



Alexandria Redevelopment and Housing Authority

# Monthly Report to the Board of Commissioners

Rickie Maddox  
Interim Chief Executive Officer

**April 22, 2024**

## **BOARD OF COMMISSIONERS**

### **REGULARLY MONTHLY MEETING**

**Alexandria Redevelopment and Housing Authority  
401 Wythe Street, Alexandria, VA 22314**

**Monday, April 22, 2024, at 7:00 pm**

**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,  
MARCH 25, 2024.**

**4. RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, APRIL 22, 2024.**

**5. CONSENT DOCKET**

**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**

**Monday, March 25th, 2024, at 7:00 pm**

**THOSE PRESENT:**           **Anitra Androh, Chairwoman**  
                                  **Peter Kleeblatt, Commissioner**  
                                  **Michelle Krocker, Commissioner**  
                                  **Kevin Harris, Commissioner**

**Merrick Malone, Commissioner**  
                                  **Christopher Ballard, Commissioner**

**THOSE ABSENT:**

**Willie Bailey, Vice Chairman**  
                                  **Daniel Bauman, Commissioner**  
                                  **Tracy Jefferson, Commissioner**  
                                  **Christopher Ballard, Commissioner**

**Steven Hines**

**RECORDER:**           **Juwahn Brown**

Public session meeting called to order at 7:04pm by Chairwoman Androh. Among those present were Marisa Stanley, Chief Financial Officer, ARHA Staff, ARHA Consultants and Alexandria Office of Housing Staff Resident Leadership.

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

Commissioner Kevin Harris, on behalf of Mr. Hines, reports on Ladrey's residents. Other than mentioning the security issue, there are no outstanding issues to report currently.

Chairwoman Androh mentioned that Rickie's is absent due to a family issue. Marisa Stanley has stepped in the present on Rickie's behalf.

**• ARHA Resident Association (ARA) – Commissioner Kevin Harris, President**

Commissioner Kevin Harris reported that they are currently doing some restructuring for proper coverage of the ARHA sites.

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

Alexandria Planning and Zoning presented on Alexandria West.

**ITEM 3. VOTE TO APPROVE THE MINUTES FOR THE REGULAR SCHEDULED BOARD MEETING MONDAY, MARCH 25, 2024:**

Chairwoman Androh presented the minutes for Monday, March 25, 2024. Commissioner Kleeblatt moved to accept the minutes; the motion was seconded by Chairwoman Krockner. The motion was approved with (5) Yeas, (0) Nays.

**ITEM 4. EXECUTIVE SUMMARY REPORT AS OF MARCH 25, 2024:**

Finance:

The Yardi data conversion is complete. Staff are working to make the necessary corrections and some additional staff training. We expect the full implementation to be completed within the next 30 to 60 days. The ARHA Finance committee will start meeting next month. The meetings will take place on the 3<sup>rd</sup> Monday of each month. The purpose of the committee is to review and study the finances of the agency. This will allow a more detailed picture of how ARHA is performing as an agency. The fiscal year 2022 FDS has been approved. The 2023 unaudited was submitted on 2/29/24.

Maintenance Operations:

The INSPIRE inspection was performed at the Scattered Sites on January 19, 2024, and at Sam Madden/Andrew Adkins on March 13, 2024. Marisa elaborated on the difference in terms of NSPIRE verses REAC.

**ITEM 5. CONSENT DOCKET:**

Chairwoman Androh: A vote to approve resolution 738-2024 to Approve the Draw on the Line of Credit with KeyBank for the Acquisition of the Property at 901 N. Alfred Street. Commissioner Krockner moved to approve; the motion was seconded by Commissioner Kleeblatt. The motion was approved with (5) Yeas, and (0) Nays.

Chairwoman Androh: A vote to approve resolution 739-2024 to Authorize Public Comment on the Application of LDP Holdings, LLC for the issuance of Bonds for the Acquisition and Renovation of Properties Located at the 431 Columbus Street in Alexandria and Together Known as Heritage at Old Town. Commissioner Kleeblatt moved to approve; the motion was seconded by Commissioner Malone. The motion was approved with (5) Yeas, and (0) Nays.

**ITEM 6. ACTION DOCKET:**

No Items Submitted

**ITEM 7. NEW BUSINESS:**

No Items Submitted

**ITEM 8. ANNOUNCEMENTS:**

No items submitted.

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

There being no further business to come before the Board, Chairwoman Androh adjourned the meeting to move to the Executive Session to discuss Personnel, Real Estate and Legal Matters.

## **I. EXECUTIVE SUMMARY**



## ASSET MANAGEMENT

- Occupancy / Rent Collection

	Public Housing Feb. 2024	Public Housing Mar. 2024	MOD Rehab Feb. 2024	Mod Rehab Mar. 2024	Market Rate Feb. 2024	Market Rate Mar. 2024
Occupancy	99%	99%	100%	100%	98%	97%
Rent Collection	83%	60%	98%	65%	82%	72%

- Lease-Ups

New Lease-Ups	February 2024	March 2024
Tenant-based (HCVP)	1	20
Number of request for tenancy	17	22
Project-based voucher	1	0
Moderate Rehabilitation	2	0

## MAINTENANCE OPERATIONS

Reporting Period: March 16, 2024 – April 10, 2024

Property	Emergency	Urgent	Routine	Vacant Unit Turns	Extermination	Current Total # of WO	Outstanding Total # of WO	Previous Reporting Total # of WO
Alexandria Crossing (Old Dominion & West Glebe)	1	4	17	1	0	23	3	54
Andrew Adkins	3	8	13	1	1	26	7	69
BWR (Braddock, Whiting & Reynolds)	0	1	5	1	0	7	3	25
Chatham Square	0	0	15	0	0	15	4	15
Hopkins-Tancil	7	5	22	1	3	38	8	45
James Bland I, II, IV)	2	2	15	1	1	21	6	24
James Bland V	2	2	18	0	2	24	5	18
Ladrey Highrise	4	1	45	1	2	53	8	56
Miller Homes	0	2	0	1	0	3	1	7
Park Place & Saxony Sq.	0	8	0	0	1	9	4	7
Pendleton Park	2	0	6	0	0	8	0	11
Princess Square	3	1	17	1	1	23	5	21
Quaker Hill	0	3	8	2	1	14	3	18
Samuel Madden	2	0	9	0	0	11	2	24
Scattered Sites I, II, III	2	5	34	1	1	43	7	43
<b>TOTAL</b>	<b>28</b>	<b>42</b>	<b>224</b>	<b>11</b>	<b>13</b>	<b>318</b>	<b>66</b>	<b>437</b>

## **DEVELOPMENT**

### **A. LINEAGE AT N. PATRICK STREET**

Staff continues to resolve all outstanding issues, including cash flow waterfall repayment of the deferred development fee, to close out the Ramsey project.

The property continues to perform with 100% occupancy after reaching project stabilization.

### **B. SAMUEL MADDEN REDEVELOPMENT**

Partners for the North Building continue to work with potential debt and equity firms on structuring alternatives. The partners are also working with DHCD on meeting all the requirements for submission of an application for 4% tax credits will be submitted to the DHCD for its July 2024 round. Equity investors continue to take a wait and see approach to investments for equity in multifamily buildings. Partners will present to the Board at the April meeting to discuss the debt and equity markets, for both tax credit and market deals.

The final Environmental Report for Madden has been submitted to the HUD SAC office for review of the demo/dispo application for Madden. The partners, given that the financial closing for Madden will not occur until late November of this year, have decided to postpone tenant relocation until after January 2025. Tenant assignments to Madden were closed on February 29 and any vacancies moving forward will not be filled with new residents.

City staff continues to review the ARHA request for early release of the \$3.1M in City loan. The funds will also be used to prepare the road infrastructure on Montgomery and Patrick. City staff expects to decide in April.

### **C. LADREY HIGH RISE REDEVELOPMENT**

In March, the Development Team submitted the application for 9% LIHTC, but later withdrew it due to the size of the request and the size of the gap when DHCD said that they would not increase the amount allocated to the public housing pool. The team continues to explore other options. The development team also continues to explore additional funds to close the financing gap, including discussions with the financial consultants to the Amazon Equity Fund.

The owners of the Annie B. Rose property filed suit against the city, ARHA, and the development team. Attorneys for the defendants met in March to commence strategy discussions.

As a result of testimony from the residents of Annie B. Rose, the City's Code Enforcement division toured the Ladrey property and requested a follow-up tour of 10% of the building's units. The site inspection went well with the city code enforcement team recognizing the stabilization plan that has been put into place. The city's team visited the property in late March and staff is reviewing findings presented.

#### **D. RAD & RE-SYNDICATION**

**RAD:** RAD subsidy for James Bland I&II and Old Dominion have commenced. Section 18 application for Madden and Adkins have been submitted and we are awaiting SAC response. Staff is preparing to submit the Section 18 application for Cameron Valley since the analysis confirmed that the property meets the obsolescence test.

**Re-Syndication:** Staff has engaged a consultant to assist with RAD repositioning and submission of a 4% tax credit application for a re-syndication of the property for a capital investment in the 100 units comprising Chatham and BWR properties. Staff have commenced reviewing LP documents, especially the ROFR for Old Dominion as the project is in its 15<sup>th</sup> year of tax credit compliance.

#### **E. OTHER DEVELOPMENT ISSUES**

**RFQ for additional Development Partners:** The Board's Development Committee has recommended cancelling the procurement and issuing it later. The response to this solicitation was underwhelming in that only 6 new applicants submitted new applications. Firms that submitted a response have been notified.

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## RESIDENT SERVICES

Resident and Community Services (RACS) staff maintain their outreach efforts that include phone calls, emails, wellness checks, resource referrals, daily assistance, and other necessary activities to provide residents the service they need. Assistance with food, rent, and utilities continue to be most of the requests received by RACS Staff. For the month of March, 416 families were provided with food through distributions directly serving ARHA residents, and others were directed to church pantries, the ALIVE Food Hubs, or community distributions.

ARHA and RACS are showing our support for Child Abuse Prevention Awareness Month, by being a 2024 Pinwheel Partner. During the month of April, we will join the Center for Alexandria's Children and other organizations throughout the City of Alexandria to display around 800 blue pinwheels and create a pinwheel garden in front of the ARHA Headquarters Building and the Ruby Tucker Family Center. Pinwheels are used to help educate communities about the importance of supporting children and families. Shining in the sun, the pinwheel is reflective of the bright future all children deserve. Additionally, pinwheels are a positive emblem of the effect we can have when we work together to prevent child abuse.

As part of our participation in the Youth Support Network Program Quality Cohort, the Executive Committee selected Iliana Moses as the Cohort Co-Chair. The seat on the Executive Committee is a one-year appointment, that will last through June 2025. In recognition of the additional time and commitment required, ARHA will receive an additional grant of \$5,000.

Lastly, the Maintenance, Development, and RACS team are partnering with the Virginia Cooperative Extension and EcoAction Arlington to implement the Energy Masters Program. The Energy Masters program will work with selected residents to implement money-saving, minor energy updates in their units. Energy Masters will meet with residents and then send in a team that will change light bulbs, shower heads, and seal drafty areas around windows and doors. The objective is to make their units more comfortable and help save money on gas, electric, and water bills. ARHA Staff are working to identify residents at Ladrey Highrise, Pendleton Park, and other scattered sites to participate in the program, and the start date is scheduled for May 4<sup>th</sup>.



**PINWHEEL GARDENS IN SUPPORT OF CHILD ABUSE PREVENTION AWARENESS MONTH**



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## II. ASSET MANAGEMENT



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

	Indicator	Feb. 2024	Mar. 2024	Benchmark Goal	HUD's Standard	Comments
1	Occupancy Rate ACC units (PH)(*)	99%	99%	98%	98%	>98% = 16pts 96% - 98% = 12pts 94% - 96% = 8pts 92% - 96% = 4pts 90% - 92% = 1pt <90% = 0pts (General Public Housing only)
2	Occupancy Rate (Mkt. Rate)(*) (PBV/MOD)	99%	98%	96%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included in SEMAP
3	Tenant Acc. Receivables (TARs) – Occupied Units (*)	98%	98%	98%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4	Tenant Account Receivables (TARs) – Vacated / Evictions (*)	29%	29%		Loss Debt Collections	Vacated TARs will be written off by the FYE for PHAS compliance

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

### A. OCCUPANCY RATE

Public Housing had an average occupancy rate of 99% for March, 2024. Individual Performance data by property is as follows:

PUBLIC HOUSING 2024	Feb.	Mar. 2024
Samuel Madden	100%	100%
Andrew Adkins	99%	98%
Ladrey Highrise	99%	99%
Scattered Sites I	98%	98%
Scattered Sites II	97%	97%
Scattered Sites III	96%	98%
Chatham Square	99%	100%
Braddock & Whiting	100%	100%
Reynolds	100%	100%
Old Dominion	100%	100%
West Glebe	100%	100%
James Bland I, II, IV	100%	100%
Lineage	100%	100%

## B. PROGRAM UTILIZATION & VACANCY REPORTING

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

	Feb. 2024	March. 2024
Housing Choice Voucher	100%	100%
Moderate Rehabilitation	100%	100%
Project Based Section 8	99%	99%
Low Rent Public Housing	99%	99%
Market Rate (Affordable Dwelling Units)	98%	98%

## C. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for February 2024:

	March, 2024
Homeownership	14
Homeownership New this Month	0
Family Unification	40
Portable Vouchers Paid	30
Tenant Protection	46
All Other Vouchers	1,410
Number of Vouchers Under Lease on the last day of the month	1,540
HA Owned Units Leased – included in the units lease above	203
New Vouchers issued but not under contract as of the last day of the month	44
Portable Vouchers Administered	13
Number of Vouchers Covered by Project-Based AHAPs and HAPs	4

## D. VACANCY ACTIVITY TRACKING REPORT MARKET RATE UNITS

Developments	Total # of Units	Total Occupied units 02/28/2024	Total Occupied units 03/31/2024	Current # Vacant
Princess Square	68	65	64	4
Quaker Hill	60	60	60	0
Hopkins-Tancil	108	108	108	0
Miller Homes	16	16	16	0
Pendleton Park	24	22	21	3
Old Town Commons V	54	54	50	4
Lineage	46	46	46	0
<b>TOTALS</b>	<b>376</b>	<b>371</b>	<b>365</b>	<b>11</b>

## E. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS



Developments	Total # of Units	Total Units Occupied 2/28/2024	Total Units Occupied 03/31/2024	Current # Vacant
Ladrey Building	170	168	169	1
Chatham Square.	52	51	52	0
Old Town Commons I	18	18	18	0
Old Town Commons II	18	18	18	0
Old Town Commons IV	44	44	44	0
S. Madden Homes	65	65	65	0
A. Adkins Homes	90	88	88	2
Scattered Sites 410	50	49	49	1
Scattered Site 411	30	29	29	1
Scattered Site 412	41	40	40	1
Braddock	6	6	6	0
Whiting	24	24	24	0
Reynolds	18	18	18	0
Saxony Square	5	5	5	0
Park Place	38	38	38	0
West Glebe	48	48	48	0
Old Dominion	36	36	36	0
Lineage	6	6	6	0
<b>TOTALS:</b> <i>(values are rounded up/down)</i>	<b>759</b>	<b>752</b>	<b>753</b>	<b>6</b>

## F. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting list March 2024
<b>HCVP</b>	<b>11,204</b>
<b>MOD Rehab</b>	
(1) bedroom	523
(2) bedroom	229
(3) bedroom	199
(4) bedroom	17
<b>Total</b>	<b>968</b>
<b>General Public Housing</b>	
(1) bedroom	4,077
(2) bedroom	2,919
(3) bedroom	1,653
(4) bedroom	165
<b>Total</b>	<b>8,814</b>
<b>Elderly / Disabled</b>	
(1) bedroom	11
<b>Total</b>	<b>11</b>
<b>BWR</b>	
(2) bedroom	1,809
(3) bedroom	1,102
<b>Total</b>	<b>2,911</b>
<b>Chatham Square</b>	
(2) bedroom	1,910
(3) bedroom	28
<b>Total</b>	<b>1,938</b>
<b>West Glebe / Old Dominion</b>	
(1) bedroom	1,942
(2) bedroom	1,874
(3) bedroom	1,139
(4) bedroom	5
<b>Total</b>	<b>4,960</b>
<b>OTC I, II, IV</b>	
(2) bedroom	1,812
(3) bedroom	1,127
<b>Total</b>	<b>2,939</b>

## G. CERTIFICATIONS ACTIVITY

HOUSING CHOICE VOUCHER	Feb. 2024	Mar. 2024
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	17	20
New Move-in/Change of Unit/Port-in	7	22
Interim Change	51	54
Annual Reexamination	131	105
End of Participation	2	3
<b>PUBLIC HOUSING</b>		
Pre-Admission/Eligibility	5	1
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	10	5
Interim Change	12	11
Annual Reexamination	46	68
End of Participation	2	1
<b>MODERATE REHABILITATION</b>		
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	2	0
Interim Change	2	1
Annual Reexamination	9	14
End of Participation	0	0
<b>PROJECT BASED VOUCHER</b>		
Pre-Admission/Eligibility	2	0
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	1	0
Interim Change	2	1
Annual Reexamination	4	3
End of Participation	0	0
<b>TOTAL CERTIFICATIONS COMPLETED</b>	<b>229</b>	<b>309</b>

## H. INSPECTIONS

Inspections	February 2024	March 2024
# of annual/return Inspections	225	122
# of Initial/Re-inspections	20	18
# of Final Failed Inspections	0	0
# of Abatements	0	0
# of Emergency/Special Inspections	0	0
# of Missed Inspections (no show)	8	9
# of quality control inspections conducted	0	0

## I. COMPLIANCE / SAFETY

### 1. Quality Assurance Activities

Number of Files Reviewed Audit Files*	February 2024	March 2024
Recertification's	35	40
Intake Certifications	7	10

A minimum of 20% of the monthly

recertification caseload is reviewed by Quality Control

Number of Recertification's Files With Errors /Recert Info	February 2024	March 2024
# of Recert Files w/ Errors	6	6

### 2. Public Safety

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

Types	February 2024	March 2024
Bar Notices issued	0	0
Late Notices	95	55
Unlawful Detainers	20	19
Evictions (legal)	1	2
Evictions (drugs)	0	0

## J. RENT COLLECTION

ARHA properties collected **64%** of monthly rent charged for **March 2024**. Individual performance by property is as follows:

	February 2024	March 2024
Samuel Madden	82%	70%
Andrew Adkins	84%	60%
Ladrey High-Rise	90%	63%
Scattered Sites I	94%	65%
Scattered Sites II	89%	40%
Scattered Sites III	82%	68%
Chatham Square	87%	65%
Braddock	72%	47%
Whiting	88%	54%
Reynolds	59%	67%
Old Dominion	86%	70%
West Glebe	79%	54%
<b>James Bland I*</b>	<b>86%</b>	<b>RCNP</b>
<b>James Bland II*</b>	<b>76%</b>	<b>RCNP</b>
James Bland IV	83%	48%
<b>TOTAL</b>	<b>83%</b>	<b>60%</b>
	February 2024	March 2024
<b>MARKET RATE</b>		
Quaker Hill	78%	69%
Princess Square	75%	80%
Miller Homes	77%	73%
Pendleton Park	73%	58%
James Bland V	74%	75%
Saxony Square (PBV)	100%	73%
Park Place (PBV)	94%	75%
<b>TOTAL</b>	<b>82%</b>	<b>72%</b>
	February 2024	March 2024
<b>MOD/PBV</b>		
Hopkins-Tancil	98%	65%
<b>TOTAL</b>	<b>98%</b>	<b>65%</b>

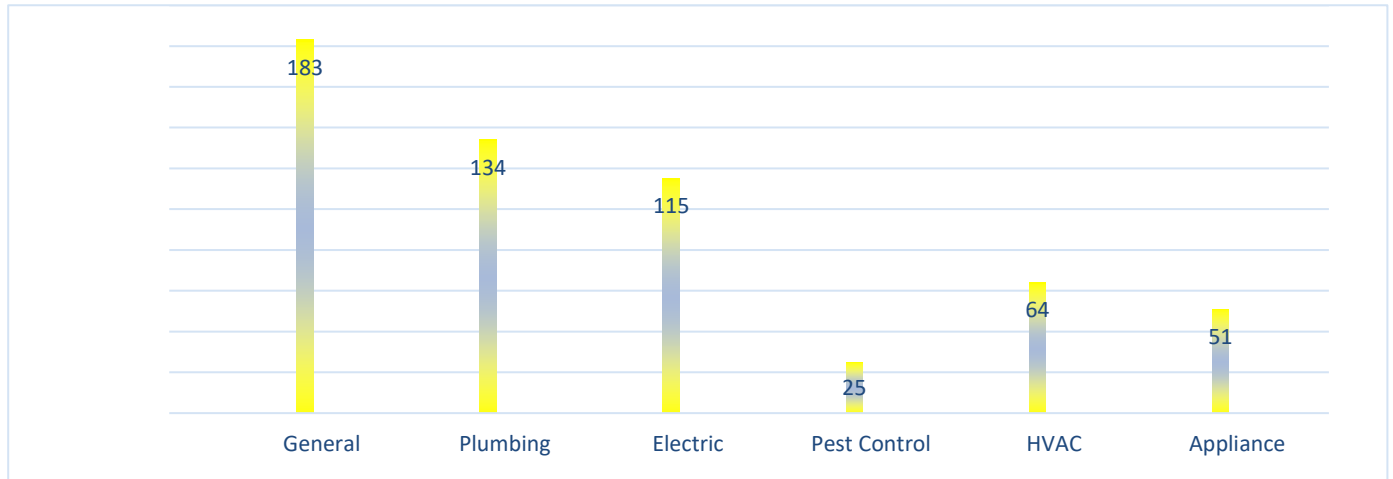
\*Additional Rent Collection Information: Rent charges not posted (RCNP) in Yardi for this property



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### **III. MAINTENANCE OPERATIONS**

## A. MARCH WORK ORDER ACTIVITY TOTAL: 572



Properties	General	Plumbing Repair Work	Electric Repair	Pest Control	HVAC Work	Appliance Repair Work	Current Total # of Work Order	Prev. Month Total # of Work Order	2024 Y-T-Date # of Work Orders	2023 Year End Total # of Work Orders
Administrative Building	0	0	1	1	0	0	2	0	2	18
Alexandria Crossing (Old Dominion & West Glebe)	11	6	3	1	4	2	27	72	143	718
Andrew Adkins	28	16	18	1	14	1	78	95	217	807
BWR (Braddock, Whiting & Reynolds)	2	7	1	0	7	1	18	36	61	395
Chatham Square	5	2	3	0	4	2	16	36	80	407
Hopkins-Tancil	15	17	12	6	7	3	60	68	180	833
James Bland I, II, IV	18	7	6	0	4	6	41	33	116	560
James Bland V	6	8	4	2	2	5	27	28	77	391
Ladrey Highrise	42	28	30	5	7	9	121	49	201	829
Miller Homes	1	2	0	0	0	2	5	14	44	136
Park Place & Saxony Sq.	11	4	0	2	1	0	18	20	68	177
Pendleton Park	1	0	1	3	0	4	9	19	57	231
Princess Square	8	9	2	0	2	2	23	46	109	753
Quaker Hill	13	7	8	3	5	3	39	21	77	384
Samuel Madden	9	3	15	0	2	2	31	15	72	625
Scattered Sites I, II, III	13	18	11	1	5	9	57	53	286	984
<b>TOTAL</b>	<b>183</b>	<b>134</b>	<b>115</b>	<b>25</b>	<b>64</b>	<b>51</b>	<b>572</b>	<b>605</b>	<b>1790</b>	<b>8248</b>

## **B. WORK IN PROGRESS**

### Integrated Pest Management Services:

- Pest Services Company (PSC) and Pest Masters both provide pest control management that includes routine inspections and treatments for various insects in ARHA units on a quarterly as well as requested basis (via work orders). Quarterly inspections and treatments are instrumental regarding decreasing the number of requests and complaints in between the scheduled quarterly services. The next Quarterly treatments are scheduled to begin in March 2024.
- The Samuel Madden, Andrew Adkins, Princess Square, Chatham Square & Hopkins Tancil properties are the exceptions, as routine inspections, treatments, and Dust & Drills are performed monthly with a follow up performed 2 weeks after the treatment. The Dust & Drill method consists of drilling small holes and inserting poison into the wall cavity. The Exterminator then conducts an inspection in the unit to locate possible points of entry and seal the entry holes with a material that should prevent the rodents from penetrating the area. Residents are notified and reminded of the upcoming extermination appointments by two (2) different methods. Notices are hand delivered by staff, and a property wide blast email is sent to all residents who provide email addresses. The next monthly treatment dates are as follows:
  - Princess Square – 3/6 & 3/20 & 4/3 & 4/22
  - Chatham Square – 3/12 & 4/8
  - Andrew Adkins – 3/8 & 3/11 & 3/18 & 3/25 & 4/8 & 4/15 & 4/22 & 4/29
  - Ladrey floors 7-11 – 3/7 & 3/21 & 4/4 & 4/24
  - Ladrey floors 1-6 – 3/8 & 3/22 & 4/5 & 4/25
  - Hopkins-Tancil – 3/13 & 3/15 & 3/27 & 3/29 & 4/5 & 4/18
  - Samuel Madden – 3/13 & 3/20 & 3/27 & 4/17 & 4/24



## **IV. FINANCE**

Alexandria Redevelopment & Housing Authority February and YTD 2024 Budget vs Actual For the Period Ending February 29, 2024									
	Annual Budget	February 29, 2024				FY 2024 YTD (January 1, 2024 February 29, 2024)			
		Total Budget	Total Actual	Variance		Total Budget	Total Actual	Variance	
				\$	%			\$	%
<b>Operating Revenue</b>									
Dwelling Rent	4,626,549	385,546	514,691	129,145	33%	771,092	1,029,382	258,291	33%
Rental Assistance	4,513,978	376,165	403,188	27,023	7%	752,330	1,909,810	1,157,480	154%
Governmental Grants	28,126,997	2,343,916	2,399,256	55,340	2%	4,687,833	4,798,512	110,679	2%
Management/Fee for Service	4,568,690	380,724	454,279	73,555	19%	761,448	703,558	(57,890)	-8%
HCVP Asset Management Fee	2,701,865	225,155	187,197	(37,959)	-17%	450,311	374,393	(75,917)	-17%
Operating Subsidy	4,503,500	375,292	238,510	(136,782)	-36%	750,583	477,019	(273,564)	-36%
Investment Income	175,533	14,628	3,966	(10,662)	-73%	29,256	12,317	(16,938)	-58%
CY Transfers	713,993	59,499	-	(59,499)	-100%	118,999	-	(118,999)	-100%
Other Income	2,062,620	171,885	61,526	(110,359)	-64%	343,770	977,500	633,730	184%
<b>Total Operating Revenue</b>	<b>51,993,725</b>	<b>4,332,810</b>	<b>4,262,612</b>	<b>(70,199)</b>	<b>-2%</b>	<b>8,665,621</b>	<b>10,282,491</b>	<b>1,616,870</b>	<b>19%</b>
<b>Operating Expenses</b>									
Administration	8,833,536	736,128	633,573	(102,555)	-14%	1,472,256	1,325,212	(147,044)	-10%
Tenant Services	867,189	72,266	16,188	(56,077)	-78%	144,532	32,377	(112,155)	-78%
Utilities	1,804,040	150,337	164,609	14,273	9%	300,673	329,218	28,545	9%
Ordinary Maintenance & Operations	6,283,932	523,661	551,557	27,896	5%	1,047,322	759,283	(288,039)	-28%
Protective Services	462,776	38,565	346	(38,219)	-99%	77,129	691	(76,438)	-99%
General Expense	2,689,410	224,118	92,013	(132,105)	-59%	448,235	184,646	(263,590)	-59%
Housing Assistance Payments	28,126,997	2,343,916	2,384,633	40,717	2%	4,687,833	4,769,267	81,434	2%
Debt Service	582,768	48,564	36,125	(12,439)	-26%	97,128	72,251	(24,877)	-26%
CY Reserves	2,343,077	195,256	-	(195,256)	-100%	390,513	-	(390,513)	-100%
<b>Total Operating Expense</b>	<b>51,993,725</b>	<b>4,332,810</b>	<b>3,879,044</b>	<b>(453,767)</b>	<b>-10%</b>	<b>8,665,621</b>	<b>7,472,944</b>	<b>(1,192,677)</b>	<b>-14%</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>-</b>	<b>-</b>	<b>383,568</b>	<b>383,568</b>		<b>-</b>	<b>2,809,547</b>	<b>2,809,547</b>	

The Annual Budget will include 1.1lineage at the end of the year

	Agency			Central Office (C.O.)			HCVP		
	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget
<b><u>Operating Revenue</u></b>									
Dwelling Rent	1,029,382	771,092	258,291	-	-	-	-	-	-
Rental Assistance	1,909,810	752,330	1,157,480	-	-	-	-	-	-
Governmental Grants	4,798,512	4,687,833	110,679	-	-	-	4,798,512	4,687,833	110,679
Management/Fee for Service	703,558	761,448	(57,890)	692,755	761,448	(68,693)	-	-	-
HCVP Asset Management Fee	374,393	450,311	(75,917)	-	-	-	374,393	450,311	(75,917)
Operating Subsidy	477,019	750,583	(273,564)	-	-	-	-	-	-
Investment Income	12,317	29,256	(16,938)	1,367	1,000	367	399	767	(368)
CY Transfers	-	118,999	(118,999)	-	23,002	(23,002)	-	-	-
Other Income	977,500	343,770	633,730	105,665	109,555	(3,890)	369	21,788	(21,419)
<b>Total Operating Revenue</b>	<b>10,282,491</b>	<b>8,665,621</b>	<b>1,616,870</b>	<b>799,787</b>	<b>895,006</b>	<b>(95,218)</b>	<b>5,173,674</b>	<b>5,160,699</b>	<b>12,975</b>
<b><u>Operating Expenses</u></b>									
Administration	1,325,212	1,472,256	(147,044)	376,639	432,171	(55,532)	259,203	320,450	(61,247)
Tenant Services	32,377	144,532	(112,155)	25,377	35,371	(9,994)	-	8,333	(8,333)
Utilities	329,218	300,673	28,545	7,782	17,880	(10,097)	-	-	-
Ordinary Maintenance & Operations	759,283	1,047,322	(288,039)	69,924	282,417	(212,493)	1,698	2,438	(740)
Protective Services	691	77,129	(76,438)	-	361	(361)	-	44	(44)
General Expense	184,646	448,235	(263,590)	43,083	126,807	(83,724)	20,808	72,343	(51,535)
Housing Assistance Payments	4,769,267	4,687,833	81,434	-	-	-	4,769,267	4,687,833	81,434
Debt Service	72,251	97,128	(24,877)	-	-	-	-	-	-
CY Reserves	-	390,513	(390,513)	-	-	-	-	69,257	(69,257)
<b>Total Operating Expense</b>	<b>7,472,944</b>	<b>8,665,621</b>	<b>(1,192,677)</b>	<b>522,805</b>	<b>895,006</b>	<b>(372,201)</b>	<b>5,050,977</b>	<b>5,160,699</b>	<b>(109,722)</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>2,809,547</b>	<b>-</b>	<b>2,809,547</b>	<b>276,982</b>	<b>-</b>	<b>276,982</b>	<b>122,697</b>	<b>0</b>	<b>122,697</b>

The Annual Budget will include Lineage at the end of the year



	VHD LLC			Affordable Properties			LIPH Properties		
	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget	Total Actual	Total Budget	Over / (Under) Budget
<b><u>Operating Revenue</u></b>									
Dwelling Rent	-	-	-	452,364	358,090	94,274	577,018	413,002	164,017
Rental Assistance	-	-	-	1,909,810	752,330	1,157,480	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	3,598	-	3,598	7,205	-	7,205
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	9,199	(9,199)	477,019	741,384	(264,365)
Investment Income	4,385	21,666	(17,281)	467	325	142	5,698	5,497	201
CY Transfers	-	1,052	(1,052)	-	-	-	-	94,945	(94,945)
Other Income	-	138,167	(138,167)	16,467	13,503	2,964	854,999	60,757	794,242
<b>Total Operating Revenue</b>	<b>4,385</b>	<b>160,886</b>	<b>(156,500)</b>	<b>2,382,706</b>	<b>1,133,446</b>	<b>1,249,260</b>	<b>1,921,939</b>	<b>1,315,585</b>	<b>606,354</b>
<b><u>Operating Expenses</u></b>									
Administration	151,786	152,447	(661)	181,945	213,959	(32,014)	355,638	353,229	2,409
Tenant Services	-	-	-	-	53,961	(53,961)	7,000	46,867	(39,867)
Utilities	-	-	-	86,158	87,815	(1,657)	235,278	194,979	40,300
Ordinary Maintenance & Operations	-	113	(113)	291,477	351,330	(59,853)	396,183	411,023	(14,840)
Protective Services	-	-	-	-	3,008	(3,008)	691	73,718	(73,026)
General Expense	4,955	8,325	(3,371)	10,613	110,533	(99,920)	105,187	130,227	(25,040)
Housing Assistance Payments	-	-	-	-	-	-	-	-	-
Debt Service	23,043	-	23,043	49,109	97,128	(48,019)	99	-	99
CY Reserves	-	-	-	-	215,713	(215,713)	-	105,542	(105,542)
<b>Total Operating Expense</b>	<b>179,783</b>	<b>160,886</b>	<b>18,898</b>	<b>619,303</b>	<b>1,133,447</b>	<b>(514,144)</b>	<b>1,100,076</b>	<b>1,315,585</b>	<b>(215,508)</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>(175,398)</b>	<b>-</b>	<b>(175,398)</b>	<b>1,763,404</b>	<b>(0)</b>	<b>1,763,404</b>	<b>821,862</b>	<b>-</b>	<b>821,862</b>

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## **V. DEVELOPMENT**

### **A. LINEAGE AT N. PATRICK STREET**

Staff continues to resolve all outstanding issues, including cash flow waterfall repayment of the deferred development fee, to close out the Ramsey project.

The property continues to perform with 100% occupancy after reaching project stabilization.

### **B. SAMUEL MADDEN REDEVELOPMENT**

Partners for the North Building continue to work with potential debt and equity firms on structuring alternatives. The partners are also working with DHCD on meeting all the requirements for submission of an application for 4% tax credits will be submitted to the DHCD for its July 2024 round. Equity investors continue to take a wait and see approach to investments for equity in multifamily buildings. Partners will present to the Board at the April meeting to discuss the debt and equity markets, for both tax credit and market deals.

The final Environmental Report for Madden has been submitted to the HUD SAC office for review of the demo/dispo application for Madden. The partners, given that the financial closing for Madden will not occur until late November of this year, have decided to postpone tenant relocation until after January 2025. Tenant assignments to Madden were closed on February 29 and any vacancies moving forward will not be filled with new residents.

City staff continues to review the ARHA request for early release of the \$3.1M in City loan. The funds will also be used to prepare the road infrastructure on Montgomery and Patrick. City staff expects to decide in April.

### **C. LADREY HIGH RISE REDEVELOPMENT**

In March, the Development Team submitted the application for 9% LIHTC, but later withdrew it due to the size of the request and the size of the gap when DHCD said that they would not increase the amount allocated to the public housing pool. The team continues to explore other options. The development team also continues to explore additional funds to close the financing gap, including discussions with the financial consultants to the Amazon Equity Fund.

The owners of the Annie B. Rose property filed suit against the city, ARHA, and the development team. Attorneys for the defendants met in March to commence strategy discussions.

As a result of testimony from the residents of Annie B. Rose, the City's Code Enforcement division toured the Ladrey property and requested a follow-up tour of 10% of the building's units. The site inspection went well with the city code enforcement team recognizing the stabilization plan that has been put into place. The city's team visited the property in late March and staff is reviewing findings presented.

## **D. RAD & RE-SYNDICATION**

**RAD:** RAD subsidy for James Bland I&II and Old Dominion have commenced. Section 18 application for Madden and Adkins have been submitted and we are awaiting SAC response. Staff is preparing to submit the Section 18 application for Cameron Valley since the analysis confirmed that the property meets the obsolescence test.

**Re-Syndication:** Staff has engaged a consultant to assist with RAD repositioning and submission of a 4% tax credit application for a re-syndication of the property for a capital investment in the 100 units comprising Chatham and BWR properties. Staff have commenced reviewing LP documents, especially the ROFR for Old Dominion as the project is in its 15<sup>th</sup> year of tax credit compliance.

## **E. OTHER DEVELOPMENT ISSUES**

**RFQ for additional Development Partners:** The Board's Development Committee has recommended cancelling the procurement and issuing it later. The response to this solicitation was underwhelming in that only 6 new applicants submitted new applications. Firms that submitted a response have been notified.

## **F. TAX CREDIT PORTFOLIO**

March month-end financial and occupancy reports for all tax credit properties are underway for distribution to the tax credit investors. HUD Rental Assistance Demonstration (RAD) applications for James Bland I, James Bland II, and Old Dominion were submitted, approved, and we have closed on the conversions. The final closing docket and completion certification are underway for submission to HUD for James Bland II and Old Dominion. Post-closing repairs are underway for James Bland II and Old Dominion. The 2024 annual operating budgets are complete and have been distributed to all tax credit properties. The annual Virginia Housing tax credit audit has been scheduled. The annual tax credit investor compliance audit for the Boston Financial properties is currently underway. Virginia Housing is transitioning to a new tenant portal platform and preparation is underway at ARHA.



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## **IV. RESIDENT & COMMUNITY SERVICES**

## A. RESIDENT ENROLLMENT & ENGAGEMENT

Properties	Active Enrollment (YTD)	March New Enrollment
Hopkins-Tancil	46	0
Chatham Square	27	0
Samuel Madden	30	0
Andrew Adkins	25	0
James Bland V	65	0
Princess Square	16	0
Ladrey	16	1
HCVP	68	0
Scattered Sites	35	0
City-wide	13	1
<b>TOTAL</b>	<b>341</b>	<b>0</b>

The table summarizes the active enrollment of ARHA residents in RACS programs. Program descriptions are found below.

### RACS Program Descriptions

- **Senior Center @ Charles Houston:**

1. Congregate Meals –For adults aged 60 and older, ARHA partners with the City to provide a nutritious lunch, which meets one third (1/3) of the daily dietary reference intakes requirements for participants, in accordance with federal, state, and local laws and nutrition guidelines.
2. Krunch Bunch – Provides services and resources for adults aged 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. (Meeting weekly from March - October).
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 to equip parents with tools to build their capacity to create a positive change in their own lives. (Meeting after school daily at Jefferson Houston Elementary and Ruby Tucker Family Center and for summer programming at specific locations).
6. Ruby Tucker Readers - Students participate in a weekly read aloud session or book club, depending on the grade level, with volunteers. At the end of the session, students select a book to keep and take home. (Meeting once a week).

**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.

**Family Self-sufficiency (FSS):**

8. The FSS Program is a program that enables public housing and housing choice voucher residents with the opportunity to increase their earned income and reduce their dependency on subsidized housing or welfare assistance. Participants work with the FSS Coordinator to set immediate and long-term goals and develop an Individualized Service Training Plan, under a five-year contract. Additionally, as their earned income increases, participants earn money that is placed in an escrow account, which is awarded upon successful completion and graduation from the program.

**James Bland V Supportive Services:**

9. The JBV SS program, which specifically services James Bland V residents aged 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. VOLUNTEERS

Currently there are 32 active volunteers working with RACS' programs, to assist in the delivery of workshops or programming. For the month of March, volunteers assisted with LINK Club, conducted read aloud sessions, assisted with food distributions, Easter Egg Hunts, Field Trips, and resident workshops. The table below indicates the number of service hours for the month and the value of their time.

# Active Volunteers	Month	# New Recruits	# Of Service Hours	Value of Service Hrs.
32	March	0	109	\$2,938.64

## C. SELF SUFFICIENCY PROGRAM STATISTICS

	ROSS	FSS
Number of Households Under Contract of Participation – YTD	55	66
Number of Households with Positive Escrow Accounts	N/A	32
Number of Households to Successfully Graduate – YTD	N/A	1

## D. SUPPORT SERVICES/REFERRALS

SERVICES/REFERRALS	March 2024	YTD
Healthcare & Medical	5	13
Financial Assistance/Literacy Education	27	82
Daily Living Skills/Entitlements	2	20
Transportation	58	353
Enrollments/Registrations/Assessments	0	12
Adult Basic Education/Literacy/GED	0	0
Job Training Skills/Programs/Certifications	4	8
Childcare Services	2	14
Other	3	16
<b>TOTAL</b>	<b>101</b>	<b>518</b>



## E. FUNDING / FINANCIAL SUPPORT

<sup>A</sup> Provider / Partner	Event/Activity – March 2024	# Participants/ Families Served
Division of Aging & Adult Services (DAAS)	Meal on Wheels	8
ALIVE	Food Distribution/Food Boxes/Eggs/Produce (Multiple Locations – Ruby Tucker, Jefferson Houston, Old Town Community)	202
ALIVE	End of Month Food @ Ladrey	109
Capital Area Food Bank	Mobile Market	95
Alfred Street Baptist Church	Food Pantry	10
Campagna Center	STEM Workshop at George Mason University	15
<b>Total</b>	<b>6</b>	<b>439</b>

## F. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Leveraged	ARHA	YTD TOTAL
\$4,800.00	\$1,650.00	\$3,973.00	\$ 15,248.00

## G. PROGRAM SUMMARY

The Senior Center at Charles Houston visited the Tidal Basin during the Annual Cherry Blossom Festival and got a chance to see “Stumpy”. Stumpy is a 25-year-old ailing Cherry Blossom tree, that is too weak and frail to be relocated, and will be removed this year by the National Park Service. The Seniors were part of the hundreds of fans to visit before its’ removal, but the good news is that Stumpy will be cloned and seeds of its descendants planted along the Tidal Basin for future generations to enjoy.

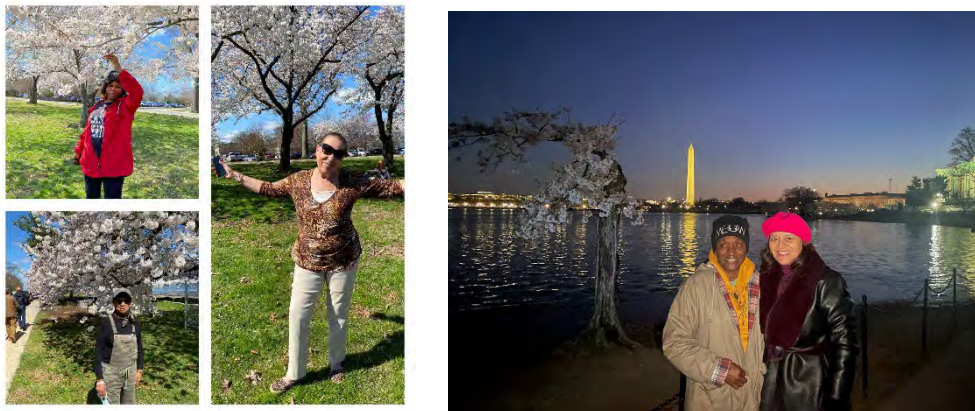
Our Ladrey Seniors participated in a pillow making class with Kymme’s Krafts, where they picked out fabrics and learned how to make throw pillows. All of the Seniors participated in a Women’s History Month Celebration event to recognize the contributions of women throughout history.

The month of March was full of field trips for our LINK Club students and ARHA families. Students had the opportunity to visit Legoland, Dave & Buster’s, the Smithsonian Natural History Museum, the Smithsonian American History Museum, the National Zoo, and a STEM Program at George Mason University. The largest group of students attended a full day program at Luray Caverns, where they toured the caves, learned about cave formations, and all about stalactites and stalagmites. Lastly, ARHA sponsored two Easter Egg Hunts for families – one on the east side of Alexandria at the Ruby Tucker Center and one on the west side of Alexandria at Cameron Valley. Students had loads of fun participating in potato sack races, egg races, and hunting for eggs filled with candy and special treats.

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

- Parent Engagement Workshop – Health & Fitness – Charles Houston Recreation Center April 16<sup>th</sup> – 6:30 pm
- Seniors Dance for All Ages – Alexandria City High School – April 19<sup>th</sup> – 6:00 – 9:00 pm
- Community Cook Out – Kickoff Event – Ewald Park – April 23<sup>rd</sup> – 6:00 pm – 8:00 pm
- Community Cook Out – Brent Place – April 30<sup>th</sup> – 6:00 pm – 8:00 pm
- Family Science Night – USPTO – April 30<sup>th</sup> – 6:00 pm – 8:00 pm
- Community Cook Out – Ruby Tucker – May 7<sup>th</sup> – 6:00 pm – 8:00 pm
- Seniors Health & Fitness Fair – Lee Center – May 18<sup>th</sup> – 10:00 am – 1:00 pm

## I. PHOTOS



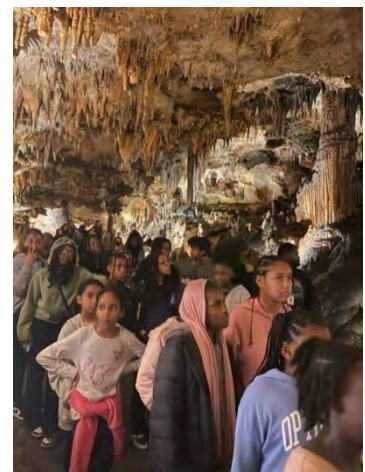
**SENIOR CENTER @ CHARLES HOUSTON – CHERRY BLOSSOM FESTIVAL**







**SENIORS AT LADREY – MAKING PILLOWS IN KYMME’S KRAFT CLASS**







**LINK CLUB STUDENTS VISITING LURAY CAVERNS**







**ARHA EASTER EGG HUNT EVENTS – RUBY TUCKER & ELLSWORTH STREET**

## **VII. CONSENT DOCKET**



## VIII. ACTION DOCKET

## **IX. OTHER BUSINESS**

## **X. NEWS ARTICLES / ANNOUNCEMENTS**



**Commissioners:** Anitra Androh, Chairwoman  
Willie Bailey Sr., Vice-Chairman  
Peter Kleeblatt  
Christopher Ballard  
Daniel Bauman  
Tracy Jefferson  
Kevin Harris  
Merrick Malone  
Michelle Krockner

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*Rickie Maddox, Interim Chief Executive Officer*

**DATE:** April 18, 2024

**TO:** Chairwoman Anitra Androh and the ARHA Board of Commissioners

**FROM:** Rickie Maddox, Interim Secretary/Treasurer

**SUBJECT:** **VOTE APPROVAL OF RESOLUTION NO.740-2024 APPROVAL TO AWARD A CONTRACT FOR LANDSCAPING MAINTENANCE/SNOW REMOVAL SERVICES**

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**ISSUE:**

The Alexandria Redevelopment and Housing Authority (ARHA) has completed the procurement process to select a qualified Landscaping Company for Landscaping Maintenance/Snow removal Services for all ARHA properties. Under ARHA's Procurement Policy dated **March 2024, Section 1.31. Delegation of Contraction Authority**, Subsection **1.31.2.1**, approval of all procurement actions above **\$200,000.00** is required by the Board of Commissioners.

**DISCUSSION:**

An Invitation for Bids (IFB) was advertised on the NAHRO e-procurement website on March 7<sup>th</sup>, 2024. One Thousand Ten (1010) contractors received notice from NAHRO e-procurement, and Eleven (**11**) contractors downloaded the solicitation documents. Staff found Ten (**10**) more Landscaping/Lawncare companies from the website and forwarded a copy of the solicitation to them. Two (**2**) bids were received before the bid submittal deadline of **April 15<sup>th</sup>, 2024 @ 02:00 PM EST**. The bids were evaluated and J&J Landscape Management, Inc. was determined as the lowest, responsive, and responsible bidder. A cost/price analysis has been performed. This contractor is not listed in the GSA debarment list or the HUD Limited Denial of Participation and Voluntary Abstention list.

**RECOMMENDATION:**

ARHA's Board of Commissioners vote to approve **Resolution No 740-2024** to award a contract for Landscaping Maintenance/Snow removal Services to **J&J Landscape Management, Inc.**

**FISCAL IMPACT:**

The maximum fiscal impact for the contract will be \$246,810.00. The contract amount is below our independent cost estimate of \$263,558.20. ARHA may renew the contract for four (4) successive one-



**Commissioners:** Anitra Androh, Chairwoman  
Willie Bailey Sr., Vice-Chairman  
Peter Kleeblatt  
Christopher Ballard  
Daniel Bauman  
Tracy Jefferson  
Kevin Harris  
Merrick Malone  
Michelle Krockner

**Rickie Maddox, Interim Chief Executive Officer**

year periods under the original contract. The option years are based on the availability of fiscal funding at the sole discretion of ARHA.

**Description: IFB No. B-24-03**

**TITLE: Landscaping Maintenance-Snow Removal Services**

**Date: Monday April 15<sup>th</sup> 2024 @ 02.00 P.M EST**

Name of Bidder	Average Score	Bid Amount	M/WBE	Comments
James Derrington J&J Landscape Management	N/A	\$246,810.00	8	
Micheal Berg Blythwood Landscape Management	N/A	292,826.00	8	
	N/A			
	N/A			
	N/A			
	N/A			
	N/A			
	N/A			



Alexandria Redevelopment and Housing Authority

**Commissioners:**

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Willie Bailey Sr., Vice-Chairman  
Peter Kleeblatt

Christopher Ballard  
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Tracy Jefferson

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Merrick Malone  
Michelle Krockner

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***Rickie Maddox, Interim Chief Executive Officer***

**M/WBE STATUS CODE**

1. Women Owned
2. African American (Non-Hispanic)
3. Native American
4. Hispanic American
5. Asian/Pacific American
6. Hasidic Jewish American
7. NC – Not Certified by a recognized agency.
8. NM – Not Minority Owned

Read By: Name: Mohammad Muhsen Sultani  
Recorded By: Name: Antonio Thames

Signature: Mohammad Muhsen Sultani  
Signature: Antonio Thames



**Commissioners:**

Anitra Androh, Chairwoman  
Willie Bailey Sr., Vice-Chairman  
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***Rickie Maddox, Interim Chief Executive Officer***

**THE ARHA BOARD OF COMMISSIONERS**

**APPROVING STAFF TO ENTER INTO CONTRACT FOR  
LANDSCAPING MAINTENANCE/SNOW REMOVAL SERVICES  
RESOLUTION NO. 740 - 2024**

**WHEREAS**, the Alexandria Redevelopment and Housing Authority (ARHA) is required to obtain Board approval to enter into an agreement for purchases over \$200,000.00; and

**WHEREAS**, ARHA is seeking the services of a Landscape Company experienced with the performance of Landscaping Management Services; and

**WHEREAS**, if approved, ARHA will enter into a contract with J&J Landscape Management, Inc. for LANDSCAPING MAINTENANCE/SNOW REMOVAL SERVICES.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, under the laws of the Commonwealth of Virginia, the Interim Chief Executive Officer is authorized to enter a contract with **J&J Landscape Management, Inc.** in the amount of **\$246,810.00** is hereby approved.

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

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Anitra Androh, Chairwoman

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Date

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Rickie Maddox, ARHA Interim CEO

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Date