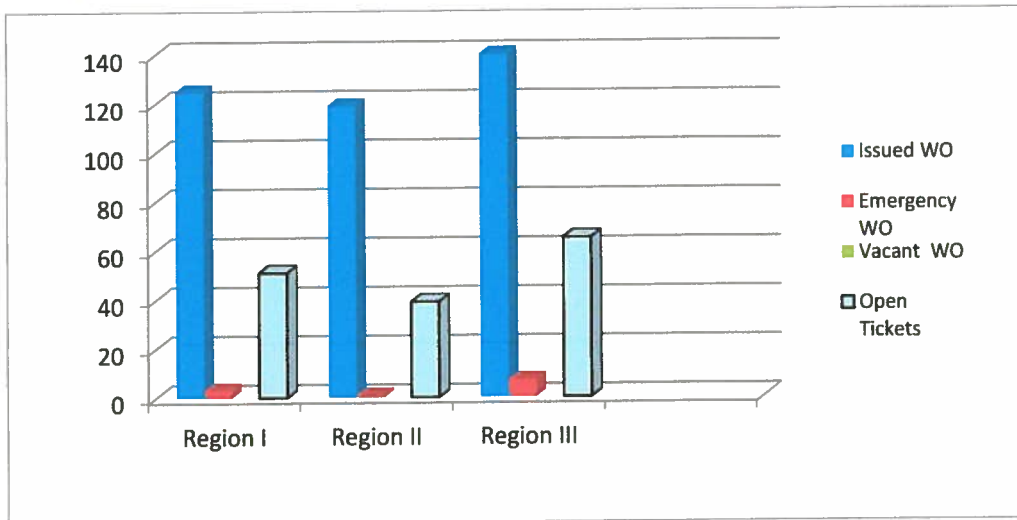
Table I – Reporting Period: 6/1/2014 to 6/30/2014

Issued WO’s	384	Includes all work orders generated during this period
Completed WO’s	229	Includes all work orders completed during this period
Emergency WO’s	11	Includes all emergency work orders issued and completed within 24-hours
Open WO’s (1) SEE NOT BELOW	155	Includes routine WOs, exterminator services, and vacant units WOs summary as of the closing of this reporting period ending

(1) Open work order tickets by regional Asset Management groups, as seen on Chart I below, includes ongoing UPCS inspections for REAC:

Region I = 13.28 %
 Region II = 10.16 %
 Region III = 16.93 %

Chart I – Work Orders by Regions



PART II OVERVIEW OF FACILITIES AND MODERNIZATION ACTIVITIES

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

1. Vacant Units Turn Over

The Department had tent (10) units undergoing rehabilitation work and seven (7) units have been completed and turned over to Asset Management for leasing as of the closing of this report.

2. Preventive Maintenance (PM)

Seasonal preventive maintenance tasks such as HVAC, exterior electrical lighting and other life and safety equipment, has been under way, and will continue through the remaining of the season as the regular work load may permit due to the summer demand increases of HVAC and Electrical service calls.

3. Jefferson Village Improvements

The exterior site work will be resumed as soon as the permits are approved for changes related to the Parker Grey historical district, which is subject to review and approval by the Board of Architectural Review.

PART III ARHA Smoke Cessation Program

B. Policy Implementation Update

The implementation of the ARHA Non-Smoking Housing Policy is being phased as follows:

1. **In Progress:** Public comments of the Admission and Continuing Occupancy Plan (“ACOP”) to incorporate Chapter 17 “ARHA Non-Smoking Housing Policy.” HUD requires a public hearing to receive comments from the residents and the Residents Advisory Board (RAB) on any significant amendment or modification to the ACOP.
2. **In Progress:** Upgrade lease document and House Rules and Regulations to incorporate an addendum of the new policy and provide written notification to residents regarding how it affects their lease.
3. **Completed:** Creation of a Standard Operations Procedures (“SOP”) regarding enforcement of the policy and disclose to residents. A smoke-free policy depends mainly on the resident's voluntary compliance; hence, non-smoker residents are the greatest allies to help enforcing the policy. Resident complaints about violations of the policy must be documented with facts, to resolve the matter. All non-smoking policy violations should be treated as any other lease violation.
 - a. New Policy affects ARHA staff, administrative offices, shops, warehouses and all vehicles and trucks.
4. Posting of interior and exterior signage regarding the Non-Smoking Housing Policy and ensure that all residents are aware of the where smoking is allowed and where is not, and that the non-smoking policy applies to guests and invitees. Sign are in the making process at this time and delivery expected in early July 2014.
5. Submit to HUD the Annual Agency Plan, including the revised ACOP, on or before October 15, 2014.

DEVELOPMENT

DEVELOPMENT



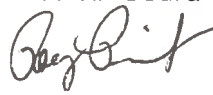
Commissioners:

Merrick Malone, Chairman
Daniel Bauman, Vice Chairman
Christopher Ballard

Melvin Miller
Carter Flemming
Brett Libresco

Chyrell Bucksell
Karl Sandberg
Salena Zellers

Roy Priest, Chief Executive Officer

DATE: June 25, 2014
TO: Chairman Merrick Malone and the ARHA Board of Commissioners
FROM: Roy Priest, Secretary-Treasurer 
SUBJECT: DEVELOPMENT UPDATE

JAMES BLAND V

Construction of the multifamily buildings is complete at both 905 and 935 N. Patrick Street with 935 being fully leased. The final units at 935 turned over ahead of the original contract schedule on July 3, 2014. As of July 15th (date of last certificate for payment from EYA), the land development was 96% completed; the triplex construction is 70% completed and the multifamily buildings are each 100% complete. The contract Turnover dates versus what EYA has delivered is in Table 1 below. EYA has taken reservations for all 32 condominium units (Figure 1), and 47 of the 62 townhomes (Figure 2). Sales graphics are located at the end of this report.

Unique to this phase of the James Bland redevelopment effort is a \$7.9M Wells Fargo construction bridge loan that is to be paid off by the 2nd installment of capital from our investors. This loan must be paid off not later than the beginning of January 2015, in order for there to be no impact on the interest expense budgeted for the project. Given that the last units turn over in November, staff is working with the contractor to cost certify this phase by contract (multifamily/triplex/land development) in order to expedite the total budget final cost certification. Expedited close-out and final cost certification of this phase is critical to the timely pay back of this Wells Fargo loan and delivery of this phase within budget.

Staff is also taking advantage of much needed summer interns to fully organize the Davis Bacon documentation, complete a full audit and conclude the work related to worker restitution payments related to the execution of the construction work.

To date the Board of Directors of the Old Town Commons Master Association has been made up with a majority representation from EYA, and two ARHA representatives. The Old Town Commons Master Association will hit the 75th% settlement trigger to initiate the Board transition/turnover on July 25, 2014. Once this trigger is reached, a notice will be sent to all homeowners calling for candidates interested in running for the Board of Directors and announcing the date and time for the election. The election is anticipated to occur September 16, 2014, contingent on the availability of the Charles Houston Recreation Center where the elections will be conducted.

TABLE 1: ARHA TRIPLEX UNIT SCHEDULE: JAMES BLAND III

<u>Building/ Lot #</u>	<u>Turnover to ARHA (Est.)</u>	<u>Turnover to ARHA (Actual)</u>	<u>ARHA Placed-In- Service (per Contract)</u>	<u>ARHA Placed- In- Service (Actual)</u>	<u>Unit Address</u>
37/13	03/24/2014	04/01/2014	05/08/2014	4/10/2014	941 N. Alfred Street, #301
37/13	03/24/2014	04/01/2014	05/08/2014	4/18/2014	941 N. Alfred Street, #201
37/13	03/24/2014	04/01/2014	05/08/2014	5/7/2014	945 North Alfred Street
37/17	03/24/2014	04/01/2014	05/08/2014	4/10/2014	824 First Street #301
37/17	03/24/2014	04/01/2014	05/08/2014	4/10/2014	824 First Street #201
37/17	03/24/2014	04/01/2014	05/08/2014	4/18/2014	820 First Street
39/22	04/16/2014	04/17/2014	06/15/2014	5/02/2014	940 N. Columbus St. #101
39/22	04/16/2014	04/17/2014	06/15/2014	6/05/2014	940 N. Columbus St. #201
39/22	04/16/2014	04/17/2014	06/15/2014	5/02/2014	936 N. Columbus St.
40/39	08/11/2014		10/10/2014		902 Montgomery Street
40/39	08/11/2014		10/10/2014		906 Montgomery St. #201
40/39	08/11/2014		10/10/2014		906 Montgomery St. #301

TABLE 2: ARHA TRIPLEX UNIT SCHEDULE: JAMES BLAND V

<u>Building/ Lot #</u>	<u>Turnover to ARHA (Est.)</u>	<u>Turnover to ARHA (Actual)</u>	<u>ARHA Placed-In- Service (per Contract)</u>	<u>ARHA Placed-In- Service (Actual)</u>	<u>Unit Address</u>
45/11	10/21/2014		12/20/2014		912 First Street, #301
45/11	10/21/2014		12/20/2014		912 First Street, #201
45/11	10/21/2014		12/20/2014		916 First Street
45/14	10/21/2014		12/20/2014		906 First Street #301
45/14	10/21/2014		12/20/2014		906 First Street #201
45/14	10/21/2014		12/20/2014		902 First Street
48/28	09/10/2014		11/14/2014		906 N. Alfred St. #301
48/28	09/10/2014		11/14/2014		906 N. Alfred St. #201
48/28	09/10/2014		11/14/2014		902 N. Alfred St.
48/31	09/10/2014		11/14/2014		915 Montgomery Street
48/31	09/10/2014		11/14/2014		911 Montgomery St. #201
48/31	09/10/2014		11/14/2014		911 Montgomery St. #301

TABLE 3: ARHA MULTI-FAMILY UNIT SCHEDULE: JAMES BLAND V

		<u>Turnover to ARHA (Est.)</u>	<u>Turnover to ARHA (Actual)</u>	<u>ARHA Placed-In- Service (per Contract)</u>	<u>ARHA Placed-In- Service (Actual)</u>
BUILDING 42: ADDRESS 935 NORTH PATRICK STREET					
<u>Rental Floor 1</u>					
Unit 1	#101	4/29/2014	5/30/2014	6/28/2014	6/9/2014
Unit 2	#102	4/29/2014	5/30/2014	6/28/2014	6/9/2014
Unit 3	#103	4/29/2014	5/30/2014	6/28/2014	6/9/2014
Unit 4	#104	4/29/2014	5/30/2014	6/28/2014	6/16/2014
<u>Rental Floor 2</u>					
Unit 1	#201	4/29/2014	5/30/2014	6/28/2014	6/19/2014
Unit 2	#202	4/29/2014	5/30/2014	6/28/2014	6/16/2014
Unit 3	#203	4/29/2014	5/30/2014	6/28/2014	6/16/2014
Unit 4	#204	4/29/2014	5/30/2014	6/28/2014	6/20/2014
<u>Rental Floor 3</u>					
Unit 1	#301	5/19/2014	5/30/2014	7/18/2013	06/30/14
Unit 2	#302	5/19/2014	5/30/2014	7/18/2013	07/16/14
Unit 3	#303	5/19/2014	5/30/2014	7/18/2013	07/03/14
Unit 4	#304	5/19/2014	5/30/2014	7/18/2013	06/30/14
<u>Rental Floor 4</u>					
Unit 1	#401	5/19/2014	5/30/2014	7/18/2013	07/14/14
Unit 2	#402	5/19/2014	5/30/2014	7/18/2013	07/11/14
BUILDING 49: ADDRESS 905 NORTH PATRICK STREET					
<u>Rental Floor 1</u>					
Unit 1	#101	6/17/2014	06/17/2014	8/16/2014	
Unit 2	#102	6/17/2014	06/17/2014	8/16/2014	
Unit 3	#103	6/17/2014	06/17/2014	8/16/2014	
Unit 4	#104	6/17/2014	06/17/2014	8/16/2014	
<u>Rental Floor 2</u>					
Unit 1	#201	6/17/2014	06/17/2014	8/16/2014	
Unit 2	#202	6/17/2014	06/17/2014	8/16/2014	
Unit 3	#203	6/17/2014	06/17/2014	8/16/2014	
Unit 4	#204	6/17/2014	06/17/2014	8/16/2014	
<u>Rental Floor 3</u>					
Unit 1	#301	7/6/2014	07/03/14	9/4/2014	
Unit 2	#302	7/6/2014	07/03/14	9/4/2014	
Unit 3	#303	7/6/2014	07/03/14	9/4/2014	
Unit 4	#304	7/6/2014	07/03/14	9/4/2014	
<u>Rental Floor 4</u>					
Unit 1	#401	7/6/2014	07/03/14	9/4/2014	
Unit 2	#402	7/6/2014	07/03/14	9/4/2014	
Unit 3	#403	7/6/2014	07/03/14	9/4/2014	
Unit 4	#404	7/6/2014	07/03/14	9/4/2014	

REQUEST FOR DEVELOPMENT PARTNERS, VARIOUS SITES

During the week of July 21st, the Evaluation Committee interviewed the ten (10) teams that were advanced from Part 1 to Part 2A of the process. Further updates will be provided in Executive Session.

Request for Proposals for a Prime Specialty Consultant

A Request for Proposals for a Prime Specialty Consultant (“Consultant”) published on July 1st. The scope of work for this Consultant is to verify the feasibility of the proposed development by Development Site, by phase and by component; including the overall feasibility of each Proposal considering its cost, schedule, total benefit to ARHA and the City, and manner of handling resident displacement. Each technical component will be examined individually by a team of specialty consultants, after which the Prime Specialty Consultant will prepare a comprehensive report linking the components together to create a coordinated framework for the organization, and presentation of the information orally and in a bound report (the “Final Deliverable”) to the Evaluation Committee for use in making a final recommendation to the ARHA Board of Commissioners. The solicitation indicates that presentations to the Board of Commissioners may be necessary prior to recommendations being finalized.

In order to properly analyze the development Proposals expected to be received as a result of Part 2B, the Consultant is also being asked to provide necessary input to the RFP 14-02 Part 2B prepared by ARHA. In order to support ARHA in producing the RFP 14-02, Part 2B – Proposals document, each specialty consultant team member will review the ARHA draft of the Part 2B document in order to ascertain that we are requesting all information necessary to conduct a thorough development analysis. Each specialty consultant team member will have a defined set of sub-deliverables specific to their discipline, therefore, must be a part of developing the development Proposal deliverables of the Partners in order to ensure receipt of enough information needed for a fully vetted review of each Proposal. Part 2B will be the most comprehensive, and technical submission and is the conclusion of a 3-Part process.

The schedule for the Prime Specialty Consultant RFP is as follows:

Publication of RFP:	<u>July 1, 2014</u>
Last Date for Proposer Questions:	<u>July 11, 2014</u>
Publication of Responses:	<u>July 13, 2014</u>
Proposal Due Date:	<u>July 31, 2014</u>
Notification of Finalists:	<u>August 14, 2014</u>
Finalist Interviews (if applicable):	<u>Week of August 18th</u>
Recommendation to ARHA Board:	<u>Month of September, 2014</u>
Consultant Selection:	<u>September, 2014</u>
Contract and Notice to Proceed:	<u>September, 2014</u>
Project Duration*:	<u>Up to 1 year</u>

* This duration is contingent upon schedule for selection of the Development Partners and is therefore subject to change. Selected Prime Specialty Consultant will be immediately engaged to review RFP 14-02, Part 2B, prior to its scheduled publication in August of 2014. Consultant will be engaged during the RFP 14-02 process to assist ARHA staff in responding to inquiries by development Partners and then for development analysis related to up to twenty-one (21) Proposals. There will be two Additive Alternates: 1) public relations related work; and 2) consulting related to sequencing.

THE ST. JOHN BAPTIST CHURCH

On July 10, the members of the Old Town Commons ("OTC") Master Association Board of Directors approved the request from Providence St. John Baptist Church (the "Church") for a perpetual easement over Parcel B of the Master Common Areas owned by the Association. By way of background,

- Parcel B is located between the two pieces of land owned by the Church. A stoop currently extends from the existing building located on the adjacent parcel owned by the Church into Parcel B. There is a related lead walk serving the existing building, as well as HVAC equipment serving the existing Church property located on Parcel B.
- Parcel B is a Master Common Area Parcel owned by the OTC Master Association, but the OTC Master Association is not using Parcel B for any purpose.

The OTC Master Association Board of Directors approved the easement contingent on the inclusion of the following proposed terms and conditions:

- a) The easement shall be perpetual, subject to compliance by the Church with the terms of the easement.
- b) The Church will be permitted to continue using Parcel B for the existing purposes in place. Any change in the use of Parcel B, including, without limitation, the construction of any permanent improvements within Parcel B, shall require the prior written consent of the OTC Master Association.
- c) The Church may not store trash or debris on Parcel B, and in no event shall the Church bring, or allow any person to bring, onto Parcel B and hazardous materials or toxic substances or any nature.
- d) No use of Parcel B shall be made which would interfere with the use of the remaining property subject to the Master Declaration of Covenants, Conditions and Restrictions for Old Town Commons, or which would cause a disturbance to the owners or occupants of the Old Town Commons community, or restrict or limit the air and light currently available to the Old Town Commons community through Parcel B.
- e) The OTC Master Association will continue to own Parcel B, but the Church will be responsible for maintaining, repairing, and replacement Parcel B and any improvements located within Parcel B. The OTC Master Association shall have no obligation to maintain, repair, replace or perform any other work within Parcel B.
- f) The Church will maintain property damage insurance and general liability insurance in amounts reasonably required by the OTC Master Association with respect to Parcel B, and all such insurance policies shall name the OTC Master Association (and its management agent) as additional insureds. Such insurance policies shall not be amended or modified or cancelled without notice to, and the prior written consent of, the OTC Master Association.
- g) The Church will reimburse the OTC Master Association within 10 days following written demand from the OTC Master Association (or its management agent) for all real estate taxes paid or required to be paid by the OTC Master Association with respect to Parcel B. Copies of all current real estate tax bills received by the OTC Master Association (or its management

agent) shall be furnished to the Church when demand for payment is made by the OTC Master Association.

- h) The grant of the easement shall be set forth in an easement agreement to be recorded among the Land Records of the City of Alexandria, at the sole cost of the Church. The conditions set forth herein, and any other reasonable restrictions imposed by the OTC Master Association shall be set forth in such easement agreement. A default by the Church in the performance of its obligations under the easement agreement, following reasonable notice and cure periods, may result in a termination of the easement.
- i) If determined by the Board of Directors to be in the best interest of the OTC Master Association, Parcel B may be withdrawn from the Master Declaration of Covenants, Conditions and Restrictions for Old Town Commons, but shall remain in the ownership of the OTC. Any conveyance of fee title to Parcel B must be made in accordance with the provisions of the Master Declaration of Covenants, Conditions and Restrictions and Bylaws for Old Town Commons.

The OTC Master Association Board of Directors further voted to allow the management company, working with the HOA attorney, to finalize the terms and conditions of the easement with the broker and attorney for the church.

RAMSEY HOMES

We have scheduled an August 12 meeting date with the City Planning staff to discuss the schedule for the re-zoning; summer vacation schedules of our attorney and City staff have significantly impacted our ability to have this meeting. Negotiations have concluded with the civil engineer and ARHA's attorney is finalizing the contract. We could not come to agreement on fees or specific HUD-related terms with the architect so negotiations were terminated and we have commenced negotiations with the second choice. We expect to conclude those negotiations successfully before month end.

Staff has modeled the transaction with 9% tax credits as well as 4% tax credits. The equity from a 4% transaction is significantly less, however, if we are able to make up the loss of credits with debt serviced by the market rate rents generated by Section 8 vouchers, this could allow this redevelopment effort to roll out sooner than 2016.

GENERAL MATTERS OF INTEREST

On July 16th, a team from ARHA, including Commissioner Miller, traveled to Tampa, Florida to receive an award from the National Association of Housing and Redevelopment Officials for Successful Use of a Public Private Partnership for the West Glebe/James Bland redevelopment efforts. This is the third award this agency has received for the James Bland effort.

As an award winner, ARHA was asked to host a special exhibit in order to inform other conference attendees regarding the innovation surrounding our project. In order to aid these discussions, staff finalized the marketing materials for VHDLLC; which materials were well received and highly complemented by those who stopped by our table. These packages have been placed at the board table for your review and take away. The marketing materials were paid for by the VHDA Capacity Building Grant awarded to VHDLLC by VHDA last November.

FIGURE 1: JAMES BLAND PHASE V CONDOMINIUM SALES

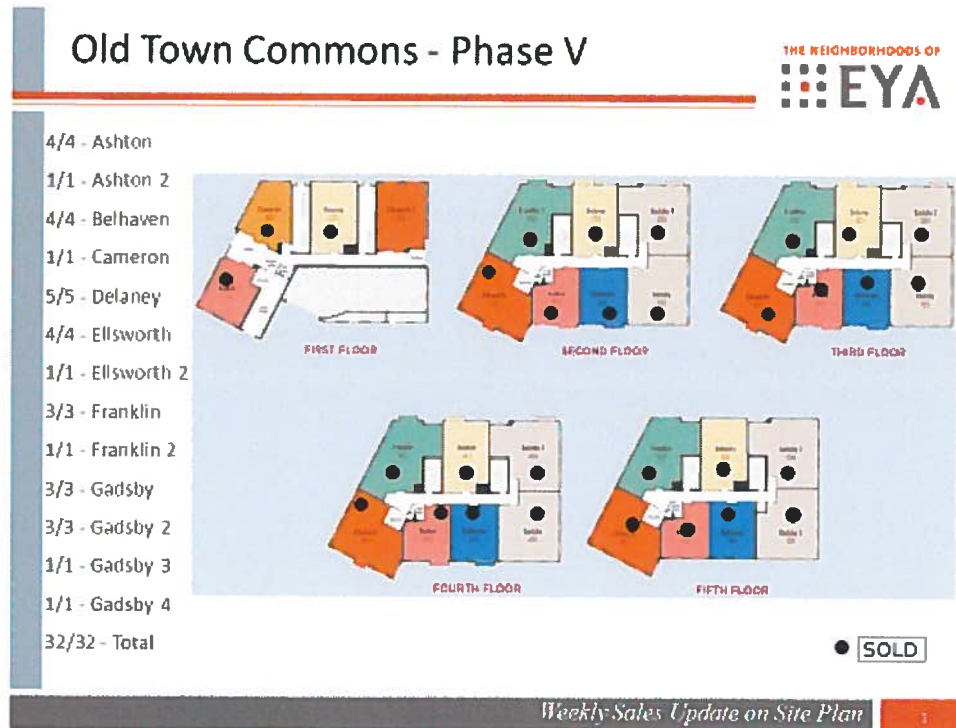
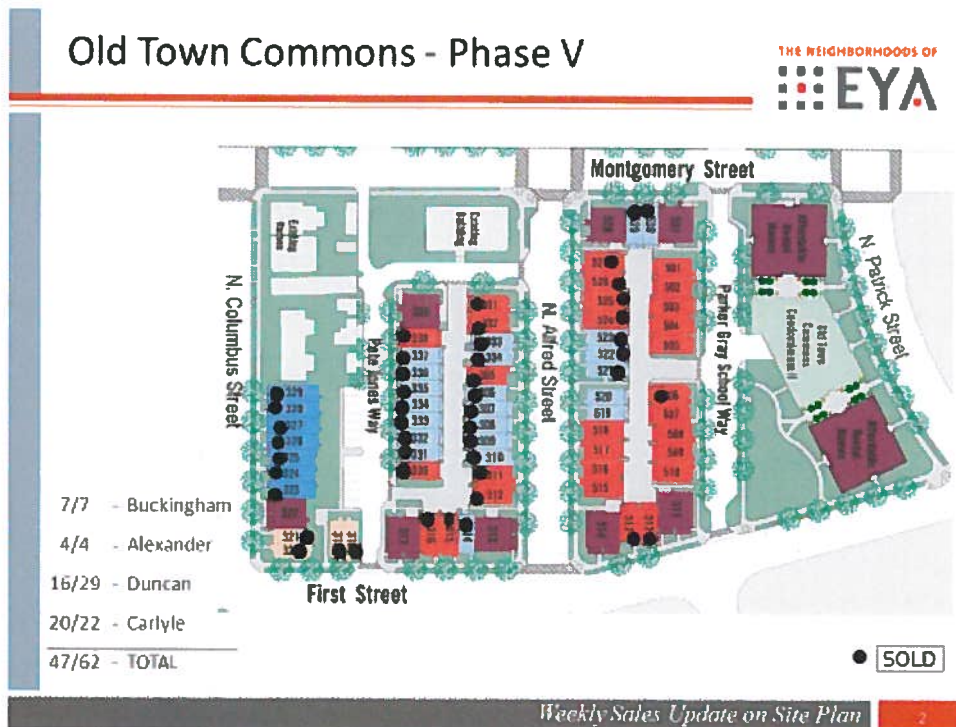


FIGURE 2: PHASE V TOWNHOUSE SALES



CONSENT DOCKET

CONSENT
DOCKET



Commissioners:

Merrick Malone, *Chairman*
Daniel Bauman, *Vice Chairman*
Christopher Ballard


Melvin Miller
Carter Flemming
Brett Libresco

Chyrell Bucksell
Karl Sandberg

Roy Priest, Chief Executive Officer

DATE: June 13, 2014

TO: Merrick Malone, Chairman and the ARHA Board of Commissioners

FROM: Roy Priest, Chief Executive Officer 

SUBJECT: VOTE TO APPROVE RESOLUTION NO. 574 THE HOUSING CHOICE VOUCHER WAITING LIST LOCAL PREFERENC SYSTEM REVISION

ISSUE:

The Housing Authority administers the federal Section 8 Housing Choice Voucher Program for participants residing in the City of Alexandria. The Department of Housing and Urban Development requires each local Housing Authority to adopt a program Administrative Plan to define and guide the administration and implementation of the voucher program. The current Administrative Plan was adopted in 2012. ARHA is permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits ARHA to establish other local preferences at its discretion that can be documented by generally accepted data sources.

DISCUSSION:

The proposed policy revision aims to clarify ARHA's hierarchy of preferences for the Housing Choice Voucher program waiting list. It will also ensure that the system of preference is aligned with the Authority's annual and consolidated plans, strategic plan, and addresses the needs and characteristics of low income families seeking rental assistance in the City of Alexandria.

The current system of preferences outlined in the Administrative Plan is as follows:

- 1) Referrals from the Department of Community and Human Services for the Family Unification Program (FUP), Mental Health, Transitional Housing and Foster Care Youth.
- 2) Residents. (Live and/or work within the corporate city limits of the City of Alexandria).
- 3) Elderly/Disabled.
- 4) Families paying more than 50% of income for rent and utilities.
- 5) Families who live in substandard housing.

- 6) Families who have a head of household or other family member who is a veteran
- 7) Families that meet the standards of the Violence Against Women's Act (VAWA)
- 8) Families who are being displaced by governmental or other action that is not related to non-payment of rent or lease violations.

Any family that has been terminated from ARHA's HCV program due to insufficient program funding AND Public Housing residents for whom reasonable accommodation has been granted for an accessible unit that is not available in ARHA's housing stock (with the approval of the Chief Executive Officer) will supersede all other applications on the Housing Choice Voucher waiting list as a matter of approved program policy.

RECOMMENDATION:

An analysis of six surrounding Public Housing Authority's preference system, the City's consolidated plan, census data and ARHA's historical waiting list were reviewed and resulted in the following recommendations:

- 1) Removal of the former federal preferences
 - a. Families paying more than 50% of income for rent and utilities
 - b. Families who live in substandard housing
 - c. Families who are being displaced by governmental or other action that is not related to non-payment of rent or lease violations.

A review of the current preference system indicates that a streamlined system of local preferences versus use of the former federal preferences would best serve the applicant pool. New policy provides tenant protection voucher for families displaced by governmental actions. 97% of the applicant population qualifies for the former federal preference of expending more than 50% of income for rent and utilities so this preference does not create a line of delineation among the applicants. Further, the statute states to qualify for the "rent overburden" preference the applicant need only show that he/she was obligated to pay rent for at least 90 days but did not have to demonstrate that the rent was in fact paid thereby created a difficulty in verifying this particular preference. The federal definition of substandard housing varies from that being used by the City of Alexandria Coalition to End Homelessness which has specific classification as well as supportive services. As such, this preference is better served incorporated within the transitional housing referral process to address the most urgent needs. Historical waiting list data shows that less than 1% of waiting list applicants elect the former federal preferences when completing the waiting list application.

- 2) Separation of the elderly and disabled waiting list preferences

The needs of both populations are individual and specific and therefore necessitate two separate categories.

- 3) Revising the VAWA and Veterans preferences to be included in the DCHS MOU

The applicants most likely to qualify for the VAWA category will have "emergency" housing needs that cannot be served through a general local preference. Optimum assistance can and should be provided through the memorandum of understanding with DCHS. Historical data shows that ARHA has not had a large veteran population apply for assistance with its programs. However it is our

goal to apply for special funding via VASH vouchers when the NOFA is released in 2015. In the interim, we would like to extend the MOU with DCHS to the Department of Veterans Affairs and allocate 25 voucher referrals spaces for veterans.

4) Reclassification of the Residency preference to a Working preference

Both the residency and working preference required the PHA to offer the preference to those who live and/or working within the jurisdiction. The working reclassification would further enable AHRA to offer preference points to those who live AND work in the jurisdiction as well as those who work and live outside of the jurisdiction. This preference will become the catalyst for our economic self sufficiency efforts which will be extended to our waiting list applicant through an applicant readiness program that is currently being developed.

As such, the proposed new system will reflect the following preferences:

- 1) Referrals from the Department of Community and Human Services for the Family Unification Program (FUP), Mental Health, Transitional Housing, Foster Care Youth, Veterans and families that meet the standards of VAWA.
- 2) Elderly
- 3) Disabled
- 4) Working
 - a. Live and work in the City of Alexandria
 - b. Live and/or work in the City of Alexandria
 - c. Working outside the City of Alexandria

The proposed changes update the current Administrative Plan; therefore, a revision to the Administrative Plan must be adopted and the approved plan must be submitted to the HUD Field Office. Per HUD regulations, adoption of the revision to the Administrative Plan must be by Housing Authority resolution during a public meeting.

That ARHA's Board of Commissioners vote to approve Resolution No. 589 to adopt the revision to the Housing Choice Voucher Program Waiting List Local Preference System.

FISCAL IMPACT:

None

THE ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY BOARD OF COMMISSIONERS
AUTHORIZES APPROVAL OF THE HOUSING CHOICE VOUCHER WAITING LIST LOCAL PREFERENCE
SYSTEM REVISION

RESOLUTION No. 594

WHEREAS, the Alexandria Redevelopment and Housing Authority is required to obtain Board approval for revisions to its Housing Choice Voucher Program Administrative Plan; and

WHEREAS, ARHA is required to review and update its Housing Choice Voucher Program Administrative Plan and its policies annually; and

WHEREAS, Reliable and acceptable data sources such as ARHA's historical waiting list trends, the City's consolidated plan, and waiting list preference data from surrounding public housing authorities show justification for a revision to the current Housing Choice Voucher program system of waiting list preferences;

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Chief Executive Officer to approve the revision of the Housing Choice Voucher Program Waiting List Local Preference System.

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

Merrick Malone
Board Chair

Date

Roy Priest, Secretary-Treasurer

Date



Commissioners:

Merrick Malone, *Chairman*
Daniel Bauman, *Vice Chairman*
Christopher Ballard


Melvin Miller
Carter Flemming
Brett Libresco

Chyrell Bucksell
Karl Sandberg

Roy Priest, Chief Executive Officer

DATE: June 13, 2014

TO: Merrick Malone, Chairman and the ARHA Board of Commissioners

FROM: Roy Priest, Chief Executive Officer 

SUBJECT: **VOTE TO APPROVE RESOLUTION NO. 595, THE PUBLIC HOUSING WAITING LIST LOCAL PREFERENC SYSTEM REVISION**

ISSUE:

The Housing Authority administers the federal Low Rent Public Housing Program for participants residing in the City of Alexandria. The Department of Housing and Urban Development requires each local Housing Authority to adopt a program Admission and Continued Occupancy Plan (ACOP) to define and guide the administration and implementation of the public housing program. The current ACOP was adopted in 2012. ARHA is permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits ARHA to establish other local preferences at its discretion that can be documented by generally accepted data sources.

DISCUSSION:

The Public Housing program has previously operated from one general public housing waiting list with the exception of the elderly/disabled waiting list which provides applicants for the Ladrey and Park Place communities. Approval was received during the Annual and 5 year plan process in 2013 to create site based waiting list for all of the Tax Credit/Public Housing developments. This would include Chatham Square, Braddock/Whiting/Reynolds, Alexandria Crossings, Old Dominion, and Old Town Commons, I, II & IV. The remaining public housing site, Andrew Adkins, Samuel Madden, Scatter Sites I, II & III and Ramsey Homes will continue to operate from the general public housing waiting list. The proposed policy revision aims to clarify ARHA's hierarchy of preferences for the Public Housing program and the new waiting lists. It will also ensure that the system of preference is aligned with the Authority's annual and consolidated plans, strategic plan, and addresses the needs and characteristics of low income families seeking rental assistance in the City of Alexandria.

The current system of preferences outlined in the Admission and Continued Occupancy Plan for the general public housing waiting list is as follows:

- 1) Working families
- 2) Elderly/Disabled.

RECOMMENDATION:

An analysis of six surrounding Public Housing Authority's preference system, the City's consolidated plan, census data and ARHA's historical waiting list were reviewed and resulted in the following recommendations:

- 1) Separation of the elderly and disabled waiting list preferences
The needs of both populations are individual and specific and therefore necessitate two separate categories.
- 2) Addition of a preference for families requiring units pursuant to the Uniform Federal Accessibility Standards (UFAS).

As such, the proposed new system will reflect the following preferences:

General Public Housing Waiting List

- 1) UFAS
- 2) Working
 - a. Live and work in the City of Alexandria
 - b. Live and/or work in the City of Alexandria
 - c. Working outside the City of Alexandria
- 3) Elderly
- 4) Disabled

Ladrey/Park Place

- 1) Working
 - a. Live and work in the City of Alexandria
 - b. Live and/or work in the City of Alexandria
 - c. Working outside the City of Alexandria
- 2) Elderly
- 3) Disabled

Braddock/Whiting/Reynolds

- 1) UFAS
- 2) Working
 - a. Live and work in the City of Alexandria

- b. Live and/or work in the City of Alexandria
- c. Working outside the City of Alexandria

Alexandria Crossing/Old Dominion

- 1) UFAS
- 2) Working
 - a. Live and work in the City of Alexandria
 - b. Live and/or work in the City of Alexandria
 - c. Working outside the City of Alexandria

Chatham Square

- 3) UFAS
- 4) Working
 - a. Live and work in the City of Alexandria
 - b. Live and/or work in the City of Alexandria
 - c. Working outside the City of Alexandria

Old Town Commons I, II & VI

- 1) UFAS
- 2) Working
 - a. Live and work in the City of Alexandria
 - b. Live and/or work in the City of Alexandria
 - c. Working outside the City of Alexandria

The proposed changes update the current Admissions and Continued Occupancy Plan; therefore, a revision to the Admissions and Continued Occupancy Plan must be adopted and the approved plan must be submitted to the HUD Field Office. Per HUD regulations, adoption of the revision to the Admissions and Continued Occupancy Plan must be by Housing Authority resolution during a public meeting.

That ARHA's Board of Commissioners vote to approve Resolution No. XXX to adopt the revision to the Public Housing Program Waiting List Local Preference System.

FISCAL IMPACT:

None

THE ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY BOARD OF COMMISSIONERS

AUTHORIZES APPROVAL OF THE HOUSING CHOICE VOUCHER WAITING LIST LOCAL PREFERENCE SYSTEM REVISION

RESOLUTION No. 595

WHEREAS, the Alexandria Redevelopment and Housing Authority is required to obtain Board approval for revisions to its Public Housing Admissions and Continued Occupancy Plan; and

WHEREAS, ARHA is required to review and update its Admissions and Continued Occupancy Plan and its policies annually; and

WHEREAS, Reliable and acceptable data sources such as ARHA's historical waiting list trends, the City's consolidated plan, and waiting list preference data from surrounding public housing authorities show justification for a revision to the current Public Housing program system of waiting list preferences;

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Chief Executive Officer to approve the revision of the Public Housing Program Waiting List Local Preference System.

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

Merrick Malone
Board Chair

Date

Roy Priest, Secretary-Treasurer

Date

ACTION DOCKET



OTHER BUSINESS

OTHER
BUSINESS