



Alexandria Redevelopment and Housing Authority

**Monthly Report  
to the Board of Commissioners**

Keith Pettigrew  
Chief Executive Officer

**MARCH 22, 2021**



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**BOARD OF COMMISSIONERS  
REGULARLY MONTHLY MEETING**

**Alexandria Redevelopment and Housing Authority  
401 Wythe Street, Alexandria, VA 22314  
(Virtual Meeting)**

**Monday, March 22, 2021 at 7:00 pm**

**AGENDA**

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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, FEBRUARY 22, 2021.**
4. **RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, MARCH 22, 2021.**
5. **CONSENT DOCKET**

5.1 Vote for Approval of Resolution No. 698-2021 Approving application to the U.S. Department of Housing and Urban Development (HUD) for Rental Assistance Demonstration (RAD) Disposition of 220 Public Housing Units and Certifying an Agreement to comply with all requirements of the Program and PH Notice 2012-32, PIH Notice 2019-23 Rev. 4 and any successor notices.
6. **ACTION DOCKET**
7. **NEW BUSINESS**
8. **ANNOUNCEMENTS**
9. **ADJOURNMENT**
10. **EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES.**

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

**REGULARLY SCHEDULED BOARD MEETING**

**401 WYTHE STREET, ALEXANDRIA, VA 22314**

(Virtual Meeting)

**Monday, February 22, 2021 at 7:00 P.M.**

**THOSE PRESENT:**           **Peter Kleeblatt, Chairman**  
                                  **Anitra Androh, Vice Chairwoman**  
                                  **Willie Bailey, Commissioner**  
                                  **Daniel Bauman, Commissioner**  
                                  **Christopher Ballard, Commissioner**  
                                  **Carter Flemming, Commissioner**  
                                  **Kevin Harris, Commissioner**  
                                  **Merrick Malone, Commissioner**  
                                  **Salena Zellers, Commissioner**

**THOSE ABSENT:**           **N/A**

**RECORDER:**               **Cynthia Dickerson**

Chairman Kleeblatt called the meeting to order at 7:04 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 (absent)**

Mr. Pettigrew reported on behalf of Mr. Steve Hines, President, Ladrey Resident Advisory Board. He reported that Mr. Hines expressed immense gratitude for ARHA arranging and collaborating with the Alexandria Health Department to have the COVID vaccines for Ladrey residents.

Mr. Pettigrew also noted that ARHA would continue working with Alexandria Health Department (AHD) to coordinate vaccination efforts for all ARHA residents.

Chairman Kleeblatt asked, do you have alternative locations for seniors from other ARHA communities?

Mr. Pettigrew responded, not yet.

Chairman Kleeblatt said thank you.

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

Commissioner Harris greeted everyone and presented his report. He reported that the Resident Safety Committee continues to enhance its relationship with the Alexandria Police Department.

As an example of the enhanced relationship, he reported that the Chairperson for the Safety Committee was appointed to the Alexandria Detention Center Board.

Chairman Kleeblatt said thank you Commissioner Harris.

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

- **Ms. Nisa Harper**

Ms. Harper, a former ARHA resident, submitted three questions regarding the Section 3 program.

The first question was, how many ARHA residents started a Section 3 businesses within the last three years?

Mr. Pettigrew informed her that while ARHA currently has four Section 3 businesses identified, only one has been formed within the last three years.

The second question was, how are residents informed of how to start a Section 3 business under ARHA?

Mr. Pettigrew responded that we send out notifications to residents about the Section 3 program and opportunities as needed. We also provide Section 3 notification and information on the ARHA website.

The third question was, who do residents contact at ARHA if they want to get more information on Section 3?

Mr. Pettigrew responded that Mr. Martin Lucero is the point of contact for Section 3 inquiries.

Mr. Pettigrew thanked Ms. Harper for her questions on such an important topic.

## **ITEM 3. VOTE TO APPROVE THE MINUTES FOR REGULAR SCHEDULED BOARD MEETING MONDAY, JANUARY 25, 2021:**

Chairman Kleeblatt presented the minutes for Monday, January 25, 2021. Commissioner Flemming moved to accept the minutes; the motion was seconded by Commissioner Bailey. The motion was approved with (8) Yeas, and (0) Nays.



#### **ITEM 4. EXECUTIVE SUMMARY REPORT AS OF MONDAY, FEBRUARY 22, 2021:**

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

##### Ladrey

The big news was the administering of the COVID vaccinations to residents at Ladrey. The event was covered by WTOP and was reported on during their evening news segment.

Also, as part of ARHA's newly implemented marketing strategy, a press release newsletter was issued to various stakeholders, community organizations, etc., highlighting this important event.

##### Lineage

Punch list activity has started. We anticipate accepting floors three and four in the next week, and then we will move on to floors one and two. We anticipate having the building leased up by the end of March 2021. We will be contacting you to schedule a tour of the building along with Mayor Wilson.

##### Section 18

We continue to work with the two architectural firms as they prepare their presentations for the Ladrey/Old Executive Building footprint.

##### Asset Management

As with past reports during COVID, the vacancies and payments continue to fluctuate. We continue to document changes and failure to pay.

There are no new updates from HUD about any future funding. We have been receiving the same monthly funding that we received in 2020. We continue to work with families that need assistance with rent or other matters.

##### Security at Ladrey

There are no major issues. Now that we have begun vaccinations, questions are coming in regarding the relaxing of security. We will continue to discuss such a change with AHD before making a decision.

##### Town Hall Conferences

We concluded the first-round of 2021 last week. The next round begins on March 3. We will send out the dates and times to you.

##### Maintenance & Facilities

We continue to address all categories of work orders timely. We had 94 emergency and urgent work orders for this reporting period. They have all been abated.



### Resident Services

Ms. Gaynelle Diaz and her team continue to communicate with residents throughout our properties to make sure that we provide them with the appropriate assistance and direct them to the appropriate resources as needed.

### Finance

Our funding remains at the levels as last FY 2020. There has been no official word on final budgetary funding to date. If, and when, any changes we will apprise you of the changes.

This concludes my Executive Summary Mr. Chair.

Chairman Kleeblatt said thank you and asked about the ribbon-cutting ceremony for Lineage.

Mr. Pettigrew responded that plans are being made.

Chairman Kleeblatt asked if the ribbon-cutting could be in-person instead of virtual?

Mr. Pettigrew responded sure. We will begin to prepare for a live ribbon-cutting using COVID safety guidelines.

Chairman Kleeblatt stated that a live ceremony would be impactful.

That concludes the Executive Summary.

### **ITEM 5. CONSENT DOCKET:**

- No Items Submitted.

### **ITEM 6. ACTION DOCKET:**

- No Items Submitted.

### **ITEM 7. NEW BUSINESS:**

- No Items Submitted

### **ITEM 8. ANNOUNCEMENTS:**

There being no further business to come before the Board, Chairman Kleeblatt adjourned the meeting at 7:26 pm.





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

A motion was made by Vice Chairwoman Androh, seconded by Commissioner Flemming and unanimously approved to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters commenced at 7:28 pm. At 8:06 pm the Board reconvened in public session.

Thereupon, Chairman Kleeblatt asked for a motion to adjourn the meeting. Commissioner Flemming moved to adjourn, seconded by Vice Chairwoman Androh, 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 (7) Yeas to (0) Nays.

There being no further business to come before the Board, Chairman Kleeblatt adjourned the meeting at 8:07 pm.

## I. EXECUTIVE SUMMARY



Below are several key operational activities and notable highlights for February 2021:

## ASSET MANAGEMENT

- **Occupancy / Rent Collection**

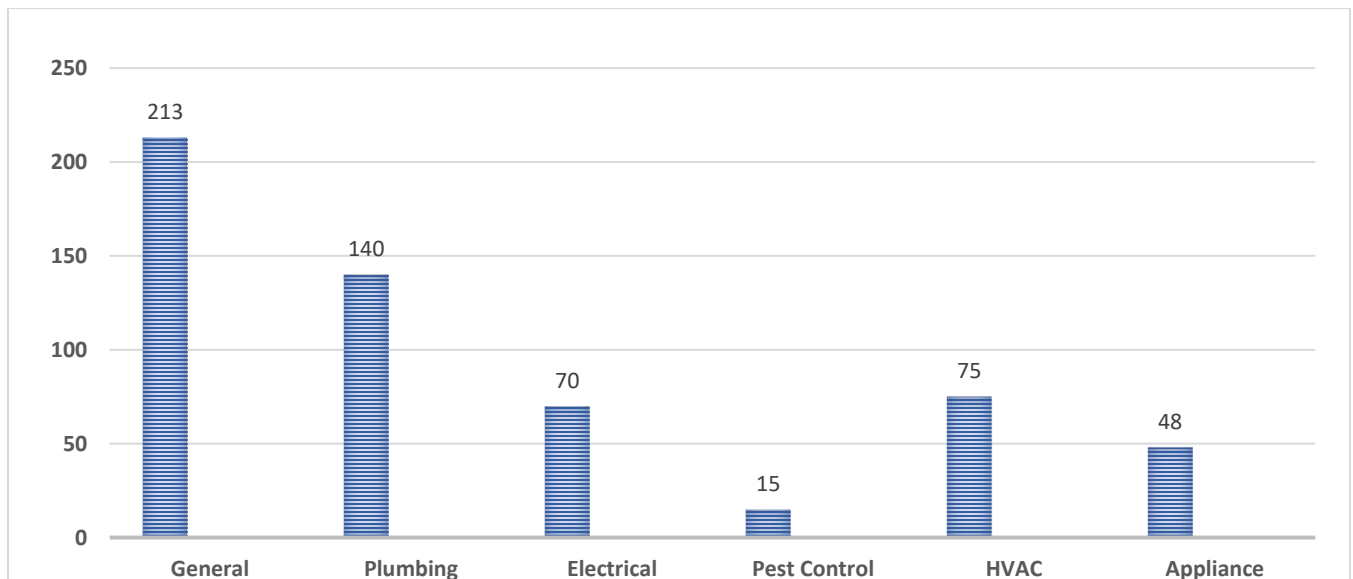
	Public Housing Jan. 2021	Public Housing Feb. 2021	MOD Rehab Jan. 2021	MOD Rehab Feb. 2021	Market Rate Jan. 2021	Market Rate Feb. 2021
Occupancy	98%	98%	99%	99%	96%	96%
Rent Collection	74%	71%	82%	79%	58%	53%

- **Lease-Ups**

New Lease-Ups	January 2021	February 2021
Tenant-based (HCVP)	21	17
Number of requests for tenancy	35	42
Project-based voucher	1	4
Moderate Rehabilitation	0	1

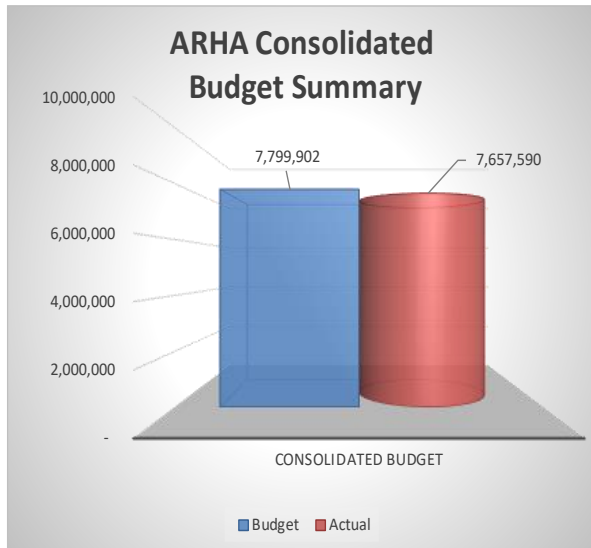
## CENTRAL FACILITIES

Work Orders Activity Total 561



## FINANCE

### Budget Highlights as of February 28, 2021:



The budget versus actual comparisons as of February 28, 2021 is based on ARHA's Draft FY2021 Budget.

Consolidated operations were \$142K or 1.82% under the projected budget.

- Current Year (CY) operating transfers totaled \$38K, which was \$48K or 56% under the projected budget.
- CY reserves totaled \$906K, of which \$607K is restricted and \$299K is unrestricted.

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

## DEVELOPMENT

### LINEAGE

As of the end of February, the Ramsey Homes construction project is over 97% completed. We have punched and accepted the third and fourth floors. The goal is to punch and accept units by March 12.

The application for a temporary certificate of occupancy (TCO) to the city has commenced. The As-Built documents were submitted by the Civil engineer and will be reviewed by each respective city department. To date, Code compliance has approved the tickets for all 52 units; fire Marshall has approved the building life and safety systems, the elevator has passed inspection, and planning and zoning has requested on item. In addition, the BAR has issued their punch list and those outstanding items will be corrected for the final certificate of occupancy. We are waiting for comments only from T&ES.

For the TCO, we also need to address DSUP conditions that were provided to us on approval of the building permit. The only two outstanding items are removal of the overhead utility lines and conditional approval from Earthcraft. With regard to the overhead utility lines, our dry utility consultant is coordinating the efforts of Dominion Energy, Comcast and Verizon to ensure that the lines are transferred to the utility poles that have already been installed. With regard to EarthCraft, we are waiting for additional calculations from our mechanical engineer to ensure that blower door tests were calculated accurately.



For tax credit acceptance, we also need to ensure that the units meet VHDA design standards. The final monthly inspection will be completed in early March and the final check off after CO has been issued. The outstanding issues that we have been addressing has been with the ADA units. Our accessibility consultant has provided the report of her last site visit. There are a number of issues in the six wheelchair accessible units that will not be completed until the third week of March. The units, however, will be ready for occupancy when the other units in the building are ready too.

The building continues to be 100% pre-leased. We are coordinating with the management company to ensure that all applications are current and in conformity with tax credit requirements. Edgewood Management operations and maintenance staff have walked the building with ARHA staff to ensure that any operational issues that can be addressed during construction are attended to by the general contractor. The building continues to be on target for lease signing on or before the end of March with physical occupancy occurring commencing March 29. Given COVID social distancing rules, the move-ins will be staggered over the month of April.

We have submitted a second extension for the Ramsey construction loan. The credit committee of Capital One has tentatively approved the extension through September 30, 2021. Repayment of the construction loan will occur when the final equity contribution is made. We anticipate that this will occur in late August. To facilitate a quick turnaround and approval of the post occupancy issues that impact the release of the final equity contribution, Enterprise has allowed ARHA to submit a preliminary Cost Certification of construction expenses based on the latest payment application. This will ensure that Enterprise will complete its review by the end of August or early September. At that time, a portion of ARHA's developer fee will be release.

## **TAX CREDIT PORTFOLIO**

February month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors. FY 2021 Annual Operating Budgets have been completed and shared with the investors. After the acquisition of Boston Capital by Boston Financial, the transition of reporting requirements is underway for James Bland I, II, IV, V, Old Dominion and West Glebe.

The Braddock, Whiting, Reynolds 2020 investor audit is continuing with all file review documents submitted and pending any follow up questions. The requested resident files for Pendleton Park have been submitted to Hudson Housing for their annual review and are pending any follow up questions.

## **RESIDENT SERVICES**

RACS Programs were awarded two different grants during the month of February. The first grant was awarded to Ladrey by the Capital Area Food Bank (CAFB). Ladrey was selected for a Partner Agency grant in the amount of \$7,989, which can be used to purchase food items for Ladrey and other ARHA families in need. The second grant was awarded to the Ruby Tucker Family Center by Raised to Reach Back, Inc. and the Amazon's Goods for Good Program. The \$1,500 award can be used to purchase household items, including food, health, and personal care, for families in need.



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## UPCOMING MEETINGS AND EVENTS

The upcoming 2021 Board Meetings and other event dates are as follow:

Date	Event	Location	Time
April 20, 2021	Ribbon Cutting Ceremony for Lineage	(Live Stream on ARHA Facebook Page)	10:00 AM
April 26, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
May 24, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
June 28, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
July 26, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
August 23, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
September 27, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
October 25, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
November 22, 2021	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
December TBD	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM

## II. ASSET MANAGEMENT



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

	Indicator	Jan. 2021	Feb. 2021	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 <i>(General Public Housing only)</i>
2	Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)	96%	96%	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%	.48%		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	January 2021	February 2021
Samuel Madden	97%	97%
Andrew Adkins	97%	98%
Ladrey Highrise	97%	98%
Scattered Sites I	96%	94%
Scattered Sites II	93%	97%
Scattered Sites III	100%	100%
Saxony Square	100%	100%
Park Place	100%	100%
Chatham Square	100%	98%
Braddock & Whiting	100%	100%
Reynolds	94%	100%
Old Dominion	97%	97%
West Glebe	100%	100%
James Bland I, II, IV	99%	99%





### C. PROGRAM UTILIZATION & VACANCY REPORTING

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

	January 2021	February 2021
Housing Choice Voucher	100%	100%
Moderate Rehabilitation	99%	99%
Project Based Section 8	98%	99%
Low Rent Public Housing	98%	98%
Market Rate (Affordable Dwelling Units)	70%	87%

### D. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for February 2021:

	Jan. 2021	Feb. 2021
Homeownership	18	18
Homeownership New this Month	0	0
Family Unification	36	36
Portable Vouchers Paid	138	138
Tenant Protection	62	61
All Other Vouchers	1,299	1,304
Number of Vouchers Under Lease on the last day of the month	1,553	1,557
HA Owned Units Leased – included in the units lease above	150	151
New Vouchers issued but not under contract as of the last day of the month	77	78
Portable Vouchers Administered	18	18
Number of Vouchers Covered by Project-Based AHAPs and HAPs	77	72

### E. VACANCY ACTIVITY TRACKING REPORT MARKET RATE UNITS

Developments	Total # of Units	Total Occupied Units 01/31/2021	Total Occupied Units 02/28/2021	Current # Vacant
Princess Square	68	60	61	7
Quaker Hill	60	59	59	1
Hopkins-Tancil	108	107	107	1
Miller Homes	16	15	16	0
Pendleton Park	24	23	24	1
Old Town Commons V	54	52	54	0
<b>TOTALS</b>	<b>330</b>	<b>316</b>	<b>321</b>	<b>10</b>



**F. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS**

<b>Developments</b>	<b>Total # of Units</b>	<b>Total Units Occupied 01/31/2021</b>	<b>Total Units Occupied 02/28/2021</b>	<b>Current # Vacant</b>
Ladrey Building	169	165	165	4
Chatham Square	52	52	51	1
Old Town Commons I	18	17	18	0
Old Town Commons II	18	18	18	0
Old Town Commons IV	44	44	43	1
S. Madden Homes	65	63	63	2
A. Adkins Homes	89	86	87	2
Scattered Sites 410	50	48	47	3
Scattered Site 411	30	28	29	1
Scattered Site 412	41	41	41	0
Braddock	6	6	6	0
Whiting	24	24	24	0
Reynolds	18	17	18	0
Saxony Square	5	5	5	0
Park Place	38	38	38	0
West Glebe	48	48	48	0
Old Dominion	36	35	35	1
<b>TOTALS: (values are rounded up/down)</b>	<b>751</b>	<b>735</b>	<b>736</b>	<b>15</b>

## G. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting list Jan. 2021	Currently Active on the Waiting list Feb. 2021
<b>HCVP</b>	569	13,728
<b>Total</b>	<b>569</b>	<b>13,728</b>
<b>MOD Rehab</b>		
(1) bedroom	145	62
(2) bedroom	73	29
(3) bedroom	60	22
(4) bedroom	0	0
<b>Total</b>	<b>278</b>	<b>113</b>
<b>General Public Housing</b>		
(1) bedroom	8	4,585
(2) bedroom	16	3,423
(3) bedroom	2	2,052
(4) bedroom	0	189
<b>Total</b>	<b>26</b>	<b>10,060</b>
<b>Elderly / Disabled</b>		
(1) bedroom	330	329
<b>Total</b>	<b>330</b>	<b>329</b>
<b>BWR</b>		
(2) bedroom	56	1,907
(3) bedroom	18	1,233
<b>Total</b>	<b>74</b>	<b>3,140</b>
<b>Chatham Square</b>		
(2) bedroom	52	2,057
(3) bedroom	30	1,329
<b>Total</b>	<b>82</b>	<b>3,386</b>
<b>West Glebe / Old Dominion</b>		
(1) bedroom	34	2,239
(2) bedroom	37	2,047
(3) bedroom	16	1,325
(4) bedroom	0	13
<b>Total</b>	<b>87</b>	<b>5,624</b>
<b>OTC I, II, IV</b>		
(2) bedroom	30	1,982
(3) bedroom	34	1,299
<b>Cumulative TOTAL</b>	<b>1,510</b>	<b>39,661</b>

## H. CERTIFICATIONS ACTIVITY

<b>HOUSING CHOICE VOUCHER</b>	<b>January 2021</b>	<b>February 2021</b>
Pre-Admission/Eligibility	9	6
Request for Tenancy Approval	21	42
New Move-in/Change of Unit/Port-in	21	17
Interim Change	40	46
Annual Reexamination	83	117
End of Participation	1	2
<b>PUBLIC HOUSING</b>		
Pre-Admission/Eligibility	5	6
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	4	6
Interim Change	25	15
Annual Reexamination	31	42
End of Participation	9	4
<b>MODERATE REHABILITATION</b>		
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	0	1
New Move-in/Change of Unit/Port-in	0	1
Interim Change	3	2
Annual Reexamination	10	9
End of Participation	0	0
<b>PROJECT BASED VOUCHER</b>		
Pre-Admission/Eligibility	5	3
Request for Tenancy Approval	2	3
New Move-in/Change of Unit/Port-in	2	3
Interim Change	4	4
Annual Reexamination	2	2
End of Participation	0	0
<b>TOTAL CERTIFICATIONS COMPLETED</b>	<b>278</b>	<b>306</b>

## I. INSPECTIONS

Inspections	January 2021	February 2021
# of annual/return Inspections	105	86
# of Initial/Re-inspections	35	42
# of Final Failed Inspections	1	1
# of Abatements	0	0
# of Emergency/Special Inspections	0	0
# of Missed Inspections (no show)	4	5
# of quality control inspections conducted	2	0

## J. COMPLIANCE / SAFETY

### 1. Quality Assurance Activities

Number of Files Reviewed Audit Files*	January 2021	February 2021
Recertifications	30	34
Intake Certifications	47	53

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

Number of Recertification's Files with Errors /Recert Info *	January 2021	February 2021
# of Recert Files w/ Errors	4	5

### 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	January 2021	February 2021
Bar Notices issued	2	0
Late Notices	40	35
Unlawful Detainers	0	0
Evictions (legal)	0	0
Evictions (drugs)	0	0



## K. RENT COLLECTION

ARHA properties collected cash at **68%** of rent charged for February 2021. Individual performance by property is as follows:

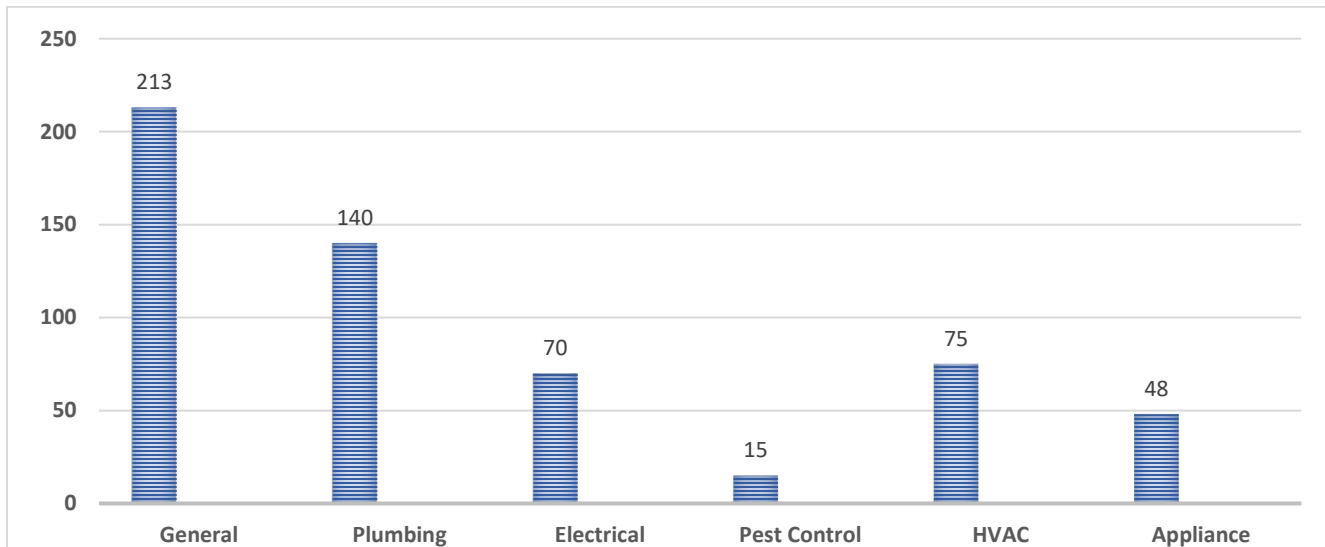
	January 2021	February 2021
Samuel Madden	41%	45%
Andrew Adkins	44%	37%
Ladrey High-Rise	91%	92%
Scattered Sites I*	68%	55%
Scattered Sites II*	84%	67%
Scattered Sites III	84%	77%
Saxony Square	100%	92%
Park Place	83%	99%
Chatham Square	83%	92%
Braddock	100%	96%
Whiting	68%	64%
Reynolds	100%	100%
Old Dominion	67%	78%
West Glebe	48%	46%
James Bland I	62%	58%
James Bland II	55%	60%
James Bland IV*	71%	53%
<b>TOTAL</b>	<b>71%</b>	<b>71%</b>
<b>MARKET RATE</b>		
Quaker Hill	59%	54%
Princess Square	47%	46%
Miller Homes*	83%	72%
Pendleton Park	34%	37%
James Bland V	65%	57%
<b>TOTAL</b>	<b>58%</b>	<b>53%</b>
<b>MOD/PBV</b>		
Hopkins-Tancil	82%	79%
<b>TOTAL</b>	<b>82%</b>	<b>79%</b>

\*Additional Rent Collection Information: (February 2021)

(50 Units) 410 Scattered Sites Out of 50 units (21) families rent portion is \$0 and (06) failed to pay rent  
 (30 Units) 411 Scattered Sites Out of 30 units (09) families rent portion is \$0 and (04) failed to pay rent  
 (44 Units) James Bland IV Out of 44 units (13) families rent portion is \$0 and (07) failed to pay rent  
 (16 Units) Miller Homes Out of 16 units (05) families rent portion is \$0 and (03) failed to pay rent

### **III. CENTRAL FACILITIES**

### A. WORK ORDERS ACTIVITY TOTAL 561



### 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	Prev. Month	2020 Year End
Administrative Building	0	0	0	0	0	0	0	1	3
Alexandria Crossing (Old Dominion & West Glebe)	6	11	11	0	7	7	42	35	755
Andrew Adkins	15	11	2	0	6	2	36	40	547
BWR (Braddock, Whiting & Reynolds)	4	5	1	1	4	4	19	35	319
Chatham Square	10	5	5	0	4	1	25	30	535
Hopkins-Tancil	29	23	9	1	10	6	78	38	801
James Bland I, II, IV	27	9	2	0	7	3	48	32	553
James Bland V	6	2	2	2	2	2	16	29	342
Ladrey Highrise	30	15	6	1	8	3	63	62	741
Miller Homes	5	4	1	0	3	3	16	17	144
Park Place & Saxony Sq.	1	6	0	3	2	0	12	9	153
Pendleton Park	3	1	2	0	3	2	11	11	125
Princess Square	12	13	7	0	2	2	36	56	572
Quaker Hill	11	15	6	0	3	7	42	29	343
Samuel Madden	16	5	6	4	4	0	35	22	448
Scattered Sites I, II, III	38	15	10	3	10	6	82	69	827
<b>TOTAL</b>	<b>213</b>	<b>140</b>	<b>70</b>	<b>15</b>	<b>75</b>	<b>48</b>	<b>561</b>	<b>515</b>	<b>7,208</b>



## 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 in ARHA units on a quarterly as well as requested basis (via work orders). Quarterly inspections and treatments are instrumental in regard to decreasing the number of requests and complaints in between the scheduled quarterly services. The next Quarterly treatments are scheduled to begin in April 2021.
- The Ladrey Highrise, Samuel Madden, Andrew Adkins, Princess Square & Hopkins Tancil 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 conducts an inspection in the unit to locate possible points of entry and seal the entry holes with a material that should prevent the rodents from penetrating the area. Residents are notified and reminded of the upcoming extermination appointments by three (3) different methods. Notices are mailed directly from the Extermination Company via US Postal Service, staff hand delivers notices, and a property wide blast email is sent to all residents who provide email addresses. The next monthly treatment dates are as follows:
  - Samuel Madden – March 5, 2021
  - Andrew Adkins – March 10, 2021
  - Hopkins Tancil – March 15, 2021
  - Princess Square – March 18, 2021
  - Ladrey floors 7-11 – March 23, 2021
  - Ladrey floors 1-6 – March 24, 2021

### Annual Uniform Physical Condition Standard (UPCS) Inspections:

- American Property Consultants (APC) has issued a schedule to perform UPCS Annual Inspections on all public housing properties. The deficiencies captured on the inspection reports will be addressed and completed by the Maintenance Staff, the Modernization Staff, and contractors. This work is ongoing, and the goal is to have all deficiencies corrected prior to HUD Real Estate Assessment Center (REAC) inspections. To date, we have not received any official correspondence pertaining to a schedule for the HUD REAC inspections, but we plan to prepare if and when they are announced.



The chart below identifies the properties and the confirmed date for the 2021 Annual UPCS Inspections.

Properties	Inspection Dates	# of Units
AMP		
James Bland IV	February 26 & March 2, 2021	33
AMP 010		
James Bland I	February 26 & March 2, 2021	18
AMP		
James Bland II	February 26 & March 2, 2021	18
AMP 005		
Saxony Square	March 2-3, 2021	5
AMP 003		
Andrew Adkins	March 2-4, 2021	90
AMP 004	<i>may be cancelled</i>	
Park Place	March 4, 9-10, 2021	38
AMP 003		
Samuel Madden	March 9-11, 2021	66

## IV. FINANCE

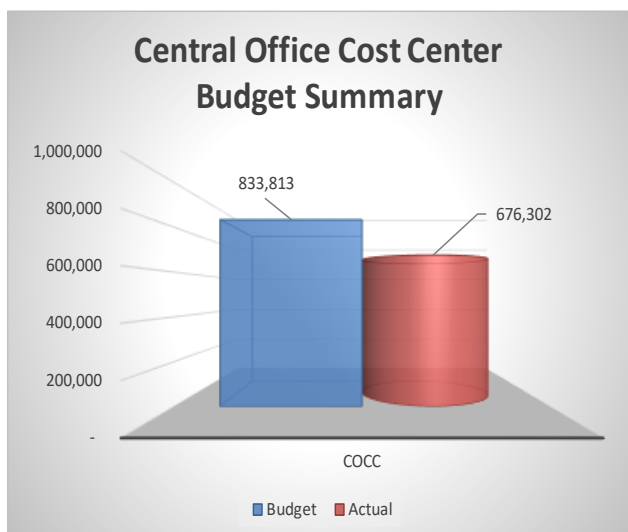


## A. FINANCIAL SUMMARY

*Alexandria Redevelopment & Housing Authority  
FY 2021 Budget vs Actual  
For the Period Ending February 28, 2021*

	Annual Budget	February 28, 2021				FY 2021 YTD (Jan. 1, 2021 - Feb. 28, 2021)			
		Total Budget	Total Actual	Variance		Total Budget	Total Actual	Variance	
				\$	%			\$	%
<b>Operating Revenue</b>									
Dwelling Rent	\$ 4,160,600	\$ 346,717	\$ 322,068	\$ (24,648)	-7%	\$ 693,433	\$ 641,620	\$ (51,814)	-7%
Rental Assistance	3,962,600	330,217	329,746	(471)	0%	660,433	672,057	11,624	2%
Governmental Grants	26,430,562	2,202,547	2,322,363	119,816	5%	4,405,094	4,461,477	56,384	1%
Local Grants	207,825	17,319	-	(17,319)	-100%	34,638	-	(34,638)	-100%
Management/Fee for Service	3,568,650	297,388	232,169	(65,219)	-22%	594,775	457,754	(137,021)	-23%
Bookkeeping Fee	249,900	20,825	20,290	(536)	-3%	41,650	40,382	(1,269)	-3%
Asset Management Fee	125,650	10,471	10,260	(211)	-2%	20,942	20,650	(292)	-1%
HCVP Asset Management Fee	2,474,223	206,185	172,894	(33,291)	-16%	412,371	345,668	(66,702)	-16%
Operating Subsidy	4,158,850	346,571	329,295	(17,276)	-5%	693,142	658,589	(34,553)	-5%
Investment Income	7,050	588	86	(502)	-85%	1,175	176	(999)	-85%
CY Transfers	517,283	43,107	98,891	55,784	129%	86,214	38,001	(48,213)	-56%
Other Income	936,217	78,018	51,754	(26,264)	-34%	156,036	321,216	165,180	106%
<b>Total Operating Revenue</b>	<b>\$ 46,799,410</b>	<b>\$ 3,899,951</b>	<b>\$3,889,815</b>	<b>\$ (10,136)</b>	<b>0%</b>	<b>\$ 7,799,902</b>	<b>\$ 7,657,590</b>	<b>\$ (142,312)</b>	<b>-2%</b>
<b>Operating Expenses</b>									
Administration	\$ 6,602,315	\$ 550,193	\$ 526,963	\$ (23,230)	-4%	\$ 1,100,386	\$ 943,196	\$ (157,190)	-14%
Tenant Services	976,626	81,386	61,700	(19,685)	-24%	162,771	91,032	(71,739)	-44%
Utilities	1,520,020	126,668	165,723	39,055	31%	253,337	268,738	15,402	6%
Ordinary maintenance & operations	5,897,110	491,426	382,160	(109,266)	-22%	982,852	670,797	(312,055)	-32%
Protective Services	158,140	13,178	6,992	(6,186)	-47%	26,357	10,646	(15,711)	-60%
General expense	2,533,650	211,138	178,937	(32,201)	-15%	422,275	362,448	(59,827)	-14%
Housing Assistance Payments	26,480,562	2,206,714	2,177,869	(28,844)	-1%	4,413,427	4,361,260	(52,167)	-1%
Debt Service	257,120	21,427	21,587	160	1%	42,853	43,174	321	1%
CY Reserves	2,373,867	197,822	367,884	170,062	86%	395,645	906,300	510,656	129%
<b>Total Operating Expense</b>	<b>\$ 46,799,410</b>	<b>\$ 3,899,951</b>	<b>\$3,889,816</b>	<b>\$ (10,135)</b>	<b>0%</b>	<b>\$ 7,799,902</b>	<b>\$ 7,657,591</b>	<b>\$ (142,311)</b>	<b>-2%</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>-</b>	<b>-</b>	<b>(1)</b>	<b>(1)</b>		<b>-</b>	<b>(1)</b>	<b>(1)</b>	

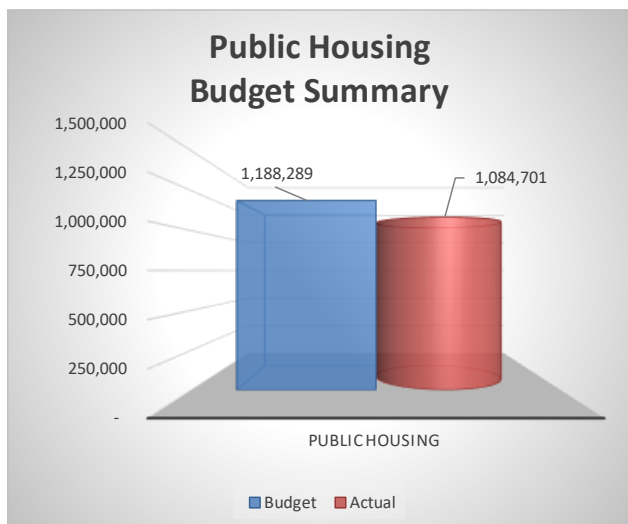
## B. CENTRAL OFFICE



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

Overall, as of February 28, 2021, the Central Office was \$157K or 18% under budget and had a net loss of \$59K.

## 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 February 28, 2021, Public Housing (PH) was \$103K or 8.7% under budget and had a net “restricted reserve” of \$289K.

### 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.



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For the period ending February 28, 2021, Public Housing- AMP 1 generated a reserve of \$58,687, 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 February 28, 2021, Public Housing-AMP 3 generated reserves of \$110,736, 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 February 28, 2021, Public Housing- AMP 4 generated reserves of \$59,528, 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 February 28, 2021, Public Housing- AMP 5 generated a deficit of \$1,092, which is \$2,729 or 71% under the projected deficit.

## **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 February 28, 2021, Public Housing- AMP 6 generated a deficit of \$658, which is \$6,304 or 90% under the projected deficit.



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## **VI. 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 Street (18 units). This AMP consists of 48 rental units which are also LIHTC units.

For the period ending February 28, 2021, Public Housing- AMP 7 generated a deficit of \$3,700, which is \$5,469 or 60% under the projected deficit.

## **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 February 28, 2021, Public Housing- AMP 8 generated a reserve of \$11,675, which is restricted to the Limited Partnership and is used to fund replacement reserves.

## **VII. 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 February 28, 2021, Public Housing- AMP 9 generated a reserve of \$19,363, which is restricted to the Limited Partnership.

## **VIII. 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 February 28, 2021, Public Housing- AMP 10 generated a reserve of \$41, which is restricted to the Limited Partnership.

## **IX. 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.

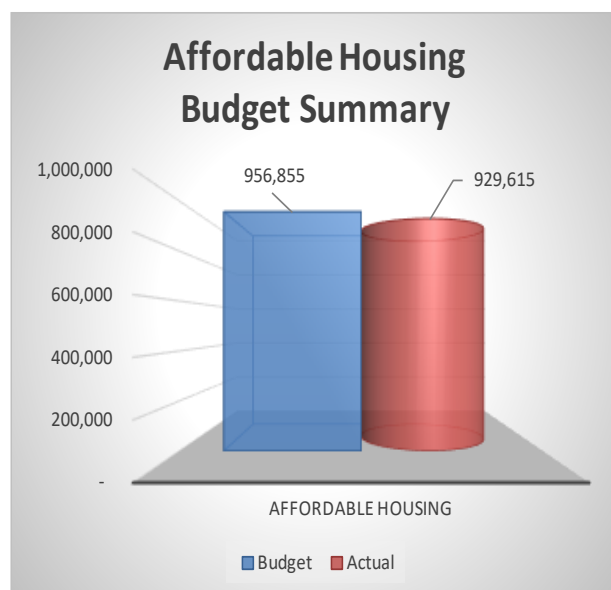
For the period ending February 28, 2021, Public Housing- AMP 11 generated a reserve of \$10,113, which is restricted to the Limited Partnership and is used to fund replacement reserves.

## X. 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 February 28, 2021, Public Housing- AMP 12 generated a reserve of \$24,576, 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 February 28, 2021, ARHA's Affordable Housing was \$27K or 2.8% under budget and had a net CY reserves of \$284K.

Four (4) properties, James Bland V, Quaker Hill, Princess Square, and Pendleton Park generated restricted reserves of \$182K. Two (2) properties, Hopkins Tancil and Miller Homes generated unrestricted reserves of \$102K. The unrestricted reserves are available to support other affordable housing needs and COCC.

## 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 February 28, 2021, JB V generated a reserve of \$56,667, 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 because 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.





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For the period ending February 28, 2021, Miller Homes generated an (unrestricted) reserve of \$18,050, 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 February 28, 2021, Hopkins Tancil generated an (unrestricted) reserve of \$83,410, 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 February 28, 2021, Quaker Hill generated a restricted reserve of \$76,681, which is restricted to the Limited Partnership and is used to fund replacement/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.

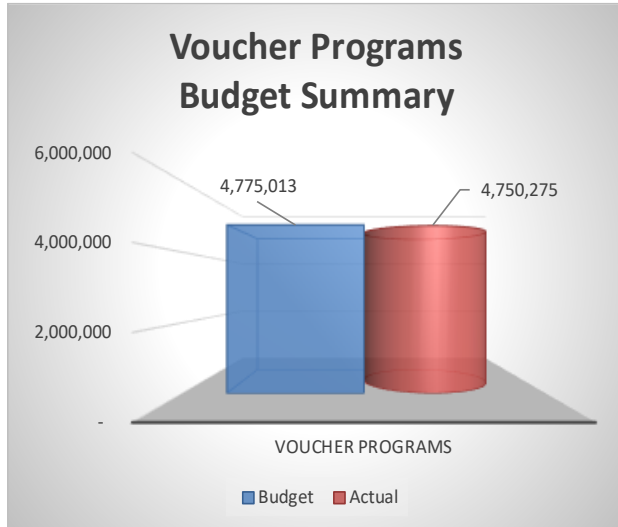
For the period ending February 28, 2021, Princess Square generated a restricted reserve of \$27.595, which is restricted to fund replacement reserves.

### **VI. PENDLETON PARK**

This property consists of 24 LIHTC rental units.

For the period ending February 28, 2021, Pendleton Park generated a restricted reserve of \$10,581, which is restricted to fund replacement reserves.

## VOUCHER PROGRAMS SUMMARY



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

As of February 28, 2021, ARHA's Voucher Program was \$24K or less than 1% under the projected budget.

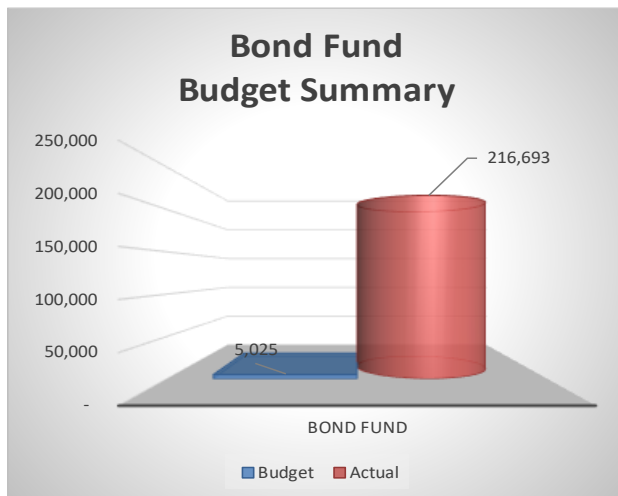
### I. HOUSING CHOICE VOUCHER PROGRAM

For the period ending February 28, 2021, the Housing Choice Voucher Program (HCVP) operated with a surplus of \$126K, which is restricted to HCVP.

### II. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending February 28, 2021, Mod-Rehab operated with a surplus of \$3,498 which is restricted to the Mod Rehab Program.

## E. BOND FUND SUMMARY



As of February 28, 2021, ARHA's Bond Fund had \$170K over the projected budget. This was due to the defeasance of bonds held by Brentwood Place at the end of FY 2020.

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



## I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021

	Total Actual	Total Budget	Over / (Under) Budget	*Central Office (C.O.)			Public Housing AMP 1		
				Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<b><u>Operating Revenue</u></b>									
Dwelling Rent	641,620	693,433	(51,814)	-	-	-	88,553	92,283	(3,730)
Rental Assistance	672,057	660,433	11,624	-	-	-	-	-	-
Governmental Grants	4,461,477	4,405,094	56,384	-	-	-	-	-	-
Local Grants	-	34,638	(34,638)	-	34,638	(34,638)	-	-	-
Management/Fee for Service	457,754	594,775	(137,021)	457,754	594,775	(137,021)	-	-	-
Bookkeeping Fee	40,382	41,650	(1,269)	40,382	41,650	(1,269)	-	-	-
Asset Management Fee	20,650	20,942	(292)	20,650	20,942	(292)	-	-	-
HCVP Asset Management Fee	345,668	412,371	(66,702)	57,208	68,725	(11,517)	-	-	-
Operating Subsidy	658,589	693,142	(34,553)	-	-	-	130,950	143,667	(12,717)
Investment Income	176	1,175	(999)	4	17	(13)	18	533	(515)
CY Transfers	38,001	86,214	(48,213)	32,551	10,784	21,767	-	1,738	(1,738)
Other Income	321,216	156,036	165,180	67,754	62,283	5,470	14,328	13,233	1,095
<b>Total Operating Revenue</b>	<b>7,657,590</b>	<b>7,799,902</b>	<b>(142,312)</b>	<b>676,302</b>	<b>833,813</b>	<b>(157,511)</b>	<b>233,850</b>	<b>251,455</b>	<b>(17,605)</b>
<b><u>Operating Expenses</u></b>									
Administration	943,196	1,100,386	(157,190)	282,188	322,527	(40,339)	54,576	61,580	(7,004)
Tenant Services	91,032	162,771	(71,739)	38,258	60,333	(22,075)	7,138	11,225	(4,087)
Utilities	268,738	253,337	15,402	14,632	11,917	2,715	50,287	57,417	(7,130)
Ordinary maintenance & operations	670,797	982,852	(312,055)	227,939	286,008	(58,068)	40,898	83,683	(42,785)
Protective Services	10,646	26,357	(15,711)	1,980	328	1,652	90	12,583	(12,493)
General expense	362,448	422,275	(59,827)	111,306	116,000	(4,694)	22,174	24,966.67	(2,793)
Housing Assistance Payments	4,361,260	4,413,427	(52,167)	-	-	-	-	-	-
Debt Service	43,174	42,853	321	-	-	-	-	-	-
CY Reserves	906,300	395,645	510,656	-	36,701	(36,701)	58,687	-	58,687
<b>Total Operating Expense</b>	<b>7,657,591</b>	<b>7,799,902</b>	<b>(142,311)</b>	<b>676,303</b>	<b>833,813</b>	<b>(157,511)</b>	<b>233,850</b>	<b>251,455</b>	<b>(17,605)</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>(1)</b>	<b>-</b>	<b>(1)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>



**I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021**

	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
<b><u>Operating Revenue</u></b>									
Dwelling Rent	66,853	68,500	(1,647)	100,621	103,333	(2,712)	5,134	5,250	(116)
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	222,199	229,642	(7,443)	107,791	104,433	3,358	3,851	3,192	659
Investment Income	0	-	0	-	-	-	-	-	-
CY Transfers	-	-	-	-	35,403	(35,403)	1,092	3,821	(2,729)
Other Income	7,244	3,083	4,161	1,185	3,500	(2,315)	35	-	35
<b>Total Operating Revenue</b>	<b>296,296</b>	<b>301,225</b>	<b>(4,929)</b>	<b>209,597</b>	<b>246,669</b>	<b>(37,072)</b>	<b>10,112</b>	<b>12,263</b>	<b>(2,151)</b>
<b><u>Operating Expenses</u></b>									
Administration	55,803	53,186	2,618	76,197	80,494	(4,297)	5,218	5,699	(482)
Tenant Services	1,125	2,733	(1,608)	-	362	(362)	-	15	(15)
Utilities	63,590	67,500	(3,910)	21,059	31,367	(10,308)	2,741	2,867	(125)
Ordinary maintenance & operations	46,256	80,350	(34,094)	34,495	89,559	(55,064)	225	1,733	(1,508)
Protective Services	3,483	5,025	(1,542)	-	867	(867)	-	-	-
General expense	15,302	21,212	(5,909)	18,317	32,817	(14,499)	1,928	1,948	(21)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	110,736	71,219	39,517	59,528	11,204	48,324	-	-	-
<b>Total Operating Expense</b>	<b>296,296</b>	<b>301,225</b>	<b>(4,929)</b>	<b>209,597</b>	<b>246,669</b>	<b>(37,072)</b>	<b>10,112</b>	<b>12,263</b>	<b>(2,151)</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>



## I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021

	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
<b><u>Operating Revenue</u></b>									
Dwelling Rent	32,261	30,733	1,528	21,978	24,917	(2,939)	5,771	12,000	(6,229)
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	31,829	35,833	(4,004)	30,206	33,800	(3,594)	30,941	32,167	(1,226)
Investment Income	-	-	-	-	-	-	18	70	(52)
CY Transfers	658	6,962	(6,304)	3,700	9,169	(5,469)	-	-	-
Other Income	620	517	103	872	583	289	70	-	70
<b>Total Operating Revenue</b>	<b>65,368</b>	<b>74,045</b>	<b>(8,677)</b>	<b>56,756</b>	<b>68,469</b>	<b>(11,713)</b>	<b>36,800</b>	<b>44,237</b>	<b>(7,437)</b>
<b><u>Operating Expenses</u></b>									
Administration	30,271	35,970	(5,699)	24,780	20,090	4,690	11,059	17,177	(6,117)
Tenant Services	5,950	6,517	(567)	-	118	(118)	-	137	(137)
Utilities	21,788	275	21,513	87	1,062	(974)	2,158	5,117	(2,959)
Ordinary maintenance & operations	7,359	21,700	(14,341)	19,843	34,100	(14,257)	6,970	17,875	(10,905)
Protective Services	-	-	-	540	600	(60)	60	83	(23)
General expense	-	9,583	(9,583)	11,506	10,677	829	4,878	3,792	1,087
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	-	-	-	-	1,823	(1,823)	11,675	57	11,618
<b>Total Operating Expense</b>	<b>65,368</b>	<b>74,045</b>	<b>(8,677)</b>	<b>56,756</b>	<b>68,469</b>	<b>(11,713)</b>	<b>36,800</b>	<b>44,237</b>	<b>(7,437)</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>



**I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021**

	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
<b><u>Operating Revenue</u></b>									
Dwelling Rent	7,666	11,800	(4,134)	10,228	8,750	1,478	12,907	13,400	(493)
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	49,095	51,058	(1,963)	15,114	17,867	(2,753)	10,563	13,983	(3,420)
Investment Income	18	55	(37)	-	-	-	-	-	-
CY Transfers	-	-	-	-	1,208	(1,208)	-	-	-
Other Income	113	858	(746)	-	58	(58)	35	533	(498)
<b>Total Operating Revenue</b>	<b>56,891</b>	<b>63,772</b>	<b>(6,880)</b>	<b>25,342</b>	<b>27,883</b>	<b>(2,541)</b>	<b>23,505</b>	<b>27,917</b>	<b>(4,412)</b>
<b><u>Operating Expenses</u></b>									
Administration	13,179	19,117	(5,938)	6,884	10,287	(3,402)	7,710	10,127	(2,416)
Tenant Services	-	117	(117)	-	42	(42)	-	45	(45)
Utilities	903	1,775	(872)	210	333	(123)	429	750	(321)
Ordinary maintenance & operations	15,608	30,742	(15,134)	14,794	13,667	1,127	2,191	9,733	(7,542)
Protective Services	180	1,000	(820)	720	833	(113)	780	833	(53)
General expense	7,658	7,458	200	2,693	2,722	(29)	2,281	2,833	(552)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	19,363	3,563	15,800	41	-	41	10,113	3,595	6,518
<b>Total Operating Expense</b>	<b>56,891</b>	<b>63,772</b>	<b>(6,881)</b>	<b>25,342</b>	<b>27,883</b>	<b>(2,541)</b>	<b>23,505</b>	<b>27,917</b>	<b>(4,411)</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>



**I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021**

	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
<b><u>Operating Revenue</u></b>									
Dwelling Rent	40,313	38,667	1,646	31,372	37,633	(6,261)	13,600	19,883	(6,283)
Rental Assistance	-	-	-	95,008	95,800	(792)	35,168	28,000	7,168
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	26,050	27,500	(1,450)	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	-	-	-	-	-	-	-	-
Other Income	3,821	4,188	(368)	4,279	4,392	(113)	-	750	(750)
<b>Total Operating Revenue</b>	<b>70,184</b>	<b>70,355</b>	<b>(171)</b>	<b>130,659</b>	<b>137,825</b>	<b>(7,166)</b>	<b>48,768</b>	<b>48,633</b>	<b>135</b>
<b><u>Operating Expenses</u></b>									
Administration	20,601	23,732	(3,130)	28,749	30,862	(2,113)	15,062	15,658	(596)
Tenant Services	-	-	-	5,057	12,267	(7,210)	-	3	(3)
Utilities	2,936	6,633	(3,698)	3,469	7,500	(4,031)	-	158	(158)
Ordinary maintenance & operations	15,614	27,567	(11,952)	24,911	52,317	(27,406)	14,778	12,760	2,018
Protective Services	1,293	1,333	(41)	1,260	2,033	(773)	-	3	(3)
General expense	5,164	6,517	(1,353)	10,546	11,967	(1,421)	877	1,558	(681)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	24,576	4,573	20,003	56,667	20,880	35,787	18,050	18,492	(441)
<b>Total Operating Expense</b>	<b>70,184</b>	<b>70,355</b>	<b>(171)</b>	<b>130,659</b>	<b>137,825</b>	<b>(7,166)</b>	<b>48,768</b>	<b>48,633</b>	<b>135</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>0</b>



## I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021

	Hopkins-Tancil			LIHTC/Quaker Hill LP			Princess Square		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<b><u>Operating Revenue</u></b>									
Dwelling Rent	61,313	62,783	(1,470)	70,365	84,167	(13,802)	48,078	54,000	(5,922)
Rental Assistance	210,374	206,417	3,957	128,543	127,050	1,493	154,978	162,000	(7,022)
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-
Investment Income	1	7	(6)	36	83	(48)	26	-	26
CY Transfers	-	-	-	-	-	-	-	-	-
Other Income	1,275	1,533	(258)	350	1,350	(1,000)	1,228	1,933	(706)
<b>Total Operating Revenue</b>	<b>272,963</b>	<b>270,740</b>	<b>2,223</b>	<b>199,294</b>	<b>212,650</b>	<b>(13,356)</b>	<b>204,310</b>	<b>217,933</b>	<b>(13,624)</b>
<b><u>Operating Expenses</u></b>									
Administration	30,667	38,758	(8,091)	59,075	62,982	(3,907)	17,329	26,402	(9,073)
Tenant Services	13,525	20,567	(7,042)	-	1,667	(1,667)	150	1,133	(983)
Utilities	53,301	27,500	25,801	(38)	708	(746)	23,159	21,833	1,325
Ordinary maintenance & operations	81,823	83,667	(1,843)	26,161	38,117	(11,956)	69,449	82,583	(13,135)
Protective Services	190	333	(143)	-	-	-	70	500	(430)
General expense	10,047	18,283	(8,236)	21,929	30,808	(8,879)	39,052	41,450	(2,398)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	15,486	15,167	319	16,434	16,437	(3)
CY Reserves	83,410	81,632	1,778	76,681	63,202	13,480	38,668	27,595	11,073
<b>Total Operating Expense</b>	<b>272,963</b>	<b>270,740</b>	<b>2,223</b>	<b>199,294</b>	<b>212,650</b>	<b>(13,356)</b>	<b>204,310</b>	<b>217,933</b>	<b>(13,624)</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>(0)</b>





## I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING FEBRUARY 28, 2021

	LIHTC/Pendleton Park			Housing Choice Voucher Program			Mod Rehab Project-Based			Tax Exempt Bond Income		
	Actual	Budget	Over /	Actual	Budget	Over / (Under)	Actual	Budget	Over /	Actual	Budget	Over /
			(Under)			(Under)			(Under)			
			Budget			Budget			Budget			Budget
<b><u>Operating Revenue</u></b>												
Dwelling Rent	24,607	25,333	(726)	-	-	-	-	-	-	-	-	-
Rental Assistance	47,986	41,167	6,819	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	4,250,507	4,187,010	63,497	210,970	218,083	(7,113)	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	265,019	318,646	(53,626)	23,441	25,000	(1,559)	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	5	7	(1)	29	350	(321)	10	20	(10)	10	33	(23)
CY Transfers	-	-	-	-	17,129	(17,129)	-	-	-	-	-	-
Other Income	1,023	2,567	(1,543)	298	8,775	(8,477)	-	-	-	216,688	45,898	170,790
<b>Total Operating Revenue</b>	<b>73,622</b>	<b>69,073</b>	<b>4,548</b>	<b>4,515,853</b>	<b>4,531,910</b>	<b>(16,056)</b>	<b>234,421</b>	<b>243,103</b>	<b>(8,682)</b>	<b>216,698</b>	<b>45,931</b>	<b>170,767</b>
<b><u>Operating Expenses</u></b>												
Administration	9,535	12,757	(3,221)	176,827	231,600	(54,773)	9,626	15,133	(5,508)	7,860	6,250	1,610
Tenant Services	-	-	-	8,827	43,824	(34,997)	-	-	-	11,002	1,667	9,335
Utilities	8,028	8,625	(597)	-	-	-	-	-	-	-	-	-
Ordinary maintenance & operations	12,799	15,583	(2,785)	8,683	1,108	7,575	-	-	-	-	-	-
Protective Services	-	-	-	-	-	-	-	-	-	-	-	-
General expense	21,425	15,400	6,025	54,024	60,033	(6,009)	1,340	2,250	(910)	-	-	-
Housing Assistance Payments	-	-	-	4,141,302	4,195,344	(54,041)	219,958	218,083	1,875	-	-	-
Debt Service	11,254	11,250	4	-	-	-	-	-	-	-	-	-
CY Reserves	10,581	5,458	5,123	126,190	-	126,190	3,498	7,637	(4,139)	197,836	38,015	159,822
<b>Total Operating Expense</b>	<b>73,622</b>	<b>69,073</b>	<b>4,548</b>	<b>4,515,853</b>	<b>4,531,910</b>	<b>(16,056)</b>	<b>234,421</b>	<b>243,103</b>	<b>(8,682)</b>	<b>216,698</b>	<b>45,931</b>	<b>170,767</b>
<b>ADJUSTED NET INCOME(LOSS)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>0</b>	<b>-</b>	<b>0</b>



**J. RENT ROLL – FOR THE PERIOD ENDING FEBRUARY 28, 2021**

<b>Project Name</b>	<b># of Units</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>Total</b>	<b>Tenant Avg. Rental Income/Unit</b>
<b>Public Housing Units</b>						
*Ladrey High-rise	170	48,170	45,646	44,613	\$ 138,429	\$ 273
*Samuel Madden	66	12,668	11,962	12,154	\$ 36,784	\$ 189
*Andrew Adkins	90	20,145	20,748	25,063	\$ 65,956	\$ 247
*4-10 Scattered Sites	50	17,156	14,381	15,388	\$ 46,925	\$ 313
*4-11 Scattered Sites	30	9,805	9,607	9,538	\$ 28,950	\$ 322
*4-12 Scattered Sites	41	13,583	14,487	15,055	\$ 43,125	\$ 351
*Park Place	38	12,142	11,678	11,700	\$ 35,520	\$ 312
*Saxony Square	5	2,268	2,567	3,055	\$ 7,890	\$ 526
*Chatham Square	52	16,082	15,040	14,987	\$ 46,109	\$ 296
*Braddock	6	1,737	1,011	894	\$ 3,642	\$ 202
*Whiting	24	5,875	4,044	3,905	\$ 13,824	\$ 192
*Reynolds	18	7,973	5,315	6,617	\$ 19,905	\$ 369
*Old Dominion	36	7,495	3,839	4,776	\$ 16,110	\$ 149
*West Glebe	48	6,151	5,423	6,122	\$ 17,696	\$ 123
*James Bland I	18	3,270	5,144	4,720	\$ 13,134	\$ 243
*James Bland II	18	6,040	6,772	7,290	\$ 20,102	\$ 372
*James Bland IV	44	17,553	19,622	20,810	\$ 57,985	\$ 439
<b>**Total Public Housing</b>	<b>754</b>	<b>\$ 208,113</b>	<b>\$ 197,286</b>	<b>206,687</b>	<b>\$ 612,086</b>	<b>\$ 289</b>



**J. RENT ROLL – FOR THE PERIOD ENDING FEBRUARY 28, 2021**

<b>Project Name</b>	<b># of Units</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>Total</b>	<b>Tenant Avg. Rental Income/Unit</b>
<b>Non-Public Housing Units</b>						
*Quaker Hill LP	60	43,518	41,846	40,924	\$ 126,288	\$ 702
-Renal Assistance		62,148	64,178	64,232	\$ 190,558	
Pendleton Park I	20	10,815	11,610	12,283	\$ 34,708	\$ 578
-Renal Assistance		17,605	18,433	18,219	\$ 54,257	
Pendleton Park II	4	1,186	1,054	1,054	\$ 3,294	\$ 275
-Renal Assistance		8,669	2,630	2,470	\$ 13,769	
Hopkins Tancil (Mod Rehab)	111	33,544	30,584	30,055	\$ 94,183	\$ 288
-Renal Assistance		99,217	104,752	105,818	\$ 309,787	
*James Bland V	54	21,332	16,544	18,572	\$ 56,448	\$ 348
-Renal Assistance		44,865	47,174	50,353	\$ 142,392	
*Miller Homes	16	10,912	9,346	9,554	\$ 29,812	\$ 621
-Renal Assistance		14,970	16,855	16,905	\$ 48,730	
*Princess Square	69	25,023	25,191	27,567	\$ 77,781	\$ 381
-Renal Assistance		79,757	75,599	77,330	\$ 232,686	
<b>Total Non-Public Housing</b>	<b>334</b>	<b>\$ 473,561</b>	<b>\$ 465,796</b>	<b>475,336</b>	<b>\$ 1,414,693</b>	<b>456</b>
<b>Totals</b>	<b>1088</b>	<b>\$ 681,674</b>	<b>\$ 663,082</b>	<b>\$ 682,023</b>	<b>\$ 2,026,779</b>	
Total Monthly Average- (Actual)					\$ 675,593	
Total Monthly Budget					678,333	

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. LINEAGE

### Construction

The building is approximately 97% completed. We have punched and accepted the units on the third and fourth floors. The first and second floor units will be accepted in March. The general contractor continues to work on the handicap accessible units. Those units will be completed by the third week of March.

We have submitted an application for a temporary certificate of occupancy (TCO) to the city. Except for T&ES, we have heard back from all city departments. Since the last Board report, BAR, Planning & Zoning, Fire Marshall, and code compliance have all signed off on the As-built documents submitted to the city and have provided a punch list that will require correction before final CO is issued.

Also outstanding for issuance of the TCO is a sign-off from Viridiant (EarthCraft contractor) and approval of historical signage for the site. The signs do not have to be installed for TCO, only for CO.



Figure 1 – Front Entrance



Figure 2 – Side park with grills

As of the end of February, we do not anticipate any issue which has not already been identified. We have all the construction variables under control and the city is working closely with us to address all the issues that could cause an impediment to issuance of a TCO.

Finally, with good weather in the city, the general contractor can finish mill and overlay of the streets disturbed by the underground conduit for the dry utilities. In addition, the final landscape issues will be addressed.

We anticipate substantial completion of the project by the end of the third full week of March.



**Figure 3 – Exterior bike racks**



**Figure 4 – Street signs**

## **B. LEASE UP**

Edgewood Management continues to maintain 100% of the units pre-leased and the paperwork for each applicant is current through the end of March, which is our target for having all leases signed. Four former Ramsey residents have accepted the offer to return to Lineage. In addition, there have been six public housing residents who will be moving into the ACC units; some are transfers and others off our waiting list.

## **C. TAX CREDIT PORTFOLIO**

February month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors. FY 2021 Annual Operating Budgets have been completed and shared with the investors. After the acquisition of Boston Capital by Boston Financial, the transition of reporting requirements is underway for James Bland I, II, IV, V, Old Dominion and West Glebe.

The Braddock, Whiting, Reynolds 2020 investor audit is continuing with all file review documents submitted and pending any follow up questions. The requested resident files for Pendleton Park have been submitted to Hudson Housing for their annual review and are pending any follow up questions.

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

## **VI. RESIDENT & COMMUNITY SERVICES**

## A. RESIDENT ENROLLMENT & ENGAGEMENT

Properties	Active Enrollment (YTD)	New Enrollment
Hopkins-Tancil	34	0
Chatham Square	24	0
Samuel Madden	31	0
Andrew Adkins	22	0
James Bland V	74	0
Princess Square	3	0
Ladrey	36	0
HCVP	70	0
Scattered Sites	31	0
City-wide	49	0
<b>TOTAL</b>	<b>374</b>	<b>0</b>

Due to the Covid-19 pandemic, not all RACS programs are physically meeting, but RACS staff are maintaining contact with program participants through phone calls, text, emails, and virtual meetings. During the month of January, there was a decrease in enrollment due to the unexpected passing of some participants due to illness and one resident who caught the coronavirus after entering the hospital for another reason.

### RACS Program Descriptions

- **Senior Center @ Charles Houston:**
  1. Congregate Meals –For adults aged 60 and older, ARHA partners with the City to provide a nutritious lunch, which meets one third (1/3) of the daily dietary reference intakes requirements for participants, in accordance with federal, state, and local laws and nutrition guidelines. (Not currently meeting in person due to Covid-19).
  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. (Meeting virtually and occasionally in person for limited, socially distanced activities and essential supply senior shopping trips).
- **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. (Meeting virtually and by appointment with Social Worker).



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

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

**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. (Meeting virtually and by appointment with Staff)

**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. (Meeting virtually and by appointment with Staff)

**B. HOUSEHOLD CONTACT BY PROPERTY**

Resident and Community Services (RACS) staff have been assigned to specific properties to conduct outreach activity, at least twice a week. The outreach activity includes, but is not limited to, phone calls, emails, site visits, wellness checks, etc. Through the outreach efforts, staff survey residents and determine their needs. We also coordinate with Asset Management to make sure that residents who have reported a loss of income are connected with resources. The Household Contacts table below identifies the number of households staff contacted from office closure through November broken down by property.

<b>Household Contacts Numbers Reached</b>	
<b>Property</b>	<b>February 1 – 28, 2021</b>
Hopkins-Tancil	89
Chatham Square	43
Samuel Madden	48
Andrew Adkins	58
James Bland /OTC	86
Princess Square	44
Ladrey Highrise	154
West Glebe/Old Dominion	40
Pendleton Park/Park Place	44
Scattered Sites	37
HCVF/City-wide	58
<b>Total</b>	<b>701</b>

### C. VOLUNTEERS

Currently there are 97 active volunteers working with RACS' programs, to assist in the delivery of workshops or programming. For the month of February, volunteers assisted with tutoring and enrichment sessions, conducted read aloud sessions, assisted with food distributions and distribution of PPE. The table below indicates the number of service hours for the month and the value of their time.

<b># Active Volunteers</b>	<b># New Recruits</b>	<b># New Recruits</b>	<b>Value of Service Hrs.</b>
97	0	19	\$ 512.24

### D. SELF SUFFICIENCY PROGRAM STATISTICS

	<b>ROSS</b>	<b>FSS</b>
Number of Households Under Contract of Participation - YTD	59	82
Number of Households with Positive Escrow Accounts	N/A	53
Number of Households to Successfully Graduate – YTD	N/A	0

## E. SUPPORT SERVICES/REFERRALS

SERVICES/REFERRALS	February 2021	YTD
Healthcare & Medical	64	183
Financial Assistance/Literacy Education	39	82
Daily Living Skills/Entitlements	3	8
Transportation	276	342
Enrollments/Registrations/Assessments	9	11
Adult Basic Education/Literacy/GED	0	0
Job Training Skills/Programs/Certifications	2	6
Childcare Services	2	6
Other	9	22
<b>TOTAL</b>	<b>404</b>	<b>660</b>

## F. PARTNERSHIPS

Provider / Partner	Event/Activity – February 2021	# Participants Served
ACPS	Breakfast/Lunch Food Distribution	84 Families (640 Meals)
ACPS – LINK CLUB	Night of Science	45
Division of Aging & Adult Services (DAAS)	Meal on Wheels	8
Division of Aging & Adult Services (DAAS)	Frozen Meal Delivery Program	20
ALIVE	Food Distribution/Food Boxes/Eggs/Produce (Multiple Locations)	465
ALIVE	End of Month Food (Modified)	121
Russell Temple CME Church	Thursday Bags	180
Alfred Street Baptist Church	Food Boxes with Essential Supplies/Gift Cards	9
Old Town Community Church	Special Food Distribution Event	166
<b>Total</b>	<b>9</b>	<b>1,098</b>

## G. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Leveraged	ARHA \$	YTD TOTAL
\$ 9,489.00	\$ 3,008.71	\$	\$ 13,453.55

## H. PROGRAM SUMMARY

### Employment /Financial Assistance

RACS Staff continue to provide referrals for residents who are having difficulty paying their rent or utilities to organizations that are part of the Emergency Financial Providers, the Department of Community and Human Services, and the Rent Relief Program (RRP). Specifically, the number of financial referrals that were submitted regarding rental assistance were 39. All residents with past due balances were provided information on the program and encouraged to apply to the RRP. To date, we have four residents who have actually received approval through the RRP, which will cover their entire balance due through February.

### Food & Essential Supply Resources

ALIVE resumed all of their food distributions, including S. Whiting Street, Charles Houston, Ruby Tucker, Ladrey, and their bi-monthly Truck to Trunk at Chick Armstrong and Northern Virginia Community College. In addition, they partnered with Old Town Community Church to provide a special drive-up food distribution for the community.

Staff worked with the Alexandria Health Department, Van Dorn Pharmacy, and Senior Services of Alexandria to schedule ARHA seniors 65 and older, and residents with underlying health conditions for their coronavirus vaccinations. Vaccination clinics were held on site at Ladrey, where 90 residents were able to receive their first and second dose of the Moderna vaccine. Accounting for Ladrey residents who received the vaccine at other locations, 56% of Ladrey residents are now fully vaccinated. Another clinic was scheduled to provide vaccinations for residents who missed the first date and for other Seniors who live outside of Ladrey. Through our partnerships, ARHA Staff have been able to refer and schedule an additional 31 seniors for a coronavirus vaccination at other area pharmacies.

Staff completed the third distribution round of Personal Protective Equipment (PPE) during the month of February. A total of 194,650 masks, 73,300 gloves, and 2,199 bottles of hand sanitizer were distributed to Public Housing and HCVP residents. The next distribution will be planned for the month May, but residents can request additional supplies before that time, if the need arises.

### General Program Updates

February marked the end of Quarter two for LINK Club, and students were asked to complete survey regarding their opinions on programming and activities being offered. Results from the surveys are expected next month, and are intended to improve the overall program. Staff are also working with teachers to develop more targeted learning plans to identify specific areas where students need more support. In honor of Black History Month, Middle School students watched a documentary on the 13<sup>th</sup> Amendment as part of their social justice enrichment, and Reading Buddies learned about Martin Luther King, Jr. through art. Lastly, our elementary students started a new Peace Club. The Peace Club encourages students to keep journals and teaches techniques to relieve stress and anxiety they may be experiencing in their daily life.

The Senior Center at Charles Houston partnered with the Adult Day Center and St. Martin's Senior Center to offer presentations on Medicare and training on the GrandPads. They also recognized Black History Month by reading poetry and participating in virtual presentations on notable African Americans.

James Bland V residents had a few families that were impacted by Covid-19, which affected their income and led to an increase in requests for assistance with rent and utilities. Residents have continued to express their appreciation for all of the resource information provided by RACS and the Alexandria Health Department.

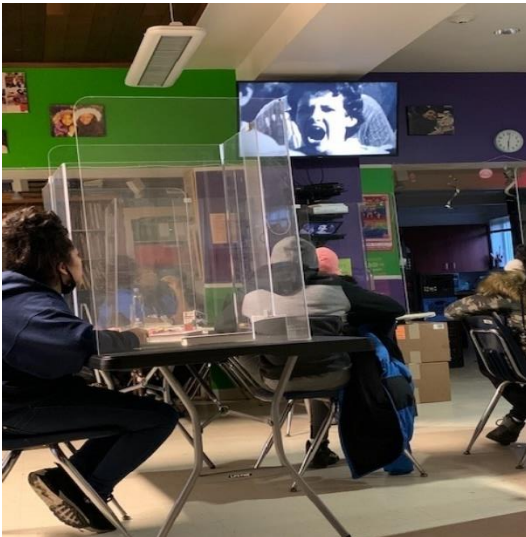
RACS Programs were awarded two different grants during the month of February. The first grant was awarded to Ladrey by the Capital Area Food Bank (CAFB). Ladrey was selected for a Partner Agency grant in the amount of \$7,989, which can be used to purchase food items for Ladrey and other ARHA families in need. The second grant was awarded to the Ruby Tucker Family Center by Raised to Reach Back, Inc. and the Amazon's Goods for Good Program. The \$1,500 award can be used to purchase household items, including food, health, and personal care, for families in need.

## I. UPCOMING: TRAININGS / WORKSHOPS / COURSES / ORIENTATIONS / SPECIAL EVENTS

- All Sessions Postponed Until Further Notice

## J. PHOTOS

### Celebrating Black History Month



Watching 13<sup>th</sup> Ammemdement Documentary



Creating I Have a Dream Art

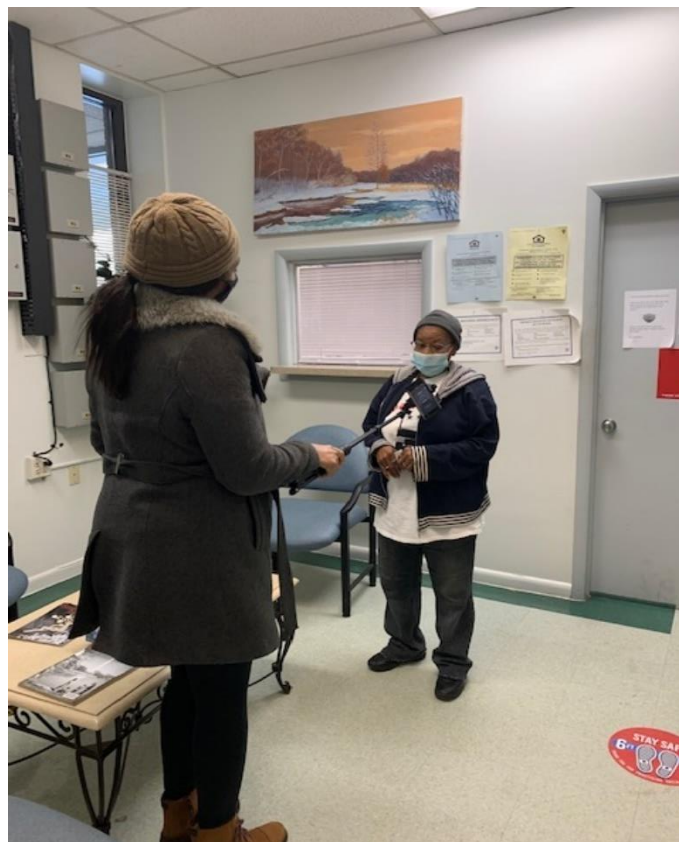




**Peace Club – Learning about Peace Journals**



**PPE Distribution to Residents**



**Ladrey Resident Being Interviewed by WTOP  
After Receiving her 2<sup>nd</sup> Vaccination**



**Vaccination Clinic at Ladrey Highrise**



## VIII. CONSENT DOCKET



**ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY  
(ARHA) BOARD OF COMMISSIONERS  
APPROVAL FOR APPROVING ARHA'S APPLICATION TO THE U.S.  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)  
FOR RENTAL ASSISTANCE DEMONSTRATION (RAD) DISPOSITION  
OF 220 PUBLIC HOUSING UNITS AND CERTIFYING AN AGREEMENT  
TO COMPLY WITH ALL REQUIREMENTS OF THE PROGRAM AND  
PIH NOTICE 2012-32, PIH NOTICE 2019-23 REV. 4 AND ANY  
SUCCESSOR NOTICES**

**RESOLUTION No. 698-2021**

**WHEREAS**, ARHA has determined that disposition of its public housing units and replacement with vouchers would allow ARHA to leverage additional funding via low-income housing tax credits, private financing, and other sources to rehabilitate and modernize the housing stock to the benefit of the tenants and the city/ county; and

**WHEREAS**, ARHA currently operates 754 public housing units for families; and

**WHEREAS**, the RAD Program is authorized by the Consolidated and Further Continuing Appropriations Act of 2012 (Public Law 112-55, approved November 18, 2011); and

**WHEREAS**, the RAD Program allows public housing authorities to convert public housing subsidies into a long-term, Project-Based Section 8 rental assistance subsidy that provide a more stable and predictable annual subsidy; and

**WHEREAS**, more stable and predictable revenues would allow ARHA to apply for Low- Income Housing Tax Credits and other sources of financing to fund public housing renovations if necessary; and

**WHEREAS**, ARHA has determined that submitting a RAD application for 220 public housing units in six projects (West Glebe, Old Dominion, BWR, Chatham, James Bland I and James Bland II) is financially feasible and that the preliminary financing proposal is able to meet the project's indicated needs in comparison to all costs and operating expenses involved in the conversion; and

**WHEREAS**, ARHA has conducted three resident meetings and summarized the comments and responses from these meetings;



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**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of ARHA hereby adopts Resolution No. 698-2021 authorizing the Executive Director of ARHA to execute a RAD Program Application with the U.S. Department of Housing and Urban Development (HUD) and certifying an agreement to comply with all requirements of the program and PIH Notice 2012-32 and subsequent notices; and

**E IT FURTHER RESOLVED** that if the RAD Program application should be approved, the Board also authorizes the execution of all applicable award agreements and the implementation of the RAD Program Plan as described in the application.

Adopted this March 19, 2021.

**ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

By: \_\_\_\_\_

Peter Kleeblatt, Chairman

By: \_\_\_\_\_

Keith Pettigrew, Chief Executive Officer

## IX. ACTION DOCKET

## X. OTHER BUSINESS

## Alexandria seniors receive second dose of COVID vaccine

Melissa Howell | [mhowell@wtop.com](mailto:mhowell@wtop.com)

February 20, 2021, 4:00 PM

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WTOP/Melissa Howell



Residents at the Ladrey Senior Highrise Apartments in Alexandria, Virginia, wait to receive their second dose of the COVID-19 vaccine.



This resident smile while receiving their second dose of the COVID-19 vaccine at Ladrey Senior Highrise Apartments in Alexandria, Virginia.

Residents at an apartment complex for seniors in Alexandria, Virginia, received their second vaccine shots. The clinic at Ladrey Senior Highrise Apartments, organized by the Alexandria Redevelopment and Housing Authority along with the city's health department, administered 90 second doses of the vaccine. Delores Tyler was excited to be a part of the group. "I was nervous a little bit, but I said, 'No, I'll go ahead and take it.' I feel good," Tyler said.

Caroleather Brown also stood in line, ready to receive her second dose of the vaccine.

"I've known a couple people that had the virus, and they were saying how bad it was. I feel a little more comfortable going out," Brown said.

So far, about half of the residents at Ladrey have been vaccinated.

Health officials hope to have everyone in the building vaccinated by the end of March.



COVID-19 in Alexandria News

## **Ladrey residents receive second vaccine**

The Alexandria Redevelopment and Housing Authority provided second doses of the Moderna COVID-19 vaccine to about 90 seniors living at Ladrey High-Rise in Old Town on Saturday, according to a news release.

In collaboration with the Alexandria Health Department and pharmacists from VanDorn Pharmacy, ARHA administered the shots over a three-hour period in the building's community room. Some residents expressed hesitance about the vaccine and declined to get the initial dose but have now decided to get their first dose, according to the release. VanDorn pharmacists will return to the site within the next two weeks to provide first doses to those residents.

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