



Alexandria Redevelopment and Housing Authority

Monthly Report to the Board of Commissioners

Keith Pettigrew
Chief Executive Officer

OCTOBER 26, 2020



BOARD OF COMMISSIONERS
REGULARLY MONTHLY MEETING

Alexandria Redevelopment and Housing Authority
401 Wythe Street, Alexandria, VA 22314
(Conference Call)

Monday, October 26, 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, SEPTEMBER 28, 2020.**
4. **RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, OCTOBER 26, 2020.**
5. **CONSENT DOCKET**
6. **ACTION DOCKET**
 - 6.1 Vote to Approve Resolution No. 697-2020 The Recommendation of 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, September 28, 2020 at 7:00 P.M.

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

THOSE ABSENT: **Daniel Bauman**, Commissioner

RECORDER: **Cynthia Dickerson**

Chairman Kleeblatt called the meeting to order at 7:08 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 that Mr. Hines informed him that there are no issues and that things are going great. The one thing he pointed out was that as the virus continues to go on people are becoming more agitated and misbehaving.

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

Commissioner Harris announced that the ARA is focused on voter registration for the upcoming national elections. He also reported that the Safety Committee has been officially organized and are preparing a list of issues and recommendations.

Mr. Pettigrew cautioned Commissioner Harris about ensuring that any political activity in which the residents engage must clearly not appear to be ARHA endorsed. He reminded Mr. Harris about several issues that arose during the last local Alexandria elections.

Commissioner Zellers asked for a little more detail about the Safety Committee activity.

Commissioner Harris responded that officers have been elected and that the Committee is working on issues and recommendations to be shared with APD.

Commissioner Zellers suggested that another activity for the Committee should be to meet with other neighborhood organizations.

Commissioner Harris agreed.

Commissioner Kleeblatt asked Commissioner Harris about any future meetings with the Committee and APD?

Commissioner Harris responded that the Committee will be requesting a meeting with the Police Chief as well as RPOs in the very near future.

Commissioner Zellers asked are the members of the committee spread out on our properties? Or are they mainly from Adkins?

Commissioner Harris stated different properties. The Chair and Vice Chair and the Secretary are all at different properties.

Commissioner Zellers responded great.

Commissioner Flemming asked we can get a list of who the officers and which community they represent just for us to have?

Commissioner Harris responded, yes.

Mr. Pettigrew said let's send it to all of the Commissioners so they all have it.

Commissioner Zellers asked whether the Safety Committee were in favor of more cameras.

Mr. Pettigrew responded yes.

Commissioner Zellers responded great.

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

- No Items Submitted.

ITEM 3. VOTE TO APPROVE THE MINUTES FOR REGULAR SCHEDULED BOARD MEETING MONDAY, JULY 27, 2020:

Chairman Kleeblatt presented the minutes for Monday, July 27, 2020. Commissioner Flemming moved to accept the minutes; the motion was seconded by Commissioner Bailey. The motion was approved with (8) Ye7s, and (0) Nays.

ITEM 4. EXECUTIVE SUMMARY REPORT AS OF MONDAY, SEPTEMBER 28, 2020:

Mr. Pettigrew began with Asset Management. The moratorium on evictions has been extended through the end of the year. Also, the City has been incredible with rental assistance. I want to thank Eric Keeler who leads those efforts.

Mr. Keeler responded I will say your staff has been great, you know, they've been providing the information that we need. It's been a pretty seamless process.

Rent payments continue to ebb and flow. Also, the eviction moratorium extension is now through the end of the year.

The town hall conference calls are on-going. The next one is scheduled for Wednesday, October 21 at noon.

Maintenance and Facilities is busy. We continue to service people. The routine stuff has picked up a little bit but that's expected given the fact that people are home more and things tend to happen.

Resident Services continues to be extremely active with its outreach in the community.

According to Mr. McDaniel, our financial status is steady. The CARES Act funding has been a tremendous help.

Mr. Pettigrew said Chairman Kleeblatt that concludes the Executive Summary.

Chairman Kleeblatt said very good. Since Commissioner Bauman is not here and I see the Commissioner Malone has joined us, I'm going to grant him the gift of not having to vote to accept the Executive Summary. Now we can move to the next agenda item expeditiously. That's for you Commissioner Malone.

Commissioner Malone responded I'm good with that. No trouble.

ITEM 5. CONSENT DOCKET:

5.1 Vote for Approval of Resolution No. 695-2020 to Submit to HUD the 2021 Annual Agency Plan

The first Resolution No. 695-2020 to Submit to HUD the 2021 Annual Agency Plan. This is our HUD mandated annual submission. The main highlights are: our COVID-19 response and our repositioning strategy.

Chairman Kleeblatt requested a motion to approve Resolution No. 695-2020 to Submit to HUD the 2021 Annual Agency Plan. Commissioner Flemming moved to approve Resolution No. 695-2020; seconded by Commissioner Zellers. The motion was passed by (7) Yeas; (0) Nays to accept Resolution No. 695-2020.

5.2 Vote for Approval of Resolution No. 696-2020, Public Housing Flat Rents

Mr. Pettigrew presented the second Resolution No. 696-2020, Public Housing Flat Rents. This is also an annual submission this time of year.

Chairman Kleeblatt requested a motion to approve Resolution No. 696-2020, Public Housing Flat Rents. Vice chairwoman moved to approve Resolution No. 696-2020; seconded by Commissioner Bailey. The motion was passed by (7) Yeas; (0) Nays to accept Resolution No. 696-2020.

ITEM 6. ACTION DOCKET:

- No Items Submitted

ITEM 7. NEW BUSINESS:

- No Items Submitted

ITEM 8. ANNOUNCEMENTS:

Mr. Pettigrew said before we end this public session, I would like to say thank you to the ARHA Board for supporting me and allowing me to stay as the ARHA CEO.

Commissioners Zellers said no, thank you.

Mr. Pettigrew continued to say I wanted to thank you all because you guys gave me an opportunity and I'm excited about staying. We have a tremendous amount of exciting work ahead. I'm extremely grateful and words cannot express my gratitude. Thank you all so much for believing in me.

Chairman Kleeblatt said thank you, Keith. And as I've said to you privately, I'll say to you publicly, thank you very much for your service to ARHA over the last three years and thank you for agreeing to stay with ARHA for the long-term. But in addition to that, I also want to thank the staff for their support and their service through what is for all of us a difficult time. And, you know, as I said to you, we couldn't be more pleased with the job you're doing, but we also acknowledge that you're not doing it alone. So, for the staff, that's on the call today and for those that are not here, please extend our thanks as a board, for everything that you guys have done to shepherd us through. What's been a very difficult time. So, thank you

Chairman Kleeblatt said well, that was a worthwhile announcement. So, thank you, Keith. I appreciate it.

There being no further business to come before the Board, Chairman Kleeblatt adjourned the meeting at 7:49 pm.



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

A motion was made by Commissioner Malone, seconded by Vice Chairwoman Androh and unanimously approved to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters commenced at 7:50pm. At 8:32pm the Board reconvened in public session.

Thereupon, Chairman Kleeblatt asked for a motion to adjourn the meeting. Commissioner Ballard moved to adjourn, seconded by Commissioner Zellers, 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 (8) Yeas to (0) Nays.

There being no further business to come before the Board, Chairman Kleeblatt adjourned the meeting at 8:33pm.

I. EXECUTIVE SUMMARY



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

ASSET MANAGEMENT

- **Occupancy / Rent Collection**

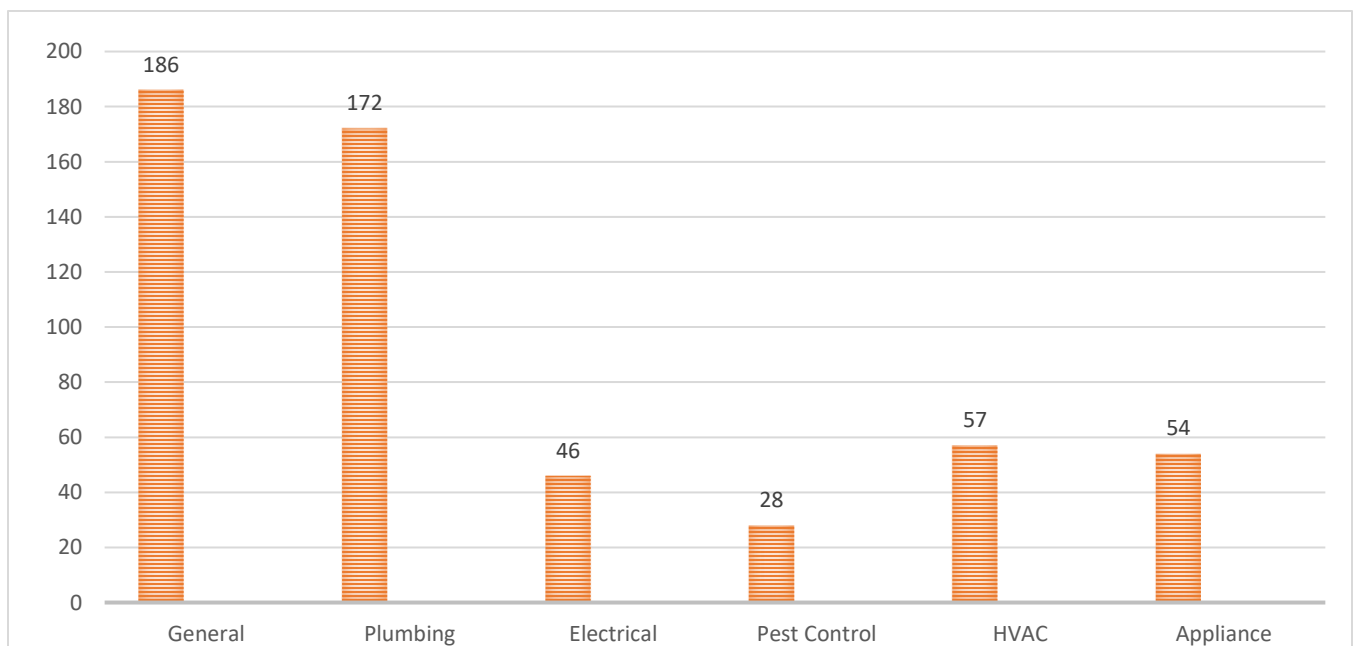
	Public Housing Aug. 2020	Public Housing Sept. 2020	MOD Rehab Aug. 2020	MOD Rehab Sept. 2020	Market Rate Aug. 2020	Market Rate Sept. 2020
Occupancy	99%	99%	100%	98%	99%	96%
Rent Collection	88%	81%	93%	88%	87%	84%

- **Lease-Ups**

New Lease-Ups	August 2020	September 2020
Tenant-based (HCVP)	16	31
Number of requests for tenancy	55	26
Project-based voucher	0	0
Moderate Rehabilitation	1	0

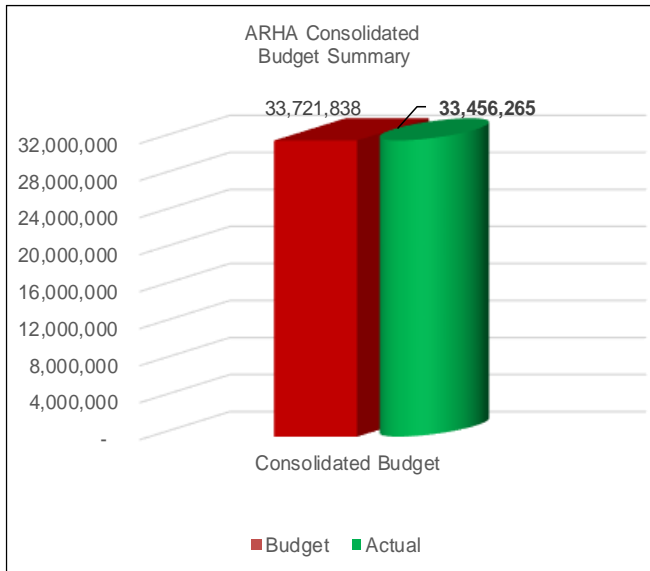
CENTRAL FACILITIES

Work Orders Activity Total 543



FINANCE

Budget Highlights as of September 30, 2020:



Consolidated operations were \$265K or less than 1% lower than the projected budget;

- Current Year (CY) operating transfers totaled \$262K, which was \$172K or 39% under the projected budget;
- CY reserves totaled \$3.24MM, of which \$2.3MM is restricted and \$899K is unrestricted;
- Management/Fee-for-Service Income was under budget by \$257K or 9.2%;
- Tenant Services and Protective Services were the only expense categories over budget by more than \$50K due to Covid-19 related costs.

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

DEVELOPMENT

RAMSEY HOMES

As of the end of September, the Ramsey Homes construction project is over 89% complete. During September the drywall was hung in the fourth-floor units and the building and units received permanent power from Dominion. Throughout September, cabinets were installed in the second and third floor units. Lights and electrical trim were set throughout the first, second, and third floor units. This month the installation of siding was wrapping up and were getting primed for final paint. The undergrounding work along Pendleton St continued as the contractor placed conduit for Verizon and Comcast. On September 18 Edgewood's property management team had the two first floor mock-up units photographed for the marketing campaign.

REQUEST FOR QUALIFICATIONS

On June 25, ARHA received 23 proposals for the RFQ #Q-20-01 for the Development Partners. In July, Procurement distributed the submissions to the 4-member evaluation committee for review. The evaluation committee worked to complete their review of all of the submissions in September. The committee will have until early October to review all of the proposals. A short list of qualified developers will be presented to the Board in October.

TAX CREDIT PORTFOLIO

September month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors. Third quarter financial reporting for Chatham Square is also underway for submission to the investor.

The 2020 Boston Capital property audit is continuing with James Bland I, James Bland II, James Bland IV and Old Dominion now closed with no outstanding issues. James Bland V and West Glebe are pending final review. The 2020 Richman Capital audit is also continuing with all file review documents submitted and pending any follow up questions. The Braddock, Whiting, Reynolds 2020 investor audit is underway which will consist of only a file review this year.

RESIDENT SERVICES

September brought lots of positive activity for some James Bland V (JBV) residents. First, Firewoini Desta and her family gave notice that they will be moving out of JBV and into a new home that she has purchased in Woodbridge. Second, Etagen Mengistu, who completed her GED earlier in the year, has been accepted into George Washington University, where she plans to pursue her B.S. in Nursing. Both families are very excited about achieving these significant milestones on their pathway to self-sufficiency.

HUMAN RESOURCES



Mental and Physical Health Awareness

As we continue through the pandemic, which has now entered the fall months and the beginning of flu season, we are continuing to provide staff with personal protective equipment and the distribution of reminders that all staff should continue to practice social distancing, wear masks in public areas and wash/ sanitize their hands often.

To support the mental "Covid-fatigue" people are beginning to experience with having to quarantine during the pandemic, the Employee Assistance Program provided staff a Mental Wellness webinar on October 8th and 9th. To ensure employees are taking care of their physical well-being, employees were advised to complete their annual physical exams before the end of the calendar year, in order to continue receiving discounted rates on their medical insurance plan.



To ensure that we are monitoring the wellness of all who enter our facilities, high-capacity Hands-free thermometer stations have been ordered for ARHA Headquarters, the Ladrey Senior's building and the Ruby Tucker Center. These units can also maintain a visitor database that may assist in contact tracing should that information need to be provided to the health department. Installation of the units should be completed by the end of the month.

UPCOMING MEETINGS AND EVENTS

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

Date	Event	Location	Time
November <i>TBD</i>	ARHA Redevelopment Work Group	CH City Council Workroom	5:30-7:00 PM
November <i>TBD</i>	Board Meeting	401 Wythe Street	7:00 PM
December <i>TBD</i>	ARHA Redevelopment Work Group	CH City Council Workroom	5:30-7:00 PM
December <i>TBD</i>	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	Aug. 2020	Sept. 2020	Benchmark Goal	HUD's Standard	Comments
1 Occupancy Rate ACC units (PH)(*)	99%	99%	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)	99%	99%	97%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included in SEMAP
3 Tenant Acc. Receivables (TARs) – Occupied Units (*)	.98%	.98%	.98%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4 Tenant Account Receivables (TARs) – Vacated / Evictions (*)	.48%	.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 99%. Individual Performance data by property is as follows:

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



C. PROGRAM UTILIZATION & VACANCY REPORTING

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

	August 2020	September 2020
Housing Choice Voucher	98%	98%
Moderate Rehabilitation	99%	98%
Project Based Section 8	99%	99%
Low Rent Public Housing	99%	99%
Market Rate (Affordable Dwelling Units)	99%	99%

D. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for September 2020:

	Aug. 2020	Sept. 2020
Homeownership	18	18
Homeownership New this Month	0	0
Family Unification	34	34
Portable Vouchers Paid	144	140
Tenant Protection	62	62
All Other Vouchers	1,216	1,228
Number of Vouchers Under Lease on the last day of the month	1,474	1,482
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	189	257
Portable Vouchers Administered	20	20
Number of Vouchers Covered by Project-Based AHAPs and HAPs	75	76

E. VACANCY ACTIVITY TRACKING REPORT MARKET RATE UNITS

Developments	Total # of Units	Total Occupied units 8/30/2020	Total Occupied units 9/30/2020	Current # Vacant
Princess Square	68	67	65	3
Quaker Hill	60	60	59	1
Hopkins-Tancil	108	108	106	2
Miller Homes	16	16	15	1
Pendleton Park	24	24	23	1
Old Town Commons V	54	53	53	1
TOTALS	330	328	321	9



F. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS

Developments	Total # of Units	Total Units Occupied 8/30/2020	Total Units Occupied 9/30/2020	Current # Vacant
Ladrey Building	169	169	167	2
Chatham Square.	52	52	52	0
Old Town Commons I	18	18	18	0
Old Town Commons II	18	18	18	0
Old Town Commons IV	44	44	44	0
S. Madden Homes	65	64	64	1
A. Adkins Homes	89	88	89	1
Scattered Sites 410	50	49	49	1
Scattered Site 411	30	29	29	0
Scattered Site 412	41	40	40	0
Braddock	6	6	6	0
Whiting	24	24	24	0
Reynolds	18	18	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
TOTALS: (values are rounded up/down)	751	745	744	7

G. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting list Aug. 2020	Currently Active on the Waiting list Sept. 2020
HCVP	1,096	631
Total	1,096	631
MOD Rehab		
(1) bedroom	219	213
(2) bedroom	120	116
(3) bedroom	124	123
(4) bedroom	0	0
Total	463	452
General Public Housing		
(1) bedroom	493	134
(2) bedroom	219	54
(3) bedroom	133	23
(4) bedroom	0	1
Total	845	212
Elderly / Disabled		
(1) bedroom	460	447
Total	460	447
BWR		
(2) bedroom	228	57
(3) bedroom	64	56
Total	292	113
Chatham Square		
(2) bedroom	268	112
(3) bedroom	104	95
Total	372	207
West Glebe / Old Dominion		
(1) bedroom	235	37
(2) bedroom	287	211
(3) bedroom	90	16
(4) bedroom	0	0
Total	612	264
OTC I, II, IV		
(2) bedroom	160	91
(3) bedroom	153	33
Cumulative TOTAL	4,453	2,450

H. CERTIFICATIONS ACTIVITY

HOUSING CHOICE VOUCHER	August 2020	September 2020
Pre-Admission/Eligibility	26	27
Request for Tenancy Approval	11	26
New Move-in/Change of Unit/Port-in	23	31
Interim Change	52	44
Annual Reexamination	79	72
End of Participation	2	2
PUBLIC HOUSING		
Pre-Admission/Eligibility	12	2
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	6	1
Interim Change	24	15
Annual Reexamination	65	70
End of Participation	2	1
MODERATE REHABILITATION		
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	1	0
New Move-in/Change of Unit/Port-in	1	0
Interim Change	4	5
Annual Reexamination	8	5
End of Participation	0	1
PROJECT BASED VOUCHER		
Pre-Admission/Eligibility	1	1
Request for Tenancy Approval	3	0
New Move-in/Change of Unit/Port-in	3	0
Interim Change	6	6
Annual Reexamination	7	1
End of Participation	0	2
TOTAL CERTIFICATIONS COMPLETED	337	305

I. INSPECTIONS

Inspections	August 2020	September 2020
# of annual/return Inspections	0	0
# of Initial/Re-inspections	55	26
# of Final Failed Inspections	0	0
# of Abatements	0	0
# of Emergency/Special Inspections	0	0
# of Missed Inspections (no show)	0	1
# of quality control inspections conducted	0	0

J. COMPLIANCE / SAFETY

1. Quality Assurance Activities

Number of Files Reviewed Audit Files*	August 2020	September 2020
Recertification's	32	41
Intake Certifications	86	98

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

Number of Recertification's Files with Errors /Recert Info	August 2020	September 2020
# of Recert Files w/ Errors	3	3

2. Public Safety 3

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	August 2020	September 2020
Bar Notices issued	0	0
Late Notices	0	0
Unlawful Detainers	0	0
Evictions (legal)	0	0
Evictions (drugs)	0	0

K. RENT COLLECTION

ARHA properties collected cash at **86%** of rent charged for September 2020. Individual performance by property is as follows:

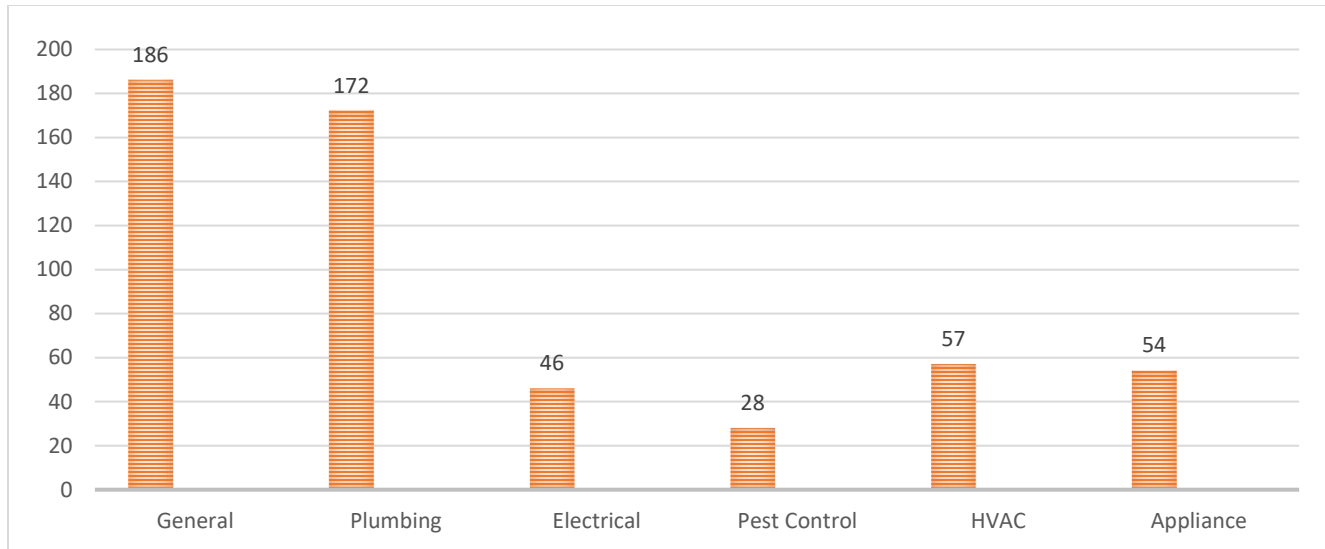
	August 2020	September 2020
Samuel Madden*	78%	51%
Andrew Adkins*	63%	54%
Ladrey High-Rise	93%	90%
Scattered Sites I*	73%	63%
Scattered Sites II	92%	90%
Scattered Sites III	85%	79%
Saxony Square	100%	100%
Park Place	86%	86%
Chatham Square	90%	86%
Braddock	100%	100%
Whiting	78%	74%
Reynolds*	100%	88%
Old Dominion	100%	100%
West Glebe	97%	91%
James Bland I*	72%	59%
James Bland II*	81%	69%
James Bland IV	99%	94%
TOTAL	88%	81%
MARKET RATE		
Quaker Hill	84%	79%
Princess Square*	81%	70%
Miller Homes	100%	99%
Pendleton Park	72%	80%
James Bland V	98%	92%
TOTAL	87%	84%
MOD/PBV		
Hopkins-Tancil	93%	88%
TOTAL	93%	88%

*Additional Rent Collection Information: (September 2020)

(64 Units) Sam Madden	Out of 64 units (20) families with rent portion is \$0 and (17) failed to pay rent
(89 Units) Andrew Adkins	Out of 88 units (23) families with rent portion is \$0 and (14) failed to pay rent
(48 Units) Scattered Site I	Out of 49 units (17) families with rent portion is \$0 and (8) failed to pay rent
(18 Units) Reynolds	Out of 18 units (7) families with rent portion is \$0 and (1) failed to pay rent
(18 Units) James Bland I	Out of 18 units (3) families with rent portion is \$0 and (4) failed to pay rent
(18 Units) James Bland II	Out of 18 units (4) families with rent portion is \$0 and (4) failed to pay rent
(68 Units) Princess Square	Out of 66 units (16) families with rent portion is \$0 and (8) failed to pay rent

III. CENTRAL FACILITIES

A. WORK ORDERS ACTIVITY TOTAL 543



B. WORK IN PROGRESS

Property	General	Plumbing Repair Work	Electric Repair	Pest Control	HVAC Work	Appliance Repair Work	Current Total	Prev. Month	2019 Year End
Administrative Building							0	0	17
Alexandria Crossing (Old Dominion & West Glebe)	13	9	2	2	6	9	41	74	616
Andrew Adkins	8	22	4	1	2	6	43	78	1,953
BWR (Braddock, Whiting & Reynolds)	7	10	2	0	3	1	23	44	896
Chatham Square	4	8	2	0	0	1	15	43	772
Hopkins-Tancil	33	28	6	6	10	6	89	119	1,297
James Bland I, II, IV	10	10	6	1	2	3	32	159	821
James Bland V	8	6	1	1	3	6	25	69	370
Ladrey Highrise	21	15	5	4	6	3	54	154	1,324
Miller Homes	11	5	0	2	6	2	26	27	117
Park Place & Saxony Sq.	1	3	1	0	1	2	8	24	435
Pendleton Park	12	6	2	0	2	3	25	25	172
Princess Square	21	13	5	1	2	3	45	86	809
Quaker Hill	21	9	3	3	8	0	44	60	587
Samuel Madden	6	5	2	2	0	2	17	78	1,393
Scattered Sites I, II, III	10	23	5	5	6	7	56	117	1,408
TOTAL	186	172	46	28	57	54	543	1,157	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 October 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. The next schedule dates are as follows:
 - Andrew Adkins – October 20, 2020
 - Sam Madden – October 26, 2020
 - Princess Square – October 29, 2020
 - Ladrey floors 6-11 – October 27, 2020
 - Ladrey floors 1-5 – October 28, 2020

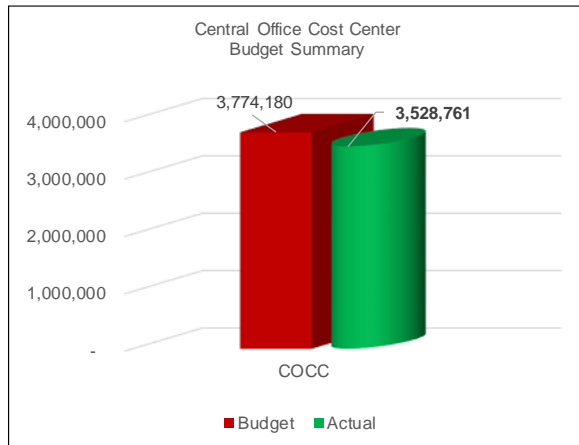
IV. FINANCE



A. FINANCIAL SUMMARY

Alexandria Redevelopment & Housing Authority FY 2020 Budget vs Actual For the Period Ending December 31, 2020									
	Annual Budget	September 30, 2020				FY 2020 YTD (January 1, 2020 - September 30, 2020)			
		Total Budget	Total Actual	Variance \$	Variance %	Total Budget	Total Actual	Variance \$	Variance %
<u>Operating Revenue</u>									
Dwelling Rent	\$ 3,915,800	\$ 326,317	\$ 329,505	\$ 3,188	1%	\$ 2,936,850	\$ 3,077,247	\$ 140,397	5%
Rental Assistance	3,852,000	321,000	339,764	18,764	6%	2,889,000	3,077,375	188,375	7%
Governmental Grants	25,334,500	2,111,208	1,998,105	(113,103)	-5%	19,000,875	18,186,311	(814,564)	-4%
Local Grants	136,510	11,376	11,217	(159)	-1%	102,383	79,930	(22,453)	-22%
Management/Fee for Service	3,694,390	307,866	289,374	(18,492)	-6%	2,770,793	2,513,517	(257,275)	-9%
Bookkeeping Fee	249,800	20,817	19,628	(1,188)	-6%	187,350	175,647	(11,703)	-6%
Asset Management Fee	125,500	10,458	10,440	(18)	0%	94,125	93,668	(457)	0%
HCVP Asset Management Fee	2,266,800	188,900	188,944	44	0%	1,700,100	2,454,181	754,081	44%
Operating Subsidy	3,986,000	332,167	266,130	(66,037)	-20%	2,989,500	2,674,544	(314,956)	-11%
Investment Income	21,390	1,783	13,753	11,970	672%	16,043	143,913	127,871	797%
CY Transfers	580,080	48,340	119,008	70,668	146%	435,060	262,323	(172,737)	-40%
Other Income	799,680	66,640	66,343	(297)	0%	599,760	717,609	117,849	20%
Total Operating Revenue	\$ 44,962,450	\$ 3,746,871	\$ 3,652,211	\$ (94,660)	-3%	\$ 33,721,838	\$ 33,456,265	\$ (265,572)	-1%
<u>Operating Expenses</u>									
Administration	\$ 6,525,682	\$ 543,807	\$ 493,257	\$ (50,550)	-9%	\$ 4,894,262	\$ 4,590,738	\$ (303,524)	-6%
Tenant Services	639,510	53,293	42,607	(10,686)	-20%	479,633	972,570	492,938	103%
Utilities	1,481,000	123,417	120,994	(2,423)	-2%	1,110,750	1,065,916	(44,834)	-4%
Ordinary maintenance & operations	6,214,240	517,853	412,607	(105,247)	-20%	4,660,680	3,765,294	(895,386)	-19%
Protective Services	88,430	7,369	6,970	(399)	-5%	66,323	100,162	33,840	51%
General expense	2,666,167	222,181	179,731	(42,450)	-19%	1,999,625	1,759,186	(240,439)	-12%
Housing Assistance Payments	25,334,500	2,111,208	2,065,902	(45,307)	-2%	19,000,875	17,763,348	(1,237,527)	-7%
Debt Service	192,600	16,050	21,465	5,415	34%	144,450	194,283	49,833	34%
CY Reserves	1,820,321	151,693	308,679	156,986	103%	1,365,241	3,244,770	1,879,529	138%
Total Operating Expense	\$ 44,962,450	\$ 3,746,871	\$ 3,652,211	\$ (94,660)	-3%	\$ 33,721,838	\$ 33,456,267	\$ (265,571)	-1%
NET SURPLUS (DEFICIT)	-	-	(1)	(1)		-	(1)	(1)	

B. CENTRAL OFFICE

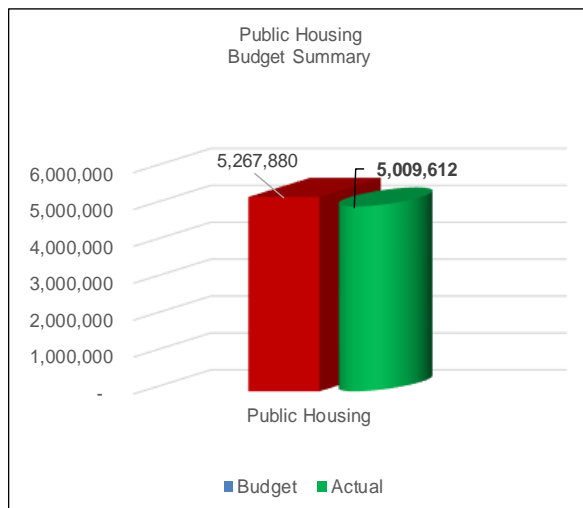


Overall, as of September 30, 2020, the Central Office was \$245K or 6.5% under budget.

Revenues were \$195K under budget and expenses/reserve were \$417K under budget, resulting in a net reserve of \$222K.

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

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 September 30, 2020, Public Housing (PH) was \$258K or 4.9% under budget. Revenues were \$128K under budget as a result of Operating Subsidy being lower than projected. Expenses were \$490K under budget. Current year restricted reserves totaled \$312K.

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 September 30, 2020, Public Housing- AMP 1 generated a reserve of \$14,7440, 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 September 30, 2020, Public Housing-AMP 3 generated reserves of \$508,247 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 September 30, 2020, Public Housing- AMP 4 generated a deficit of \$35,470 which is \$122,720 or 78% under the projected deficit. The deficit is being caused as a result of operating subsidy being less than projected.

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 September 30, 2020, Public Housing- AMP 5 generated a deficit of \$11,135 which is \$1,780 or 14% under 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 September 30, 2020, Public Housing- AMP 6 generated a deficit of \$85,064 which is \$8,058 or 10% over the projected deficit. The deficit is being caused as a result ordinary maintenance and operation costs.

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 September 30, 2020, Public Housing- AMP 7 generated a deficit of \$70,757 which is \$56,908 or 411% over the projected deficit. The deficit is being caused as a result ordinary maintenance and operation costs being higher than projected.

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 September 30, 2020, Public Housing- AMP 8 generated a reserve of \$8,694 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 September 30, 2020, Public Housing- AMP 9 generated a deficit of \$6,641 which was not projected.

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 September 30, 2020, Public Housing- AMP 10 generated a deficit of \$23,826 which is \$17,844 or 43% under the projected deficit.

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.

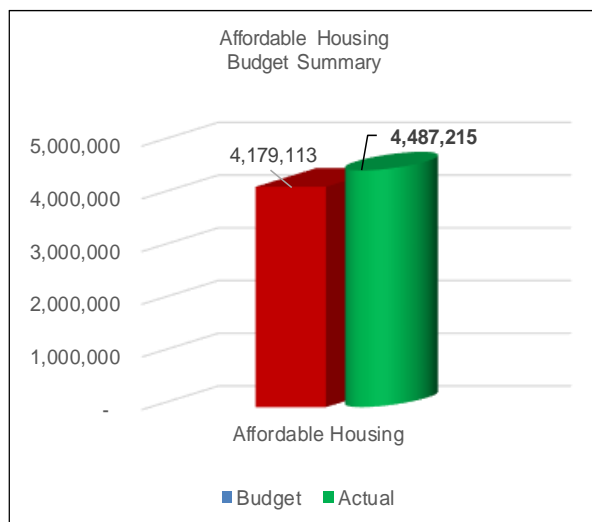
For the period ending September 30, 2020, Public Housing- AMP 11 generated a reserve of \$8,244, which is restricted to the Limited Partnership and is used to fund replacement reserves.

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 September 30, 2020, Public Housing- AMP 12 generated a reserve of \$5,963, 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 September 30, 2020, ARHA's Affordable Housing was \$308K or 7.3% over budget. Revenues were \$328K over budget as a result of Dwelling Rent and Rental Assistance being higher than we projected and receipt of insurance proceeds from casualty loss at James Bland V. Expenses were \$425K under budget and CY reserves was \$1.62MM.

Among our affordable units, four (4) properties James Bland V, Quaker Hill, Princess Square, and Pendleton Park generated restricted reserves of \$887K. Two (2) properties, Hopkins Tancil and Miller Homes generated unrestricted reserves of \$733K. 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 September 30, 2020, JB V generated a reserve of \$200,987 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 September 30, 2020, Miller Homes generated an (unrestricted) reserve of \$108,994 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 September 30, 2020, Hopkins Tancil generated an (unrestricted) reserve of \$515,799 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 September 30, 2020, Quaker Hill generated a restricted reserve of \$304,225 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

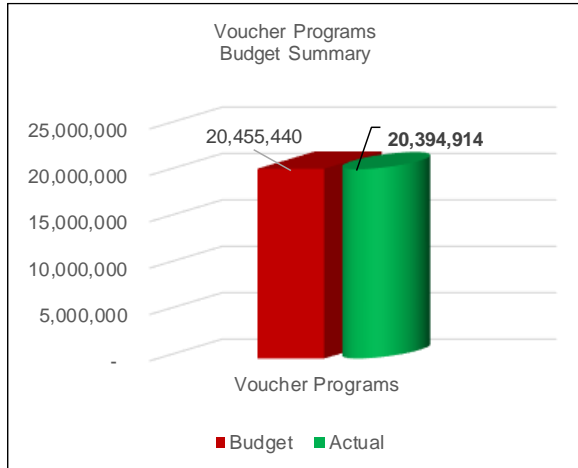
This property consists of 69 affordable housing rental units.

For the period ending September 30, 2020, Princess Square generated a restricted reserve of \$296,974, which is restricted and designated to fund replacement reserves.

VI. PENDLETON PARK

This property consists of 24 LIHTC rental units. For the period ending September 30, 2020, Pendleton Park generated a restricted reserve of \$85,125, which is restricted and designated to fund replacement reserves.

VOUCHER PROGRAMS SUMMARY



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

As of September 30, 2020, ARHA's Voucher Program was \$60K or less than 1% under the projected budget.

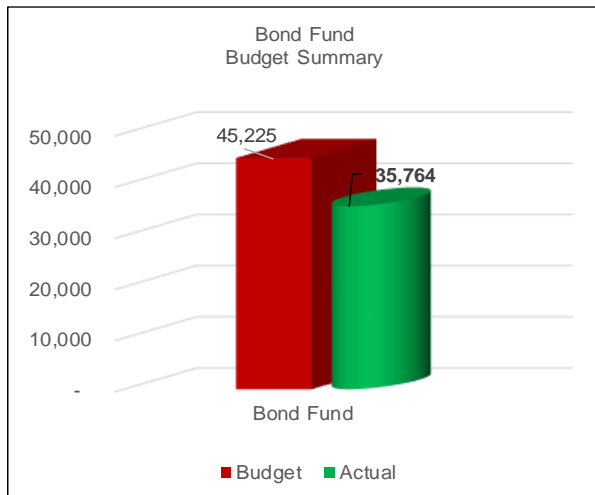
I. HOUSING CHOICE VOUCHER PROGRAM

For the period ending September 30, 2020, the Housing Choice Voucher Program (HCVP) operated with a surplus of \$836,932 which is restricted to Housing Assistant Payments.

II. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending September 30, 2020, Mod-Rehab operated with a surplus of \$75,551 which is restricted to the Mod Rehab Program.

E. BOND FUND SUMMARY



As of September 30, 2020, ARHA's Bond Fund was \$9,461 or 21% under the projected budget.

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 SEPTEMBER 30, 2020

	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
<u>Operating Revenue</u>									
Dwelling Rent	3,077,247	2,936,850	140,397	-	-	-	436,316	424,500	11,816
Rental Assistance	3,077,375	2,889,000	188,375	-	-	-	-	-	-
Governmental Grants	18,186,311	19,000,875	(814,564)	-	-	-	-	-	-
Local Grants	79,930	102,383	(22,453)	79,930	102,383	(22,453)	-	-	-
Management/Fee for Service	2,513,517	2,770,793	(257,275)	2,513,517	2,770,793	(257,275)	-	-	-
Bookkeeping Fee	175,647	187,350	(11,703)	175,647	187,350	(11,703)	-	-	-
Asset Management Fee	93,668	94,125	(457)	93,668	94,125	(457)	-	-	-
HCVP Asset Management Fee	2,454,181	1,700,100	754,081	283,119	287,700	(4,581)	-	-	-
Operating Subsidy	2,674,544	2,989,500	(314,956)	-	-	-	548,540	592,500	(43,960)
Investment Income	143,913	16,043	127,871	48	75	(27)	3,110	375	2,735
CY Transfers	262,323	435,060	(172,737)	-	51,480	(51,480)	-	15,263	(15,263)
Other Income	717,609	599,760	117,849	382,831	280,275	102,556	53,051	59,550	(6,499)
Total Operating Revenue	33,456,265	33,721,838	(265,572)	3,528,761	3,774,180	(245,419)	1,041,017	1,092,188	(51,170)
<u>Operating Expenses</u>									
Administration	4,590,738	4,894,262	(303,524)	1,298,390	1,482,075	(183,685)	263,601	289,950	(26,349)
Tenant Services	972,570	479,633	492,938	288,664	187,388	101,276	46,991	49,688	(2,696)
Utilities	1,065,916	1,110,750	(44,834)	53,628	55,125	(1,497)	262,680	258,375	4,305
Ordinary maintenance & operations	3,765,294	4,660,680	(895,386)	1,143,089	1,413,705	(270,616)	288,202	368,850	(80,648)
Protective Services	100,162	66,323	33,840	1,332	5,850	(4,518)	56,586	29,250	27,336
General expense	1,759,186	1,999,625	(240,439)	469,362	528,150	(58,788)	108,217	96,075.00	12,142
Housing Assistance Payments	17,763,348	19,000,875	(1,237,527)	-	-	-	-	-	-
Debt Service	194,283	144,450	49,833	-	-	-	-	-	-
CY Reserves	3,244,770	1,365,241	1,879,529	274,296	101,888	172,409	14,740	-	14,740
Total Operating Expense	33,456,267	33,721,838	(265,571)	3,528,761	3,774,180	(245,419)	1,041,017	1,092,188	(51,170)
ADJUSTED NET INCOME(LOSS)	(1)	-	(1)	(0)	-	(0)	(0)	-	(0)



I. YT D BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING SEPTEMBER 30, 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	307,138	272,700	34,438	436,631	450,750	(14,119)	23,093	19,500	3,593
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	955,989	1,044,000	(88,011)	445,371	499,575	(54,204)	17,008	15,750	1,258
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	-	-	35,470	158,190	(122,720)	11,135	12,915	(1,780)
Other Income	26,017	26,363	(345)	14,795	16,800	(2,005)	65	-	65
Total Operating Revenue	1,289,145	1,343,063	(53,918)	932,268	1,125,315	(193,047)	51,301	48,165	3,136
<u>Operating Expenses</u>									
Administration	218,528	214,691	3,837	343,642	354,994	(11,352)	24,219	23,528	691
Tenant Services	10,591	15,375	(4,784)	1,952	1,950	2	61	53	9
Utilities	262,128	312,375	(50,247)	124,413	140,175	(15,762)	12,434	12,000	434
Ordinary maintenance & operations	181,702	527,700	(345,998)	359,389	393,788	(34,399)	7,830	8,475	(645)
Protective Services	13,143	825	12,318	-	188	(188)	-	8	(8)
General expense	94,806	93,833	973	102,873	155,250	(52,377)	6,758	4,103	2,655
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	508,247	178,264	329,983	-	78,971	(78,971)	-	-	-
Total Operating Expense	1,289,145	1,343,063	(53,917)	932,268	1,125,315	(193,047)	51,301	48,165	3,136
ADJUSTED NET INCOME(LOSS)	(0)	-	(0)	(0)	-	(0)	(0)	-	(0)



	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	269,628	242,400	27,228	389,041	400,667	(11,625)	20,595	17,333	3,262
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	860,906	928,000	(67,095)	401,065	444,067	(43,002)	15,319	14,000	1,319
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	-	-	27,973	140,613	(112,640)	8,896	11,480	(2,584)
Other Income	8,907	23,433	(14,527)	15,126	14,933	193	65	-	65
Total Operating Revenue	1,139,441	1,193,833	(54,393)	833,205	1,000,280	(167,075)	44,876	42,813	2,062
<u>Operating Expenses</u>									
Administration	193,249	190,837	2,413	302,591	315,550	(12,959)	21,531	20,913	617
Tenant Services	9,791	13,667	(3,876)	1,952	1,733	219	61	47	15
Utilities	235,647	277,667	(42,020)	115,241	124,600	(9,359)	11,063	10,667	397
Ordinary maintenance & operations	162,092	469,067	(306,975)	319,987	350,033	(30,046)	6,915	7,533	(618)
Protective Services	9,349	733	8,616	-	167	(167)	-	7	(7)
General expense	81,251	83,407	(2,156)	93,434	138,000	(44,566)	5,305	3,647	1,659
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	448,062	158,457	289,605	-	70,197	(70,197)	-	-	-
Total Operating Expense	1,139,441	1,193,833	(54,392)	833,205	1,000,280	(167,075)	44,876	42,813	2,062
NET INCOME (LOSS)	(0)	-	(0)	0	-	0	0	-	0



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING SEPTEMBER 30, 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	149,420	144,000	5,420	112,642	126,750	(14,108)	59,460	58,500	960
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	134,903	120,225	14,678	128,958	131,100	(2,142)	1,112	130,500	(129,388)
Investment Income	-	-	-	-	-	-	137,514	315	137,199
CY Transfers	85,064	77,006	8,058	70,757	13,849	56,908	-	25,181	(25,181)
Other Income	1,721	2,925	(1,204)	3,325	5,438	(2,113)	616	3,488	(2,872)
Total Operating Revenue	371,108	344,156	26,951	315,682	277,136	38,546	198,702	217,984	(19,282)
<u>Operating Expenses</u>									
Administration	161,733	152,344	9,389	91,379	78,611	12,768	80,600	74,531	6,069
Tenant Services	35,365	40,125	(4,761)	589	458	132	442	615	(173)
Utilities	751	2,588	(1,837)	3,814	4,313	(499)	24,921	31,650	(6,729)
Ordinary maintenance & operations	122,938	107,363	15,575	171,208	123,525	47,683	68,887	92,100	(23,213)
Protective Services	-	113	(113)	1,670	2,250	(580)	240	375	(135)
General expense	50,322	41,625	8,697	47,022	54,364	(7,342)	14,918	18,713	(3,794)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	-	-	-	-	13,616	(13,616)	8,694	-	8,694
Total Operating Expense	371,108	344,156	26,951	315,683	277,136	38,546	198,702	217,984	(19,282)
ADJUSTED NET INCOME(LOSS)	0	-	0	(0)	-	(0)	(0)	-	(0)



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING SEPTEMBER 30, 2020

	LIHTC/Public Housing AMP 9			LIHTC/Public Housing AMP 10			LIHTC/Public Housing AMP 11		
			Over / (Under)			Over / (Under)			Over / (Under)
	Actual	Budget	Budget	Actual	Budget	Budget	Actual	Budget	Budget
<u>Operating Revenue</u>									
Dwelling Rent	52,290	49,500	2,790	41,037	27,000	14,037	65,272	54,000	11,272
Rental Assistance	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	212,945	217,500	(4,555)	69,079	62,100	6,979	49,102	63,750	(14,648)
Investment Income	264	450	(186)	-	-	-	-	-	-
CY Transfers	6,641	-	6,641	23,826	41,670	(17,844)	-	5,321	(5,321)
Other Income	2,903	3,863	(959)	874	1,913	(1,039)	1,641	2,250	(610)
Total Operating Revenue	275,044	271,313	3,731	134,815	132,683	2,133	116,014	125,321	(9,307)
<u>Operating Expenses</u>									
Administration	90,119	83,441	6,678	51,748	51,585	163	50,225	44,996	5,229
Tenant Services	589	2,250	(1,661)	221	188	34	221	488	(266)
Utilities	6,882	7,725	(843)	1,110	1,800	(690)	2,958	14,325	(11,367)
Ordinary maintenance & operations	142,760	101,175	41,585	66,157	64,388	1,770	38,014	49,650	(11,636)
Protective Services	4,010	5,175	(1,165)	3,180	3,000	180	2,880	3,750	(870)
General expense	30,684	28,538	2,146	12,399	11,723	676	13,473	12,113	1,360
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	-	43,009	(43,009)	-	-	-	8,244	-	8,244
Total Operating Expense	275,044	271,313	3,732	134,815	132,683	2,133	116,014	125,321	(9,307)
ADJUSTED NET INCOME(LOSS)	(0)	-	(0)	0	-	0	0	-	0



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING SEPTEMBER 30, 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	151,900	139,500	12,400	162,735	157,500	5,235	88,212	103,500	(15,288)
Rental Assistance	-	-	-	433,930	457,500	(23,570)	151,076	135,000	16,076
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	111,538	112,500	(962)	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	-	-	-
CY Transfers	-	13,583	(13,583)	-	-	-	-	-	-
Other Income	21,077	24,975	(3,898)	134,458	28,913	105,546	2,433	2,738	(304)
Total Operating Revenue	284,516	290,558	(6,042)	731,124	643,913	87,211	241,721	241,238	484
<u>Operating Expenses</u>									
Administration	107,112	101,445	5,667	156,192	121,778	34,414	62,921	85,605	(22,684)
Tenant Services	540	-	540	52,358	50,250	2,108	1	38	(37)
Utilities	27,748	12,975	14,773	34,399	13,875	20,524	323	1,950	(1,627)
Ordinary maintenance & operations	109,526	133,425	(23,899)	223,206	223,275	(69)	64,266	53,363	10,904
Protective Services	5,171	6,750	(1,579)	8,825	5,625	3,200	-	15	(15)
General expense	28,456	35,963	(7,507)	55,158	77,108	(21,950)	5,216	6,488	(1,271)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
CY Reserves	5,963	-	5,963	200,987	152,003	48,984	108,994	93,780	15,214
Total Operating Expense	284,516	290,558	(6,042)	731,124	643,913	87,211	241,721	241,238	484
ADJUSTED NET INCOME(LOSS)	-	-	0	-	-	-	-	-	(0)



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING SEPTEMBER 30, 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	284,920	247,500	37,420	384,951	375,750	9,201	206,992	195,000	11,992
Rental Assistance	937,316	900,000	37,316	566,429	534,000	32,429	752,753	678,750	74,003
Governmental Grants	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-
Investment Income	7	188	(181)	443	2,775	(2,332)	236	-	236
CY Transfers	-	-	-	-	-	-	-	-	-
Other Income	5,534	9,398	(3,863)	6,653	16,988	(10,334)	6,894	22,350	(15,456)
Total Operating Revenue	1,227,777	1,157,085	70,692	958,476	929,513	28,963	966,875	896,100	70,775
<u>Operating Expenses</u>									
Administration	162,759	152,439	10,320	277,365	278,269	(903)	91,824	105,705	(13,881)
Tenant Services	65,781	113,250	(47,469)	2	7,500	(7,498)	3,753	2,475	1,278
Utilities	111,994	129,150	(17,156)	1,407	3,413	(2,006)	96,056	71,250	24,806
Ordinary maintenance & operations	314,292	401,813	(87,520)	149,089	143,100	5,989	235,226	378,600	(143,374)
Protective Services	760	1,500	(740)	-	113	(113)	2,366	1,125	1,241
General expense	56,392	78,075	(21,683)	156,701	169,388	(12,687)	166,724	209,100	(42,376)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	69,687	67,950	1,737	73,953	26,250	47,703
CY Reserves	515,799	280,859	234,940	304,225	259,781	44,443	296,974	101,595	195,379
Total Operating Expense	1,227,777	1,157,085	70,692	958,476	929,513	28,963	966,875	896,100	70,775
ADJUSTED NET INCOME(LOSS)	-	-	-	-	-	0	-	-	(0)



I. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING SEPTEMBER 30, 2020

	LIHTC/Pendleton Park			Housing Choice Voucher Program			Mod Rehab Project-Based			Tax Exempt Bond Income		
	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)
			Budget			Budget			Budget			Budget
Operating Revenue												
Dwelling Rent	114,236	90,900	23,336	-	-	-	-	-	-	-	-	-
Rental Assistance	235,871	183,750	52,121	-	-	-	-	-	-	-	-	-
Governmental Grants	-	-	-	17,201,309	18,049,500	(848,191)	985,002	951,375	33,627	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	2,061,357	1,322,400	738,957	109,705	90,000	19,705	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	32	825	(793)	2,032	10,950	(8,918)	74	90	(16)	153	-	153
CY Transfers	-	20,603	(20,603)	-	-	-	-	-	-	29,430	-	29,430
Other Income	11,103	15,188	(4,084)	18,333	31,125	(12,792)	17,102	-	17,102	6,181	45,225	(39,044)
Total Operating Revenue	361,243	311,265	49,978	19,283,031	19,413,975	(130,944)	1,111,883	1,041,465	70,418	35,764	45,225	(9,461)
Operating Expenses												
Administration	55,238	77,520	(22,282)	920,655	1,021,530	(100,875)	57,525	61,500	(3,975)	24,963	37,725	(12,762)
Tenant Services	1	45	(44)	453,647	-	453,647	-	-	-	10,801	7,500	3,301
Utilities	38,271	37,688	583	-	-	-	-	-	-	-	-	-
Ordinary maintenance & operations	55,826	72,488	(16,661)	23,687	3,900	19,787	-	-	-	-	-	-
Protective Services	-	38	(38)	-	375	(375)	-	-	-	-	-	-
General expense	76,139	73,238	2,901	253,982	293,025	(39,043)	9,588	12,759	(3,171)	-	-	-
Housing Assistance Payments	-	-	-	16,794,128	18,049,500	(1,255,372)	969,220	951,375	17,845	-	-	-
Debt Service	50,643	50,250	393	-	-	-	-	-	-	-	-	-
CY Reserves	85,125	-	85,125	836,932	45,645	791,287	75,551	15,831	59,720	-	-	-
Total Operating Expense	361,242	311,265	49,977	19,283,031	19,413,975	(130,944)	1,111,883	1,041,465	70,418	35,763	45,225	(9,462)
ADJUSTED NET INCOME(LOSS)	0	-	0	(0)	-	(0)	(0)	-	(0)	0	-	0



J. RENT ROLL – FOR THE PERIOD ENDING SEPTEMBER 30, 2020

Project Name	# of Units	January	June	July	August	September	October	Total	Tenant Avg. Rental Income/Unit
Public Housing Units									
*Ladrey High-rise	170	48,170	48,383	48,602	57,180	49,017	48,413	\$ 495,570	\$ 293
*Samuel Madden	66	12,668	17,784	11,296	18,331	13,059	11,938	\$ 130,424	\$ 201
*Andrew Adkins	90	20,145	19,664	21,822	23,048	24,451	23,294	\$ 218,761	\$ 246
*4-10 Scattered Sites	50	17,156	14,663	15,745	15,867	14,646	14,750	\$ 163,451	\$ 327
*4-11 Scattered Sites	30	9,805	7,365	6,157	6,944	7,490	8,580	\$ 78,574	\$ 262
*4-12 Scattered Sites	41	13,583	9,984	11,216	13,128	12,385	12,500	\$ 125,534	\$ 306
*Park Place	38	12,142	11,597	12,232	13,619	12,468	12,191	\$ 122,557	\$ 323
*Saxony Square	5	2,268	2,648	2,382	2,382	2,498	2,303	\$ 25,073	\$ 501
*Chatham Square	52	16,082	17,426	15,618	17,234	16,091	16,490	\$ 166,699	\$ 321
*Braddock	6	1,737	1,342	512	512	512	512	\$ 10,201	\$ 170
*Whiting	24	5,875	5,045	5,320	3,904	3,624	3,624	\$ 49,502	\$ 206
*Reynolds	18	7,973	5,996	5,846	5,843	5,960	6,043	\$ 67,487	\$ 375
*Old Dominion	36	7,495	7,403	3,641	4,385	4,148	5,395	\$ 65,428	\$ 182
*West Glebe	48	6,151	5,229	5,511	5,946	5,248	5,252	\$ 57,776	\$ 120
*James Bland I	18	3,270	5,635	5,973	5,838	6,383	6,153	\$ 47,275	\$ 263
*James Bland II	18	6,040	6,655	8,122	7,405	7,190	7,190	\$ 72,462	\$ 403
*James Bland IV	44	17,553	15,029	17,095	17,555	17,936	17,870	\$ 168,257	\$ 382
**Total Public Housing	754	\$ 208,113	201,848	197,090	219,121	203,106	202,498	\$ 2,065,031	\$ 287



J. RENT ROLL – FOR THE PERIOD ENDING SEPTEMBER 30, 2020

Project Name	# of Units	January	June	July	August	September	October	Total	Tenant Avg. Rental Income/Unit
Non-Public Housing Units									
*Quaker Hill LP	60	43,518	42,227	43,714	40,097	39,850	40,497	\$ 424,590	\$ 708
-Renal Assistance		62,148	63,567	64,410	63,946	63,381	64,255	\$ 632,421	
Pendleton Park I	20	10,815	10,897	10,961	10,961	10,586	10,719	\$ 104,906	\$ 525
-Renal Assistance		17,605	19,955	19,837	19,837	19,018	19,202	\$ 192,237	
Pendleton Park II	4	1,186	1,008	1,186	1,186	1,186	1,192	\$ 11,688	\$ 292
Hopkins Tancil (Mod Rehab)	111	33,544	28,095	30,211	31,591	30,584	30,591	\$ 316,630	\$ 290
-Renal Assistance		99,217	103,062	104,972	104,624	104,701	102,893	\$ 1,026,341	
*James Bland V	54	21,332	20,166	17,367	15,998	16,793	15,537	\$ 183,311	\$ 339
-Renal Assistance		44,865	45,569	49,597	52,478	50,743	49,392	\$ 483,132	
*Miller Homes	16	10,912	9,886	10,038	10,945	10,313	9,671	\$ 104,347	\$ 652
-Renal Assistance		14,970	17,716	17,564	16,977	15,314	16,108	\$ 159,434	
*Princess Square	69	25,023	25,983	26,820	27,699	31,043	27,562	\$ 263,084	\$ 387
-Renal Assistance		79,757	85,964	84,619	84,552	82,944	80,025	\$ 823,270	
Total Non-Public Housing	334	\$ 464,892	474,095	481,296	480,891	476,456	467,644	\$ 4,725,391	456
Totals	1088	\$ 673,005	\$ 675,943	\$ 678,386	\$ 700,012	\$ 679,562	\$ 670,142	\$ 6,790,422	

Total Monthly Average- (Actual) \$ 679,042
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

At the end of the September, the building and units received permanent power from Dominion. The drywall was hung in all of the units. The HVAC contractor was setting air handling units throughout the first and second floor units. The plumber began installing the water heaters in the first, second, and third floor units. The flooring contractor installed the shower subway tile and bathroom floor tile in the second-floor units. The electrician wired the dehumidification units and staged the lights and devices in the first, second and third floor units.



Figure 1 – September 18, 2020: View NE on N Patrick St

On the exterior, siding installation and priming continued on each building elevation. The site was graded on the north and west elevations in preparation for the installation of the sidewalk. The dry utilities contractor laid the conduit for Dominion's site lighting and continued working on the conduit along Pendleton St for Verizon and Comcast. At the end of the month, the roll up Overhead Door was installed at the garage ramp entrance.



Figure 2 – Sep 21, 2020: Dominion for Perm Power

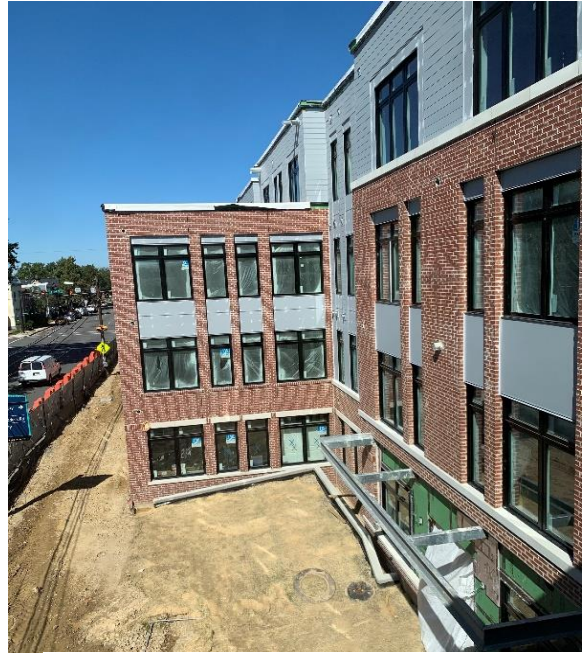


Figure 3 – Sep 21, 2020: South courtyard



Figure 4 – Sep 22, 2020: 2nd Floor unit with cabinets & electrical trim



Figure 5 – Sep 25, 2020: 3rd Floor unit water heater set

Marketing

By the end of September, the team at Edgewood Management had successfully pre-leased all of the units at Lineage. Eight of the original fifteen Ramsey residents will return to the new Lineage building. With all 52 units leased, Edgewood started a wait list for the one-, two-, and three-bedroom units. At the end of the month, 12 of the 52 future residents were fully qualified. On September 18, the team had a photographer take interior and exterior photos of the building. This included numerous pictures of the two first floor mock-up units – 101 & 102. These photos will be utilized on the website and for any necessary marketing materials. The current construction schedule anticipates construction completion in early November and move-ins beginning thereafter.



Figure 7 – Sep 18, 2020: Unit 102 bathroom



Figure 6 – Sep 18, 2020: Unit 102 kitchen

TAX CREDIT PORTFOLIO

September month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors. Third quarter financial reporting for Chatham Square is also underway for submission to the investor.

The 2020 Boston Capital property audit is continuing with James Bland I, James Bland II, James Bland IV and Old Dominion now closed with no outstanding issues. James Bland V and West Glebe are pending final review. The 2020 Richman Capital audit is also continuing with all file review documents submitted and pending any follow up questions. The Braddock, Whiting, Reynolds 2020 investor audit is underway which will consist of only a file review this year.

Pendleton Park insurance renewal certificates have been updated and submitted to investors. Hudson Housing has also engaged CohnReznick to perform an annual sample resident file review at Pendleton Park.

We continue to respond to all investors 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	3
Chatham Square	24	1
Samuel Madden	31	0
Andrew Adkins	22	0
James Bland V	75	0
Princess Square	6	0
Ladrey	44	0
HCVP	67	0
Scattered Sites	31	0
City-wide	55	0
TOTAL	389	4

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 September, there was an increase in enrollment from residents that reside in Hopkins-Tancil and Chatham Square.

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 21st Century Community Learning Center grant. There is also a large emphasis on Parent Engagement and improving the home-community-school connection in order to equip parents with tools to build their capacity to create a positive change in their own lives. (Meeting 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 September broken down by property.

Household Contacts September 1 – September 30	
Property	Numbers Reached
Hopkins-Tancil	94
Chatham Square	43
Samuel Madden	51
Andrew Adkins	59
James Bland /OTC	89
Princess Square	44
Ladrey Highrise	154
West Glebe/Old Dominion	39
Pendleton Park/Park Place	46
Scattered Sites	35
HCVP/City-wide	62
Total	716

C. VOLUNTEERS

Currently there are 138 active volunteers working with RACS' programs, to assist in the delivery of workshops or programming. For the month of September, volunteers assisted with tutoring and enrichment sessions, conducted outdoor read aloud sessions, assisted with food distributions, tended to the community garden, and delivered needed items to seniors and families. There were no new recruits during July, but the table below indicates the number of service hours for the month and the value of their time.

# (YTD)	# New Recruits	# of Service Hours September 2020	Value of Service Hours
138	0	43	\$1,159.28

D. SELF SUFFICIENCY PROGRAM STATISTICS

	ROSS	FSS
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	N/A

E. SUPPORT SERVICES/REFERRALS

SERVICES/REFERRALS	September 2020	YTD
Healthcare & Medical	52	306
Financial Assistance/Literacy Education	78	337
Daily Living Skills/Entitlements	3	217
Transportation	39	944
Enrollments/Registrations/Assessments	4	28
Adult Basic Education/Literacy/GED	2	5
Job Training Skills/Programs/Certifications	7	94
Childcare Services	26	153
Other	9	146
TOTAL	220	2,230

F. PARTNERSHIPS

Provider/Partner	Event/Activity	# Participants Served
ACPS	Breakfast/Lunch Food Distribution	134 Families (1,858 Meals)
ACPS – LINK CLUB	Books/Supplies	110
Division of Aging & Adult Services (DAAS)	Meal on Wheels	8
Division of Aging & Adult Services (DAAS)	Frozen Meal Delivery Program	23
ALIVE	Food Distribution/Food Boxes/Eggs/Produce (Old Town Com. Church)	467
ALIVE	End of Month Food (Modified)	242
Russell Temple CME Church	Thursday Bags	300
Alfred Street Baptist Church	Food Boxes with Essential Supplies	14
Jefferson Houston/Shiloh Baptist/Kids Create Art Studio	School Supplies, Books, & Art Kits for Families and students	18
Alexandrians Helping Alexandrians	Food/Essential Supplies	121
Total	10	1,437

G. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Leveraged	ARHA \$	YTD TOTAL
\$1,000	\$1,100	\$7,000	\$33,052.02

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 City's Rental Assistance Program. Specifically, the number of referrals that were submitted to the agencies increased to 78. Thus far, the City has only approved Market Rate and HCVP families for their program, but they are reviewing if Public Housing families may be able for partial assistance.

The Alexandria Workforce Development Center (WDC) has been specifically recruiting for positions in agencies that serve children and seniors. Staff have been working with them to identify residents for these open positions. Additionally, the WDC continues to post a list of employers and available job opportunities every Monday, along with virtual hiring events, and virtual workshops to help with interview skills, networking, and one-on-one job coaching. Staff also met with WDC to discuss potential funding opportunities to assist residents with job training.

Food & Essential Supply Resources

Alexandria City Public Schools (ACPS) school and community pop-up food sites have now received full approval to provide breakfast, lunch, snack, and supper meals for all students through December. Families will be able to receive four meals per child, for up to five days a week.

The requests for food assistance have not decreased, therefore ARHA is still working with community partners to offer food distributions in different locations that will serve ARHA families. The Charles Houston site has transitioned to an ALIVE sponsored location, that will provide produce boxes, meat, eggs, and shelf stable bags, twice a month, through the end of December. Staff also provided referrals for families to receive gift cards through the Alexandria Cares Gift Card Program and Alexandrians Helping Alexandrians provided grocery bags for 100 families.

Education

In order to support the ACPS Virtual+ learning platform, Staff participated in several training sessions to understand all the logistics that would be required for students in elementary, middle, and high school. Training sessions were also made available to parents, as well as information on how to get assistance with computer and internet access, if families were having trouble connecting.

ACPS and ARHA Staff participated in a virtual site visit conducted by the Virginia Department of Education in support of our 21st Century Community Learning Center LINK Club Grant. State monitors were able to view all the modifications that were put in place, due to COVID-19, and see examples of how students are supported, while socially distancing.

General Program Updates

The Senior Center Participants continued with their weekly chat and chew conference sessions, along with other virtual activities. The staff are working with the Division of Aging and the St. Marten's Senior Center to start a walking club and develop other socially distanced activities that could be done outdoors, while weather permits.

During the month of September, the Alexandria Health Department sponsored a flu shot clinic at TC Williams High School and Francis C Hammond Middle School. Staff worked with the Division of Aging and Adult Services to provide transportation for residents who were interested in receiving the vaccination.

September brought lots of positive activity for some James Bland V (JBV) residents. First, Firewoini Desta and her family gave notice that they will be moving out of JBV and into a new home that she has purchased in Woodbridge. Second, Etagen Mengistu, who completed her GED earlier in the year, has been accepted into George Washington University, where she plans to pursue her B.S. in Nursing. Both families are very excited about achieving these significant milestones on their pathway to self-sufficiency.

Community garden volunteers, along with our youth completed another potato dig, and yielded an additional 30 pounds of sweet potatoes that was shared with families in the community.

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

- All Sessions Postponed Until Further Notice

J. PHOTOS



COMMUNITY GARDEN SWEET POTATO DIG

VII. HUMAN RESOURCES

A. COVID-19:

- Since the last report, one employee has had to be quarantined due to the exposure of the coronavirus. Management is continuing to monitor staff and utilize precautionary measures as defined and advised by both the Alexandria Health Department and the Center for Disease Control.
- Hands-free thermometer stations have been ordered for ARHA Headquarters, the Ladrey Senior's building and the Ruby Tucker Center. These units can also maintain a visitor database that may assist in contact tracing should that information need to be provided to the health department. Installation of the units should be completed by the end of the month.
- As we continue through the pandemic, which has now entered the fall months and the beginning of flu season, we are continuing to provide staff with personal protective equipment and the distribution of reminders that all staff should continue to practice social distancing, wear masks in public areas and wash/ sanitize their hands often.
- Provide/ensures that daily updates are posted to ARHA's website.

B. HEALTH AND WELLNESS:

- To support the mental "Covid-fatigue" people are beginning to experience with having to quarantine during the pandemic, the Employee Assistance Program provided staff a Mental Wellness webinar on October 8th and 9th.
- Employees were advised to complete their annual physical exams before the end of the calendar year, in order to continue receiving discounted rates on their medical insurance plan.

C. STAFFING:

- Our new receptionist starts on Monday, October 19th.
- Jobs on positions with the City of Alexandria have been posted on our site.
- No Section 3 eligible job opportunities were posted this month.

VIII. CONSENT DOCKET

IX. ACTION DOCKET

DATE: Monday, October 26, 2020

TO: Peter Kleeblatt, Chairman, ARHA Board of Commissioners

FROM: Keith Pettigrew, Secretary/Treasurer

SUBJECT: VOTE TO APPROVE RESOLUTION No. 697-2020 THE RECOMMENDATION OF ARHA DEVELOPMENT PARTNERS

ISSUE:

On a vote of the ARHA Board of Commissioners, on February 25, 2020, the ARHA procurement department posted a notice of the availability of a solicitation for preferred development partners for ARHA through a Request for Qualification process. Due in part to the effects of Covid-19 on the operations of ARHA and of society in general, the originally established submission deadline was extended to June 25, 2020. By the submission date, 23 firms responded to the solicitation.

The procurement department established an evaluation panel whose charge was to provide a score for each respondent based on the evaluation criteria outlined in the solicitation materials. On October 8, 2020 the evaluation panel met to review the point totals previously submitted and to provide any additional comments on their scores. Based on the summation of the evaluation panel member scores, the procurement department has provided the ARHA CEO with a list of the scores attained by each proposer. The ARHA CEO recommends to the ARHA Board of Commissioners the selection of 11 firms to comprise the list of preferred development partners from which future ARHA development sites can be awarded. The list is provided in Attachment A.

DISCUSSION:

The ARHA Board of Commissioners is firmly committed to repositioning the current public housing portfolio of units by replacing the Congressionally appropriated annual allocation of operating and capital funds with a subsidy that is more reflective of true operating costs and allowing ARHA to have the flexibility to seek private funds for capital improvements. For decades, these HUD-mandated formula-based funds have been woefully inadequate to address the routine maintenance of sixty-year-old buildings and unable to address the capital needs of these aging properties. As a result, residents in public housing units reside in units lacking modern amenities or undersized for modern living conditions. As such, the Board of Commissioners has consistently supported a policy to replace the public housing subsidy through the various tools provided by the US Department of Housing and Urban Development (HUD).

One such repositioning tool is the redevelopment of existing public housing and transforming them into mixed income communities with increased density, community amenities, modern living environments, and programmed outdoor areas. To achieve this redevelopment goal, ARHA understands that we need the experience, access to capital and market knowledge so that these mixed income communities are fully integrated in the surrounding neighborhoods, attract a range of area incomes and provide amenities that correspond to modern urban living.

To this end, on February 25, 2020 ARHA issued a Request for Qualification solicitation for development partners. The key procurement dates are listed in detail under Attachment B. The goal of the solicitation was to attract affordable housing developers with a diversity of background who had a proven track record of creating vibrant mixed income neighborhoods. On June 25, 2020, the ARHA procurement department received 23 qualified proposals in response to the Request for Qualification Q-20-01. The procurement department named an evaluation panel whose duty was to evaluate each proposal based on the selection criteria outlined in the solicitation documents. On October 8 the evaluation panel met to review the scores for each respondent consistent with the evaluation criteria contained in the solicitation. The solicitation sought to identify potential development partners who supported ARHA's key principles: one-for-one replacement (on site) of all low income units, creating mixed income neighborhoods where all affordable units are fully integrated into the market units, creation of a public-private partnership to move the development forward, a commitment to include resident input from initial conceptualization to ribbon cutting, and ensuring minority equity participation in each preferred development partner team.

Based on this criteria, the evaluation panel ranked the 23 proposals. This list was provided to the ARHA CEO for review. The CEO accepts the ranking of the evaluation panel and recommends to the ARHA Board of Commissioners a list of eleven (11) respondents to comprise the list of preferred development partners for future ARHA sponsored redevelopment projects listed as Tier 1 and Tier 2 properties or other such properties designated in the future by ARHA.

RECOMMENDATION:

ARHA recommends that the Board approve the Resolution as presented and accept the selection of eleven (11) preferred development partners as outlined in Attachment A.

FISCAL IMPACT:

None. No selected preferred development partner is guaranteed to receive a future award of a development parcel or allocation of any ARHA capital funds.

ATTACHMENT A

RECOMMENDED PREFERRED DEVELOPMENT PARTNERS

1. **AHC**
2. **Bozzuto Wesley Housing**
3. **CHP (Community Housing Partners)**
4. **DP -GDV JV LLC (Dante Partners Gilbane Company)**
5. **EYA**
6. **Fairstead- Mill Creek –TCG**
7. **Foulger Pratt**
8. **Jair Lynch APAH**
9. **Pennrose LLC**
10. **Urban Atlantic - HJ Russel & Company**
11. **Winn Development & IFB Development**

ATTACHMENT B

PROCUREMENT TIMELINE

REQUEST FOR QUALIFICATIONS Q-20-01

RFQ information:

- RFQ Issued: February 25, 2020
- Addendum 1: February 25, 2020
- Addendum 2: March 25, 2020
- Addendum 3: April 24, 2020
- Addendum 4: May 6, 2020
- RFQ Submission: June 25, 2020

Evaluation panel Schedule and Recommendations:

- 23 Companies respond to Solicitation RFQ Q-20-01
- Evaluation panel received 23 Proposals for review and instruction from Senior Procurement Manager – July 17, 2020
- Evaluation Panel Scores returned to procurement department – October 5, 2020
- Evaluation panel deliberation of comments and scoring – October 8, 2020
- Procurement recommendations submitted to CEO – October 9, 2020



**HOUSING AUTHORITY BOARD OF COMMISSIONERS
TO APPROVE THE RECOMMENDATION OF ARHA DEVELOPMENT PARTNERS
RESOLUTION No. 697-2020**

WHEREAS, the Alexandria Redevelopment and Housing Authority (“ARHA”) has a mission to become an industry leader in the development and management of mixed income communities, while simultaneously increasing ARHA residents’ self-sufficiency and quality of life;

WHEREAS, the federal operating and capital subsidies annually allocated by Congress for the nation’s public housing units are inadequate and fail to meet the maintenance and capital needs of these aging buildings;

WHEREAS, the Board of Commissioners reaffirms its goal of replacing the current public housing subsidies by repositioning public housing units with the tools afforded public housing agency by the US Department of Housing and Urban Development;

WHEREAS, ARHA will continue to carry out its development activities principally through its instrumentality, Virginia Housing Development LLC;

WHEREAS, ARHA issued Request for Qualification Q-20-01 seeking qualified firms to be designated preferred development partners to ARHA;

WHEREAS, 23 firms responded to the solicitation and the evaluation panel scored each proposal consistent with the evaluation criteria outlined in the solicitation; and

WHEREAS, the CEO recommends the designation of eleven (11) firms as preferred development partners for future development opportunities designated by ARHA.

NOW, THEREFORE, BE IT RESOLVED:

RESOLVED, that the Board of Commissions of ARHA (“Board”) selects the following list of respondents as preferred ARHA Development Partners for Tier One and Tier Two properties as outlined in the solicitation or for such other development opportunities that ARHA may designate in the future. The selected Preferred Development Partners:

1. **AHC**
2. **Bozzuto Wesley Housing**
3. **CHP (Community Housing Partners)**
4. **DP -GDV JV LLC (Dante Partners Gilbane Company)**
5. **EYA**
6. **Fairstead- Mill Creek –TCG**

7. **Foulger Pratt**
8. **Jair Lynch APAH**
9. **Pennrose LLC**
10. **Urban Atlantic - HJ Russel & Company**
11. **Winn Development & IFB Development**

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

Adopted this 26th day of October, 2020

ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

By: _____
Peter Kleeblatt, Chairman

By: _____
Keith Pettigrew, Chief Executive Officer

X. OTHER BUSINESS