



Alexandria Redevelopment and Housing Authority

Monthly Report to the Board of Commissioners

Keith Pettigrew
Chief Executive Officer

FEBRUARY 24, 2020



**BOARD OF COMMISSIONERS
REGULARLY MONTHLY MEETING**

**Alexandria Redevelopment and Housing Authority
401 Wythe Street, Alexandria, VA 22314
(Large Conference Room)**

Monday, February 24, 2020 at 7:00 pm

AGENDA

1. **PUBLIC DISCUSSION PERIOD FOR RESIDENT GROUPS - 10 MINUTES**
 - Ladrey Advisory Residents Board (RAB) – Steven Hines, President
 - ARHA Resident Association (ARA) – Kevin Harris, President
2. **PUBLIC DISCUSSION PERIOD ON AGENDA AND NON-AGENDA ITEMS - 5 MINUTES**
3. **ADOPTION OF MINUTES OF THE REGULAR MEETING HELD ON MONDAY, JANUARY 27, 2020.**
4. **RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, FEBRUARY 24, 2020.**
5. **CONSENT DOCKET**
6. **ACTION DOCKET**
 - 6.1 Vote to Approve Resolution No. 691-2020 the Release of a Request for Qualification for ARHA Development Partners
7. **NEW BUSINESS**
8. **ANNOUNCEMENTS**
9. **ADJOURNMENT**
10. **EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES.**

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MINUTES OF THE ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY

REGULARLY SCHEDULED BOARD MEETING

401 WYTHE STREET, ALEXANDRIA, VA 22314

(Large Conference Room)

Monday, January 27, 2020 at 7:00 P.M.

THOSE PRESENT: **Daniel Bauman**, Chairman
 Peter Kleeblatt, Vice Chairman
 Carter Flemming, Commissioner
 Kevin Harris, Commissioner
 Salena Zellers, Commissioner

THOSE ABSENT: **Anitra Androh**, Commissioner
 Christopher Ballard, Commissioner
 Merrick Malone, Commissioner
 Karl Sandberg, Commissioner

RECORDER: **Cynthia Dickerson**

Chairman Bauman called the meeting to order at 7:05 pm. Others present were Keith Pettigrew, Chief Executive Officer, ARHA Department Directors, ARHA Staff, Alexandria Office of Housing Staff Resident Leadership and members of the public.

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

- **Ladrey High-Rise Residents Advisory Board (RAB) – Mr. Steven Hines**

Mr. Hines greeted and thanked everyone in attendance for allowing him to serve in the Ladrey Residents Advisory Board. As the President of the RAB Board, I want to thank my predecessor Mr. Amos Simms for being a great President.

Mr. Simms responded thank you.

Mr. Hines noted that he is looking to increase resident involvement.

Mr. Pettigrew responded by acknowledging that staff are looking forward to working with him and the new leadership.

Commissioner Flemming and Mr. Hines acknowledged the accomplishments of Ms. Fredricka Charity, who is retiring. Ms. Charity was the ARHA Specialist who managed Ladrey for 6 years.

Chairman Bauman thanked Mr. Hines.

- **ARHA Resident Association (ARA) - Kevin Harris, President**

Commissioner Mr. Harris greeted everyone in attendance and reported the following:

- The tremendous job by the out-going Ladrey Board and the excitement about the newly-elected Board.
- Several new Resident Association Officers at various sites.
- Talks with Metro are on-going with regard to potential employment opportunities for residents.

Chairman Bauman thanked Commissioner Harris for his reporting.

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

- **Estela Herrera**

Ms. Herrera greeted everyone and expressed concern about the washing machines on the 8th floor of Ladrey.

Ms. Juwahn Brown, Director of Central Facilities, informed Ms. Herrera that staff had contacted the vendor and requested the machines be replaced as soon as possible.

Mr. Pettigrew committed to visiting Ladrey to inspect the machines based on Ms. Herrera's concerns.

- **Ms. Diana Murphy**

Ms. Murphy greeted the Board and asked for the working hours for Maintenance Staff.

Ms. Brown answered from 7:00 am to 3:30 pm. She also noted that prior to 8:30am all maintenance calls are handled by the call-in service provider.

Ms. Murphy also noted that the community room door is broken.

Mr. Pettigrew responded we will have it repaired.

- **Ms. Elizabeth Robinson**

Ms. Robinson stated that she has been trying to get in touch with Mr. Pettigrew.

Mr. Pettigrew responded that he has not received any messages from her.

Ms. Robinson requested a meeting. She also stated that her therapist wants to attend.

Mr. Pettigrew responded I will give you a time and a date.

Ms. Robinson said thank you.



ITEM 3. VOTE TO APPROVE THE MINUTES FOR REGULAR SCHEDULED BOARD MEETING MONDAY, DECEMBER 16, 2019:

Chairman Bauman presented the minutes for Monday, December 16, 2019. Commissioner Zellers moved to accept the minutes; the motion was seconded by Vice Chairman Kleeblatt. The motion was approved with (5) Yeas, and (0) Nays.

Chairman Bauman abstain from voting because he wasn't present at last meeting.

ITEM 4. VOTE TO RECEIVE THE EXECUTIVE SUMMARY REPORT AS OF MONDAY, JANUARY 27, 2020:

Chairman Bauman opened the floor to receive the Secretary-Treasurer's report. Mr. Keith Pettigrew presented his report and responded to questions raised by the Board.

Asset Management: Occupancy and Rent Collection still remains in the mid to high 90's.

Facilities: 853 work orders were reported for the month of December 2019.

Finance: We ended the year with higher revenue and expenses. Reserves generated \$2.6MM of which \$1.78 are restricted and \$833K are unrestricted.

Development: By the end of December, we were at 27% completion. If you've been past the building over the last week or two, there's been major activity. The framing is going well.

Tax Credits: We are doing well. The audits have been completed. They were all clean.

Resident Services: Santa's Winter Wonderland was a roaring success again this year. Over 1,000 children were serviced. I want to thank everybody for not only their donations, but the fact that many employees volunteered.

Chairman Bauman asked about REAC preparation.

Ms. Brown responded, yes.

Mr. Pettigrew concluded the Executive Summary report and Chairman Bauman requested a motion to accept the Executive Summary Report. Commissioner Flemming moved to accept the Executive Summary Report. The motion was seconded by Commissioner Zellers. The motion was approved unanimously (5) Yeas to (0) Nays to accept the Executive Summary Report as of Monday, January 27, 2020.

ITEM 5. CONSENT DOCKET:

5.1 Vote to approve Resolution No. 689-2020, Small Area Fair Market Rent (SAFMRs).

The first Resolution is for Small Fair Market Rent. Each year, HUD conducts a rent survey and issues the SAFMRs. Attached to the resolution is this year's table for adoption.

Chairman Bauman asked does anybody has any questions?

Chairman Bauman asked is this the actual HUD rate?

Mr. Pettigrew responded yes.

Chairman Bauman requested a motion to approve Resolution No. 689-2020 Small Area Fair Market Rent (SAFMRs). Commissioner Zellers moved to approve Resolution No. 689-2020; seconded by Commissioner Flemming. The motion was passed by (5) Yeas; (0) Nays to accept Resolution No. 689-2020

5.2 Vote to approve Resolution No. 690-2020, The Selection of Edgewood/Vantage to serve as Property Manager of Ramsey Homes.

As part of the Ramsey Homes project, it was decided that we would have a third-party company manage the new tax credit development. The vendor selected was Edgewood Management Corporation. Both Capital One and Enterprise were pleased with the selection of Edgewood.

Chairman Bauman ask if are there any questions?

Commissioner Harris asked will we be assisting the returning families with moving expenses?

Mr. Pettigrew responded we're going to take a look at all of that. We've talked about various incentives.

Commissioner Zellers asked are we required to provide relocation?

I believe we are. However, I'll confirm.

Chairman Bauman requested a motion to approve Resolution No. 690-2020 The Selection of Edgewood/Vantage to serve as Property Manager of Ramsey Homes. Vice Chairman Kleeblatt moved to approve Resolution No. 690-2020; seconded by Commissioner Harris. The motion was passed by (5) Yeas; (0) Nays to accept Resolution No. 690-2020.

5.3 Vote to approve Resolution No. 691-2020, The Release of a Request for Qualification for ARHA Development Partners.

Mr. Pettigrew explained to Chairman Bauman that the next Resolution No. 691-2020, The Release of a Request for Qualification for ARHA Development Partners will be presented at a later date.

5.4 Vote to approve Resolution No. 692-2020, ARHA Operating Budget for Fiscal Year 2020.

This is a resolution to approve and that the 2020 budget for ARHA, based on the presentation was made last Wednesday 22, 2020.

Chairman Bauman asked if there are any questions?

Commissioner Zellers said Derek trained us well.

Commissioner Flemming added Derek gave us a good presentation.

Chairman Bauman requested a motion to approve Resolution No. 692-2020, ARHA Operating Budget for Fiscal Year 2020. Vice Chairman Kleeblatt moved to approve Resolution No. 692-2020; seconded by Commissioner Zellers. The motion was passed by (5) Yeas; (0) Nays to accept Resolution No. 692-2020

ITEM 6. ACTION DOCKET:

- No Items Submitted

ITEM 7. NEW BUSINESS:

- No Items Submitted

ITEM 8. ANNOUNCEMENTS:

- No Items Submitted

There being no further business to come before the Board, Chairman Bauman adjourned the meeting at 7:50 pm.

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

A motion was made by Commissioner Zellers, seconded by Commissioner Harris, and unanimously approved to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters commenced at 7:51pm. At 8:22pm the Board reconvened in public session.

Thereupon, Chairman Bauman asked for a motion to adjourn the meeting. Commissioner Kleeblatt moved to adjourn, seconded by Commissioner Flemming, no other actions were taken in the Executive Session and to the best of each member's knowledge: (1) only public business matters fully exempted from open meeting requirements under the FOIA were discussed in the Executive Session, and (2) only public business matters identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Board in Executive Session. The motion was unanimously approved on a roll call vote of (5) Yeas to (0) Nays.

There being no further business to come before the Board, Vice Chairman Kleeblatt adjourned the meeting at 8:22pm.

I. EXECUTIVE SUMMARY



Below are several key operational activities and notable highlights for January 2020:

ASSET MANAGEMENT

- **Occupancy / Rent Collection**

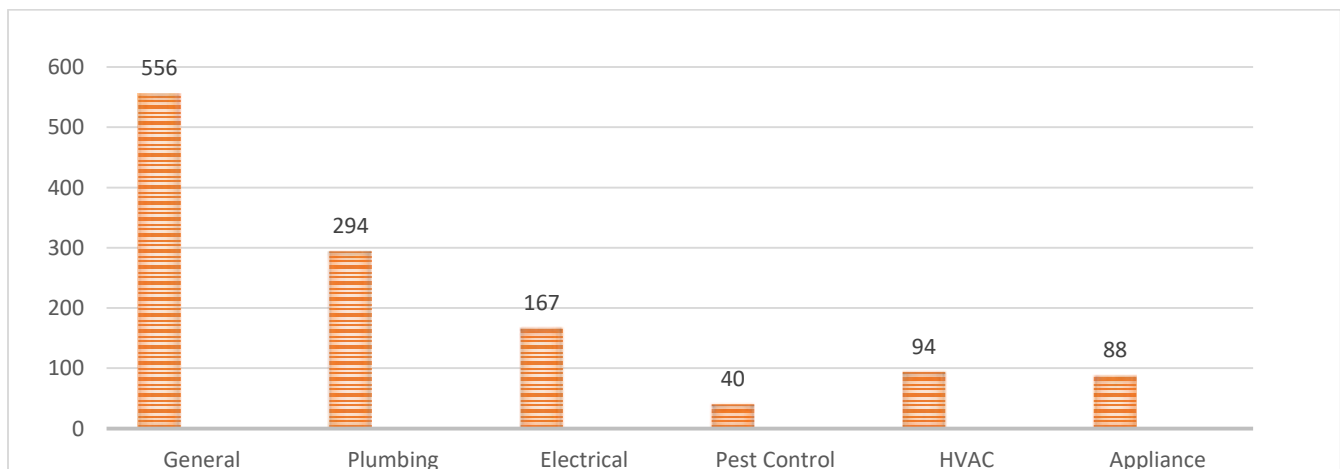
	Public Housing Dec 2019	Public Housing Jan 2020	MOD Rehab Dec 2019	MOD Rehab Jan 2020	Market Rate Dec 2019	Market Rate Jan 2020
Occupancy	98%	98%	99%	99%	98%	98%
Rent Collection	97%	97%	98%	99%	93%	96%

- **Lease-Ups**

New Lease-Ups	December 2019	January 2020
Tenant-based (HCVF)	10	13
Number of requests for tenancy	11	13
Project-based voucher	4	1
Moderate Rehabilitation	1	0

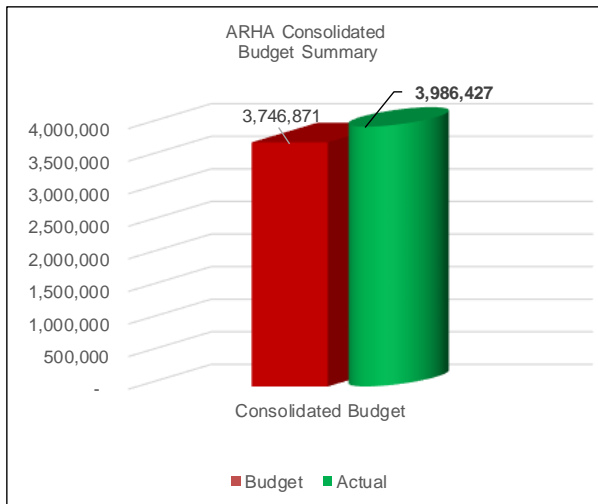
CENTRAL FACILITIES

Work Orders Activity Total 1,239



FINANCE

Budget Highlights as of January 31, 2020:



- Consolidated operations were \$239K or 6.39% higher than the projected budget;
- Current Year (CY) operating transfers totaled \$16K, which was \$32K or 66% under the projected budget;
- CY reserves totaled \$866K, of which \$595K is restricted and \$271K is unrestricted;
- No revenue categories under budget by more than \$50K;
- No expense categories over budget by more than \$50K.

Additional information can be found in the Finance Section of this report.

DEVELOPMENT

RAMSEY HOMES

As of the end of January the Ramsey Homes construction project is over 34% completed. During this month, the general contractor and subcontractors started framing the first and second floor walls. The concrete subcontractor completed their final large pour of concrete above the garage ramp. The masonry subcontractor completed the south stairwell, elevator shafts, and garage walls. The framing subcontractor is on track to have the entire building framed and under roof by March 3.

With regard to the approved additional City loan, in November the City attorneys circulated draft loan documents. In January, the Capital One attorneys completed their review of the revised project budget. We are awaiting additional Capital One comments before the Limited Partnership Agreement is amended for the project.

TAX CREDIT PORTFOLIO

There was a fire that affected six units at James Bland V. Staff was able to bring all units except for one back on line before the end of the year. The remaining unit was the source of the fire and had extensive damage and was brought back on line in January. Per Low Income Housing Tax Credit regulations, any units off line as of 12/31/19 due to casualty loss will forfeit their tax credits for the entire year. They will however be eligible for tax credits going forward. As the General Partner, ARHA will be responsible for paying the amount of lost tax credits to the Investor Limited Partner. We estimate the loss to be approximately \$19,000 for the one unit that was not on line as of 12/31/19. The investor is waiting on the 2019 tax returns, after which they will calculate the exact amount of the loss.

RESIDENT SERVICES

RACS, Asset Management, and Development Staff participated in the Alexandria Housing Summit, where over 300 members of the community, government officials, housing professionals and others convened at the Lee Center. With the theme, “Housing for All”, the conference was a full day event that examined the progress and implementation of the 2013 Housing Master Plan. In addition, the summit wanted to explore bold new ideas to address the City’s affordable housing challenges and examine opportunities coming up in 2020 and the near future. Staff hosted an exhibit booth to provide information on ARHA programs and participated in a Panel presentation to share information on our Ramsey Homes Development Project.



Alexandria Housing Summit



HUMAN RESOURCES

SECTION III JOB FAIR FOR RAMSEY CONSTRUCTION JOBS



A job fair was held in the Board Room at ARHA on January 15, 2020 from 3:00 – 6:00 PM, specifically to fill various construction jobs at the Ramsey development site. Interested job seekers who attended the job fair included 49 individuals who live in the District of Columbia, Maryland and Virginia.



UPCOMING MEETINGS AND EVENTS

The upcoming 2020 Board Meetings and other event dates are as follow:

Date	Event	Location	Time
March 23, 2020	Board Meeting	401 Wythe Street	7:00 PM
April 27, 2020	Board Meeting	Ferdinand T. Day Elementary School 1701 North Beauregard Street Alexandria, VA 22311	7:00 PM
May 18, 2020 - TBD	Board Meeting	401 Wythe Street	7:00 PM
June 22, 2020	Board Meeting	401 Wythe Street	7:00 PM
July 27, 2020	Board Meeting	401 Wythe Street	7:00 PM
August 24, 2020	Board Meeting	401 Wythe Street	7:00 PM
September 28, 2020	Board Meeting	401 Wythe Street	7:00 PM
October 26, 2020	Board Meeting	401 Wythe Street	7:00 PM
November 23, 2020	Board Meeting	401 Wythe Street	7:00 PM
December 21, 2020	Board Meeting	401 Wythe Street	7:00 PM

II. ASSET MANAGEMENT



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

Indicator		Dec 2019	Jan 2020	Benchmark Goal	HUD's Standard	Comments
1	Occupancy Rate ACC units (PH)(*)	98%	98%	98%	98%	>98% = 16pts 96% - 98% = 12pts 94% - 96% = 8pts 92% - 96% = 4pts 90% - 92% = 1pt <90% = 0pts (General Public Housing only)
2	Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)	98%	98%	97%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included in SEMAP
3	Tenant Acc. Receivables (TARs) – Occupied Units (*)	.98%	.98%	.98%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4	Tenant Account Receivables (TARs) – Vacated / Evictions (*)	.69%	1.69%		Loss Debt Collections	Vacated TARs will be written off by the FYE for PHAS compliance

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

B. OCCUPANCY RATE

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

PUBLIC HOUSING	December 2019	January 2020
Samuel Madden	97%	99%
Andrew Adkins	97%	97%
Ladrey Highrise	99%	99%
Scattered Sites I	98%	96%
Scattered Sites II	90%	97%
Scattered Sites III	96%	98%
Saxony Square	80%	100%
Park Place	98%	95%
Chatham Square	100%	98%
Braddock & Whiting	100%	100%
Reynolds	100%	100%
Old Dominion	100%	100%
West Glebe	98%	98%
James Bland I, II, IV	100%	99%



C. PROGRAM UTILIZATION & VACANCY REPORTING

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

	December 2019	January 2020
Housing Choice Voucher	100%	85%
Moderate Rehabilitation	99%	99%
Project Based Section 8	99%	99%
Low Rent Public Housing	98%	98%
Market Rate (Affordable Dwelling Units)	98%	98%

D. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for January 2020:

	Dec 2019	Jan 2020
Homeownership	18	18
Homeownership New this Month	0	0
Family Unification	34	34
Portable Vouchers Paid	147	147
Tenant Protection	65	64
All Other Vouchers	1,203	1,190
Number of Vouchers Under Lease on the last day of the month	1,467	1,453
HA Owned Units Leased – included in the units lease above	179	180
New Vouchers issued but not under contract as of the last day of the month	0	17
Portable Vouchers Administered	46	47
Number of Vouchers Covered by Project-Based AHAPs and HAPs	77	74

D. VACANCY ACTIVITY TRACKING REPORT MARKET RATE UNITS

Developments	Total # of Units	Total Occupied units 12/31/19	Total Occupied units 1/31/20	Current # Vacant
Princess Square	68	61	64	4
Quaker Hill	60	59	60	0
Hopkins-Tancil	108	107	107	1
Miller Homes	16	16	16	0
Pendleton Park	24	23	24	0
Old Town Commons V	54	54	52	2
TOTALS	330	320	323	7



F. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS

Developments	Total # of Units	Total Units Occupied 12/31/19	Total Units Occupied 1/31/20	Current # Vacant
Ladrey Building	169	167	168	1
Chatham Square.	52	52	51	1
Old Town Commons I	18	18	17	1
Old Town Commons II	18	18	18	0
Old Town Commons IV	44	44	43	1
S. Madden Homes	65	63	64	1
A. Adkins Homes	89	86	86	3
Scattered Sites 410	50	49	48	2
Scattered Site 411	30	27	29	1
Scattered Site 412	41	39	40	1
Braddock	6	6	6	0
Whiting	24	24	24	0
Reynolds	18	18	18	0
Saxony Square	5	4	5	2
Park Place	38	37	36	2
West Glebe	48	47	47	1
Old Dominion	36	36	36	1
TOTALS (values are rounded up/down)	751	735	736	18

G. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting list Dec 2019	Currently Active on the Waiting list Jan 2020
HCV		
	1,540	1,496
Total	1,540	1,496
MOD Rehab		
(1) bedroom	296	297
(2) bedroom	167	165
(3) bedroom	192	193
(4) bedroom	1	1
Total	655	656
General Public Housing		
(1) bedroom	785	756
(2) bedroom	529	505
(3) bedroom	208	186
(4) bedroom	1	1
Total	1,522	1,448
Elderly / Disabled		
(1) bedroom	476	471
Total	476	471
BWR		
(2) bedroom	536	499
(3) bedroom	206	198
Total	742	697
Chatham Square		
(2) bedroom	515	484
(3) bedroom	166	161
Total	681	645
West Glebe / Old Dominion		
(1) bedroom	412	378
(2) bedroom	551	503
(3) bedroom	166	152
(4) bedroom	1	1
Total	1,130	1,034
OTC I, II, IV		
(2) bedroom	413	372
(3) bedroom	246	234
Total	659	606

H. CERTIFICATIONS ACTIVITY

HOUSING CHOICE VOUCHER	December 2019	January 2020
Pre-Admission/Eligibility	2	0
Request for Tenancy Approval	18	13
New Move-in/Change of Unit/Port-in	18	13
Interim Change	85	43
Annual Reexamination	122	89
End of Participation	5	3
PUBLIC HOUSING		
Pre-Admission/Eligibility	5	2
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	1	9
Interim Change	16	15
Annual Reexamination	66	25
End of Participation	2	5
MODERATE REHABILITATION		
Pre-Admission/Eligibility	2	0
Request for Tenancy Approval	2	0
New Move-in/Change of Unit/Port-in	1	0
Interim Change	5	4
Annual Reexamination	14	11
End of Participation	1	0
PROJECT BASED VOUCHER		
Pre-Admission/Eligibility	3	0
Request for Tenancy Approval	3	1
New Move-in/Change of Unit/Port-in	3	1
Interim Change	3	5
Annual Reexamination	9	2
End of Participation	5	0
TOTAL CERTIFICATIONS COMPLETED	391	241

I. INSPECTIONS

Inspections	December 2019	January 2020
# of annual/return Inspections	90	45
# of Initial/Re-inspections	25	20
# of Final Failed Inspections	1	2
# of Abatements	1	0
# of Emergency/Special Inspections	1	2
# of Missed Inspections (no show)	8	10
# of quality control inspections conducted	15	1

J. COMPLIANCE / SAFETY

1. Quality Assurance Activities

Number of Files Reviewed Audit Files*	December 2019	January 2020
Recertification's	48	43
Intake Certifications	28	40

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

Number of Recertification's Files With Errors /Recert Info	December 2019	January 2020
# of Recert Files w/ Errors	4	3

2. Public Safety

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

Types	December 2019	January 2020
Bar Notices issued	0	0
Late Notices	130	130
Unlawful Detainers	34	34
Evictions (legal)	0	0
Evictions (drugs)	0	0

K. RENT COLLECTION

ARHA properties collected cash at 97% of rent charged for January 2020. Individual performance by property is as follows:

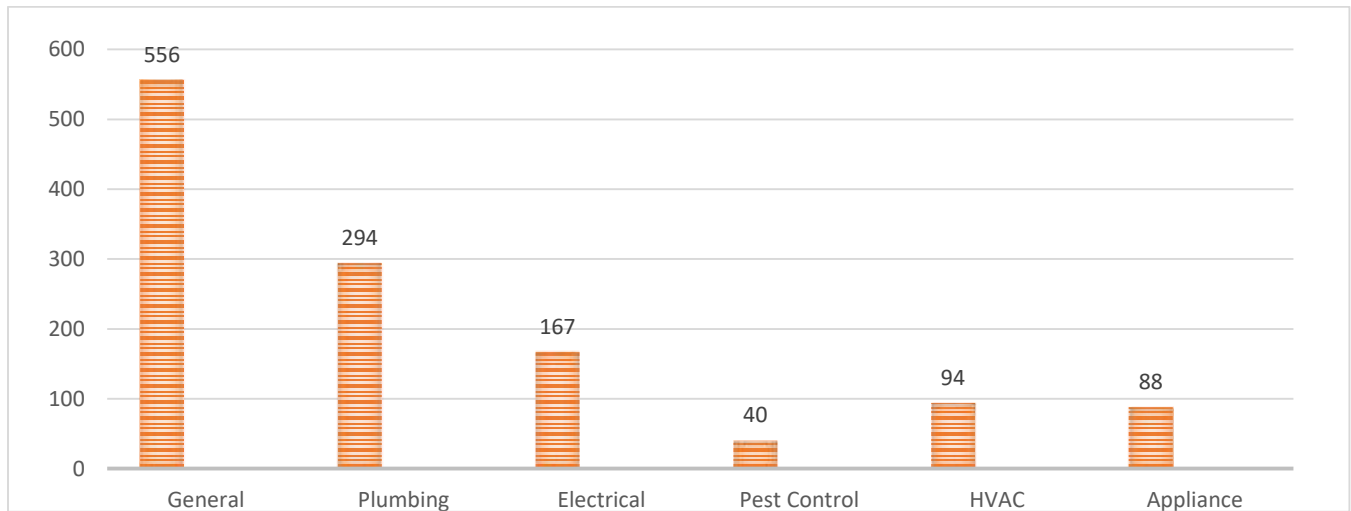
	December 2019	January 2020
Samuel Madden	89%	85%
Andrew Adkins	93%	91%
Ladrey High-Rise	99%	98%
Scattered Sites I	98%	95%
Scattered Sites II	94%	91%
Scattered Sites III	92%	97%
Saxony Square	100%	100%
Park Place	91%	98%
Chatham Square	99%	100%
Braddock	100%	100%
Whiting	100%	97%
Reynolds	100%	96%
Old Dominion	100%	100%
West Glebe	95%	95%
James Bland I	95%	100%
James Bland II	99%	96%
James Bland IV	98%	98%
TOTAL	97%	97%
MARKET RATE		
Quaker Hill	94%	95%
Princess Square	92%	95%
Miller Homes	96%	100%
Pendleton Park	88%	93%
James Bland V	96%	98%
TOTAL	93%	96%
MOD/PBV		
Hopkins-Tancil	98%	99%
TOTAL	98%	99%

*Additional Rent Collection Information: (January 2020)

(28 Units) Scattered Site II	Out of 28 units	(6) families rent portion is \$0 and	(3) failed to pay rent
(65 Units) Samuel Madden	Out of 65 units	(10) families rent portion is \$0 and	(3) failed to pay rent

III. CENTRAL FACILITIES

A. WORK ORDERS ACTIVITY TOTAL 1,239



B. COMPLETED PROJECTS BY SITE DURING THE REPORTING PERIOD

Property	General	Plumbing Repair Work	Electric Repair	Pest Control	HVAC Work	Appliance Repair Work	Current Total	Previous Month	2019 Year End
Administrative Building	0	0	0	0	0	0	0	1	17
Alexandria Crossing (Old Dominion & West Glebe)	179	75	66	18	8	31	377	46	616
Andrew Adkins	29	29	3	1	13	6	81	68	1,953
BWR (Braddock, Whiting & Reynolds)	8	5	8	0	3	1	25	216	896
Chatham Square	113	56	12	8	3	14	206	35	772
Hopkins-Tancil	31	13	11	0	14	6	75	89	1,297
James Bland V	12	2	3	0	2	3	22	20	370
Ladrey Highrise	31	21	10	0	13	7	82	84	1,324
Miller Homes	1	5	3	0	0	1	10	13	117
James Bland I, II, IV	7	12	7	1	8	2	37	50	821
Park Place & Saxony Sq.	7	10	0	0	1	0	18	17	435
Pendleton Park	4	3	1	0	2	1	11	5	172
Princess Square	20	7	2	1	3	2	35	80	809
Quaker Hill	11	9	1	1	2	2	26	33	587
Ramsey Homes	0	0	0	0	0	0	0	0	0
Samuel Madden	26	22	11	0	7	3	69	30	1,393
Scattered Sites I, II, III	77	25	29	10	15	9	165	170	1,408
TOTAL	556	294	167	40	94	88	1,239	957	12,987

C. WORK IN PROGRESS

- Integrated Pest Management Services:

Pest Services Company (PSC) provides pest control management that includes routine inspections and treatments for various insects for ARHA units on a quarterly as well as requested bases (via work orders). Quarterly inspections and treatments are instrumental with regards to decreasing the number of requests and complaints in between the scheduled quarterly services. The next scheduled date for servicing is April 2020.

The Ladrey Highrise, Sam Madden, Andrew Adkins & Princess Square properties are the exceptions, as routine inspections, treatments and Dust & Drills are performed monthly. The Dust & Drill method consists of drilling small holes and inserting poison into the wall cavity. The Exterminator then, will conduct an inspection in the unit to locate possible points of entry and seal the entry holes with a material that should prevent the rodents from penetrating the area. These efforts will continue through April 2020. At that point an evaluation and assessment will be conducted to determine if the schedule should consist of monthly inspections and exterminations or if we should go back to the quarterly schedule. The next schedule dates are February 24-27, 2020.

Pest Masters Company, the newly procured extermination company will be inspecting and performing the dust and drill method for rodent control on the following properties: Scattered Site II, that includes thirty (30) units on Yale Drive & Ellsworth Street. Some of Scattered Site I, that includes ten (10) units on Yale and fifteen (15) units on 28th Street. The schedule dates are: February 5-6, 2020.

- UPCS & REAC Inspections:

In preparation for Real Estate Assessment Center (REAC) inspections, Uniform Physical Condition Standard (UPCS) inspections were conducted by American Property Consultants (APC), for the Public Housing properties that were not included in the Section 18 application process. As a result of the inspections, work orders have been created and the maintenance & modernization technicians will complete work that includes: routine maintenance requests, preventative maintenance, and other deficiencies captured on the report. This work will be ongoing until all deficiencies have been abated.

- Properties that are in progress and subject to REAC inspections:

- Scattered Sites I, II & III
- Chatham Square
- BWR
- Old Dominion
- West Glebe
- James Bland IV

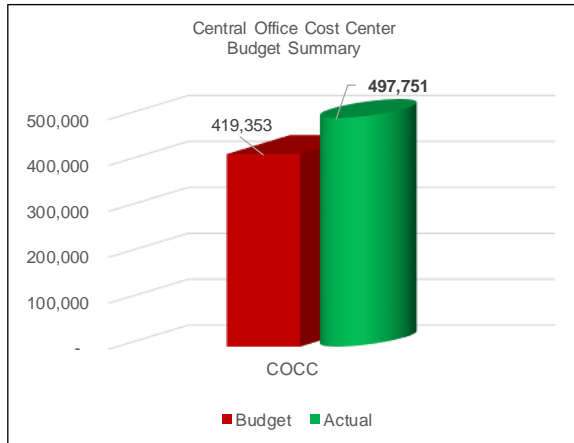
IV. FINANCE

A. FINANCIAL SUMMARY

*Alexandria Redevelopment & Housing Authority
FY 2020 Budget vs Actual
For the Period Ending December 31, 2020*

	Annual Budget	January 31, 2020				FY 2020 YTD (January 1, 2020 - January 31, 2020)			
		Total Budget	Total Actual	Variance		Total Budget	Total Actual	Variance	
				\$	%			\$	%
<u>Operating Revenue</u>									
Dwelling Rent	\$ 3,915,800	\$ 326,317	\$ 350,002	\$ 23,685	7%	\$ 326,317	\$ 350,002	\$ 23,685	7%
Rental Assistance	3,852,000	321,000	326,629	5,629	2%	321,000	326,629	5,629	2%
Governmental Grants	25,334,500	2,111,208	2,174,612	63,404	3%	2,111,208	2,174,612	63,404	3%
Local Grants	136,510	11,376	18,769	7,393	65%	11,376	18,769	7,393	65%
Management/Fee for Service	3,694,390	307,866	387,636	79,770	26%	307,866	387,636	79,770	26%
Bookkeeping Fee	249,800	20,817	19,470	(1,347)	-6%	20,817	19,470	(1,347)	-6%
Asset Management Fee	125,500	10,458	10,350	(108)	-1%	10,458	10,350	(108)	-1%
HCVP Asset Management Fee	2,266,800	188,900	189,029	129	0%	188,900	189,029	129	0%
Operating Subsidy	3,986,000	332,167	432,804	100,637	30%	332,167	432,804	100,637	30%
Investment Income	21,390	1,783	1,036	(747)	-42%	1,783	1,036	(747)	-42%
CY Transfers	580,080	48,340	16,116	(32,224)	-67%	48,340	16,116	(32,224)	-67%
Other Income	799,680	66,640	59,975	(6,665)	-10%	66,640	59,975	(6,665)	-10%
Total Operating Revenue	\$ 44,962,450	\$ 3,746,871	\$3,986,427	\$ 239,556	6%	\$ 3,746,871	\$ 3,986,427	\$ 239,556	6%
<u>Operating Expenses</u>									
Administration	\$ 6,525,682	\$ 543,807	\$ 399,222	\$ (144,584)	-27%	\$ 543,807	\$ 399,064	\$ (144,743)	-27%
Tenant Services	639,510	53,293	32,737	(20,556)	-39%	53,293	32,737	(20,555)	-39%
Utilities	1,481,000	123,417	120,263	(3,154)	-3%	123,417	120,263	(3,154)	-3%
Ordinary maintenance & operations	6,214,240	517,853	408,269	(109,584)	-21%	517,853	408,314	(109,539)	-21%
Protective Services	88,430	7,369	9,415	2,046	28%	7,369	9,415	2,046	28%
General expense	2,666,167	222,181	183,784	(38,397)	-17%	222,181	183,784	(38,397)	-17%
Housing Assistance Payments	25,334,500	2,111,208	1,945,217	(165,992)	-8%	2,111,208	1,945,217	(165,992)	-8%
Debt Service	192,600	16,050	21,404	5,354	33%	16,050	21,404	5,354	33%
CY Reserves	1,820,321	151,693	866,116	714,423	471%	151,693	866,229	714,535	471%
Total Operating Expense	\$ 44,962,450	\$ 3,746,871	\$3,986,427	\$ 239,556	6%	\$ 3,746,871	\$ 3,986,427	\$ 239,556	6%
NET SURPLUS (DEFICIT)	-	-	0	0		-	(0)	(0)	

B. CENTRAL OFFICE



Overall, as of January 31, 2020, the Central Office was \$78K or 18% over budget.

Revenues were \$78K over budget and expenses were \$103K under budget resulting in CY reserves being over by \$181K.

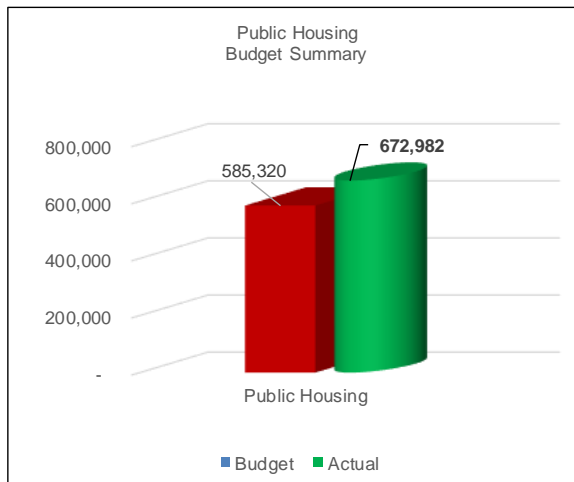
The Central Office Cost Center (COCC) includes the Executive Office, Finance & Administration, Asset Management, Central Facilities & Maintenance, and Resident & Community Services.

The report above reflects the expenses associated with their operations. The management fees are determined with HUD guidance. HUD has provided an outline of the overall policy framework underlying the development of that guidance. HUD does not allow these fees to be charged to an AMP if it results in an operating loss.

The COCC charges the following fees monthly for each unit under lease:

- Management Fee \$63.52
- Bookkeeping Fee \$7.50
- Asset Management fee \$10.00.

C. PUBLIC HOUSING SUMMARY



Properties include; Ladrey, Andrew Adkins, Samuel Madden, Scattered Sites I, Scattered Sites II, Scattered Sites III, Park Place, Saxony Square, Chatham Square, Braddock, Whiting & Reynolds, Old Dominion, West Glebe, James Bland Phase I, James Bland Phase II, and James Bland Phase IV.

Overall, as of January 31, 2020, Public Housing (PH) was \$87K or 15% over budget. Revenues were \$87K over budget as a result of Operating Subsidy being higher than we projected. HUD has not approved funding for FY 2020 and it is still possible future will be reduced later in the year.

Expenses were \$95K under budget, which resulted in Public Housings CY restricted reserves being over by \$182K.

I. PUBLIC HOUSING- AMP 1

Public Housing- AMP 1 is associated with one (1) HUD project number which is Ladrey High-rise. This AMP consists of 170 rental units.

For the period ending January 31, 2020, Public Housing- AMP 1 generated a reserve of \$29,351, which is restricted for Public Housing operations and will be used to support CY deficits in other Public Housing AMPs.

II. PUBLIC HOUSING- AMP 3

Public Housing- AMP 3 is associated with two (2) HUD project numbers which includes: Andrew Adkins (90 units) and Samuel Madden Homes Uptown (66 units). This AMP consists of 156 rental units.

For the period ending January 31, 2020, Public Housing-AMP 3 generated reserves of \$99,041, which is restricted for Public Housing operations and will be used to support CY deficits in other Public Housing AMPs.

III. 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 AMP consists of 159 rental units.

For the period ending January 31, 2020, Public Housing- AMP 4 generated reserves of \$28,583, which is restricted for Public Housing operations and will be used to support CY deficits in other Public Housing AMPs.

IV. PUBLIC HOUSING- AMP 5

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

For the period ending January 31, 2020, Public Housing- AMP 5 generated a deficit of \$1,575 which is \$140 or 10% over the projected deficit. The deficit is being caused as a result of ordinary maintenance and operation costs being higher at the beginning of the year.

V. PUBLIC HOUSING- AMP 6

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

For the period ending January 31, 2020, Public Housing- AMP 6 generated a deficit of \$14,541 which is \$5,985 or 70% over the projected deficit. The deficit is being caused as a result ordinary maintenance and operation costs and insurance expense being high at the beginning of the year.

VI. PUBLIC HOUSING- AMP 7

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

For the period ending January 31, 2020, Public Housing- AMP 7 generated reserves of \$11,523, which is restricted to the Limited Partnership and is used to fund replacement reserves.

VII. 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 AMP consists of 36 Public Housing rental units which are also LIHTC units.

For the period ending January 31, 2020, Public Housing- AMP 8 generated a reserve of \$16,777, which is restricted to the Limited Partnership and is used to fund replacement reserves.

VIII. PUBLIC HOUSING- AMP 9

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

For the period ending January 31, 2020, Public Housing- AMP 9 generated a reserve of \$11,510, which is restricted to the Limited Partnership and is used to fund replacement reserves.

IX. PUBLIC HOUSING- AMP 10

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

For the period ending January 31, 2020, Public Housing- AMP 10 generated a reserve of \$4,571, which is restricted to the Limited Partnership and is used to fund replacement reserves.

X. PUBLIC HOUSING- AMP 11

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

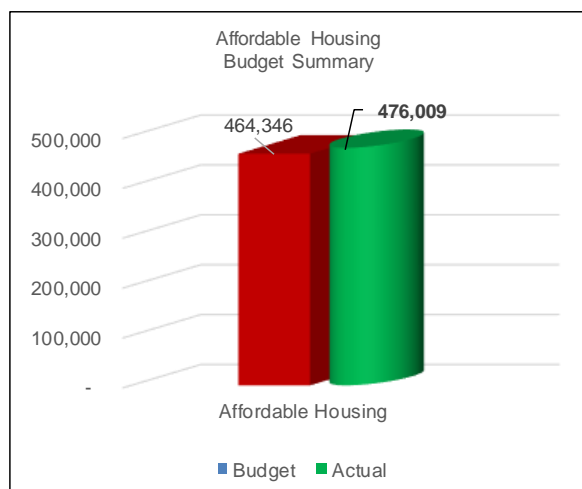
For the period ending January 31, 2020, Public Housing- AMP 11 generated a reserve of \$4,770, which is restricted to the Limited Partnership and is used to fund replacement reserves.

XI. PUBLIC HOUSING- AMP 12

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

For the period ending January 31, 2020, Public Housing- AMP 12 generated a reserve of \$11,073, which is restricted to the Limited Partnership and is used to fund replacement reserves.

D. AFFORDABLE HOUSING SUMMARY



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

Overall, as of January 31, 2020, ARHA's Affordable Housing was \$11.6K or 2.50% over budget. Revenues were \$11.6K over budget as a result of Dwelling Rent being higher than we projected at James Bland V and Hopkins Tancil properties. Expenses were \$76K under budget, which resulted in the CY reserves being \$87K higher than we projected.

Among our affordable units, four (4) properties James Bland V, Quaker Hill, Princess Square, and Pendleton Park generated restricted reserves of \$112K. Two (2) properties, Hopkins Tancil and Miller Homes generated unrestricted reserves of \$73K. The unrestricted reserves are available to support other affordable housing needs.

I. OLD TOWN COMMONS V- (JB V)

Old Town Commons V is associated with one site which is James Bland Phase V (Old Town Commons). This community consists of 54 LIHTC rental units.

For the period ending January 31, 2020, JB V generated a reserve of \$32,240 which is restricted to the Limited Partnership and is used to fund replacement reserves, operating reserves, and residual receipts obligation to ARHA.

II. MILLER HOMES

Miller Homes is associated with scattered sites in the West End. These units were purchased as a result of the demolition of public housing units at the original James Bland and James Bland Additions developments. There is no debt service related to these units. This group of properties consists of 16 affordable housing rental units.

For the period ending January 31, 2020, Miller Homes generated an (unrestricted) reserve of \$16,389, which is available to support other affordable housing needs.

III. HOPKINS-TANCIL COURTS

This property includes 109 Mod-Rehab units. The debt service on this property was refinanced in March 2010 and retired in December 2015, the residual receipts earned at this property are no longer restricted to the property.

For the period ending January 31, 2020, Hopkins Tancil generated an (unrestricted) reserve of \$57,340 which is available to support other affordable housing needs.

IV. QUAKER HILL, LP

This property consists of 60 LIHTC rental units.

For the period ending January 31, 2020, Quaker Hill generated a restricted reserve of \$41,603, which is restricted to the Limited Partnership and is used to fund replacement and operating reserves and pay an outstanding debt obligation to the City of Alexandria.

V. PRINCESS SQUARE

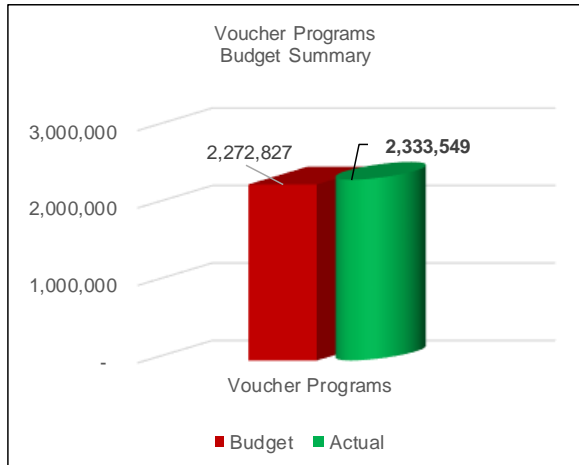
This property consists of 69 affordable housing rental units.

For the period ending January 31, 2020, Princess Square generated a restricted reserves of \$31,948, which is restricted and designated to fund replacement reserves.

VI. PENDLETON PARK

This property consists of 24 LIHTC rental units. For the period ending January 31, 2020, Pendleton Park generated a restricted reserves of \$6,919, which is restricted and designated to fund replacement reserves.

E. VOUCHER PROGRAMS SUMMARY



The Voucher Programs includes both the Housing Choice Voucher Program and Mod Rehabilitation Program.

As of January 31, 2020, ARHA's Voucher Program was \$60K or 2.67% over the projected budget.

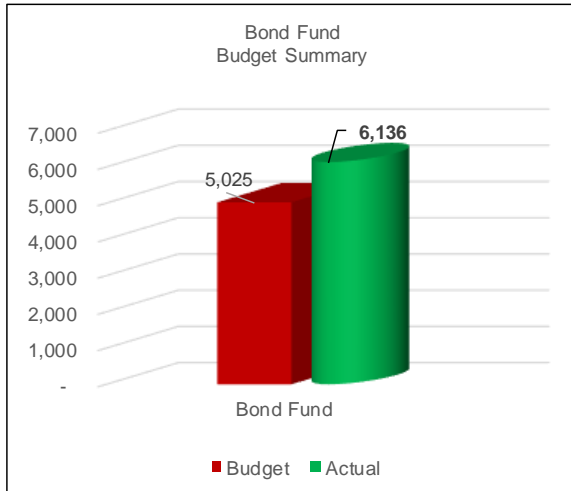
I. HOUSING CHOICE VOUCHER PROGRAM

For the period ending January 31, 2020, the Housing Choice Voucher Program (HCVP) operated with a surplus of \$260,921, which is restricted to Housing Assistant Payments.

II. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending January 31, 2020, Mod-Rehab operated with a surplus of \$4,386, which is restricted to support operating cost for the MOD Rehab program.

F. BOND FUND SUMMARY



As of January 31, 2020, ARHA's Bond Fund was \$1.1K over the projected budget as a result of Winter Wonderland donations from the prior year being received in current fiscal year.

For more financial detail please see YTD Budget vs Actual Reports at the end of the Finance section.

H. AUDIT AND COMPLIANCE

Audits

The overall audit objectives are to determine whether the ARHA complies with applicable program laws, regulations, and policies and procedures; and has internal controls in place to prevent or detect material errors and irregularities.

Audit of Low Income Housing Tax Credit (LIHTC) Properties: *In-progress*

- Auditor: Novogradac
Due: 2/15/2020
Properties:
 - Chatham Square
 - James Bland I
 - James Bland II
 - James Bland IV
 - James Bland V
 - Pendleton Park
 - Ramsey Homes
- Auditor: Grandizio, Wilkins, Little & Matthews
Due: 2/15/2020
Property: BWR
- Auditor: Wall, Einhorn & Cherntzer, P.C. CPAs
Due: 3/1/2020
Properties:
 - West Glebe
 - Old Dominion
- Auditor: Dooley & Vicars CPAs LLP
Due: 9/30/2020
Property: Quaker Hill
- **Audit of Alexandria Redevelopment and Housing Authority**
Auditor: Dooley & Vicars
Unaudited Due: 3/1/2020
Audited Due: 9/30/2020
- **Audit Virginia Housing Development, LLC**
Auditor: Dooley & Vicars CPAs LLP
Due: 9/30/2020



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

				*Central Office (C.O.)			Public Housing AMP 1		
	Total Actual	Total Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	350,002	326,317	23,685	-	-	-	48,170	47,167	1,003
Rental Assistance	326,629	321,000	5,629	-	-	-	-	-	-
Governmental Grants	2,174,612	2,111,208	63,404	-	-	-	-	-	-
Local Grants	18,769	11,376	7,393	18,769	11,376	7,393	-	-	-
Management/Fee for Service	387,636	307,866	79,770	387,636	307,866	79,770	-	-	-
Bookkeeping Fee	19,470	20,817	(1,347)	19,470	20,817	(1,347)	-	-	-
Asset Management Fee	10,350	10,458	(108)	10,350	10,458	(108)	-	-	-
HCVF Asset Management Fee	189,029	188,900	129	31,009	31,967	(958)	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	432,804	332,167	100,637	-	-	-	85,974	65,833	20,141
Investment Income	1,036	1,783	(747)	8	8	(0)	39	42	(3)
CY Transfers	16,116	48,340	(32,224)	-	5,720	(5,720)	-	1,696	(1,696)
Other Income	59,975	66,640	(6,665)	30,509	31,142	(633)	6,484	6,617	(132)
Total Operating Revenue	3,986,427	3,746,871	239,556	497,751	419,353	78,397	140,667	121,354	19,313
<u>Operating Expenses</u>									
Administration	399,064	543,807	(144,743)	95,187	164,675	(69,488)	23,285	32,217	(8,931)
Tenant Services	32,737	53,293	(20,555)	36	20,821	(20,785)	4,147	5,521	(1,373)
Utilities	120,263	123,417	(3,154)	10,074	6,125	3,949	32,757	28,708	4,049
Ordinary maintenance & operations	408,314	517,853	(109,539)	153,979	157,078	(3,099)	36,297	40,983	(4,686)
Protective Services	9,415	7,369	2,046	30	650	(620)	4,603	3,250	1,353
General expense	183,784	222,181	(38,397)	45,842	58,683	(12,841)	10,226	10,675.00	(449)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	1,945,217	2,111,208	(165,992)	-	-	-	-	-	-
Debt Service	21,404	16,050	5,354	-	-	-	-	-	-
CY Reserves	866,229	151,693	714,535	192,601	11,321	181,280	29,351	-	29,351
Total Operating Expense	3,986,427	3,746,871	239,556	497,750	419,353	78,397	140,667	121,354	19,313
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	0	-	0	(0)	-	(0)



I. YT D BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

	Public Housing AMP 3			Public Housing AMP 4			Public Housing AMP 5		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	33,194	30,300	2,894	52,686	50,083	2,603	2,268	2,167	101
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	151,416	116,000	35,416	71,872	55,508	16,363	2,239	1,750	489
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	-	-	-	17,577	(17,577)	1,575	1,435	140
Other Income	2,149	2,929	(780)	2,211	1,867	344	-	-	-
Total Operating Revenue	186,759	149,229	37,529	126,768	125,035	1,733	6,082	5,352	730
<u>Operating Expenses</u>									
Administration	22,568	23,855	(1,286)	34,119	39,444	(5,325)	2,523	2,614	(91)
Tenant Services	2,006	1,708	298	5	217	(211)	0	6	(6)
Utilities	27,785	34,708	(6,923)	13,082	15,575	(2,493)	1,371	1,333	37
Ordinary maintenance & operations	24,109	58,633	(34,524)	43,023	43,754	(731)	1,967	942	1,025
Protective Services	60	92	(32)	458	21	437	-	1	(1)
General expense	11,189	10,426	763	7,500	17,250	(9,750)	221	456	(234)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	99,041	19,807	79,234	28,583	8,775	19,808	-	-	-
Total Operating Expense	186,759	149,229	37,530	126,769	125,035	1,734	6,082	5,352	730
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	(0)	-	(0)	0	-	0



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

	LIHTC/Public Housing AMP 6			LIHTC/Public Housing AMP 7			LIHTC/Public Housing AMP 8		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	16,082	16,000	82	15,585	14,083	1,502	7,495	6,500	995
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	16,937	13,358	3,579	19,112	14,567	4,545	19,047	14,500	4,547
Investment Income	-	-	-	-	-	-	47	35	12
CY Transfers	14,541	8,556	5,985	-	1,539	(1,539)	-	2,798	(2,798)
Other Income	476	325	151	438	604	(166)	60	388	(328)
Total Operating Revenue	48,036	38,240	9,796	35,134	30,793	4,341	26,649	24,220	2,429
<u>Operating Expenses</u>									
Administration	15,762	16,927	(1,165)	7,764	8,735	(971)	4,482	8,281	(3,799)
Tenant Services	7,078	4,458	2,620	2	51	(49)	1	68	(67)
Utilities	-	288	(288)	482	479	2	2,661	3,517	(856)
Ordinary maintenance & operations	16,762	11,929	4,833	10,341	13,725	(3,384)	2,953	10,233	(7,280)
Protective Services	-	13	(13)	270	250	20	30	42	(12)
General expense	8,434	4,625	3,809	4,754	6,040	(1,287)	(255)	2,079	(2,334)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	-	-	-	11,523	1,513	10,010	16,777	-	16,777
Total Operating Expense	48,036	38,240	9,796	35,134	30,793	4,342	26,650	24,220	2,429
ADJUSTED NET INCOME(LOSS)**	0	-	0	(0)	-	(0)	(0)	-	(0)



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

	LIHTC/Public Housing AMP 9			LIHTC/Public Housing AMP 10			LIHTC/Public Housing AMP 11		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	6,151	5,500	651	3,270	3,000	270	6,040	6,000	40
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	31,646	24,167	7,479	9,027	6,900	2,127	9,222	7,083	2,139
Investment Income	39	50	(11)	-	-	-	-	-	-
CY Transfers	-	-	-	-	4,630	(4,630)	-	591	(591)
Other Income	211	429	(218)	155	213	(58)	157	250	(93)
Total Operating Revenue	38,048	30,146	7,902	12,452	14,743	(2,291)	15,419	13,925	1,495
<u>Operating Expenses</u>									
Administration	8,129	9,271	(1,142)	3,439	5,732	(2,292)	3,563	5,000	(1,437)
Tenant Services	2	250	(248)	1	21	(20)	1	54	(54)
Utilities	1,023	858	164	89	200	(111)	1,825	1,592	233
Ordinary maintenance & operations	13,945	11,242	2,703	2,818	7,154	(4,336)	3,677	5,517	(1,840)
Protective Services	90	575	(485)	360	333	27	390	417	(27)
General expense	3,349	3,171	178	1,174	1,303	(129)	1,194	1,346	(152)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	11,510	4,779	6,731	4,571	-	4,571	4,770	-	4,770
Total Operating Expense	38,048	30,146	7,902	12,452	14,743	(2,291)	15,419	13,925	1,494
ADJUSTED NET INCOME(LOSS)**	0	-	0	0	-	0	0	-	0



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

	LIHTC/Public Housing AMP 12			LIHTC/OTC Phase V			Miller Homes		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	17,596	15,500	2,096	21,639	17,500	4,139	10,343	11,500	(1,157)
Rental Assistance	-	-	-	48,358	50,833	(2,475)	16,620	15,000	1,620
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	16,314	12,500	3,814	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	1,509	(1,509)	-	-	-	-	-	-
Other Income	3,059	2,775	284	1,554	3,213	(1,658)	430	304	125
Total Operating Revenue	36,968	32,284	4,684	71,551	71,546	5	27,393	26,804	588
<u>Operating Expenses</u>									
Administration	9,700	11,272	(1,572)	11,978	13,531	(1,552)	5,925	9,512	(3,587)
Tenant Services	2	-	2	9,212	5,583	3,629	1	4	(4)
Utilities	1,101	1,442	(340)	3,189	1,542	1,647	-	217	(217)
Ordinary maintenance & operations	10,640	14,825	(4,185)	6,131	24,808	(18,677)	5,123	5,929	(807)
Protective Services	676	750	(74)	2,261	625	1,636	-	2	(2)
General expense	3,776	3,996	(220)	6,539	8,568	(2,029)	(45)	721	(765)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	11,073	-	11,073	32,240	16,889	15,351	16,389	10,420	5,969
Total Operating Expense	36,968	32,284	4,684	71,551	71,546	5	27,393	26,804	588
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	-	-	(0)	-	-	0



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

	Hopkins-Tancil			LIHTC/Quaker Hill LP			Princess Square		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>									
Dwelling Rent	33,544	27,500	6,044	43,518	41,750	1,768	20,989	21,667	(678)
Rental Assistance	100,255	100,000	255	60,416	59,333	1,083	82,059	75,417	6,642
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-
Investment Income	14	21	(7)	55	308	(253)	61	-	61
CY Transfers	-	-	-	-	-	-	-	-	-
Other Income	679	1,044	(365)	485	1,888	(1,402)	2,732	2,483	249
Total Operating Revenue	134,492	128,565	5,927	104,475	103,279	1,196	105,841	99,567	6,275
<u>Operating Expenses</u>									
Administration	14,553	16,938	(2,385)	27,983	30,919	(2,936)	8,389	11,745	(3,356)
Tenant Services	8,256	12,583	(4,327)	2	833	(831)	928	275	653
Utilities	11,470	14,350	(2,880)	299	379	(80)	7,681	7,917	(235)
Ordinary maintenance & operations	38,376	44,646	(6,270)	7,958	15,900	(7,942)	27,743	42,067	(14,323)
Protective Services	95	167	(72)	-	13	(13)	91	125	(34)
General expense	4,401	8,675	(4,274)	18,979	18,821	159	20,905	23,233	(2,329)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	7,651	7,550	101	8,156	2,917	5,240
CY Reserves	57,340	31,207	26,134	41,603	28,865	12,738	31,948	11,288	20,659
Total Operating Expense	134,492	128,565	5,927	104,475	103,279	1,196	105,841	99,567	6,275
ADJUSTED NET INCOME(LOSS)**	-	-	0	-	-	(0)	-	-	0



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING JANUARY 31, 2020

	LIHTC/Pendleton Park			Housing Choice Voucher Program			Mod Rehab Project-Based			Tax Exempt Bond Income		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>												
Dwelling Rent	11,432	10,100	1,332	-	-	-	-	-	-	-	-	-
Rental Assistance	18,921	20,417	(1,496)	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	2,071,371	2,005,500	65,871	103,241	105,708	(2,467)	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	146,549	146,933	(384)	11,471	10,000	1,471	-	-	-
Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	4	92	(87)	721	1,217	(496)	11	10	1	36	-	36
CY Transfers	-	2,289	(2,289)	-	-	-	-	-	-	-	-	-
Other Income	1,901	1,688	213	185	3,458	(3,273)	-	-	-	6,100	5,025	1,075
Total Operating Revenue	32,258	34,585	(2,327)	2,218,826	2,157,108	61,718	114,723	115,718	(996)	6,136	5,025	1,111
<u>Operating Expenses</u>												
Administration	3,755	8,613	(4,859)	89,623	113,503	(23,880)	5,924	6,833	(909)	412	4,192	(3,780)
Tenant Services	1	5	(4)	17	-	17	-	-	-	1,041	833	207
Utilities	5,376	4,188	1,189	-	-	-	-	-	-	-	-	-
Ordinary maintenance & operations	2,433	8,054	(5,621)	39	433	(395)	-	-	-	-	-	-
Protective Services	-	4	(4)	-	42	(42)	-	-	-	-	-	-
General expense	8,177	8,138	39	26,118	32,558	(6,440)	1,305	1,418	(113)	-	-	-
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	1,842,109	2,005,500	(163,391)	103,108	105,708	(2,600)	-	-	-
Debt Service	5,597	5,583	14	-	-	-	-	-	-	-	-	-
CY Reserves	6,919	-	6,919	260,921	5,072	255,849	4,386	1,759	2,627	4,683	-	4,683
Total Operating Expense	32,258	34,585	(2,327)	2,218,826	2,157,108	61,718	114,723	115,718	(995)	6,136	5,025	1,111
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	0	-	0	(0)	-	(0)	0	-	0



J. RENT ROLL – FOR THE PERIOD ENDING FEBRUARY 20, 2020

Project Name	# of Units	January	February	Total	Tenant Avg. Rental Income/Unit
Public Housing Units					
*Ladrey High-rise	170	48,170	48,561	\$ 96,731	\$ 286
*Samuel Madden	66	12,668	11,555	\$ 24,223	\$ 186
*Andrew Adkins	90	20,145	20,378	\$ 40,523	\$ 228
*4-10 Scattered Sites	50	17,156	18,401	\$ 35,557	\$ 356
*4-11 Scattered Sites	30	9,805	9,175	\$ 18,980	\$ 316
*4-12 Scattered Sites	41	13,583	14,516	\$ 28,099	\$ 343
*Park Place	38	12,142	12,075	\$ 24,217	\$ 319
*Saxony Square	5	2,268	2,648	\$ 4,916	\$ 492
*Chatham Square	52	16,082	16,241	\$ 32,323	\$ 311
*Braddock	6	1,737	1,315	\$ 3,052	\$ 254
*Whiting	24	5,875	5,889	\$ 11,764	\$ 245
*Reynolds	18	7,973	7,953	\$ 15,926	\$ 442
*Old Dominion	36	7,495	8,422	\$ 15,917	\$ 221
*West Glebe	48	6,151	5,776	\$ 11,927	\$ 124
*James Bland I	18	3,270	3,355	\$ 6,625	\$ 184
*James Bland II	18	6,040	6,363	\$ 12,403	\$ 345
*James Bland IV	44	17,553	17,240	\$ 34,793	\$ 395
**Total Public Housing	754	\$ 208,113	\$ 209,863	\$ 417,976	\$ 297



I. RENT ROLL – FOR THE PERIOD ENDING FEBRUARY 20, 2020

Project Name	# of Units	January	February	Total	Tenant Avg. Rental Income/Unit
Non-Public Housing Units					
*Quaker Hill LP	60	43,518	43,788	\$ 87,306	\$ 728
-Renal Assistance		62,148	62,091	\$ 124,239	
Pendleton Park I	20	10,815	10,242	\$ 21,057	\$ 526
-Renal Assistance		17,605	17,563	\$ 35,168	
Pendleton Park II	4	1,186	1,186	\$ 2,372	\$ 297
Hopkins Tancil (Mod Rehab)	111	33,544	34,088	\$ 67,632	\$ 310
-Renal Assistance		99,217	99,333	\$ 198,550	
*James Bland V	54	21,332	19,103	\$ 40,435	\$ 374
-Renal Assistance		44,865	46,725	\$ 91,590	
*Miller Homes	16	10,912	10,827	\$ 21,739	\$ 679
-Renal Assistance		14,970	14,903	\$ 29,873	
*Princess Square	69	25,023	25,891	\$ 50,914	\$ 374
-Renal Assistance		79,757	80,888	\$ 160,645	
Total Non-Public Housing	334	\$ 464,892	\$ 466,628	\$ 931,520	470
Totals	1088	\$ 673,005	\$ 676,491	\$ 1,349,496	

Total Monthly Average- (Actual) \$ 112,458
Total Monthly Budget 646,847

Note- The amounts shown on this report only indicates the amount of rent billed to ARHA tenants, it does not include the amounts collected.

*Resolution 830 units

** Public Housing total above does not include operating subsidy received from HUD.

V. DEVELOPMENT

A. RAMSEY HOMES

Construction

The concrete work at Ramsey was nearly complete by the end of January with the final large pour of concrete at the garage ramp roof and the shoring removed from the garage. On January 20, the framers began layout of the first floor wall framing. By the end of the month, the framers had the first floor complete and were halfway done with the second floor framing. The framers are on schedule to have the entire building framed by March 3rd.



Figure 1 – January 15, 2020:
Looking east at the construction of the
elevator shaft



Figure 2 – January 22, 2020: Looking north at the first-floor framing

This month the electrician installed temporary power to the building. This power supplies light to the garage and will allow for temporary lighting of each floor. In January the foundation and framing of the mock up panel was complete at the corner of Wythe St and N Patrick St. The windows, siding, and brick will be installed on the mock up panel in early February. The waterproofing subcontractor completed with the waterproofing of the alley side of the foundation and the two N Patrick St courtyards this month.



Figure 3 – January 28, 2020: Looking south in the garage



Figure 4 – January 30, 2020: Looking northeast at the first and second floor framing



Figure 5 – January 31, 2020: Mock up panel



Figure 6 – January 31, 2020: Truss delivery

B. TAX CREDIT PORTFOLIO

There was a fire that affected six units at James Bland V. Staff was able to bring all units except for one back on line before the end of the year. The remaining unit was the source of the fire and had extensive damage and was brought back on line in January. Per Low Income Housing Tax Credit regulations, any units off line as of 12/31/19 due to casualty loss will forfeit their tax credits for the entire year. They will however be eligible for tax credits going forward. As the General Partner, ARHA will be responsible for paying the amount of lost tax credits to the Investor Limited Partner. We estimate the loss to be approximately \$19,000 for the one unit that was not on line as of 12/31/19. The investor is waiting on the 2019 tax returns, after which they will calculate the exact amount of the loss.

VHDA 2019 LIHTC Invoice and Monitoring Compliance forms were received and processed. VHDA LIHTC Compliance Eviction Forms covering July 2019 to Dec 2019 were also submitted for compliance.

December month end financial and occupancy reports have been circulated to the tax credit investors and 2020 property operating have been finalized for distribution as well. 2019 tax credit property tax returns and 2019 financial statement preparation are underway.

VI. RESIDENT & COMMUNITY SERVICES

A. RESIDENT ENROLLMENT & ENGAGEMENT

Properties	Active Enrollment (YTD)	New Enrollment
Hopkins-Tancil	29	0
Chatham	26	0
Samuel Madden	30	1
Andrew Adkins	23	0
James Bland V	83	0
Princess Square	6	0
Ladrey	43	2
HCVP	66	0
Scattered Sites	36	0
City-wide	50	1
TOTAL	392	4

B. PROGRAM ENGAGEMENT BY PROPERTY

Properties	Cumulative Service Days January 2020	Cumulative Service Hours January 2020
Hopkins-Tancil	319	464
Chatham	206	319
Samuel Madden	55	111
Andrew Adkins	24	42
James Bland V	329	743
Princess Square	18	40
Ladrey	66	457
HCVP	139	481
Scattered Sites	35	90
City-wide	343	1,211
TOTAL	1,534	3,958

*Service Days are equivalent to the number of days participants or residents attend a program, workshop and/or case management appointment.

**Service Hours are equivalent to the number of hours participants or residents are actively engaged in a program, workshop and/or case management appointment.

RACS currently operates the following programs:

Program	Active Enrollment (YTD)
Congregate Meals	10
Krunch Bunch	78
FACE/LINK	84
Gardening	26
Ruby Tucker Readers/Book Club	31
ROSS	53
Ladrey	34
James Bland V Supportive Services	62

RACS Programs' descriptions

- **Senior Center @ Charles Houston:**

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

- **Ladrey Highrise:**

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

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

4. Community Gardening - Students at the Center, plan and maintain a garden from March – November, while adults may sign up for a family plot to do the same. In addition to realizing the benefits of growing their own produce, participants learn about healthy methods of preparing the food they harvest.
5. FACE/LINK Club – In partnership with ACPS, students are provided with afterschool tutoring and enrichment for students in grades K – 8, through a 21st Century Community Learning Center grant. There is also a large emphasis on Parent Engagement and improving the home-community-school connection in order to equip parents with tools to build their capacity to create a positive change in their own lives.

6. Ruby Tucker Readers - Students participate in a weekly read aloud session or book club, depending on the grade level, with volunteers. At the end of the session, students select a book to keep and take home.

ROSS:

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

James Bland V Supportive Services

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

C. VOLUNTEERS

Currently there are 152 active volunteers working with RACS' programs, and for the month of December there were an additional 108 volunteers that assisted staff with set-up and/or execution of our Santa's Winter Wonderland Event. The table below indicates the number of new recruits, the number of service hours for the month, and the value of their time.

# (YTD)	# New Recruits	# of Service Hours January 2020	Value of Service Hours
154	5	470	\$12,671.20

D. ACTIVITIES BY AGE GROUP

AGE GROUPS	TOTAL # OF ACTIVITIES	# OF PARTICIPANTS
0-18	8	151
19-60	8	92
60+	24	497
TOTAL	40	740

E. SELF SUFFICIENCY PROGRAM STATISTICS

	ROSS	FSS
Number of Households Under Contract of Participation – YTD	53	82
Number of Households with Positive Escrow Accounts	N/A	53
Number of Households to Successfully Graduate – YTD	0	0
Number of Case Management Assessments/Follow-up Appointments – Dec.	20	13

F. SUPPORT SERVICES / REFERRALS

SERVICES/REFERRALS	January 2020	YTD
Healthcare & Medical	155	155
Financial Assistance/Literacy Education	41	41
Daily Living Skills/Entitlements	50	50
Transportation	467	467
Enrollments/Registrations/Assessments	8	8
Adult Basic Education/Literacy/GED	2	2
Job Training Skills/Programs/Certifications	9	9
Childcare Services	0	0
TOTAL	732	732

G. PARTNERSHIPS

Provider/Partner	Event/Activity	# Participants Served
Monique Bagby, PIES Fitness	Arthritis Exercises (3 Sessions)	41
No. VA Fall Prevention Alliance	SAILS Exercise Class (3 Sessions)	39
Patsy Battle	National Blueberry Pancake Day	29
Vivian Brown	Knitting & Crocheting Instruction (2 Sessions)	8
Nancy Lorenz, PK Move	Parkour Movement	11
I Heart Seniors, Inc.	Golden Zumba	26
Debbie Latimer, DAAS Social Worker	Comfort & Cheer Discussion Group	10
Dave Pankey, Acoustic Guitarist	Music Therapy	29
Erin Meerzaman, Giant Clinical Pharmacy Coordinator	Blood Pressure Screening Clinic	24
ALIVE	Food Distribution/Food Boxes	40
ALIVE	End of Month Food Distribution	255
ALIVE	Furniture & Food Delivery	5
Russell Temple CME Church	Thursday Bags	100
Capital Area Food Bank	Weekend Bags	60
Capital Area Food Bank	Food Program (Produce and Meat)	225
Capital Area Food Bank	Nutrition/Food Program (Produce)	106
Capital Area Food Bank	Pop-up Distribution (2X month)	180
Bright Home Health Care	Blood Pressure Clinic	17
Christ Church	Bingo	62
Third Baptist Church	New Year's Eve Celebration	36
Tabernacle Baptist Church	Fellowship/Service	20
Ladrey Volunteers	Staff Retirement Celebration	65
Workforce Development Center	Self Esteem Workshop	8
Safeway	Bread/Bakery Distribution (6x month)	304
Jireh's Place	Teen Girls Enrichment Program	40
Total	25	1,740

H. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Donations	ARHA \$	TOTAL (All Sources)
\$ 1,850.00	\$ 4,500.00	\$ 0.00	\$ 6,350.00

I. PROGRAM SUMMARY

The Senior Center @ Charles Houston's focused on renewal of mind, body and spirit for the New Year. Our activities included adding another strength, balance, and coordination class through a partnership w/the Northern Virginia Fall Prevention Alliance as well as conducted an aromatherapy activity that included oils, candles and creams to support the mind, body and spirit.

During the month of January, the residents of the Ladrey participated in activities focused on cognitive skills and social activities. The month kicked off with a New Year's Celebration hosted by Third Baptist Church. Residents also hosted a retirement celebration for Mrs. Fredricka Charity. Home visits were conducted for 85 units (5 floors) as part of the monthly health, safety, and welfare checks, and emergency services were contacted for 4 residents.

Ross participants started the year motivated to completing goals to stay active on their education, employment and empowerment path. Ross participants had the opportunity to complete mental health assessments to ensure they have the proper support to Thrive on their pathway. One participant enrolled in Together We Bake and one participant enrolled in a GED Program.

The JBV community are ready to embrace this new decade with a zeal to move forward and upward. One participant has completed an armed guard security training and is now ready to work as a full-time armed guard. Another is working part-time for the Campagna Center, and another will be moving into a house in Maryland which she intends purchase. There are also several residents who have expressed a desire to return to school, so there will be an increased focus on finding educational opportunities. JBV also experienced some transition, with some families relocating because of the recent fire, but we also welcomed two new residents in the month of January.

RACS, Asset Management, and Development Staff participated in the Alexandria Housing Summit, where over 300 members of the community, government officials, housing professionals and others convened at the Lee Center. With the theme, "Housing For All", the conference was a full day event that examined the progress and implementation of the 2013 Housing Master Plan. In addition, the summit wanted to explore bold new ideas to address the City's affordable housing challenges and examine opportunities coming up in 2020 and the near future. Staff hosted an exhibit booth to provide information on ARHA programs and participated in a Panel presentation to share information on our Ramsey Homes Development Project.

As a follow-up to applicants that attended the Section 3 Job Fair, Staff hosted an OSHA Training Workshop. Participants that completed the training received a safety training certification and also received additional support with updating their resumes.

LINK Club Students in K-2 had the opportunity to take an enrichment field trip to the Baltimore Aquarium. Students learned about native animals in the Maryland/Virginia area, and about the different habitats they need to survive and thrive. Students in Grades 6-8 attended a screening of the movie Just Mercy in support of their social justice curriculum and project. In addition to reading the book, they are working on a print screen project that will highlight some of the things they learned from their discussions.

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

- 2/3 – 5/18: Strengthening Families, (Every Monday), 401 Wythe Street, 6:30 pm
- 2/11 – 3/12: Computer Basics (Tues & Thurs), Ruby Tucker, 10:30 am
- 2/14: Valentine Day's Party, Ladrey Community Room, 6:00 PM
- 2/20: Live Your Best Life, 401 Wythe Street, 11:00 am
- 2/21: FSS Regional Meeting, Baltimore, 10:00 am
- 2/27: Finding My Why Book Club, 401 Wythe Street, 6:00 pm
- 2/25: Mardi Gras Celebration, Ladrey Community Room, 12:00 pm
- 2/26: Mental Health Awareness Workshop, 401 Wythe Street, 6:30 pm
- 2/29: Youth Mentoring Session, TBD, 11:00 am
- 3/4: Regional FSS Graduation/Celebration, Lee Center, 6:30 pm
- Positive Thinking: Self Care Workshop – TBD
- Family Literacy Workshop - TBD

K. PHOTOS



ARHA OSHA Training



Alexandria Housing Summit





National Aquarium of Baltimore

VII. HUMAN RESOURCES

A. SECTION III JOB FAIR FOR RAMSEY HOMES CONSTRUCTION JOBS



A job fair was held in the Board Room at ARHA on January 15, 2020 specifically to fill various construction jobs at the Ramsey development site. Interested job-seekers who attended the job fair included 49 individuals who live in the District of Columbia, Maryland and Virginia.

Out of the 49-job fair attendees, there were 22 applicants who met the criteria for a Section III Tier. There was 1 who ranked in Tier I; 9-applicants ranked in Tier II; and 12-applicants ranked in Tier III.

To ensure that applicants were further qualified, ARHA provided free OSHA Construction Safety Training. There were 6-applicants who attended the training and those individuals were

referred to the Carlson construction manager for consideration to be hired.

B. EMPLOYEE TRANSITIONS – RETIREMENT OF MS. FREDRICKA CHARITY



ARHA bid a fond farewell to Ms. Fredricka Charity who retired on January 30th after working in the Asset Management department for eleven years, mostly in the Ladrey building with our senior and disabled residents. The residents were sad to see her leave and celebrated her departure with a wonderful luncheon.

VIII.CONSENT DOCKET

IX. ACTION DOCKET

X. OTHER BUSINESS