



Alexandria Redevelopment and Housing Authority

# **Monthly Report to the Board of Commissioners**

Keith Pettigrew  
Chief Executive Officer

**SEPTEMBER 28, 2020**



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**BOARD OF COMMISSIONERS  
REGULARLY MONTHLY MEETING**

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

**Monday, September 28, 2020 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, JULY 27, 2020.**
4. **RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, SEPTEMBER 28, 2020.**
5. **CONSENT DOCKET**
  - 5.1 Vote for Approval of Resolution No. 695-2020 to Submit to HUD the 2021 Annual Agency Plan
  - 5.2 Vote for Approval of Resolution No. 696-2020, Public Housing Flat Rents
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

(Large Conference Room)

**Monday, July 27, 2020 at 7:00 P.M.**

**THOSE PRESENT:**        **Peter Kleeblatt**, Chairman  
                              **Anitra Androh**, Vice Chairwoman  
                              **Willie Bailey**, Commissioner  
                              **Christopher Ballard**, Commissioner  
                              **Daniel Bauman**, 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 7:07 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.

Mr. Pettigrew opened the meeting by thanking former Chairman, Daniel Bauman, for his leadership over the three (3) years he has served as CEO. Mr. Pettigrew closed by stating that he just wanted to express his gratitude in public.

Commissioner Bauman responded, Keith if I may, first, say, thank you so much!

Commissioner Bauman continued by thanking both Commissioners Salena Zellers and Chairman Peter Kleeblatt, who both served as Vice Chairs during his Chairmanship. He acknowledged the good work and progress made over the years and looks forward to seeing bigger and better accomplishments.

Chairman Kleeblatt added I would just echo Keith's kind words. Chairman Kleeblatt thanked Commissioner Bauman for his leadership and mentorship.

## **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. Hines and the Ladrey Residents Advisory Board. Mr. Pettigrew noted that Mr. Hines wanted to express his gratitude on behalf of the residents at Ladrey for obtaining COVID-19 testing for the residents. He indicated that they were pleased and provided many residents relief. 129 individuals were tested between Ladrey and Annie B. Rose.

He noted that several residents have been behaving rudely toward the Security Guards. They have been issued 21/30s. However, overall things are relatively quiet.

Commissioner Flemming asked whether we will be informed if anyone tests positive.

Mr. Pettigrew responded, unfortunately, no. He stated that Dr. Haering cited confidentiality.

Commissioner Flemming also inquired about identifying a new RPO.

Mr. Pettigrew responded that we are awaiting APD's response to our request for a new RPO.

Commissioner Flemming said thanks.

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

Commissioner Harris reported on behalf of the ARA. He noted that ARA continues to conduct outreach efforts to identify and assist residents in need.

He reported that on August 6<sup>th</sup> there will be a Zoom meeting for residents to discuss any concerns and issues they have encountered during the pandemic.

Finally, he noted that ARA continues to support the Resident Services staff with their outreach activities.

Chairman Kleeblatt thanked Commissioner Harris for his report.

## **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, JUNE 22, 2020:**

Chairman Kleeblatt presented the minutes for Monday, June 22, 2020. Commissioner Flemming moved to accept the minutes; the motion was seconded by Commissioner Bauman. The motion was approved with (8) Yeas, and (0) Nays.

#### **ITEM 4. EXECUTIVE SUMMARY REPORT AS OF MONDAY, JULY 27, 2020:**

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.

Mr. Pettigrew began his report by thanking his staff's efforts over the past 4 months of the pandemic. He noted that this is truly a war of attrition for everyone.

He reported the following:

Rent Collection – Rent payments continue to ebb and flow. We are seeing an increase in rental payments as the eviction moratorium draws near. The HUD moratorium expires on Friday, July 24<sup>th</sup>. To date, we have approximately 170 people delinquent in their rent payments. They have been issued notices of the impending expiration of the moratorium. The notice also gives them to August the 14<sup>th</sup> to contact us with regards to any changes in employment status and or about working out any kind of payment agreements.

He also noted that the feedback he is getting from various sources is that the courts will not be aggressively processing evictions.

Commissioner Bauman stated that he has heard that there may be some residents who are blatantly telling landlords that they have the money, yet they are still not going to pay rent due to the moratorium. Are you hearing that?

Mr. Pettigrew responded yes. He acknowledged that he has heard that, but that according to his staff, ARHA has not encountered it firsthand.

Commissioner Bauman said thank you.

Personal Protective Equipment - Mr. Pettigrew reported on ARHA's issuance of PPEs to residents went well. He noted that staff issued 300,000 masks, 107,000 gloves, and 2,500 sanitizers. He stated that the residents were extremely grateful. He also stated that it was covered by local press as well NAHRO.

Security - The security at Ladrey continues to be effective. We have had some dustups as residents get restless.

Town hall Meetings - The Town hall meetings we will restart on Wednesday at noon. We've included the schedule in the actual report that I forwarded you.

Maintenance – Maintenance continues to be steady.

Other – In light of the recent criminal activity at, or near, several sites, the Alexandria Police Department (APD) will be hosting a community meeting next Thursday at Charles Houston Center at 7:30 to hear community concerns and provide future policing activity.

Mr. Pettigrew asked Mr. Derek McDaniel to provide the Finance update.



Mr. McDaniel reported that we are halfway through the year and we have \$2.5M of reserves, current operating reserves of \$2M.

Mr. McDaniel noted that Chart 2 provides an analysis of outstanding tenant accounts.

He reported that Chart 3 reveals the tenant account receivables.

Finally, he stated that Chart 4 reflects our housing choice voucher expenses.

Commissioner Flemming asked do we think that there will be any increase in landlords willing to accept vouchers, knowing that they are guaranteed funding from the government?

Mr. Pettigrew acknowledged that he would hope so, however, there are challenges with leasing up vouchers during the pandemic.

Commissioner Flemming said thanks.

Commissioner Flemming added that she would like to continue to spotlight the importance of continually documenting disruptive resident behavior.

Mr. Pettigrew responded we will. Ms. Janell Diaz's team is all over it.

Mr. Pettigrew asked for questions.

Chairman Kleeblatt thanked Mr. Pettigrew for his reporting.

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

### **5.1 Vote to Approve Resolution No. 694-2020 Amended, Vote to Approve Appointment of Officers to VHDLLC and the Formation of an Affiliate of VHDLLC**

Mr. David Cortiella presented the amended resolution. He noted that the Board approved the original resolution at our last Board meeting regarding the incorporation of VHD, LLC.

He reported that the current amended resolution is a slight change that we wanted to make with regard to who VHDLLC reports to, which would now be the actual ARHA Board. So, this is the amended Resolution and will keep the same number.

Mr. Cortiella proceeded to present Resolution No. 694-2020 Amended.

This is a superseding Resolution submitted for Board approval. Unfortunately, what I sent to Keith and Cynthia to circulate it to the Board members was an old version of the Resolution that we had worked on. This amended Resolution provides that the Board authorizes the appointment of the ARHA CEO, CFO and Director of Asset Management as ex-officio officers of VHD, LLC and authorizes these appointees to make day to day decisions, regarding the management and operation of VHDLLC.





Mr. Pettigrew added that, procedurally, any decisions that we make we will have to go back to the ARHA Board for final approval, right?

Mr. Cortiella responded correct. It is ultimately the ARHA Board of Directors that authorizes activities, whether it is the disposition of properties or whether it is the change of business of the entity or entering into development deals in the future.

Chairman Kleeblatt requested a motion to approve Resolution No. 694-2020 Amended, Vote to Approve Appointment of Officers to VHDLLC and the Formation of an Affiliate of VHDLLC. Commissioner Malone moved to approve Resolution No. 694-2020; seconded by Vice Chairwoman Androh. The motion was passed by (8) Yeas; (0) Nays to accept Resolution No. 694-2020.

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

- No Items Submitted

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

- No Items Submitted

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

Mr. Pettigrew announced that Commissioner Bailey will be conducting a school supplies giveaway for ARHA residents on Saturday, August 22 and Sunday, August 23<sup>rd</sup>. The ARHA staff will be volunteering to assist with the giveaways , as well as, issuing more PPEs.

There being no further business to come before the Board, Chairman Kleeblatt adjourned the meeting at 8:02 pm.

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

A motion was made by Commissioner Zellers, seconded by Commissioner Ballard, and unanimously approved to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters commenced at 8:02pm. At 8:28 pm the Board reconvened in public session.

Thereupon, Chairman Kleeblatt asked for a motion to adjourn the meeting. Commissioner Bauman moved to adjourn, seconded by Commissioner Malone, 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 8:28pm.

## **I. EXECUTIVE SUMMARY**



Below are several key operational activities and notable highlights for the months of July and August, 2020:

## ASSET MANAGEMENT

- **Occupancy / Rent Collection**

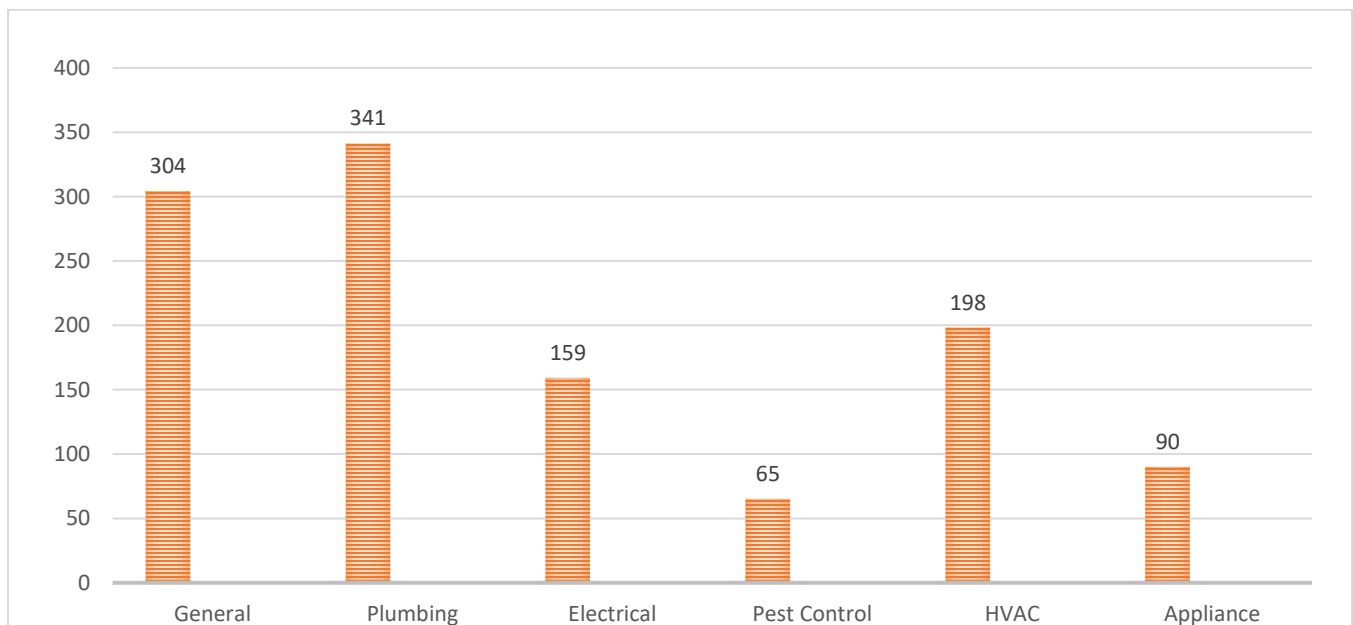
|                 | Public Housing<br>July 2020 | Public Housing<br>Aug. 2020 | MOD Rehab<br>July 2020 | MOD Rehab<br>Aug. 2020 | Market Rate<br>July 2020 | Market Rate<br>Aug. 2020 |
|-----------------|-----------------------------|-----------------------------|------------------------|------------------------|--------------------------|--------------------------|
| Occupancy       | 99%                         | 99%                         | 99%                    | 100%                   | 99%                      | 99%                      |
| Rent Collection | 90%                         | 88%                         | 90%                    | 93%                    | 89%                      | 87%                      |

- **Lease-Ups**

| New Lease-Ups                  | July 2020 | August 2020 |
|--------------------------------|-----------|-------------|
| Tenant-based (HCVP)            | 0         | 16          |
| Number of requests for tenancy | 4         | 55          |
| Project-based voucher          | 3         | 0           |
| Moderate Rehabilitation        | 1         | 1           |

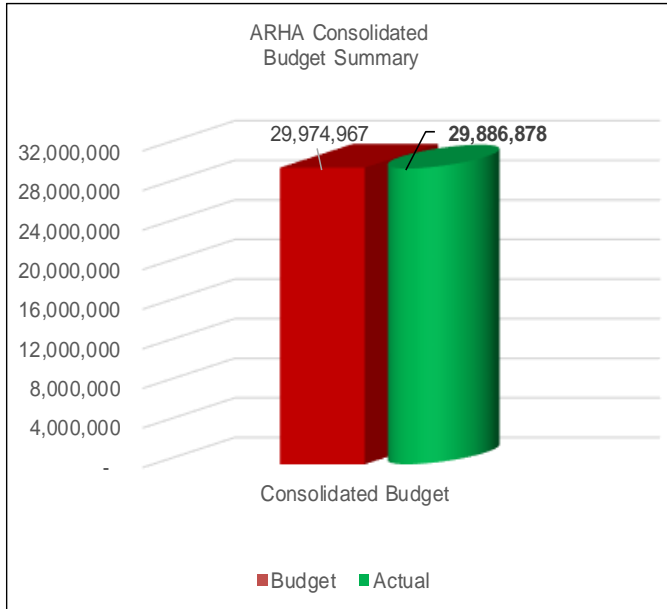
## CENTRAL FACILITIES

Work Orders Activity Total 1,157



## FINANCE

### Budget Highlights as of August 31, 2020:



Consolidated operations were \$88K or less than 1% lower than the projected budget;

- Current Year (CY) operating transfers totaled \$226K, which was \$160K or 41% under the projected budget;
- CY reserves totaled \$3.02MM, of which \$2.3MM is restricted and \$713K is unrestricted;
- Management/Fee-for-Service Income was under budget by \$238K or 9.7%;
- Tenant Services and Protective Services were the expense categories over budget by more than \$50K due to Covid-19 related expense.

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

## DEVELOPMENT

### RAMSEY HOMES

As of the end of August, the Ramsey Homes construction project is over 85% complete. During July and August, the drywall was hung in all of the first, second, and third floor units. The gypcrete was poured on floors two thru four and the HVAC contractor was completing rough-ins on the fourth floor. As of the end of July, the masons were substantially complete with the brick installation on the building and just had entry columns and punch items remaining. The siding contractor installed 75% of the siding on the elevations in July and August. The steel contractor installed the north and south entrance canopies in July. By the end of August, the dry utility contractor had installed Dominion's conduits across N Patrick St along Wythe Street and completed the work for Dominion's transformer in the alley. In August, the first floor cabinets arrived onsite and were starting to get installed.

### REQUEST FOR QUALIFICATIONS

On June 25, ARHA received 23 proposals for the RFQ #Q-20-01 for the Development Partners. Twenty-two proposals were received online with the File Transfer Protocol (FTP) website and one was received via hard copy submission. In July, Procurement distributed the submissions to the 4-member evaluation committee for review. The evaluation committee will review all of the submissions throughout August and 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

July month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors. The Chatham Square second quarter financial reporting has also been submitted to the tax credit investor.

The 2020 Boston Capital property audit is underway. The audit covers James Bland I, James Bland II, James Bland IV, James Bland V, Old Dominion, and West Glebe and will consist of file review and property inspection. The 2020 Richman Capital audit is also underway which will cover Chatham Square and consist of file review and property inspection.

August month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors.

The 2020 Boston Capital property audit is continuing with James Bland I, James Bland II, and Old Dominion now closed with no outstanding issues. James Bland IV, 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.

## RESIDENT SERVICES



Staff worked with the Resident Association to identify residents from different properties to form a Safety Committee. The Safety Committee will focus on the health and well-being of all ARHA communities and work to improve the communication between ARHA, the residents, neighbors, and the Alexandria Police Department. During the month of July, the Safety Committee met two times, in order to set a foundation, and establish the goals and overall priorities of the group. Additionally, four of the Safety Committee members were able to attend a Community Town Hall Meeting at

Charles Houston Recreation Center, hosted by the Alexandria Police Department. For the month of August, the committee solidified their goals and objectives and has plans to elect officers and develop a list of recommendations to share with the Alexandria Police Department.

In an effort led by Commissioner Willie Bailey, ARHA partnered with Firefighters & Friends to the Rescue, the Departmental Progressive Club, and the Alexandria Department of Parks and Recreation to sponsor a Back to School Giveaway that included backpacks and school supplies. The giveaway was held at five different locations over a two-day period, and featured free pizza from Timber Pizza and Hearts of Empowerment, free books from Inspire Lit, and free ice cream from The Ice Cream Squad. Alexandria Living Legends Rosa and Jack Byrd were also on hand with volunteers to register individuals to vote. Over 800 backpacks and 4,000 books were distributed during the event. **(See attached Gazette Article in the Other Business Section)**

## HUMAN RESOURCES



The Human Resources report this month profiles the interns who worked in various departments this summer and recognizes the contributions they made toward ensuring that our residents continued to receive services throughout the duration of the COVID-19 pandemic. We had fifteen college-level interns with ten of them being residents and five of them returning to complete another year here at ARHA.

## UPCOMING MEETINGS AND EVENTS

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

| Date                | Event                         | Location                 | Time         |
|---------------------|-------------------------------|--------------------------|--------------|
| October <i>TBD</i>  | ARHA Redevelopment Work Group | CH City Council Workroom | 5:30-7:00 PM |
| October 26, 2020    | Board Meeting                 | 401 Wythe Street         | 7:00 PM      |
| 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   | July 2020 | Aug. 2020 | Benchmark Goal | HUD's Standard        | Comments   |
|---|---|-----------|-----------|----------------|-----------------------|--|
| 1 | Occupancy Rate ACC units (PH)(*)                            | 99%       | 99%       | 98%            | 98%                   | >98% = 16pts<br>96% - 98% = 12pts<br>94% - 96% = 8pts<br>92% - 96% = 4pts<br>90% - 92% = 1pt<br><90% = 0pts<br>(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<br>1.5% - 2.5% = 2pts<br>>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 99%. Individual Performance data by property is as follows:

| PUBLIC HOUSING        | July 2020 | Aug. 2020 |
|-----------------------|-----------|-----------|
| Samuel Madden         | 99%       | 98%       |
| Andrew Adkins         | 99%       | 99%       |
| Ladrey Highrise       | 100%      | 100%      |
| Scattered Sites I     | 98%       | 98%       |
| Scattered Sites II    | 97%       | 97%       |
| Scattered Sites III   | 96%       | 98%       |
| Saxony Square         | 100%      | 100%      |
| Park Place            | 100%      | 100%      |
| Chatham Square        | 100%      | 100%      |
| Braddock & Whiting    | 100%      | 100%      |
| Reynolds              | 95%       | 100%      |
| Old Dominion          | 100%      | 97%       |
| West Glebe            | 100%      | 100%      |
| James Bland I, II, IV | 99%       | 100%      |





### C. PROGRAM UTILIZATION & VACANCY REPORTING

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

|   | July 2020 | August 2020 |
|---|-----------|-------------|
| Housing Choice Voucher                  | 98%       | 98%         |
| Moderate Rehabilitation                 | 99%       | 99%         |
| Project Based Section 8                 | 99%       | 99%         |
| Low Rent Public Housing                 | 98%       | 99%         |
| Market Rate (Affordable Dwelling Units) | 97%       | 99%         |

### D. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for July and August 2020:

|  | July 2020 | August 2020 |
|--|-----------|-------------|
| Homeownership  | 18        | 18          |
| Homeownership New this Month   | 0         | 0           |
| Family Unification   | 34        | 34          |
| Portable Vouchers Paid   | 146       | 144         |
| Tenant Protection  | 63        | 62          |
| All Other Vouchers   | 1,198     | 1,216       |
| Number of Vouchers Under Lease on the last day of the month                | 1459      | 1474        |
| HA Owned Units Leased – included in the units lease above                  | 151       | 150         |
| New Vouchers issued but not under contract as of the last day of the month | 38        | 189         |
| Portable Vouchers Administered   | 26        | 20          |
| Number of Vouchers Covered by Project-Based AHAPs and HAPs                 | 76        | 75          |

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

| Developments       | Total # of Units | Total Occupied units 7/31/2020 | Total Occupied units 8/31/2020 | Current # Vacant |
|--------------------|------------------|--------------------------------|--------------------------------|------------------|
| Princess Square    | 68               | 66                             | 67                             | 1                |
| Quaker Hill        | 60               | 60                             | 60                             | 0                |
| Hopkins-Tancil     | 108              | 107                            | 108                            | 0                |
| Miller Homes       | 16               | 16                             | 16                             | 0                |
| Pendleton Park     | 24               | 24                             | 24                             | 0                |
| Old Town Commons V | 54               | 53                             | 53                             | 1                |
| <b>TOTALS</b>      | <b>330</b>       | <b>326</b>                     | <b>328</b>                     | <b>2</b>         |



## F. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS

| Developments  | Total # of Units | Total Units Occupied 7/31/2020 | Total Units Occupied 8/31/2020 | Current # Vacant |
|---|------------------|--------------------------------|--------------------------------|------------------|
| Ladrey Building                                       | 169              | 169                            | 169                            | 0                |
| 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               | 43                             | 44                             | 0                |
| S. Madden Homes                                       | 65               | 64                             | 64                             | 1                |
| A. Adkins Homes                                       | 89               | 88                             | 88                             | 1                |
| Scattered Sites 410                                   | 50               | 49                             | 49                             | 1                |
| Scattered Site 411                                    | 30               | 29                             | 29                             | 1                |
| Scattered Site 412                                    | 41               | 39                             | 40                             | 1                |
| 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               | 36                             | 35                             | 1                |
| <b>TOTALS:</b><br><i>(values are rounded up/down)</i> | <b>751</b>       | <b>743</b>                     | <b>745</b>                     | <b>6</b>         |

## G. WAITING LIST STATISTICS

| Waiting List Type                | Currently Active on the<br>Waiting list July 2020 | Currently Active on the<br>Waiting list Aug 2020 |
|----------------------------------|---|--|
| <b>HCVF</b>                      | 1,310   | 1,096  |
| <b>Total</b>                     | <b>1,310</b>                                      | <b>1,096</b>                                     |
| <b>MOD Rehab</b>                 |   |  |
| (1) bedroom                      | 222   | 219  |
| (2) bedroom                      | 121   | 120  |
| (3) bedroom                      | 125   | 124  |
| (4) bedroom                      | 0   | 0  |
| <b>Total</b>                     | <b>468</b>  | <b>463</b>                                       |
| <b>General Public Housing</b>    |   |  |
| (1) bedroom                      | 591   | 493  |
| (2) bedroom                      | 263   | 219  |
| (3) bedroom                      | 146   | 133  |
| (4) bedroom                      | 0   | 0  |
| <b>Total</b>                     | <b>1,000</b>                                      | <b>845</b>                                       |
| <b>Elderly / Disabled</b>        |   |  |
| (1) bedroom                      | 462   | 460  |
| <b>Total</b>                     | <b>462</b>  | <b>460</b>                                       |
| <b>BWR</b>                       |   |  |
| (2) bedroom                      | 269   | 228  |
| (3) bedroom                      | 70  | 64   |
| <b>Total</b>                     | <b>339</b>  | <b>292</b>                                       |
| <b>Chatham Square</b>            |   |  |
| (2) bedroom                      | 321   | 268  |
| (3) bedroom                      | 119   | 104  |
| <b>Total</b>                     | <b>440</b>  | <b>372</b>                                       |
| <b>West Glebe / Old Dominion</b> |   |  |
| (1) bedroom                      | 274   | 235  |
| (2) bedroom                      | 330   | 287  |
| (3) bedroom                      | 106   | 90   |
| (4) bedroom                      | 0   | 0  |
| <b>Total</b>                     | <b>710</b>  | <b>612</b>                                       |
| <b>OTC I, II, IV</b>             |   |  |
| (2) bedroom                      | 191   | 160  |
| (3) bedroom                      | 172   | 153  |
| <b>Cumulative TOTAL</b>          | <b>5,092</b>                                      | <b>4,453</b>                                     |

## H. CERTIFICATIONS ACTIVITY

| HOUSING CHOICE VOUCHER                | July 2020  | August 2020 |
|---------------------------------------|------------|-------------|
| Pre-Admission/Eligibility             | 26         | 19          |
| Request for Tenancy Approval          | 11         | 9           |
| New Move-in/Change of Unit/Port-in    | 23         | 16          |
| Interim Change                        | 52         | 39          |
| Annual Reexamination                  | 79         | 104         |
| End of Participation                  | 2          | 1           |
| <b>PUBLIC HOUSING</b>                 |            |             |
| Pre-Admission/Eligibility             | 12         | 7           |
| Request for Tenancy Approval          | 0          | 0           |
| New Move-in/Change of Unit/Port-in    | 6          | 5           |
| Interim Change                        | 24         | 17          |
| Annual Reexamination                  | 65         | 55          |
| End of Participation                  | 2          | 2           |
| <b>MODERATE REHABILITATION</b>        |            |             |
| Pre-Admission/Eligibility             | 1          | 1           |
| Request for Tenancy Approval          | 1          | 1           |
| New Move-in/Change of Unit/Port-in    | 1          | 1           |
| Interim Change                        | 4          | 3           |
| Annual Reexamination                  | 8          | 8           |
| End of Participation                  | 0          | 0           |
| <b>PROJECT BASED VOUCHER</b>          |            |             |
| Pre-Admission/Eligibility             | 1          | 1           |
| Request for Tenancy Approval          | 3          | 0           |
| New Move-in/Change of Unit/Port-in    | 3          | 0           |
| Interim Change                        | 6          | 3           |
| Annual Reexamination                  | 7          | 5           |
| End of Participation                  | 0          | 1           |
| <b>TOTAL CERTIFICATIONS COMPLETED</b> | <b>337</b> | <b>298</b>  |

## I. INSPECTIONS

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

## J. COMPLIANCE / SAFETY

### 1. Quality Assurance Activities

| Number of Files Reviewed<br>Audit Files* | July 2020 | August 2020 |
|--|-----------|-------------|
| Recertification's                        | 41        | 32          |
| Intake Certifications                    | 98        | 86          |

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

| Number of Recertification's<br>Files with Errors /Recert Info | July 2020 | August 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              | July 2020 | August 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 **88%** of rent charged for August 2020. Individual performance by property is as follows:

|                     | July 2020  | August 2020 |
|---------------------|------------|-------------|
| Samuel Madden       | 71%        | 78%         |
| Andrew Adkins       | 61%        | 63%         |
| Ladrey High-Rise    | 93%        | 93%         |
| Scattered Sites I   | 56%        | 73%         |
| Scattered Sites II  | 78%        | 92%         |
| Scattered Sites III | 86%        | 85%         |
| Saxony Square       | 100%       | 100%        |
| Park Place          | 88%        | 86%         |
| Chatham Square      | 88%        | 90%         |
| Braddock            | 100%       | 100%        |
| Whiting             | 75%        | 78%         |
| Reynolds            | 100%       | 100%        |
| Old Dominion        | 100%       | 100%        |
| West Glebe          | 99%        | 97%         |
| James Bland I       | 76%        | 72%         |
| James Bland II      | 87%        | 81%         |
| James Bland IV      | 91%        | 99%         |
| <b>TOTAL</b>        | <b>85%</b> | <b>88%</b>  |
| <b>MARKET RATE</b>  |            |             |
| Quaker Hill*        | 94%        | 84%         |
| Princess Square*    | 100%       | 81%         |
| Miller Homes        | 100%       | 100%        |
| Pendleton Park*     | 100%       | 72%         |
| James Bland V       | 100%       | 98%         |
| <b>TOTAL</b>        | <b>99%</b> | <b>87%</b>  |
| <b>MOD/PBV</b>      |            |             |
| Hopkins-Tancil      | 93%        | 93%         |
| <b>TOTAL</b>        | <b>93%</b> | <b>93%</b>  |

\*Additional Rent Collection Information: (August 2020)

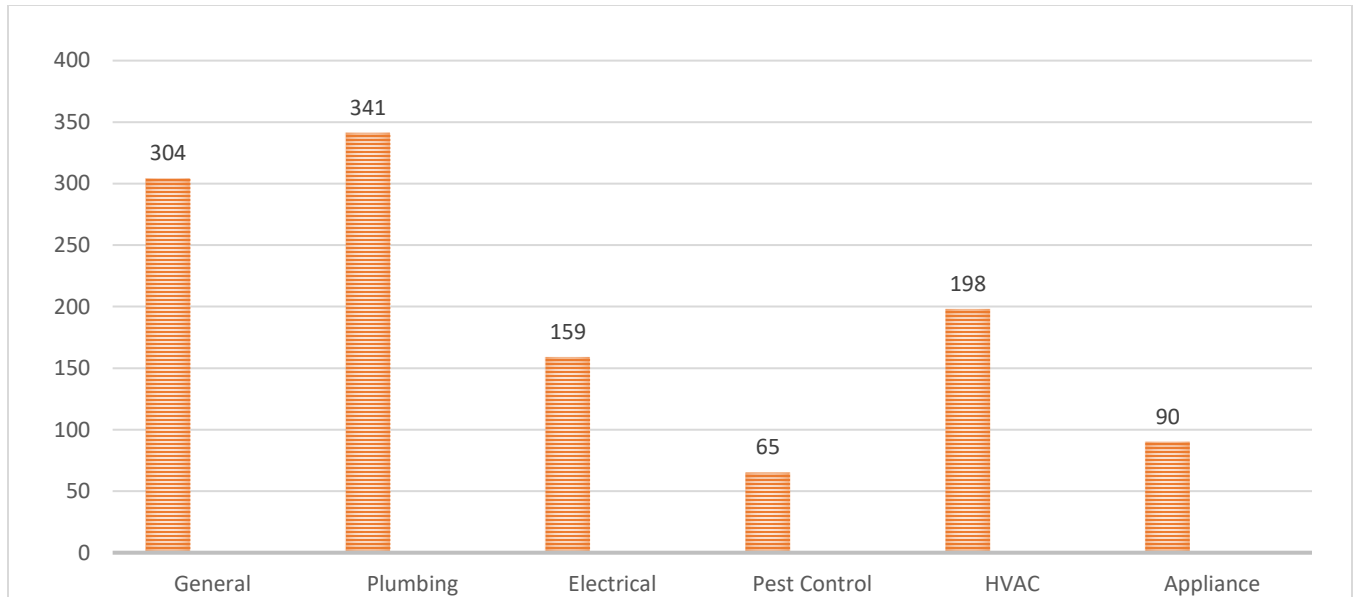
|                            |  |
|----------------------------|--|
| (67 Units) Princess Square | Out of 67 units (10) families rent portion is \$0 and (5) failed to pay rent |
| (60 Units) Quaker Hill     | Out of 60 units ( 7) families rent portion is \$0 and (4) failed to pay rent |
| (24 Units) Pendleton Park  | Out of 24 units ( 4) families rent portion is \$0 and (5) failed to pay rent |



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### **III. CENTRAL FACILITIES**

## A. WORK ORDERS ACTIVITY TOTAL 1,157



| 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                    | 0               | 0            | 0          | 0                     | 0             | 0           | 17            |
| Alexandria Crossing (Old Dominion & West Glebe) | 8          | 31                   | 8               | 4            | 15         | 8                     | 74            | 43          | 616           |
| Andrew Adkins                                   | 19         | 32                   | 4               | 8            | 0          | 15                    | 78            | 37          | 1,953         |
| BWR (Braddock, Whiting & Reynolds)              | 12         | 11                   | 9               | 2            | 4          | 6                     | 44            | 35          | 896           |
| Chatham Square                                  | 11         | 15                   | 5               | 4            | 6          | 2                     | 43            | 28          | 772           |
| Hopkins-Tancil                                  | 40         | 35                   | 7               | 7            | 22         | 8                     | 119           | 85          | 1,297         |
| James Bland V                                   | 18         | 17                   | 12              | 5            | 13         | 4                     | 69            | 30          | 370           |
| Ladrey Highrise                                 | 52         | 24                   | 19              | 11           | 41         | 7                     | 154           | 72          | 1,324         |
| Miller Homes                                    | 2          | 14                   | 1               | 3            | 3          | 4                     | 27            | 9           | 117           |
| James Bland I, II, IV                           | 23         | 28                   | 60              | 1            | 42         | 5                     | 159           | 53          | 821           |
| Park Place & Saxony Sq.                         | 4          | 12                   | 1               | 2            | 4          | 1                     | 24            | 13          | 435           |
| Pendleton Park                                  | 5          | 8                    | 3               | 2            | 2          | 5                     | 25            | 13          | 172           |
| Princess Square                                 | 36         | 22                   | 5               | 5            | 16         | 2                     | 86            | 39          | 809           |
| Quaker Hill                                     | 14         | 19                   | 5               | 5            | 9          | 8                     | 60            | 33          | 587           |
| Samuel Madden                                   | 22         | 32                   | 12              | 3            | 4          | 5                     | 78            | 41          | 1,393         |
| Scattered Sites I, II, III                      | 38         | 41                   | 8               | 3            | 17         | 10                    | 117           | 86          | 1,408         |
| <b>TOTAL</b>                                    | <b>304</b> | <b>341</b>           | <b>159</b>      | <b>65</b>    | <b>198</b> | <b>90</b>             | <b>1,157</b>  | <b>617</b>  | <b>12,987</b> |



## **B. 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 – August 20, 2020 & September 25, 2020
  - Sam Madden – August 21, 2020 & September 18, 2020
  - Princess Square – August 27, 2020 & September 24, 2020
  - Ladrey floors 6-11 – August 28, 2020 & September 29, 2020
  - Ladrey floors 1-5 – August 31, 2020 & September 30, 2020

## IV. FINANCE

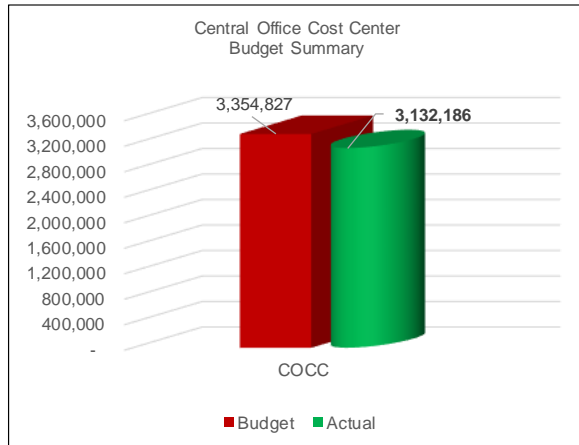


## A. FINANCIAL SUMMARY

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

|                                   | Annual Budget        | August 31, 2020     |                    |                   |           | FY 2020 YTD (January 1, 2020 - August 31, 2020) |                      |                    |           |
|-----------------------------------|----------------------|---------------------|--------------------|-------------------|-----------|---|----------------------|--------------------|-----------|
|                                   |                      | Total Budget        | Total Actual       | Variance          |           | Total Budget                                    | Total Actual         | Variance           |           |
|                                   |                      |                     |                    | \$                | %         |   |                      | \$                 | %         |
| <b><u>Operating Revenue</u></b>   |                      |                     |                    |                   |           |   |                      |                    |           |
| Dwelling Rent                     | \$ 3,915,800         | \$ 326,317          | \$ 329,500         | \$ 3,183          | 1%        | \$ 2,610,533                                    | \$ 2,747,337         | \$ 136,803         | 5%        |
| Rental Assistance                 | 3,852,000            | 321,000             | 347,483            | 26,483            | 8%        | 2,568,000                                       | 2,737,611            | 169,611            | 7%        |
| Governmental Grants               | 25,334,500           | 2,111,208           | 1,962,884          | (148,324)         | -7%       | 16,889,667                                      | 16,188,206           | (701,461)          | -4%       |
| Local Grants                      | 136,510              | 11,376              | -                  | (11,376)          | -100%     | 91,007  | 68,713               | (22,294)           | -24%      |
| Management/Fee for Service        | 3,694,390            | 307,866             | 311,216            | 3,350             | 1%        | 2,462,927                                       | 2,224,143            | (238,783)          | -10%      |
| Bookkeeping Fee                   | 249,800              | 20,817              | 19,636             | (1,180)           | -6%       | 166,533   | 156,019              | (10,515)           | -6%       |
| Asset Management Fee              | 125,500              | 10,458              | 10,410             | (48)              | 0%        | 83,667  | 83,228               | (439)              | -1%       |
| HCVP Asset Management Fee         | 2,266,800            | 188,900             | 573,694            | 384,794           | 204%      | 1,511,200                                       | 2,265,237            | 754,037            | 50%       |
| Operating Subsidy                 | 3,986,000            | 332,167             | 262,776            | (69,391)          | -21%      | 2,657,333                                       | 2,408,414            | (248,919)          | -9%       |
| Investment Income                 | 21,390               | 1,783               | 13,609             | 11,827            | 663%      | 14,260  | 130,161              | 115,901            | 813%      |
| CY Transfers                      | 580,080              | 48,340              | 95,255             | 46,915            | 97%       | 386,720   | 226,122              | (160,598)          | -42%      |
| Other Income                      | 799,680              | 66,640              | 101,309            | 34,669            | 52%       | 533,120   | 651,688              | 118,568            | 22%       |
| <b>Total Operating Revenue</b>    | <b>\$ 44,962,450</b> | <b>\$ 3,746,871</b> | <b>\$4,027,772</b> | <b>\$ 280,901</b> | <b>7%</b> | <b>\$ 29,974,967</b>                            | <b>\$ 29,886,878</b> | <b>\$ (88,089)</b> | <b>0%</b> |
| <b><u>Operating Expenses</u></b>  |                      |                     |                    |                   |           |   |                      |                    |           |
| Administration                    | \$ 6,525,682         | \$ 543,807          | \$ 557,092         | \$ 13,285         | 2%        | \$ 4,350,455                                    | \$ 4,072,173         | \$ (278,282)       | -6%       |
| Tenant Services                   | 639,510              | 53,293              | 159,945            | 106,652           | 200%      | 426,340   | 954,928              | 528,588            | 124%      |
| Utilities                         | 1,481,000            | 123,417             | 136,503            | 13,087            | 11%       | 987,333   | 944,787              | (42,546)           | -4%       |
| Ordinary maintenance & operations | 6,214,240            | 517,853             | 386,487            | (131,366)         | -25%      | 4,142,827                                       | 3,291,327            | (851,500)          | -21%      |
| Protective Services               | 88,430               | 7,369               | 47,605             | 40,236            | 546%      | 58,953  | 146,113              | 87,160             | 148%      |
| General expense                   | 2,666,167            | 222,181             | 162,945            | (59,236)          | -27%      | 1,777,445                                       | 1,587,627            | (189,817)          | -11%      |
| Housing Assistance Payments       | 25,334,500           | 2,111,208           | 1,989,548          | (121,660)         | -6%       | 16,889,667                                      | 15,697,446           | (1,192,220)        | -7%       |
| Debt Service                      | 192,600              | 16,050              | 21,403             | 5,353             | 33%       | 128,400   | 172,200              | 43,800             | 34%       |
| CY Reserves                       | 1,820,321            | 151,693             | 566,244            | 414,551           | 273%      | 1,213,547                                       | 3,020,276            | 1,806,728          | 149%      |
| <b>Total Operating Expense</b>    | <b>\$ 44,962,450</b> | <b>\$ 3,746,871</b> | <b>\$4,027,772</b> | <b>\$ 280,901</b> | <b>7%</b> | <b>\$ 29,974,967</b>                            | <b>\$ 29,886,878</b> | <b>\$ (88,089)</b> | <b>0%</b> |
| <b>NET SURPLUS (DEFICIT)</b>      | <b>-</b>             | <b>-</b>            | <b>(0)</b>         | <b>(0)</b>        |           | <b>-</b>  | <b>(0)</b>           | <b>(0)</b>         |           |

## B. CENTRAL OFFICE

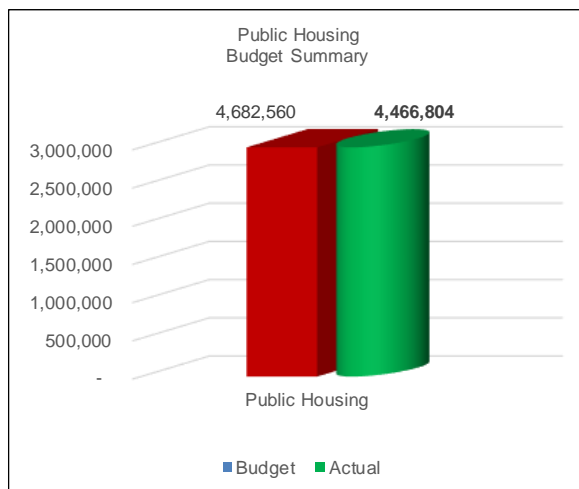


Overall, as of August 31, 2020, the Central Office was \$222K or 6.6% under budget.

Revenues were \$176K under budget and expenses/reserve were \$300K under budget, resulting in a net reserve of \$123K.

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 August 31, 2020, Public Housing (PH) was \$215K or 4.6% under budget. Revenues were \$89K under budget as a result of Operating Subsidy being lower than projected. Expenses were \$449K under budget and CY restricted reserves was \$315K.

### 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 August 31, 2020, Public Housing- AMP 1 generated a reserve of \$35,338, 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 August 31, 2020, Public Housing-AMP 3 generated reserves of \$448,062 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 August 31, 2020, Public Housing- AMP 4 generated a deficit of \$27,973 which is \$112,640 or 80% 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 August 31, 2020, Public Housing- AMP 5 generated a deficit of \$8,896 which is \$2,584 or 23% 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 August 31, 2020, Public Housing- AMP 6 generated a deficit of \$54,143 which is \$2,806 or 5% over the projected deficit. The deficit is being caused as a result ordinary maintenance and operation costs and insurance expense being high at the beginning of the year.

## **VI. PUBLIC HOUSING- AMP 7**

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

For the period ending August 31, 2020, Public Housing- AMP 7 generated a deficit of \$75,690 which is \$7,240 or 11% over the projected deficit.

## **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 August 31, 2020, Public Housing- AMP 8 generated a reserve of \$15,094 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 August 31, 2020, Public Housing- AMP 9 generated a deficit of \$4,912 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 August 31, 2020, Public Housing- AMP 10 generated a deficit of \$25,300 which is \$11,740 or 32% 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.

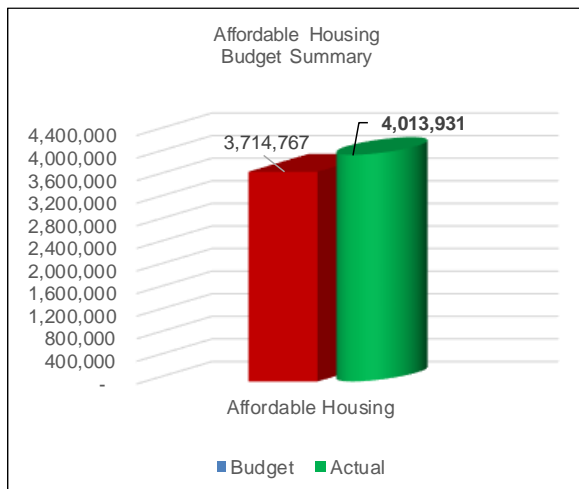
For the period ending August 31, 2020, Public Housing- AMP 11 generated a reserve of \$6,599, which is restricted to the Limited Partnership and is used to fund replacement reserves.

## 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 August 31, 2020, Public Housing- AMP 12 generated a reserve of \$7,531, 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 August 31, 2020, ARHA's Affordable Housing was \$299K or 8% over budget. Revenues were \$317K 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 \$287K under budget and CY reserves was \$1.37MM.

Among our affordable units, four (4) properties James Bland V, Quaker Hill, Princess Square, and Pendleton Park generated restricted reserves of \$831K. Two (2) properties, Hopkins Tancil and Miller Homes generated unrestricted reserves of \$545K. 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 August 31, 2020, JB V generated a reserve of \$181,346 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 August 31, 2020, Miller Homes generated an (unrestricted) reserve of \$95,064 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 August 31, 2020, Hopkins Tancil generated an (unrestricted) reserve of \$450,032 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 August 31, 2020, Quaker Hill generated a restricted reserve of \$296,077 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.

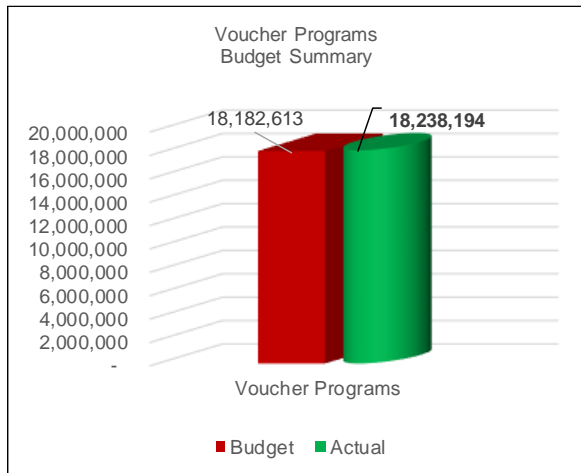
For the period ending August 31, 2020, Princess Square generated a restricted reserve of \$265,856, which is restricted and designated to fund replacement reserves.

### **VI. PENDLETON PARK**

This property consists of 24 LIHTC rental units. For the period ending August 31, 2020, Pendleton Park generated a restricted reserve of \$88,074, which is restricted and designated to fund replacement reserves.



## E. VOUCHER PROGRAMS SUMMARY



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

As of August 31, 2020, ARHA's Voucher Program was \$55K or less than 1% over the projected budget.

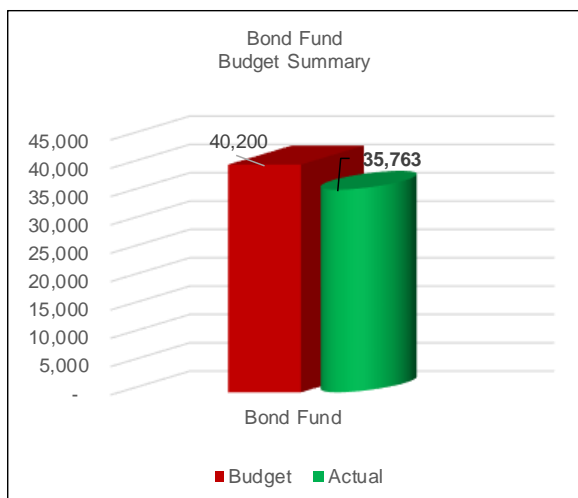
### I. HOUSING CHOICE VOUCHER PROGRAM

For the period ending August 31, 2020, the Housing Choice Voucher Program (HCVP) operated with a surplus of \$884,361 which is restricted to Housing Assistant Payments.

### II. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending August 31, 2020, Mod-Rehab operated with a surplus of \$78,723 which is restricted to the Mod Rehab Program.

## F. BOND FUND SUMMARY



As of August 31, 2020, ARHA's Bond Fund was \$4,437 or 11% under the projected budget.

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

## **H. AUDIT AND COMPLIANCE**

### **Audits**

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

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

- Auditor: Dooley & Vicars  
CPAs LLP  
Due: 9/30/2020  
  
Property: Quaker Hill
- **Audit of Alexandria Redevelopment and Housing Authority**  
  
Auditor: Dooley & Vicars  
Unaudited Due: 3/1/2020  
Audited Due: 9/30/2020
- **Audit Virginia Housing Development, LLC**  
  
Auditor: Dooley & Vicars CPAs LLP  
Due: 9/30/2020



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

|                                   | Total<br>Actual   | Total<br>Budget   | Over / (Under)<br>Budget | *Central Office (C.O.) |                  |                             | Public Housing AMP 1 |                |                             |
|-----------------------------------|-------------------|-------------------|--------------------------|------------------------|------------------|-----------------------------|----------------------|----------------|-----------------------------|
|                                   |                   |                   |                          | Actual                 | Budget           | Over /<br>(Under)<br>Budget | Actual               | Budget         | Over /<br>(Under)<br>Budget |
| <b><u>Operating Revenue</u></b>   |                   |                   |                          |                        |                  |                             |                      |                |                             |
| Dwelling Rent                     | 2,747,337         | 2,610,533         | 136,803                  | -                      | -                | -                           | 388,438              | 377,333        | 11,105                      |
| Rental Assistance                 | 2,737,611         | 2,568,000         | 169,611                  | -                      | -                | -                           | -                    | -              | -                           |
| Governmental Grants               | 16,188,206        | 16,889,667        | (701,461)                | -                      | -                | -                           | -                    | -              | -                           |
| Local Grants                      | 68,713            | 91,007            | (22,294)                 | 68,713                 | 91,007           | (22,294)                    | -                    | -              | -                           |
| Management/Fee for Service        | 2,224,143         | 2,462,927         | (238,783)                | 2,224,143              | 2,462,927        | (238,783)                   | -                    | -              | -                           |
| Bookkeeping Fee                   | 156,019           | 166,533           | (10,515)                 | 156,019                | 166,533          | (10,515)                    | -                    | -              | -                           |
| Asset Management Fee              | 83,228            | 83,667            | (439)                    | 83,228                 | 83,667           | (439)                       | -                    | -              | -                           |
| HCVP Asset Management Fee         | 2,265,237         | 1,511,200         | 754,037                  | 250,383                | 255,733          | (5,350)                     | -                    | -              | -                           |
| Operating Subsidy                 | 2,408,414         | 2,657,333         | (248,919)                | -                      | -                | -                           | 493,988              | 526,667        | (32,679)                    |
| Investment Income                 | 130,161           | 14,260            | 115,901                  | 46                     | 67               | (20)                        | 3,098                | 333            | 2,765                       |
| CY Transfers                      | 226,122           | 386,720           | (160,598)                | -                      | 45,760           | (45,760)                    | -                    | 13,567         | (13,567)                    |
| Other Income                      | 651,688           | 533,120           | 118,568                  | 349,654                | 249,133          | 100,521                     | 46,195               | 52,933         | (6,738)                     |
| <b>Total Operating Revenue</b>    | <b>29,886,878</b> | <b>29,974,967</b> | <b>(88,089)</b>          | <b>3,132,186</b>       | <b>3,354,827</b> | <b>(222,641)</b>            | <b>931,719</b>       | <b>970,833</b> | <b>(39,114)</b>             |
| <b><u>Operating Expenses</u></b>  |                   |                   |                          |                        |                  |                             |                      |                |                             |
| Administration                    | 4,072,173         | 4,350,455         | (278,282)                | 1,166,747              | 1,317,400        | (150,653)                   | 232,084              | 257,733        | (25,649)                    |
| Tenant Services                   | 954,928           | 426,340           | 528,588                  | 266,204                | 166,567          | 99,638                      | 42,386               | 44,167         | (1,780)                     |
| Utilities                         | 944,787           | 987,333           | (42,546)                 | 48,991                 | 49,000           | (9)                         | 228,394              | 229,667        | (1,272)                     |
| Ordinary maintenance & operations | 3,291,327         | 4,142,827         | (851,500)                | 1,053,033              | 1,256,627        | (203,593)                   | 236,650              | 327,867        | (91,217)                    |
| Protective Services               | 146,113           | 58,953            | 87,160                   | 1,197                  | 5,200            | (4,003)                     | 56,541               | 26,000         | 30,541                      |
| General expense                   | 1,587,627         | 1,777,445         | (189,817)                | 427,893                | 469,467          | (41,574)                    | 100,326              | 85,400.00      | 14,926                      |
| Housing Assistance Payments       | 15,697,446        | 16,889,667        | (1,192,220)              | -                      | -                | -                           | -                    | -              | -                           |
| Debt Service                      | 172,200           | 128,400           | 43,800                   | -                      | -                | -                           | -                    | -              | -                           |
| CY Reserves                       | 3,020,276         | 1,213,547         | 1,806,728                | 168,119                | 90,567           | 77,552                      | 35,338               | -              | 35,338                      |
| <b>Total Operating Expense</b>    | <b>29,886,878</b> | <b>29,974,967</b> | <b>(88,089)</b>          | <b>3,132,185</b>       | <b>3,354,827</b> | <b>(222,641)</b>            | <b>931,720</b>       | <b>970,833</b> | <b>(39,113)</b>             |
| <b>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. YT D BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING AUGUST 31, 2020

|                                   | Public Housing AMP 3 |                |                             | Public Housing AMP 4 |                |                             | Public Housing AMP 5 |               |                             |
|-----------------------------------|----------------------|----------------|-----------------------------|----------------------|----------------|-----------------------------|----------------------|---------------|-----------------------------|
|                                   | Actual               | Budget         | Over /<br>(Under)<br>Budget | Actual               | Budget         | Over /<br>(Under)<br>Budget | Actual               | Budget        | Over /<br>(Under)<br>Budget |
| <b><u>Operating Revenue</u></b>   |                      |                |                             |                      |                |                             |                      |               |                             |
| Dwelling Rent                     | 202,315              | 181,800        | 20,515                      | 298,912              | 300,500        | (1,588)                     | 15,831               | 13,000        | 2,831                       |
| Rental Assistance                 | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Governmental Grants               | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Local Grants                      | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Management/Fee for Service        | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Bookkeeping Fee                   | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Asset Management Fee              | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| HCVP Asset Management Fee         | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Operating Subsidy                 | 673,178              | 696,000        | (22,822)                    | 313,609              | 333,050        | (19,441)                    | 11,979               | 10,500        | 1,479                       |
| Investment Income                 | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| CY Transfers                      | -                    | -              | -                           | -                    | 105,460        | (105,460)                   | 3,607                | 8,610         | (5,003)                     |
| Other Income                      | 8,422                | 17,575         | (9,153)                     | 14,493               | 11,200         | 3,293                       | 65                   | -             | 65                          |
| <b>Total Operating Revenue</b>    | <b>883,914</b>       | <b>895,375</b> | <b>(11,461)</b>             | <b>627,014</b>       | <b>750,210</b> | <b>(123,196)</b>            | <b>31,482</b>        | <b>32,110</b> | <b>(628)</b>                |
| <b><u>Operating Expenses</u></b>  |                      |                |                             |                      |                |                             |                      |               |                             |
| Administration                    | 142,237              | 143,128        | (891)                       | 223,004              | 236,663        | (13,659)                    | 16,060               | 15,685        | 375                         |
| Tenant Services                   | 4,316                | 10,250         | (5,934)                     | 1,952                | 1,300          | 652                         | 61                   | 35            | 26                          |
| Utilities                         | 172,051              | 208,250        | (36,199)                    | 93,774               | 93,450         | 324                         | 8,322                | 8,000         | 322                         |
| Ordinary maintenance & operations | 132,200              | 351,800        | (219,600)                   | 224,950              | 262,525        | (37,575)                    | 3,152                | 5,650         | (2,498)                     |
| Protective Services               | 1,496                | 550            | 946                         | 14,019               | 125            | 13,894                      | -                    | 5             | (5)                         |
| General expense                   | 70,732               | 62,555         | 8,177                       | 65,030               | 103,500        | (38,470)                    | 3,886                | 2,735         | 1,151                       |
| Housing Assistance Payments       | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| Debt Service                      | -                    | -              | -                           | -                    | -              | -                           | -                    | -             | -                           |
| CY Reserves                       | 360,882              | 118,843        | 242,040                     | 4,285                | 52,648         | (48,363)                    | -                    | -             | -                           |
| <b>Total Operating Expense</b>    | <b>883,914</b>       | <b>895,375</b> | <b>(11,461)</b>             | <b>627,014</b>       | <b>750,210</b> | <b>(123,196)</b>            | <b>31,482</b>        | <b>32,110</b> | <b>(628)</b>                |
| <b>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>                    |



|                                   | Public Housing AMP 3 |                  |                             | Public Housing AMP 4 |                  |                             | Public Housing AMP 5 |               |                             |
|-----------------------------------|----------------------|------------------|-----------------------------|----------------------|------------------|-----------------------------|----------------------|---------------|-----------------------------|
|                                   | Actual               | Budget           | Over /<br>(Under)<br>Budget | Actual               | Budget           | Over /<br>(Under)<br>Budget | Actual               | Budget        | Over /<br>(Under)<br>Budget |
| <b><u>Operating Revenue</u></b>   |                      |                  |                             |                      |                  |                             |                      |               |                             |
| 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              | -                    | -                | -                           | -                    | -                | -                           | -                    | -             | -                           |
| HCVP 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                          |
| <b>Total Operating Revenue</b>    | <b>1,139,441</b>     | <b>1,193,833</b> | <b>(54,393)</b>             | <b>833,205</b>       | <b>1,000,280</b> | <b>(167,075)</b>            | <b>44,876</b>        | <b>42,813</b> | <b>2,062</b>                |
| <b><u>Operating Expenses</u></b>  |                      |                  |                             |                      |                  |                             |                      |               |                             |
| 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)                    | -                    | -             | -                           |
| <b>Total Operating Expense</b>    | <b>1,139,441</b>     | <b>1,193,833</b> | <b>(54,392)</b>             | <b>833,205</b>       | <b>1,000,280</b> | <b>(167,075)</b>            | <b>44,876</b>        | <b>42,813</b> | <b>2,062</b>                |
| <b>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 AUGUST 31, 2020

|                                   | LIHTC/Public Housing AMP 6 |                |                   | LIHTC/Public Housing AMP 7 |                |                   | LIHTC/Public Housing AMP 8 |                |                   |
|-----------------------------------|----------------------------|----------------|-------------------|----------------------------|----------------|-------------------|----------------------------|----------------|-------------------|
|                                   |                            |                | Over /<br>(Under) |                            |                | Over /<br>(Under) |                            |                | Over /<br>(Under) |
|                                   | Actual                     | Budget         | Budget            | Actual                     | Budget         | Budget            | Actual                     | Budget         | Budget            |
| <b><u>Operating Revenue</u></b>   |                            |                |                   |                            |                |                   |                            |                |                   |
| Dwelling Rent                     | 133,329                    | 128,000        | 5,329             | 102,961                    | 112,667        | (9,706)           | 55,885                     | 52,000         | 3,885             |
| Rental Assistance                 | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Governmental Grants               | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Local Grants                      | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Management/Fee for Service        | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Bookkeeping Fee                   | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Asset Management Fee              | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| HCVP Asset Management Fee         | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Operating Subsidy                 | 121,503                    | 106,867        | 14,636            | 116,137                    | 116,533        | (396)             | 834                        | 116,000        | (115,166)         |
| Investment Income                 | -                          | -              | -                 | -                          | -              | -                 | 123,856                    | 280            | 123,576           |
| CY Transfers                      | 75,690                     | 68,450         | 7,240             | 53,916                     | 12,310         | 41,606            | -                          | 22,383         | (22,383)          |
| Other Income                      | 1,711                      | 2,600          | (889)             | 3,325                      | 4,833          | (1,509)           | 599                        | 3,100          | (2,501)           |
| <b>Total Operating Revenue</b>    | <b>332,233</b>             | <b>305,917</b> | <b>26,316</b>     | <b>276,339</b>             | <b>246,343</b> | <b>29,996</b>     | <b>181,174</b>             | <b>193,763</b> | <b>(12,590)</b>   |
| <b><u>Operating Expenses</u></b>  |                            |                |                   |                            |                |                   |                            |                |                   |
| Administration                    | 145,082                    | 135,417        | 9,666             | 82,484                     | 69,877         | 12,607            | 71,763                     | 66,250         | 5,513             |
| Tenant Services                   | 31,040                     | 35,667         | (4,627)           | 589                        | 407            | 183               | 442                        | 547            | (105)             |
| Utilities                         | 751                        | 2,300          | (1,549)           | 3,760                      | 3,833          | (73)              | 21,398                     | 28,133         | (6,735)           |
| Ordinary maintenance & operations | 106,980                    | 95,433         | 11,546            | 146,302                    | 109,800        | 36,502            | 58,978                     | 81,867         | (22,889)          |
| Protective Services               | -                          | 100            | (100)             | 1,890                      | 2,000          | (110)             | 210                        | 333            | (123)             |
| General expense                   | 48,380                     | 37,000         | 11,380            | 41,314                     | 48,323         | (7,009)           | 13,289                     | 16,633         | (3,344)           |
| Housing Assistance Payments       | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| Debt Service                      | -                          | -              | -                 | -                          | -              | -                 | -                          | -              | -                 |
| CY Reserves                       | -                          | -              | -                 | -                          | 12,103         | (12,103)          | 15,094                     | -              | 15,094            |
| <b>Total Operating Expense</b>    | <b>332,232</b>             | <b>305,917</b> | <b>26,316</b>     | <b>276,339</b>             | <b>246,343</b> | <b>29,996</b>     | <b>181,174</b>             | <b>193,763</b> | <b>(12,589)</b>   |
| <b>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 AUGUST 31, 2020

|                                   | LIHTC/Public Housing AMP 9 |                |                   | LIHTC/Public Housing AMP 10 |                |                   | LIHTC/Public Housing AMP 11 |                |                   |
|-----------------------------------|----------------------------|----------------|-------------------|-----------------------------|----------------|-------------------|-----------------------------|----------------|-------------------|
|                                   |                            |                | Over /<br>(Under) |                             |                | Over /<br>(Under) |                             |                | Over /<br>(Under) |
|                                   | Actual                     | Budget         | Budget            | Actual                      | Budget         | Budget            | Actual                      | Budget         | Budget            |
| <b><u>Operating Revenue</u></b>   |                            |                |                   |                             |                |                   |                             |                |                   |
| Dwelling Rent                     | 47,042                     | 44,000         | 3,042             | 34,654                      | 24,000         | 10,654            | 58,082                      | 48,000         | 10,082            |
| Rental Assistance                 | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Governmental Grants               | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Local Grants                      | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Management/Fee for Service        | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Bookkeeping Fee                   | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Asset Management Fee              | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| HCVP Asset Management Fee         | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Operating Subsidy                 | 191,780                    | 193,333        | (1,553)           | 62,220                      | 55,200         | 7,020             | 44,209                      | 56,667         | (12,458)          |
| Investment Income                 | 248                        | 400            | (152)             | -                           | -              | -                 | -                           | -              | -                 |
| CY Transfers                      | 4,912                      | -              | 4,912             | 25,300                      | 37,040         | (11,740)          | -                           | 4,730          | (4,730)           |
| Other Income                      | 2,903                      | 3,433          | (530)             | 874                         | 1,700          | (826)             | 1,641                       | 2,000          | (360)             |
| <b>Total Operating Revenue</b>    | <b>246,885</b>             | <b>241,167</b> | <b>5,718</b>      | <b>123,048</b>              | <b>117,940</b> | <b>5,108</b>      | <b>103,931</b>              | <b>111,397</b> | <b>(7,465)</b>    |
| <b><u>Operating Expenses</u></b>  |                            |                |                   |                             |                |                   |                             |                |                   |
| Administration                    | 81,785                     | 74,170         | 7,615             | 47,858                      | 45,853         | 2,004             | 46,368                      | 39,997         | 6,371             |
| Tenant Services                   | 589                        | 2,000          | (1,411)           | 221                         | 167            | 54                | 221                         | 433            | (212)             |
| Utilities                         | 6,345                      | 6,867          | (521)             | 1,047                       | 1,600          | (553)             | 2,809                       | 12,733         | (9,924)           |
| Ordinary maintenance & operations | 126,778                    | 89,933         | 36,844            | 59,833                      | 57,233         | 2,599             | 33,050                      | 44,133         | (11,083)          |
| Protective Services               | 3,920                      | 4,600          | (680)             | 2,820                       | 2,667          | 153               | 2,490                       | 3,333          | (843)             |
| General expense                   | 27,468                     | 25,367         | 2,102             | 11,270                      | 10,420         | 850               | 12,394                      | 10,767         | 1,627             |
| Housing Assistance Payments       | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| Debt Service                      | -                          | -              | -                 | -                           | -              | -                 | -                           | -              | -                 |
| CY Reserves                       | -                          | 38,230         | (38,230)          | -                           | -              | -                 | 6,599                       | -              | 6,599             |
| <b>Total Operating Expense</b>    | <b>246,885</b>             | <b>241,167</b> | <b>5,718</b>      | <b>123,048</b>              | <b>117,940</b> | <b>5,108</b>      | <b>103,931</b>              | <b>111,397</b> | <b>(7,465)</b>    |
| <b>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 AUGUST 31, 2020

|                                   | LIHTC/Public Housing AMP 12 |                |                             | LIHTC/OTC Phase V |                |                             | Miller Homes   |                |                             |
|-----------------------------------|-----------------------------|----------------|-----------------------------|-------------------|----------------|-----------------------------|----------------|----------------|-----------------------------|
|                                   | Actual                      | Budget         | Over /<br>(Under)<br>Budget | Actual            | Budget         | Over /<br>(Under)<br>Budget | Actual         | Budget         | Over /<br>(Under)<br>Budget |
| <b><u>Operating Revenue</u></b>   |                             |                |                             |                   |                |                             |                |                |                             |
| Dwelling Rent                     | 133,964                     | 124,000        | 9,964                       | 145,942           | 140,000        | 5,942                       | 78,468         | 92,000         | (13,532)                    |
| Rental Assistance                 | -                           | -              | -                           | 383,187           | 406,667        | (23,480)                    | 135,762        | 120,000        | 15,762                      |
| Governmental Grants               | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| Local Grants                      | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| Management/Fee for Service        | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| Bookkeeping Fee                   | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| Asset Management Fee              | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| HCVP Asset Management Fee         | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| Operating Subsidy                 | 100,454                     | 100,000        | 454                         | -                 | -              | -                           | -              | -              | -                           |
| Investment Income                 | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| CY Transfers                      |                             | 12,073         | (12,073)                    | -                 | -              | -                           | -              | -              | -                           |
| Other Income                      | 19,534                      | 22,200         | (2,666)                     | 131,477           | 25,700         | 105,777                     | 2,433          | 2,433          | 0                           |
| <b>Total Operating Revenue</b>    | <b>253,953</b>              | <b>258,273</b> | <b>(4,320)</b>              | <b>660,606</b>    | <b>572,367</b> | <b>88,239</b>               | <b>216,663</b> | <b>214,433</b> | <b>2,230</b>                |
| <b><u>Operating Expenses</u></b>  |                             |                |                             |                   |                |                             |                |                |                             |
| Administration                    | 70,798                      | 90,173         | (19,375)                    | 142,180           | 108,247        | 33,933                      | 55,576         | 76,093         | (20,517)                    |
| Tenant Services                   | 25,505                      | -              | 25,505                      | 47,935            | 44,667         | 3,269                       | 1              | 33             | (33)                        |
| Utilities                         | 23,690                      | 11,533         | 12,157                      | 32,285            | 12,333         | 19,952                      | 323            | 1,733          | (1,410)                     |
| Ordinary maintenance & operations | 34,272                      | 118,600        | (84,328)                    | 199,169           | 198,467        | 703                         | 60,805         | 47,433         | 13,372                      |
| Protective Services               | 56,700                      | 6,000          | 50,700                      | 8,001             | 5,000          | 3,001                       | -              | 13             | (13)                        |
| General expense                   | 35,456                      | 31,967         | 3,489                       | 49,690            | 68,540         | (18,850)                    | 4,894          | 5,767          | (872)                       |
| Housing Assistance Payments       | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| Debt Service                      | -                           | -              | -                           | -                 | -              | -                           | -              | -              | -                           |
| CY Reserves                       | 7,531                       | -              | 7,531                       | 181,346           | 135,113        | 46,233                      | 95,064         | 83,360         | 11,704                      |
| <b>Total Operating Expense</b>    | <b>253,952</b>              | <b>258,273</b> | <b>(4,321)</b>              | <b>660,606</b>    | <b>572,367</b> | <b>88,239</b>               | <b>216,663</b> | <b>214,433</b> | <b>2,230</b>                |
| <b>NET INCOME (LOSS)</b>          | <b>0</b>                    | <b>-</b>       | <b>0</b>                    | <b>-</b>          | <b>-</b>       | <b>-</b>                    | <b>-</b>       | <b>-</b>       | <b>0</b>                    |





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

|                                   | Hopkins-Tancil   |                  |                             | LIHTC/Quaker Hill LP |                |                             | Princess Square |                |                             |
|-----------------------------------|------------------|------------------|-----------------------------|----------------------|----------------|-----------------------------|-----------------|----------------|-----------------------------|
|                                   | Actual           | Budget           | Over /<br>(Under)<br>Budget | Actual               | Budget         | Over /<br>(Under)<br>Budget | Actual          | Budget         | Over /<br>(Under)<br>Budget |
| <b><u>Operating Revenue</u></b>   |                  |                  |                             |                      |                |                             |                 |                |                             |
| Dwelling Rent                     | 255,331          | 220,000          | 35,331                      | 345,101              | 334,000        | 11,101                      | 186,137         | 173,333        | 12,804                      |
| Rental Assistance                 | 831,552          | 800,000          | 31,552                      | 503,048              | 474,667        | 28,381                      | 669,809         | 603,333        | 66,476                      |
| Governmental Grants               | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Local Grants                      | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Management/Fee for Service        | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Bookkeeping Fee                   | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Asset Management Fee              | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| HCVP Asset Management Fee         | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Operating Subsidy                 | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Investment Income                 | 7                | 167              | (160)                       | 425                  | 2,467          | (2,041)                     | 222             | -              | 222                         |
| CY Transfers                      | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Other Income                      | 5,299            | 8,353            | (3,055)                     | 6,243                | 15,100         | (8,857)                     | 6,686           | 19,867         | (13,180)                    |
| <b>Total Operating Revenue</b>    | <b>1,092,189</b> | <b>1,028,520</b> | <b>63,669</b>               | <b>854,817</b>       | <b>826,233</b> | <b>28,584</b>               | <b>862,855</b>  | <b>796,533</b> | <b>66,321</b>               |
| <b><u>Operating Expenses</u></b>  |                  |                  |                             |                      |                |                             |                 |                |                             |
| Administration                    | 143,489          | 135,501          | 7,988                       | 242,595              | 247,350        | (4,755)                     | 81,410          | 93,960         | (12,550)                    |
| Tenant Services                   | 60,806           | 100,667          | (39,861)                    | 2                    | 6,667          | (6,665)                     | 3,753           | 2,200          | 1,553                       |
| Utilities                         | 97,576           | 114,800          | (17,224)                    | 1,407                | 3,033          | (1,627)                     | 79,996          | 63,333         | 16,663                      |
| Ordinary maintenance & operations | 290,184          | 357,167          | (66,982)                    | 114,126              | 127,200        | (13,074)                    | 222,310         | 336,533        | (114,223)                   |
| Protective Services               | 665              | 1,333            | (668)                       | -                    | 100            | (100)                       | 2,331           | 1,000          | 1,331                       |
| General expense                   | 49,436           | 69,400           | (19,964)                    | 138,666              | 150,567        | (11,900)                    | 141,959         | 185,867        | (43,907)                    |
| Housing Assistance Payments       | -                | -                | -                           | -                    | -              | -                           | -               | -              | -                           |
| Debt Service                      | -                | -                | -                           | 61,944               | 60,400         | 1,544                       | 65,240          | 23,333         | 41,907                      |
| CY Reserves                       | 450,032          | 249,652          | 200,380                     | 296,077              | 230,917        | 65,160                      | 265,856         | 90,307         | 175,549                     |
| <b>Total Operating Expense</b>    | <b>1,092,189</b> | <b>1,028,520</b> | <b>63,669</b>               | <b>854,817</b>       | <b>826,233</b> | <b>28,584</b>               | <b>862,855</b>  | <b>796,533</b> | <b>66,321</b>               |
| <b>NET INCOME (LOSS)</b>          | <b>-</b>         | <b>-</b>         | <b>-</b>                    | <b>-</b>             | <b>-</b>       | <b>(0)</b>                  | <b>-</b>        | <b>-</b>       | <b>-</b>                    |



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

|                                   | LIHTC/Pendleton Park |                |                       | Housing Choice Voucher Program |                   |                       | Mod Rehab Project-Based |                |                       | Tax Exempt Bond Income |               |                       |
|-----------------------------------|----------------------|----------------|-----------------------|--------------------------------|-------------------|-----------------------|-------------------------|----------------|-----------------------|------------------------|---------------|-----------------------|
|                                   | Actual               | Budget         | Over / (Under) Budget | Actual                         | Budget            | Over / (Under) Budget | Actual                  | Budget         | Over / (Under) Budget | Actual                 | Budget        | Over / (Under) Budget |
| <b>Operating Revenue</b>          |                      |                |                       |                                |                   |                       |                         |                |                       |                        |               |                       |
| Dwelling Rent                     | 102,737              | 80,800         | 21,937                | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Rental Assistance                 | 214,253              | 163,333        | 50,920                | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Governmental Grants               | -                    | -              | -                     | 15,306,415                     | 16,044,000        | (737,585)             | 881,791                 | 845,667        | 36,124                | -                      | -             | -                     |
| Local Grants                      | -                    | -              | -                     | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Management/Fee for Service        | -                    | -              | -                     | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Bookkeeping Fee                   | -                    | -              | -                     | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Asset Management Fee              | -                    | -              | -                     | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| HCVP Asset Management Fee         | -                    | -              | -                     | 1,916,617                      | 1,175,467         | 741,150               | 98,237                  | 80,000         | 18,237                | -                      | -             | -                     |
| Operating Subsidy                 | -                    | -              | -                     | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Investment Income                 | 30                   | 733            | (704)                 | 2,012                          | 9,733             | (7,721)               | 68                      | 80             | (12)                  | 147                    | -             | 147                   |
| CY Transfers                      | -                    | 18,313         | (18,313)              | -                              | -                 | -                     | -                       | -              | -                     | 29,435                 | -             | 29,435                |
| Other Income                      | 9,781                | 13,500         | (3,719)               | 15,951                         | 27,667            | (11,716)              | 17,102                  | -              | 17,102                | 6,181                  | 40,200        | (34,019)              |
| <b>Total Operating Revenue</b>    | <b>326,801</b>       | <b>276,680</b> | <b>50,121</b>         | <b>17,240,995</b>              | <b>17,256,867</b> | <b>(15,871)</b>       | <b>997,198</b>          | <b>925,747</b> | <b>71,452</b>         | <b>35,763</b>          | <b>40,200</b> | <b>(4,437)</b>        |
| <b>Operating Expenses</b>         |                      |                |                       |                                |                   |                       |                         |                |                       |                        |               |                       |
| Administration                    | 50,780               | 68,907         | (18,127)              | 818,516                        | 908,027           | (89,511)              | 50,324                  | 54,667         | (4,342)               | 24,963                 | 33,533        | (8,571)               |
| Tenant Services                   | 1                    | 40             | (39)                  | 452,628                        | -                 | 452,628               | -                       | -              | -                     | 10,801                 | 6,667         | 4,134                 |
| Utilities                         | 34,061               | 33,500         | 561                   | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| Ordinary maintenance & operations | 41,640               | 64,433         | (22,794)              | 18,224                         | 3,467             | 14,757                | -                       | -              | -                     | -                      | -             | -                     |
| Protective Services               | -                    | 33             | (33)                  | -                              | 333               | (333)                 | -                       | -              | -                     | -                      | -             | -                     |
| General expense                   | 67,230               | 65,100         | 2,130                 | 229,051                        | 260,467           | (31,416)              | 8,920                   | 11,341         | (2,421)               | -                      | -             | -                     |
| Housing Assistance Payments       | -                    | -              | -                     | 14,838,215                     | 16,044,000        | (1,205,785)           | 859,231                 | 845,667        | 13,564                | -                      | -             | -                     |
| Debt Service                      | 45,016               | 44,667         | 349                   | -                              | -                 | -                     | -                       | -              | -                     | -                      | -             | -                     |
| CY Reserves                       | 88,074               | -              | 88,074                | 884,361                        | 40,573            | 843,788               | 78,723                  | 14,072         | 64,651                | -                      | -             | -                     |
| <b>Total Operating Expense</b>    | <b>326,801</b>       | <b>276,680</b> | <b>50,121</b>         | <b>17,240,995</b>              | <b>17,256,867</b> | <b>(15,872)</b>       | <b>997,199</b>          | <b>925,747</b> | <b>71,452</b>         | <b>35,763</b>          | <b>40,200</b> | <b>(4,437)</b>        |
| <b>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 AUGUST 31, 2020

| Project Name                | # of<br>Units | January    | March   | June    | July    | August  | Total        | Tenant<br>Avg. Rental<br>Income/Unit |
|-----------------------------|---------------|------------|---------|---------|---------|---------|--------------|--------------------------------------|
| <b>Public Housing Units</b> |               |            |         |         |         |         |              |                                      |
| *Ladrey High-rise           | 170           | 48,170     | 49,161  | 48,383  | 48,602  | 57,180  | \$ 398,140   | \$ 294                               |
| *Samuel Madden              | 66            | 12,668     | 12,284  | 17,784  | 11,296  | 18,331  | \$ 105,427   | \$ 203                               |
| *Andrew Adkins              | 90            | 20,145     | 21,779  | 19,664  | 21,822  | 23,048  | \$ 171,016   | \$ 240                               |
| *4-10 Scattered Sites       | 50            | 17,156     | 16,278  | 14,663  | 15,745  | 15,867  | \$ 134,055   | \$ 335                               |
| *4-11 Scattered Sites       | 30            | 9,805      | 8,218   | 7,365   | 6,157   | 6,944   | \$ 62,504    | \$ 260                               |
| *4-12 Scattered Sites       | 41            | 13,583     | 14,665  | 9,984   | 11,216  | 13,128  | \$ 100,649   | \$ 307                               |
| *Park Place                 | 38            | 12,142     | 12,193  | 11,597  | 12,232  | 13,619  | \$ 97,898    | \$ 322                               |
| *Saxony Square              | 5             | 2,268      | 2,648   | 2,648   | 2,382   | 2,382   | \$ 20,272    | \$ 507                               |
| *Chatham Square             | 52            | 16,082     | 18,047  | 17,426  | 15,618  | 17,234  | \$ 134,118   | \$ 322                               |
| *Braddock                   | 6             | 1,737      | 1,315   | 1,342   | 512     | 512     | \$ 9,177     | \$ 191                               |
| *Whiting                    | 24            | 5,875      | 5,957   | 5,045   | 5,320   | 3,904   | \$ 42,254    | \$ 220                               |
| *Reynolds                   | 18            | 7,973      | 8,296   | 5,996   | 5,846   | 5,843   | \$ 55,484    | \$ 385                               |
| *Old Dominion               | 36            | 7,495      | 9,494   | 7,403   | 3,641   | 4,385   | \$ 55,885    | \$ 194                               |
| *West Glebe                 | 48            | 6,151      | 6,901   | 5,229   | 5,511   | 5,946   | \$ 47,276    | \$ 123                               |
| *James Bland I              | 18            | 3,270      | 2,578   | 5,635   | 5,973   | 5,838   | \$ 34,739    | \$ 241                               |
| *James Bland II             | 18            | 6,040      | 7,472   | 6,655   | 8,122   | 7,405   | \$ 58,082    | \$ 403                               |
| *James Bland IV             | 44            | 17,553     | 17,786  | 15,029  | 17,095  | 17,555  | \$ 132,451   | \$ 376                               |
| **Total Public Housing      | 754           | \$ 208,113 | 215,072 | 201,848 | 197,090 | 219,121 | \$ 1,659,427 | \$ 290                               |



## I. RENT ROLL – FOR THE PERIOD ENDING AUGUST 31, 2020

| Project Name                    | # of Units  | January           | March             | June              | July              | August            | Total               | Tenant Avg. Rental Income/Unit |
|---------------------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|--------------------------------|
| <b>Non-Public Housing Units</b> |             |                   |                   |                   |                   |                   |                     |                                |
| *Quaker Hill LP                 | 60          | 43,518            | 42,510            | 42,227            | 43,714            | 40,097            | \$ 344,243          | \$ 717                         |
| -Renal Assistance               |             | 62,148            | 62,141            | 63,567            | 64,410            | 63,946            | \$ 504,785          |                                |
| Pendleton Park I                | 20          | 10,815            | 10,673            | 10,897            | 10,961            | 10,961            | \$ 83,601           | \$ 523                         |
| -Renal Assistance               |             | 17,605            | 18,940            | 19,955            | 19,837            | 19,837            | \$ 154,017          |                                |
| Pendleton Park II               | 4           | 1,186             | 1,186             | 1,008             | 1,186             | 1,186             | \$ 9,310            | \$ 291                         |
| Hopkins Tancil (Mod Rehab)      | 111         | 33,544            | 33,464            | 28,095            | 30,211            | 31,591            | \$ 255,455          | \$ 293                         |
| -Renal Assistance               |             | 99,217            | 101,565           | 103,062           | 104,972           | 104,624           | \$ 818,747          |                                |
| *James Bland V                  | 54          | 21,332            | 21,864            | 20,166            | 17,367            | 15,998            | \$ 150,981          | \$ 349                         |
| -Renal Assistance               |             | 44,865            | 45,455            | 45,569            | 49,597            | 52,478            | \$ 382,997          |                                |
| *Miller Homes                   | 16          | 10,912            | 12,553            | 9,886             | 10,038            | 10,945            | \$ 84,363           | \$ 659                         |
| -Renal Assistance               |             | 14,970            | 13,485            | 17,716            | 17,564            | 16,977            | \$ 128,012          |                                |
| *Princess Square                | 69          | 25,023            | 26,400            | 25,983            | 26,820            | 27,699            | \$ 204,479          | \$ 376                         |
| -Renal Assistance               |             | 79,757            | 78,652            | 85,964            | 84,619            | 84,552            | \$ 660,301          |                                |
| Total Non-Public Housing        | 334         | \$ 464,892        | 468,888           | 474,095           | 481,296           | 480,891           | \$ 3,781,291        | 458                            |
| <b>Totals</b>                   | <b>1088</b> | <b>\$ 673,005</b> | <b>\$ 683,960</b> | <b>\$ 675,943</b> | <b>\$ 678,386</b> | <b>\$ 700,012</b> | <b>\$ 5,440,718</b> |                                |
| Total Monthly Average- (Actual) |             |                   |                   |                   |                   |                   | \$ 680,090          |                                |
| 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 August, drywall was in place in all of the first, second, and third floor units. The HVAC contractor was completing rough ins on the fourth floor in anticipation of inspection and insulation installation thereafter. The gypcrete flooring was poured in mid-August for the second, third, and fourth floors. At the end of August, the subway tile and bathroom floor tile was in place in all of the first floor units.



Figure 1 – August 25, 2020: N Patrick St - South Courtyard

In July, the steel contractor installed the north and south entry canopies. The masons substantially complete the brick installation on the building and installed the brick around the south entrance columns. As of the end of August, the masons just had punch list and wash out of the elevations remaining. On July 21, the siding contractor began installation of the V-Groove siding on the N Patrick St elevation. At the end of August, they had installed the majority of the V-Groove siding, cementitious panels, and metal panels on N Patrick St, Pendleton St, and started along the alley elevation. The concrete curbs in the two N Patrick St elevation were also installed at the end of the July.

The dry utility contractor installed conduit for Dominion across N Patrick St along Wythe St in July. In July and August, Dominion set three poles – one across N Patrick St, one in the back alley, and one in the southeast corner of the alley. That final pole placement allowed the dry utility contractor to run Dominion's final conduit for permanent power to the building. While waiting for Dominion's final pole to be set, the dry utility contractor started the undergrounding the Verizon and Comcast's lines along Pendleton St.



In July, VA American Water's contractor connected the building's domestic water and fire to the city's main in Wythe St. The general contractor is awaiting final inspection and the meter set from VA American Water to finalize water service to the building.



Figure 2 – July 31, 2020: Pendleton St elevation



Figure 3 – July 24, 2020: Wythe St Dominion conduit



Figure 4 – August 29, 2020: Unit 113 Bathroom

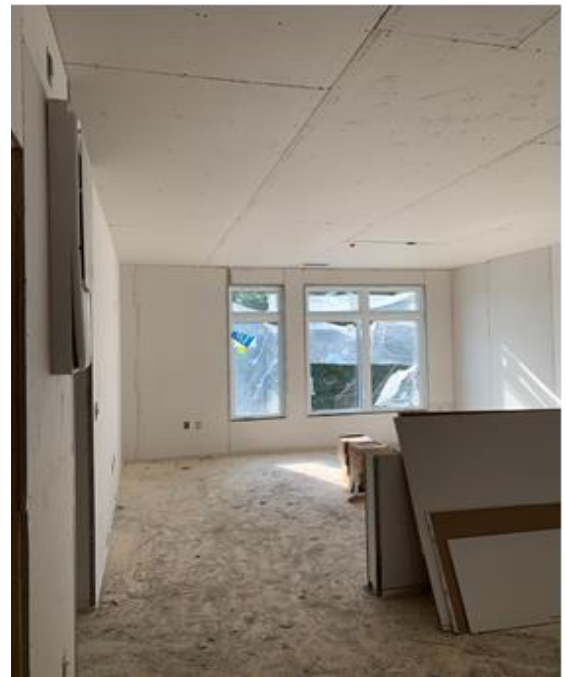


Figure 5 – August 29, 2020: Unit 305 drywall & gypcrete

## **Marketing**

In July, the marketing team at Edgewood Management launched Lineage's pre-leasing campaign. The online campaign on various apartment sites was aided by the leasing banners posted around the site's construction fence. The team has indicated a tremendous amount of leads – with 400-500 coming in each week. As of the end of August, Edgewood had received over 60 qualified applications with more coming in each week. With 7 returning residents and 5 additional public housing units that ARHA will fill, Edgewood has only 40 units to lease by construction completion in late October. The current construction schedule anticipates construction completion in late October and move-ins commencing thereafter.

## **B. TAX CREDIT PORTFOLIO**

July month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors. The Chatham Square second quarter financial reporting has also been submitted to the tax credit investor.

The 2020 Boston Capital property audit is underway. The audit covers James Bland I, James Bland II, James Bland IV, James Bland V, Old Dominion, and West Glebe and will consist of file review and property inspection. The 2020 Richman Capital audit is also underway which will cover Chatham Square and consist of file review and property inspection.

The request for an extension of the Virginia Housing predevelopment loan for Ladrey Highrise through June 30, 2021 is still pending. 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.

August month end financial and occupancy reports for all tax credit properties are underway for circulation to the tax credit investors.

The 2020 Boston Capital property audit is continuing with James Bland I, James Bland II, and Old Dominion now closed with no outstanding issues. James Bland IV, 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.



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

## A. RESIDENT ENROLLMENT & ENGAGEMENT

| Properties      | Active Enrollment |             | New Enrollment |             |
|-----------------|-------------------|-------------|----------------|-------------|
|                 | July 2020         | August 2020 | July 2020      | August 2020 |
| Hopkins-Tancil  | 29                | 31          |                | 2           |
| Chatham         | 23                | 23          |                |             |
| Samuel Madden   | 31                | 31          |                |             |
| Andrew Adkins   | 22                | 22          |                |             |
| James Bland V   | 78                | 75          |                |             |
| Princess Square | 6                 | 6           |                |             |
| Ladrey          | 44                | 44          |                |             |
| HCVF            | 67                | 67          |                |             |
| Scattered Sites | 31                | 31          |                |             |
| City-wide       | 55                | 55          |                |             |
| <b>TOTAL</b>    | <b>386</b>        | <b>385</b>  | <b>0</b>       | <b>2</b>    |

Due to the Covid-19 pandemic, RACS programs are currently not physically meeting, but RACS staff are maintaining contact with program participants through phone calls, text, and emails. During the month of August, there were participants that moved out of James Bland V, which resulted in a decrease in enrollment.

### RACS Programs' Descriptions

- **Senior Center @ Charles Houston:**
  1. Congregate Meals –For adults aged 60 and older, ARHA partners with the City to provide a nutritious lunch, which meets one third (1/3) of the daily dietary reference intakes requirements for participants, in accordance with federal, state, and local laws and nutrition guidelines.
  2. Krunch Bunch – Provides services and resources for adults age 60 and older. Activities consist of exercise classes, education seminars, analytical games, social, recreational, community based events, and entertainment excursions to support independence and cognitive function.
- **Ladrey Highrise:**
  3. Activity Center - For seniors and adults with disabilities, Ladrey Highrise offers a variety of classes, activities, and special events that are supported by a cadre of volunteers, partners, and coordinated by the Social Worker. The Social Worker also provides supportive services for seniors in the areas of Health & Medical, Daily Living skills, entitlements, transportation, home visits and assessments for specific provisions.

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

4. Community Gardening - Students at the Center, plan and maintain a garden from March – November, while adults may sign up for a family plot to do the same. In addition to realizing the benefits of growing their own produce, participants learn about healthy methods of preparing the food they harvest.
5. FACE/LINK Club – In partnership with ACPS, students are provided with afterschool tutoring and enrichment for students in grades K – 8, through a 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.
6. Ruby Tucker Readers - Students participate in a weekly read aloud session or book club, depending on the grade level, with volunteers. At the end of the session, students select a book to keep and take home.

#### **ROSS:**

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

#### **James Bland V Supportive Services**

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

## **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 July and August broken down by property.

| Household Contacts – Numbers Reached |                   |                     |
|--------------------------------------|-------------------|---------------------|
| Property                             | July 1 – 31, 2020 | August 1 – 31, 2020 |
| Hopkins-Tancil                       | 94                | 94                  |
| Chatham Square                       | 42                | 42                  |
| Samuel Madden                        | 49                | 51                  |
| Andrew Adkins                        | 58                | 59                  |
| James Bland /OTC                     | 89                | 89                  |
| Princess Square                      | 41                | 41                  |
| Ladrey Highrise                      | 149               | 154                 |
| West Glebe/Old Dominion              | 39                | 39                  |
| Pendleton Park/Park Place            | 46                | 46                  |
| Scattered Sites                      | 32                | 33                  |
| HCVP/City-wide                       | 53                | 56                  |
| <b>Total</b>                         | <b>692</b>        | <b>704</b>          |

## C. VOLUNTEERS

Currently there are 154 active volunteers working with RACS' programs, to assist in the delivery of workshops or programming. For the month of July, there were no physical meetings, but existing volunteers assisted with food distributions, tended to the community garden, and delivered needed items to seniors and families. For the month of August, volunteers organized special outdoor read aloud sessions for youth, and also assisted with food distributions and essential items. There were no new recruits during July or August, but the table below indicates the number of service hours for both months and the value of their time.

| # (YTD) | # New Recruits | # of Service Hours |             | Value of Service Hou |             |
|---------|----------------|--------------------|-------------|----------------------|-------------|
|         |                | July 2020          | August 2020 | July 2020            | August 2020 |
| 154     | 0              | 52                 | 61          | \$1,401.92           | \$1,644.56  |

#### 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                        | July 2020  | August 2020 | YTD          |
|---|------------|-------------|--------------|
| Healthcare & Medical                        | 7          | 5           | 254          |
| Financial Assistance/Literacy Education     | 29         | 44          | 259          |
| Daily Living Skills/Entitlements            | 7          | 4           | 214          |
| Transportation                              | 60         | 52          | 905          |
| Enrollments/Registrations/Assessments       | 2          | 0           | 24           |
| Adult Basic Education/Literacy/GED          | 0          | 0           | 3            |
| Job Training Skills/Programs/Certifications | 8          | 5           | 87           |
| Childcare Services                          | 0          | 121         | 127          |
| Other                                       | 4          | 9           | 137          |
| <b>TOTAL</b>                                | <b>117</b> | <b>240</b>  | <b>2,010</b> |

## F. PARTNERSHIPS

| Provider/Partner   | Event/Activity  | # Participants<br>July 2020   | Served<br>August 2020   |
|--|---|-------------------------------|-------------------------|
| ACPS   | Breakfast/Lunch Food Distribution   | 127 Families<br>(2,422 Meals) | 134 Families<br>(1,931) |
| ACPS – LINK CLUB   | Books/Supplies  | 50                            | 60                      |
| Division of Aging & Adult Services (DAAS)                | Meal on Wheels  | 8                             | 8                       |
| Division of Aging & Adult Services (DAAS)                | Frozen Meal Delivery Program  | 23                            | 23                      |
| ALIVE  | Food Distribution/Food Boxes/Hot Meals<br>(Royal Restaurant and Old Town Com. Church) | 545<br>(1010 Hot meals)       | 480<br>(1002 Hot meals) |
| ALIVE  | End of Month Food<br>(Modified)   | 228                           | 138                     |
| Russell Temple CME Church                                | Thursday Bags   | 300                           | 200                     |
| Alfred Street Baptist Church                             | Food Boxes with Essential Supplies  | 29                            | 22                      |
| Jefferson Houston/Shiloh Baptist/Kids Create Art Studio  | School Supplies, Books, & Art Kits for Families and students                          | 25                            | 41                      |
| Alexandrians Helping Alexandrians                        | Food/Essential Supplies   | 76                            | 22                      |
| Firefighters & Friends Inspire Lit, &                    | Backpack & Book Distribution  | N/A                           | 800                     |
| Fairlington Pizza, Timber Pizza, & Hearts of Empowerment | Pizza   | N/A                           | 211                     |
| <b>Total</b>   | <b>12</b>   | <b>1,411</b>                  | <b>2,139</b>            |

## G. FUNDING / FINANCIAL SUPPORT

| External Funding | In-Kind/Leveraged | ARHA \$ | YTD TOTAL   |
|------------------|-------------------|---------|-------------|
| \$ 1,250         | \$ 1,950          | \$ 0    | \$25,752.02 |

## 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 Market Rate and HCVP families that were approved for assistance through the City of Alexandria's Rental Assistance Program increased to 73, and staff are identifying additional families that may qualify. These families qualified for \$1500 in assistance, and may qualify for up to \$600 per month through December.

In terms of employment, residents are being referred to the Alexandria Workforce Development Center (WDC) for assistance. The WDC now has a list of employers and available job opportunities that is updated every Monday, along with virtual hiring events. They also provide virtual workshops to help with interview skills, networking, and one-on-one job coaching.

### Food & Essential Supply Resources

Alexandria City Public Schools (ACPS) was approved to continue providing breakfast and lunch meals for children aged 2 and above at 7 school-based sites and 10 community-based sites, including the Ruby Tucker Center, through December. Currently the sites only offer breakfast and lunch, and but they have requested funding to add an additional snack and supper meal for each child. In addition, families that have been approved for free and reduced lunch will be receiving additional Pandemic-EBT benefits next month. For families that have an existing EBT card, the benefits will be automatically added. Those without a card, will be mailed a card with the benefits, which will be based on the number of children receiving free and reduced lunch in the household.

ARHA has continued to work with Old Town Community Church (OTCC), Washington Street United Methodist Church (WUMC), and ALIVE to provide food distributions in locations that will serve ARHA communities. The food distributions are held in different locations, are intended to reach families throughout the City. Items given away consist of produce boxes, meat, eggs, and shelf stable goods. Distributions were held bi-weekly during the month of July and have been scheduled to continue through the end of October.

In the month of July, the Department of Recreation, Parks, and Cultural Activities, along with the Alexandria Sherriff's Department, sponsored a Grab and Go Community Cookout for youth in different locations throughout the City, including Andrew Adkins and Ruby Tucker. Through social distancing, families were treated to hot dogs, hamburgers, chips, and juice, along with books and educational activities.

Several of the community partners that provide food resources have noted that the demand and requests for food assistance has not decreased, therefore they are committed to continue their efforts to offer food distributions and gift cards to residents in need.

## Education

Much of July and August was spent working with ACPS to prepare families for Virtual+ Learning, which will start on September 8<sup>th</sup>. ACPS committed to provide each student in grades K-12 with a chromebook or tablet to use for virtual learning. Staff worked with ACPS to help disseminate information about technology pick-up from schools and internet access. In addition, ACPS will provide Wi-Fi access for all families who need it, free of charge, through Kajeet devices or vouchers from Comcast. The vouchers will pay for internet services for one year. ARHA Staff are also sharing information with families to help troubleshoot and overcome technology issues through the ACPS Helpline – which is now available in four languages, and the organization Alexandria's Bridge to Classes (ABC), who has offered to visit families and provide in-person support.

ACPS families were also asked to complete eligibility forms if they were essential workers or needed additional assistance to provide online learning during the day. Based on the surveys, parents were connected to full-day or after-school enrichment programs to assist with child-care and in-person learning opportunities to support virtual classes. ARHA families have been provided placements with the Boys & Girls Club, some of the recreation centers, Ruby Tucker, Brent Place, YMCA, and Campagna Center.

In an effort led by Commissioner Willie Bailey, ARHA partnered with Firefighters & Friends to the Rescue, the Departmental Progressive Club, and the Alexandria Department of Parks and Recreation to sponsor a Back to School Giveaway that included backpacks and school supplies. The giveaway was held at five different locations over a two-day period, and featured free pizza from Timber Pizza and Hearts of Empowerment, free books from Inspire Lit, and free ice cream from The Ice Cream Squad. Alexandria Living Legends Rosa and Jack Byrd were also on hand with volunteers to register individuals to vote. Over 800 backpacks and 4,000 books were distributed during the event. (See attached Gazette Article)

Pizza giveaways were very popular in August. Fairlington Pizza wanted to help residents get excited about starting the school year by offering 35 ARHA Families who participated in LINK Club and attended Jefferson Houston School free dinner, which consisted of a large pizza and family size salad. Additionally, Timber Pizza and the Hearts of Empowerment Foundation not only provided free pizzas for the backpack giveaways, but also provided another 180 pizzas for ARHA families.

Volunteers from Ruby Tucker Readers also provided four sessions where students participated in an outdoor read-aloud session and theme-related activity. Guest presenters and topics included:

- TC Williams Athletic Director, Football Coach, and former Cheerleaders who led students in workouts and exercise activities;
- Marsha Banks-Harold, owner of PIES Fitness and Yoga Studio, who led students in a yoga session and taught breathing techniques to help students calm down and de-stress; and
- Alexandria Sheriff's Department who talked about their jobs and read a book titled, "Speak Up", which encourages students to stand up for themselves and "if they see something wrong – say something".



## **General Program Updates**

The Senior Center Participants continued with their weekly chat and chew conference sessions, and held their first virtual bingo activity. Prizes included gift cards that participants could use during their weekly essential item shopping trips. Other activities for the month included brain teasers, trivia, and another scavenger hunt. Staff and participants also participated in a Virtual Senior Protest, which included a panel discussion of how seniors can be proactive in lending their talents and voices in the community.

As a part of supporting outreach to residents and hearing their concerns, our CEO met with seniors from the Senior Center at Charles Houston, also known as The Krunch Bunch, in August. Due to social distancing, the group size was limited, but there are plans for a follow-up meeting to accommodate others who weren't able to participate.

Working with the Alexandria Health Department, Neighborhood Health, and the City, ARHA sponsored a COVID-19 testing event at Ladrey Highrise in July. In addition to the seniors from Ladrey, the testing event was also open to residents of Annie B. Rose, The Senior Center at Charles Houston, and staff that work with seniors. Over a hundred individuals were tested and provided masks, sanitizer, and current information regarding the coronavirus.

ROSS Participants held the first virtual book club meeting, with author Charles J. Jones. Using his book, "Poverty to Prosperity: A Ghetto Exit Strategy As A Rite Of Passage", future sessions will include discussion of topics such as generational cycles of poverty and creating a home environment that is not like society projects your home to be. In addition, Women Who Give Back provided limited free shopping spots for participants in need of clothing for themselves and their children.

James Bland V Supportive Services participants have continued to work towards their goals despite the challenges of the pandemic. The program has another participant who has moved out of subsidized housing and into homeownership, and a participant who obtained his CDL license and is seeking employment with both DASH and Arlington County.

Volunteers from the community garden continue to tend and care for the vegetables that were planted by students in March. At the end of July, they had a little help from a few students, with harvesting the potato crop. This year, the dig yielded over 40 pounds of potatoes, which were bagged and offered to families at the ACPS Food Distribution.

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

- All Sessions Postponed Until Further Notice

## J. PHOTOS



**COMMUNITY GARDEN POTATO DIG**



**FAIRLINGTON PIZZA & TIMBER PIZZA DINNER GIVEAWAY**







**BACKPACK GIVEAWAY VOLUNTEERS & SPONSORS**



**TC WILLIAMS GRADUATES TEACHING CHEERLEADING**



**TC WILLIAMS FOOTBALL COACH & PLAYERS WORKING OUT WITH STUDENTS**





**MARSHA BANKS-HAROLD FROM PIES FITNESS TEACHES YOGA**



**ALEXANDRIA SHERRIFF'S DEPUTIES READ TO KIDS ABOUT "SPEAKING UP"**

## VII. HUMAN RESOURCES



## HUMAN RESOURCES

AUGUST 2020

### A. ARHA INTERNS IN ACTION

This year we have had to realign our internship program and decrease the number of opportunities for internships due to the COVID-19 pandemic. While we were able to host up to 30 interns over the summer last year, this year we provided internship opportunities to 15 college level students from our community and our residencies.

We realize that internships can teach you a lot about real-life employment experiences and internships can prove as an invaluable tool in preparing young adults for real jobs. Our internships were designed to create these experiences as well as cultivate relationships that can and have lead to full-time employment with ARHA. We currently have several full-time employees who started with ARHA as interns.

The Asset Management department hosted the largest number of interns this summer. Intern duties in this department consisted of assisting with updating our resident application intake and recertification database, as well as other administrative tasks. Asset Management interns this year were:

\*Othman Ayoub  
\*Angelica Bermudes  
\*Amina Bouh  
\*Diondre Charlton

\*Zoe Holland  
\*Jamanni Lewis  
\*Michelle Moore  
\*Khadija Ogarro

The Resident and Community Services department hosted four interns this summer. The intern tasks were really instrumental in helping us support our residents. They were charged with assisting staff in providing food, personal protective equipment and other resources to our residents. Many of the resource distributions were held weekly throughout our community. Resident and Community Services interns this year were:

\*Juwon Affini  
\*Stephanie Hernandez

\*Jack Morrison  
\*Linda Morrison

The Finance and Information Technology department hosted two interns this summer. Their intern duties consisted of assisting staff with accounts payable and contract logistics on the Finance side; and computer inventory, set-up and allocation for Info Tech. The Finance and Information Technology department interns this year were:

\*Noel Dickerson

\*Imeyia Talbert



The Facilities & Modernization department hosted one intern this summer. Her intern duties consisted of assisting staff with resident requests and updating the inventory management database. The Facilities & Modernization department intern this year was:

\*Taylor Johnson

## **ARHA INTERNS IN ACTION 2020**



**Jack Morrison RACS Intern assisting with lunch distribution to students in collaboration with Alexandria City Public Schools.**

## ARHA INTERNS IN ACTION 2020



**Stephanie Hernandez, Intern with the Resident and Community Services department, updating the database of information for all of those who would receive distributions of ARHA provided Personal Protective Equipment and other resources.**



**Linda Morrison, Intern with Resident and Community Services department, directing traffic for the ALIVE and Royal Restaurant food distribution to ARHA families.**



## ARHA INTERNS IN ACTION 2020



**Juwon Affini, Intern with RACS dept., distributing donated books and school supplies to students of ARHA families.**

## ARHA INTERNS IN ACTION 2020

Interns were kept busy this summer by updating important database information, acknowledging and responding to emails, setting up and distributing computers.



**Khadija Ogarro, Intern w/Asset Management**



**Michelle Moore, Intern w/Asset Management**



**Zoe Holland, Intern w/Asset Management**



**Noel Dickerson, Intern w/Info Technology**



## ARHA INTERNS IN ACTION 2020

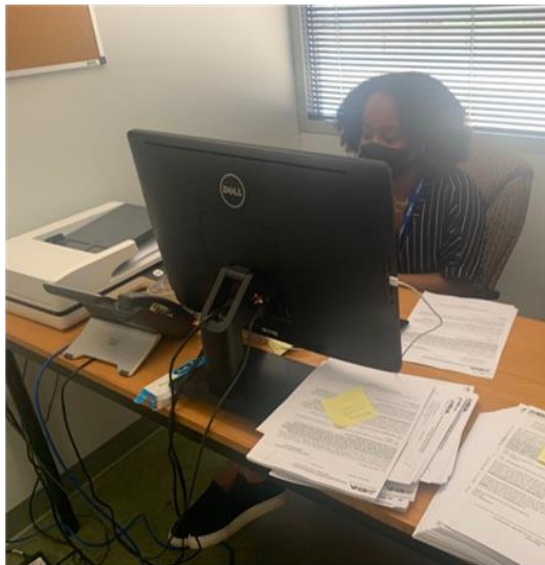
Updating important database information, acknowledging and responding to email, and other administrative tasks were keeping our Interns busy this summer.



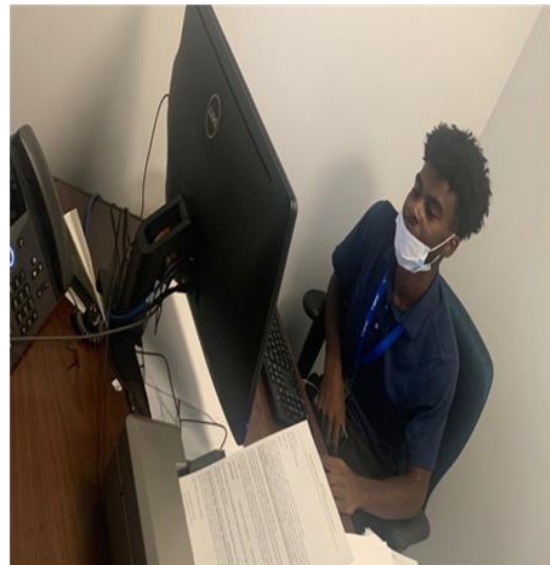
**Othman Ayoub, Asset Management**



**Angelica Bermudes, Asset Management**



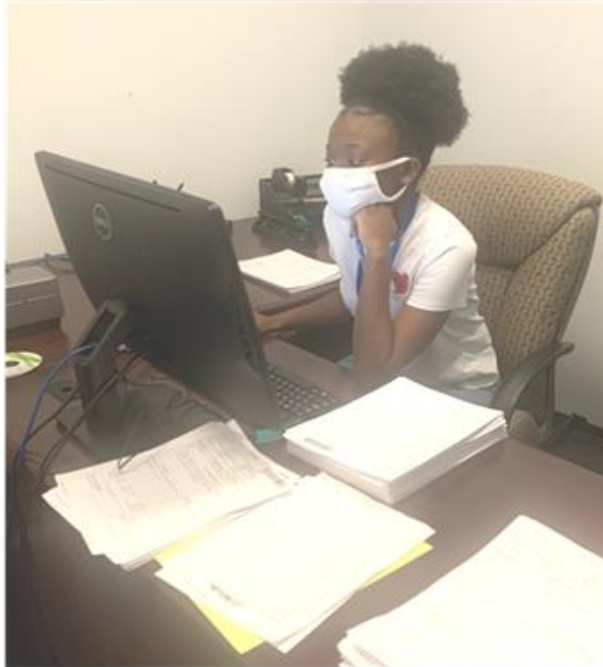
**Amina Bouh, Asset Management**



**Diondre Charlton, Asset Management**

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## **ARHA INTERNS IN ACTION 2020**



**Taylor Johnson,  
Intern with the  
Facilities and  
Modernization  
department,  
assisted in  
updating the  
resident  
request and  
inventory  
database.**



**Imeyah Talbert,  
Intern with the  
Finance and  
Administration  
department,  
assisted with  
accounts payable  
and contract  
logistics.**

## VIII. CONSENT DOCKET

**DATE:** September 28, 2020

**TO:** Peter Kleeblatt, Chairman ARHA Board of Commissioners

**FROM:** Keith Pettigrew, Secretary/Treasurer

**SUBJECT:** VOTE FOR APPROVAL OF RESOLUTION No. 695-2020 TO SUBMIT TO HUD THE 2021 ANNUAL AGENCY PLAN

**ISSUE:**

The Quality Housing and Work Responsibility Act of 1998 requires that Public Housing Authorities submit the Annual Agency Plan (the “Plan”) 75 days prior to the close of each fiscal year. The due date for the 2021 Agency Plan is October 15, 2020.

**DISCUSSION:**

Effective October 1, 1999, each public housing agency shall submit to the HUD Secretary an annual public housing Agency Plan under Section 511 of the Quality Housing and Work Responsibility act of 1998 (QHWRA).

The FY 2021 Agency Plan provides an update on goals and objectives identified in ARHA’s most recent 5 year plan for FY 2018 to 2022 which, was approved by HUD. The Agency Plan includes updates to ARHA’s current redevelopment plans, the last audited financial statement, and the housing needs reflecting the City of Alexandria’s Consolidated Plan. Further, the Plan reports on the progress the ARHA has made in serving the needs of low-income, very-low-income, and extremely low-income families.

Additionally, HUD requires that the Plan is presented to the general public, stakeholders and in consultation with the Resident Council members, and the City of Alexandria, to ensure its consistency with the City’s Consolidated Plan. A certification provided by the City asserts that the plan meets the requirements of their applicable comprehensive housing affordability strategy, as well as provides a description of the manner in which the applicable contents of the Plan are consistent with the comprehensive housing affordability strategy.

Due to the current Covid-19 pandemic, Staff conducted the HUD required public hearing via conference call this year, as well as a met with the Resident Council and the Residents Advisory Board. Public Notices and advertising where placed on the official bulletin Board of the City of Alexandria web site, ARHA web site, and other public locations within the City of Alexandria.

**RECOMMENDATION:**

The ARHA Board of Commissioners approves the attached Agency Plan, and authorizes Staff to submit the Plan to HUD for review and approval.

**FISCAL IMPACT:**

There is no fiscal impact.



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**HOUSING AUTHORITY BOARD OF COMMISSIONERS  
APPROVAL TO SUBMIT TO HUD THE 2021 ANNUAL AGENCY PLAN**

**RESOLUTION No. 695-2020**

**WHEREAS**, ARHA is required to submit to the HUD Secretary an annual public housing Agency Plan (“the Plan”) under Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA); and

**WHEREAS**, the Alexandria Redevelopment and Housing Authority is required to obtain Board approval prior to the submittal of the Annual Agency Plan; and

**WHEREAS**, ARHA has completed the Annual Agency Plan in consultation with the resident councils and in consistency with the City’s Consolidated Plan, and contains a certification by the City of Alexandria that the plan meets the requirements of their applicable comprehensive housing affordability strategy, as well as provides a description of the manner in which the applicable contents of the Plan are consistent with the comprehensive housing affordability strategy; and

**WHEREAS**, ARHA has advertised and held public hearing and comments from the public and resident advisory board, which have been incorporated in the Plan; and

**WHEREAS**, HUD requires that the 2021 Annual Agency Plan be submitted on or before October 15<sup>th</sup>, 2020;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Chief Executive Officer in submitting the “Plan” to HUD, is hereby ratified and approved.

Adopted this September 28, 2020

**ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

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

Peter Kleeblatt, Chairman

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

Keith Pettigrew, Chief Executive Officer

**DATE:** September 28, 2020

**TO:** Peter Kleeblatt, Chairman ARHA Board of Commissioners

**FROM:** Keith Pettigrew, Secretary/Treasurer

**SUBJECT:** VOTE FOR APPROVAL OF RESOLUTION No. 696-2020, PUBLIC HOUSING FLAT RENTS

**ISSUE:**

Pursuant to the FY 2015 Appropriations Act and HUD Notice, PIH 2015-13, ARHA is required to establish a flat rent for each public housing unit that is no less than 80 percent of HUD issued Small Area Fair Market Rents (SAFMR) currently in use for each zip code in ARHA's jurisdiction.

**DISCUSSION:**

Once a year, ARHA must give each Public Housing family the opportunity to choose between the two methods for determining the amount of tenant rent payable monthly by the family. The family may choose to pay as tenant rent either a flat rent or an income-based rent. ARHA's flat rents must be set at no less than 80 percent of its determined Small Area Fair Market Rents (SAFMR). If a new flat rent causes a family's rent to increase by more than 35 percent, the family's rent increase must be phased in at 35 percent annually until such time that the family chooses to pay the income-based rent or the family is paying the flat rent established.

The Asset Management Department has made the appropriate changes to bring ARHA in compliance with the Flat Rent requirements (CFR § 960.253). Attached you will find the new Public Housing Flat Rent Schedule. The proposed flat rents are based on 80% of each SAFMR by bedroom size, minus the utility allowance. These higher rent levels will ensure that families with higher incomes pay an appropriate market-based rent.

**RECOMMENDATION:**

That ARHA's Board of Commissioners vote to approve Resolution No. 695-2020 to adopt the Public Housing Program's 2020 Flat Rent Schedule.





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**HOUSING AUTHORITY BOARD OF COMMISSIONERS  
APPROVAL FOR PUBLIC HOUSING FLAT RENT ADJUSTMENT  
RESOLUTION No. 696-2020**

**WHEREAS**, ARHA is required to submit to the Board of Commissioners for approval ARHA's 2020 Public Housing Flat Rent Schedule; and

**WHEREAS**, the Alexandria Redevelopment and Housing Authority is required to review the Public Housing Flat Rent Schedule annually and revise it, based on HUD issued Small Area Fair Market Rents (SAFMR); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Chief Executive Officer approve the 2020 Public Housing Flat Rent Schedule.

Adopted this September 28, 2020

**ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

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

Peter Kleeblatt, Chairman

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

Keith Pettigrew, Chief Executive Officer

## PROPOSED FLAT RENTS (FR) FOR 2020

- FR must be *no less* than 80% of current Small Area Fair Market Rents (SAFMR)
- FR calculation = (80/90/95/100% SAFMR) – Utility Allowance (UA) = FR
- Adopted FR must be “phased-in” annually (up to 3 years) if increase is over 35% of current FR

### **Andrew Adkins (22314)**

| BR Size | Current FR | 80% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 1       | \$1069     | \$1784    | \$105             | \$1679   |
| 2       | \$1391     | \$2032    | \$165             | \$1867   |
| 3       | \$1627     | \$2640    | \$198             | \$2442   |
| 4       | \$1765     | \$3224    | \$253             | \$2971   |
| 5       | \$2125     | \$3707    | \$286             | \$3421   |

**Number of Tenants currently paying Flat Rent = 0**

### **Samuel Madden (22314)**

| BR Size | Current FR | 80% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 2       | \$1391     | \$2032    | \$165             | \$1867   |
| 3       | \$1627     | \$2640    | \$198             | \$2442   |

**Number of Tenants currently paying Flat Rent = 1**

### **Ladrey Hi-Rise (22314)**

| BR Size | Current FR | 80% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 0       | \$1067     | \$1736    | \$0               | \$1736   |
| 1       | \$1190     | \$1784    | \$0               | \$1784   |

**Number of Tenants currently paying Flat Rent = 1**

### **Scattered Site 410 (22302)**

| BR Size | Current FR | 95% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 2       | \$1485     | \$1727    | \$222             | \$1505   |
| 3       | \$1817     | \$2240    | \$259             | \$1981   |

**Number of Tenants currently paying Flat Rent = 0**

**Scattered Site 410 (22311)**

| BR Size | Current FR | 100% SAFMR | Utility Allowance | Final FR |
|---------|------------|------------|-------------------|----------|
| 2       | \$1485     | \$1818     | \$222             | \$1596   |
| 3       | \$1817     | \$2358     | \$259             | \$1656   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 410 (22312)**

| BR Size | Current FR | 95% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 2       | \$1485     | \$1706    | \$222             | \$1484   |
| 3       | \$1817     | \$2212    | \$259             | \$1953   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 410 (22314)**

| BR Size | Current FR | 80% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 2       | \$1485     | \$2032    | \$222             | \$1810   |
| 3       | \$1817     | \$2640    | \$259             | \$2381   |
| 4       | \$2257     | \$3224    | \$322             | \$2902   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 411 (22314)**

| BR Size | Current FR | 80% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 3       | \$1817     | \$2640    | \$259             | \$2381   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 412 (22302)**

| BR Size | Current FR | 100% SAFMR | Utility Allowance | Final FR |
|---------|------------|------------|-------------------|----------|
| 2       | \$1452     | \$1818     | \$277             | \$1541   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 412 (22304)**

| BR Size | Current FR | 90% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 2       | \$1452     | \$1737    | \$222             | \$1515   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 412 (22311)**

| BR Size | Current FR | 95% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 2       | \$1485     | \$1751    | \$222             | \$1529   |

Number of Tenants currently paying Flat Rent = 0

**Scattered Site 412 (22312)**

| BR Size | Current FR | 100% SAFMR | Utility Allowance | Final FR |
|---------|------------|------------|-------------------|----------|
| 2       | \$1485     | \$1796     | \$222             | \$1574   |

Number of Tenants currently paying Flat Rent = 0

**Saxony Square (22312)**

| BR Size | Current FR | 100% SAFMR | Utility Allowance | Final FR |
|---------|------------|------------|-------------------|----------|
| 2       | \$1577     | \$1796     | \$222             | \$1574   |

Number of Tenants currently paying Flat Rent = 0

**Park Place (22302)**

| BR Size | Current FR | 90% SAFMR | Utility Allowance | Final FR |
|---------|------------|-----------|-------------------|----------|
| 0       | \$1169     | \$1393    | \$0               | \$1393   |
| 1       | \$1339     | \$1434    | \$0               | \$1434   |

Number of Tenants currently paying Flat Rent = 0

## **IX. ACTION DOCKET**

## **X. OTHER BUSINESS**

## 'The Need Continues' Backpacks, school supplies distributed across the city.



Departmental Progressive Club president Merrick Malone, fourth from right, stands with other volunteers as they prepare to distribute more than 4,000 books donated by the literacy nonprofit InspireLit as part of the Aug. 22 back-to-school drive at the Ruby Tucker Family Center. Photo by Janet Barnett/Gazette Packet

<http://www.connectionnewspapers.com/news/2020/aug/28/need-continues-alexandria/>



By JEANNE THEISMANN  
GAZETTE PACKET

**M**ore than 800 families from across the city turned out to pick up backpacks and school supplies as part of a citywide back-to-school drive Aug. 22 and 23.

"Over the two days we traveled to five different ARHA locations including Charles Houston Rec Center and Oakland Baptist Church," said former City Councilman and organizer Willie Bailey. "Members of the Departmental Progressive Club did a great job of maintaining social distancing at the sites and school supplies were pre-sorted and placed in baggies to keep people from touching everything. Whether in person or online, the need continues for so many families."

Numerous organizations joined forces in organizing the events, including the literacy nonprofit InspireLit, which donated more than 4,000 books for the distribution.

"With the children starting out virtually, we were hoping that we could add some type of normalcy to the start of the school year i.e. new backpacks with school supplies," Bailey said.

Distribution locations included the Charles Houston Recreation Center, the Ruby Tucker Family Center and Oakland Baptist Church.

"The Ice Cream Squad ice cream truck came out and gave away free ice cream at every event over the two days," Bailey said. "And we were also registering families to

See 'THE NEED CONTINUES', PAGE 4



Staff member Juwahn Brown of the Ruby Tucker Family Center, Keith Pettigrew, CEO of the Alexandria Redevelopment Housing Authority, and Del Badie, another staff member of the center, prepare to assist with the school supplies distribution Aug. 22.



Departmental Progressive Club president Merrick Malone, fourth from right, stands with other volunteers as they prepare to distribute more than 4,000 books donated by the literacy nonprofit InspireLit as part of the Aug. 22 back-to-school drive at the Ruby Tucker Family Center.



The family of Rosa and Jack Byrd encourage voter registration Aug. 22 at the Ruby Tucker Family Center.



More than 4,000 books were donated by the nonprofit InspireLit for the back-to-school drive.



Families line up to receive backpacks and school supplies Aug. 23 outside Oakland Baptist Church as part of a citywide back-to-school drive.



Volunteers from the Alexandria Redevelopment Housing Authority distribute backpacks Aug. 22 as part of a back-to-school drive at the Ruby Tucker Family Center.



Families pick up backpacks and school supplies Aug. 23 outside Oakland Baptist Church as part of a citywide back-to-school drive.

# 'The Need Continues'

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vote with the Departmental Progressive Club, stepping up as always with donations and volunteers."

Despite the long lines, the excitement of families and children was evident as backpacks, school supplies, books and ice cream treats were distributed.

"It is always rewarding to give or assist those in need," said Keith Pettigrew, CEO of the Alexandria Redevelopment Housing Authority. "It's especially critical during these challenging times in a pandemic. Thanks to the annual effort and leadership of Commissioner Willie Bailey and all the organizations that helped, ARHA was allowed to assist in giving children school supplies and learning materials to begin their school year. The smiles on the kids' faces said it all."

Sponsors for the back-to-school drive include: Alexandria Redevelopment Housing Authority, Departmental Progressive Club, Alexandria Dept of Recreation and Parks, Jack Taylor's Alexandria Toyota, InspireLit literacy nonprofit, Firefighters and Friends to the Rescue, The Ice Cream Squad and Oakland Baptist Church.



Families line up for free ice cream from The Ice Cream Squad during the back-to-school drive Aug. 23 at Oakland Baptist Church.