

Keith Pettigrew
Chief Executive Officer



**Monthly Report to the
Board of Commissioners**

MAY 21, 2018



BOARD OF COMMISSIONERS REGULARLY MONTHLY MEETING

Monday, May 21, 2018

8:00 pm

Alexandria Redevelopment and Housing Authority (ARHA)

401 Wythe Street, Alexandria, VA 22314

(Large Conference Room)

1. **Public Discussion Period for Resident Groups - 10 minutes**
 - Ladrey Advisory Board (LAB) – Amos Simms, 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, April 23, 2018**
 4. **Receipt of Executive Summary as of Monday, May 21, 2018**
 5. **CONSENT DOCKET**
 - 5.1 **Vote approval of Resolution Number 660 to approve the terms for a permanent Loan from Amalgamated Bank to pay off existing debt for Princess Square Apartments**
 - 5.2 **Vote approval of Resolution 661 authorizing the closing of bank account titled “Alexandria Redevelopment & Housing Authority Jefferson Village Apts”**
 - 5.3 **Vote approval of Resolution 662 authorizing the opening of new bank account for Princess Square, LLC.**
 6. **ACTION DOCKET**
 7. **New Business**
 8. **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
ALEX RENEW FACILITY 1800 LIMERICK STREET
(Susquehanna Conference Room)
ALEXANDRIA, VA 22314**

**MONDAY, APRIL 23, 2018
7:00 P.M.**

THOSE PRESENT: Daniel Bauman, Chairman
Salena Zellers, Vice Chairwoman
Carter Flemming, Commissioner
Merrick Malone, Commissioner
Peter Kleeblatt, Commissioner – arrived at 7:08 pm
Anitra Androh, Commissioner
Christopher Ballard, Commissioner
Chyrell Bucksell, Commissioner
Karl Sandberg, Commissioner – arrived at 7:07 pm

RECORDER: Cynthia Dickerson

The Chairman called the meeting to order at 7:07 pm. Others present were Keith Pettigrew, Chief Executive Officer, ARHA department heads, ARHA Staff, Alexandria Office of Housing Staff Resident Leadership and members of the public.

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

- **Ladrey High-Rise Residents Advisory Board (RAB)**

In the absence of Mr. Amos Simms, President of the Ladrey High-Rise Advisory Board, Ms. Diana Murphy presented the issue of smoking at Ladrey by residents. She noted that this illegal activity was reported to Ms. Charity. She also noted that the renovations at Ladrey are going very well and that the residents are very pleased.

Vice-Chairwoman Zellers inquired about the Officer's schedule and duties. She was informed that the Officer's schedule is 6:00pm to 4:00am, Friday through Sunday.

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

Mr. Kevin Harris, President of the ARHA Resident Association, reported that the Association has been very busy visiting different sites. Mr. Harris identified the newly-elected Resident Leaders by their respective properties.

Mr. Harris stated that the Association will conduct a training session for all Representatives on their new roles and responsibilities. Also, a meeting will be scheduled with the ARHA Maintenance Crew Chiefs and Asset Management Case Workers to coordinate and improve property management oversight.

Mr. Pettigrew welcomed the election results and expressed his desire to coordinate property management activities with the new resident leaders.

ITEM 2. PUBLIC DISCUSSION PERIOD ON AGENDA and NON-AGENDA ITEMS – 5 MINUTES:

Ms. Barbara Edwards, Resident Leader, Pendleton Park, cited the following issues at her property:

- There is a man sleeping in the basement behind the washers and dryers.
- The building is not being cleaned consistently, the hallways appear to be dirty.
- The laundry room door in building 608 needs to be repaired. The door jams.
- Cars being vandalized.
- Residents continue to prop the door open at 608, creating a safety concern.

Ms. Juwahn Brown, Director of Facilities and Modernization, noted that Mr. Odell Watkins is responsible for the cleaning of the building and that Mr. Willie Thompson is the Crew Chief. Mr. Keith Pettigrew stated that he will schedule a meeting with the residents to address these issues. Additionally, he acknowledged and welcomed Ms. Edwards' leadership.

Commissioner Malone asked, what can we do with the man living in the basement? Ms. Juwahn Brown responded that ARHA has instructed residents to call the Police. Mr. Pettigrew assured the audience that a tour of the property and resident meeting will be held as soon as possible.

ITEM 3. VOTE TO APPROVE MINUTES FOR REGULAR SCHEDULED BOARD MEETING HELD MONDAY, APRIL 23, 2018:

Commissioner Malone moved to accept the minutes for the April 23, 2018 Board Meeting. Commissioner Flemming seconded the motion.

The motion was approved with (6) Yeas, and (0) Nays to accept the minutes of Monday, April 23, 2018.

ITEM 4. VOTE TO RECEIVE THE EXECUTIVE SUMMARY REPORT AS OF MONDAY, APRIL 23, 2018:

Chairman Bauman opened the floor to receive the Executive Summary Report.

Mr. Pettigrew presented the Executive Summary. He first noted that the construction costs for Ramsey Homes have increased by more than 1 million dollars. Commissioner Sandberg asked, if it is possible to separate the market driven increases.

Mr. Martin Lucero, Interim Director of Development, explained that the contractor put everything out for bid. Once all the proposals from subs were tabulated, we are higher than we anticipated. The bids are current (real-time) and the contractor was not involved in the pre-estimate.

Mr. Keith Pettigrew announced the Multi-Sport Court project at the Hopkins-Tancil, provided by KaBOOM!. Chairman Bauman asked if there will be a ribbon cutting ceremony. Mr. Pettigrew confirm that one will take place and invitations will be sent out to the Board and city officials.

Commissioner Sandberg asked if there is a reason for Commissioners to be at the last Resolution 830 session. Does it help or hurt the process?

Mr. Pettigrew responded that it would be fine if they chose to attend. Vice-Chairwoman Zellers stated that the session will be a summary of the 4 modules with recommendations on whether to revise the Resolution or create an entirely Resolution separate and apart from the current one.

Chairman Bauman reminded everyone of the upcoming meeting on May 7th where findings of the Resolution 830 meetings will be presented to the ARHA Working Group.

Mr. Pettigrew concluded the Executive Summary report and Chairman Bauman requested a motion to accept the Executive Summary Report. Commissioner Sandberg moved to accept the Executive Summary Report. The motion was seconded by Commissioner Flemming.

The motion was approved unanimously (6) Yeas to (0) Nays to accept the Executive Summary Report as of Monday, April 23, 2018.

ITEM 5. CONSENT DOCKET:

5.1 Vote Approval of Resolution Number 658, Actions of the Alexandria Redevelopment and Housing Authority, Virginia Housing Development LLC, and ARHA GP Ramsey Homes LLC for the closing of Ramsey Homes, a Multi-Family Residential Rental Housing project located in Alexandria, VA.

Mr. Pettigrew introduced a short summary of Resolution 658. The resolution provides Mr. Pettigrew and Chairman Bauman with the authority to execute and authorize the tax credit deals and sign transaction documents. In the absence of either Mr. Pettigrew or Chairman Bauman, Vice-Chairwoman Zellers assumes the authority to sign.

Commissioner Malone made a request to approve Resolution No. 658, seconded by Commissioner Kleebatt. The motion was unanimously (6) Yeas to (0) Nays to accept Resolution No. 658.

5.2 Vote Approval of Resolution Number 659, Small Area Fair Market Rent Final Rule SAFMRs

Mr. Pettigrew presented Resolution 659 for approval. He noted that this Resolution is a requirement from HUD. ARHA was selected as one of the Housing Authorities to apply standard payments by bedroom size and zip codes. The payments will be applied to all Alexandria zip codes. The range of the standard will be from 90% to 100%, depending on the neighborhood. The goal is to encourage more lease ups in specific zip codes.

Chairman Bauman asked if this have an economic impact on ARHA? Mr. Pettigrew noted that we will not know the answer to that until the end of the calendar year. Chairman Bauman asked, what would be the worst case scenario? Mr. Pettigrew responded that these targeted zip codes failure to result in lease-ups.

Commissioner Sandberg made a request to approve Resolution No. 659, seconded by Commissioner Malone. The motion was unanimously (6) Yeas to (0) Nays to accept Resolution No. 659.

ITEM 6. ACTION DOCKET:

- No Items Submitted

ITEM 7. NEW BUSINESS:

- No Submissions

ITEM 8. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES:

A motion was made by Commissioner Malone, seconded by Commissioner Androh, and unanimously adopted to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters. The Executive Session commenced at 7:40 pm.

At 8:45pm the Board reconvened in public session.

Thereupon, Commissioner Flemming made the following motion, seconded by Vice Chairperson Zellers, no other actions were taken in the Executive Session and to the best of each member's knowledge: (1) only public business matters fully exempted from open meeting requirements under the FOIA were discussed in the Executive Session, and (2) only public business matters identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Board in Executive Session.

The motion was unanimously approved on a roll call vote of (6) Yeas to (0) Nays.

There being no further business to come before the Board, Chairman Bauman adjourned the meeting at 8:47 pm.

I. EXECUTIVE SUMMARY

Below are several key operational activities and notable highlights for April of 2018.

ASSET MANAGEMENT

- Occupancy / Rent Collection table:

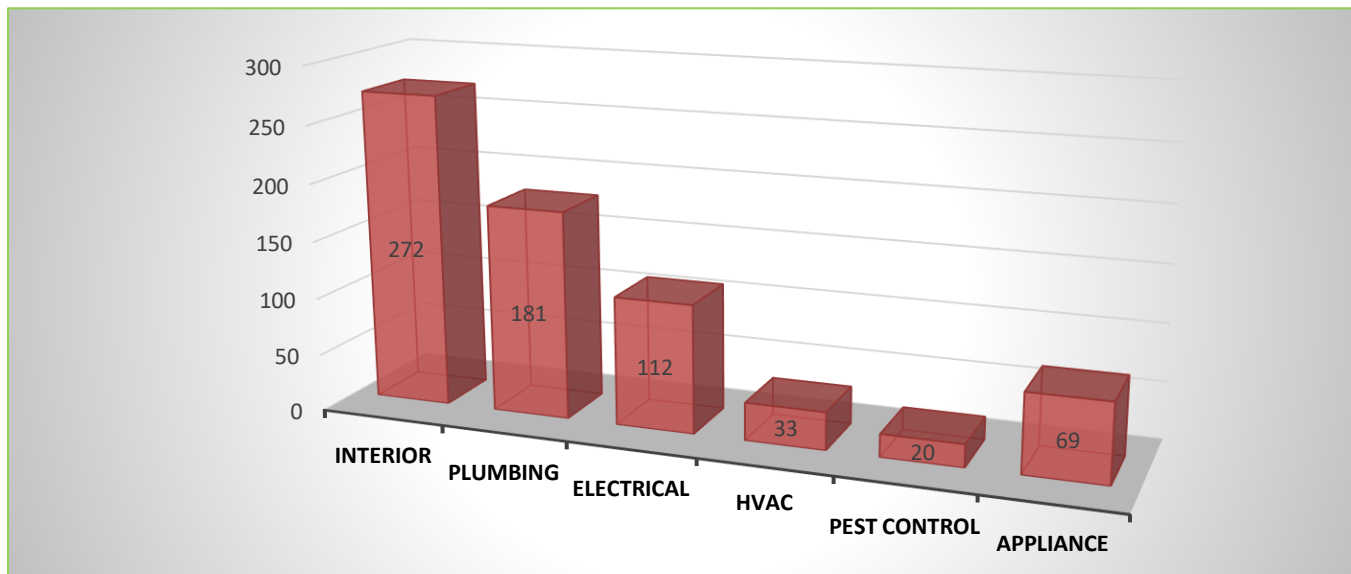
	Public Housing April 2018	MOD Rehab April 2018	Market Rate April 2018
Occupancy	99%	100%	99%
Rent Collection	92%	99%	90%

- Lease-Ups:

New Lease-Ups	March 2018	April 2018
Tenant-based (HCVP)	15	16
Number of request for tenancy	2	7
Project-based voucher	1	3
Moderate Rehabilitation	1	1

MAINTENANCE

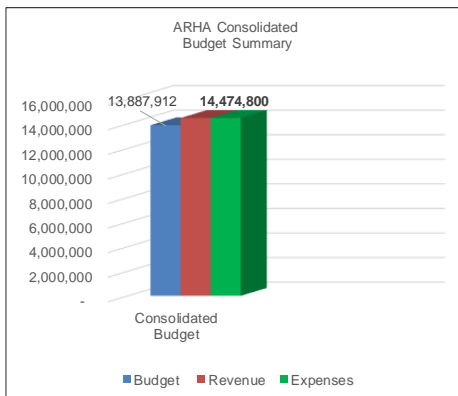
- ACTIVITY TOTAL = 687



Ladrey Improvement Updates:

All phases of the improvement plan have been completed, including the purchase of common area furniture and the installation of the new camera system. The residents can now entertain company with a since of pride.

FINANCE



For the period ending April 30, 2018 Revenue and Expenses were \$586K or 4.23% higher than budgeted.

DEVELOPMENT

Ramsey Homes

All reasonable value engineering opportunities have been identified given the fact that we are constrained by the envelope of the building which cannot be modified without going back before the Board of Architectural Review. We have also requested an increase from the City for a subordinate loan for additional \$1.6 million to cover the budget shortfall. We presented our request to the Alexandria Housing Affordability Advisory Committee (AHAAC), which voted in favor of the increase subject to the \$1.6 million taking priority in repayment before beginning repayment of the ARHA loan and balance of the original City loan. The request will now go before the City Council for approval at the May 22, 2018 legislative meeting. As for the site, the abatement work has been completed and we are working with the City to release the demolition permit after which both demolition and archeology can commence.

PORTFOLIO MANAGEMENT

Investor Audits

The team prepared for the physical inspections and financial statement reviews, and discovered some errors requiring immediate attention. All other units and common areas provided satisfactory results. VHDA conducted its scheduled inspection. The audit inspections occurred as follows:

Property	Auditor / Audit Type	Visit Date
Old Dominion, West Glebe and Pendleton Park	VHDA Physical Inspections and Financial Statement Audit	May 15, 2018

The team is preparing for the physical inspections and tenant file reviews with Hudson Housing. The following inspections are anticipated:

Property	Auditor / Audit Type	Visit Date
Pendleton Park	Investor/Owner Audit	June 8, 2018

RESIDENT SERVICES

RACS Program Highlights

- TSC@CH seniors were again awarded a trophy for largest participation by a group at the Successful Aging sponsored Spring Robust Walkathon.
- Recently, ARHA partnered with the Alexandria Animal Welfare League to offer a Free Vaccination Clinic for cats and dogs. This was the 2nd Community Clinic offered to ARHA families and the number of animals vaccinated doubled to more than 80. In addition to vaccinations, the AAWL Staff and Volunteers were on hand to provide free nail trimmings, behavioral advice, leashes, collars, and food. RACS staff also made and sold doggie treats.
- KaBOOM! built a multi-sport court at Tancil Court on May 19. The court can accommodate various sports and will directly serve youth who attend afterschool programming at the Ruby Tucker Family Center. Alfred Street Baptist Church also covered \$7,650 in expenses related to preparing the site for the build.
- JBV resident Tonya Cole who was working at a daycare doing childcare was promoted to Food Service Manager which increased her income. She earned her VA Food License two years ago.

RESIDENT ASSOCIATION

The Resident Association will be conducting a voter registration drive on Saturday, May 19, 2018. The will target all ARHA Properties.

The upcoming event dates for the Resident Association are as follow:

May 19, 2018 – ARHA Resident Association Neighborhood Voter Registration Rally

May 21, 2018 – Alexandria Voter Registration Deadline

May 24, 2018 – ARHA Resident Association Working Families City Council Candidate Forum

May 31, 2018 – VOICE & ARHA Resident Association Mayoral Forum

RESOLUTION 830

The Resolution 830 Working Group has completed its community engagement process on April 26, 2018, with a group meeting at the Alexandria ReNew Environmental Center. The meeting focused on surveying working group members and a discussion ensued around the resulting recommendations to the City/ARHA bodies. The working group recommends revisions to the current Resolution 830 policy. The City prefers some revisions to provide greater clarity on certain definitions and ARHA prefers Resolution 830 remain unchanged to continue to provide maximum flexibility; whilst agreeing to some clarifications. The next presentation will be made to the ARHA Redevelopment Working Group, on the recommendations from the Resolution 830 Working Group, on June 14, 2018.

Upcoming Meetings

The upcoming 2018 Board Meeting dates are as follow:

- June 25
- July 23
- August 27
- September 24
- October 22
- November TBA
- December TBA

II. ASSET MANAGEMENT

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

	Indicator	Mar. 2018	Apr. 2018	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 <i>(General Public Housing only)</i>
2	Occupancy Rate (Mkt. Rate) (*) (PBV/MOD)	98%	99%	98%	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 (*)	.33%	1.06%	1%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4	Tenant Account Receivables (TARs) – Vacated / Evictions (*)	.15%	.54%		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	March 2018	April 2018
Samuel Madden	96%	98%
Ramsey Homes *	Property Offline *	Property offline *
Andrew Adkins	100%	100%
Ladrey High-Rise	99%	99%
Scattered Sites I	99%	98%
Scattered Sites II	99%	96%
Scattered Sites III	100%	97%
Saxony Square	100%	100%
Park Place	97%	97%
Chatham Square	100%	100%
Braddock & Whiting	100%	100%
Reynolds	100%	100%
Old Dominion	100%	100%
West Glebe	97%	95%
James Bland I, II, IV	100%	100%

(*) Ramsey Homes property is currently offline.

C. RENT COLLECTION

ARHA properties collected cash at 94% of rent charged for April 2018. Individual performance by property is as follows:

PUBLIC HOUSING	March 2018	April 2018	Jan-Dec 2017
Samuel Madden	86%	77%	99%
Ramsey Homes	Property Vacant	Property Vacant	97%
Andrew Adkins	98%*	100%	99%
Ladrey High-Rise	100%	99%	99%
Scattered Sites I	93%	84%	99%
Scattered Sites II	100%	93%	99%
Scattered Sites III	100%	96%	99%
Saxony Square	94%*	100%	100%
Park Place	93%*	95%	99%
Chatham Square	100%	100%	100%
Braddock	100%	74%	100%
Whiting	90%*	87%	99%
Reynolds	93%	87%	99%
Old Dominion	100%	100%	99%
West Glebe	100%	100%	100%
James Bland I	93%*	83%	100%
James Bland II	98%	95%	98%
James Bland IV	100%	97%	98%
TOTAL	96%	92%	99%
MARKET RATE			
Quaker Hill	95%	97%	99%
Princess Square	73%*	98%	98%
Miller Homes	71%*	71%	99%
Pendleton Park	99%	91%	97%
James Bland V	85%	92%	98%
TOTAL	85%	90%	98%
MOD/PBV			
Hopkins Tancil	100%	99%	100%
TOTAL	100%	99%	100%

*Percentages will go down based on the amount of delinquent rent and the number of vacancies.

D. PROGRAM UTILIZATION & VACANCY REPORTING

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

	March 2018	April 2018
Housing Choice Voucher	86%	85%
Moderate Rehabilitation	99%	100%
Project Based Section 8	100%	100%
Low Rent Public Housing	99%	99%
Market Rate (Affordable Dwelling Units)	98%	99%

E. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for April 30, 2018:

	March 2018	April 2018
Homeownership	19	19
Homeownership New this Month	0	0
Family Unification	39	38
Portable Vouchers Paid	268	278
Tenant Protection	74	72
All Other Vouchers	1,242	1,232
Total Vouchers	1,642	1,635
Number of Vouchers Under Lease on the last day of the month	1,636	1,642
HA Owned Units Leased – included in the units lease above	176	180
New Vouchers issued but not under contract as of the last day of the month	28	21
Portable Vouchers Administered	19	18
Number of Vouchers Covered by Project-Based AHAPs and HAPs	76	76
Number of Hard to House Families Leased	7	6
Total ACC	1,926	1,941

F. VACANCY ACTIVITY TRACKING REPORT MARKET RATE UNITS

DEVELOPMENTS	Total # of Units	March Move Ins	April Move Outs	VU as of 4/30/18	Vacancy Rate	Projected VU next period
Princess Square	68	4	1	1	3%	3
Quaker Hill	60	2	2	2	4%	3
Hopkins-Tancil	108	2	0	0	0%	1
Miller Homes	16	0	0	0	0%	0
Pendleton Park	24	0	0	0	0%	1
Old Town Commons V	54	1	0	0	0%	1
TOTALS	330	9	3	3	7%	9

G. VACANCY ACTIVITY TRACKING REPORT PUBLIC HOUSING UNITS

DEVELOPMENTS	Total # of Units	April Move Ins	April Move Outs	VU as of 04/30/18	Vacancy Rate	Projected VU Next Period (*)
Ladrey Building	169	*1	1	168	<1%	3
Chatham Square.	52	0	0	52	0%	0
Old Town Commons I	18	0	0	18	0%	0
Old Town Commons II	18	0	0	18	0%	1
Old Town Commons IV	44	2	0	44	0%	0
S. Madden Homes	65	*1	1	64	<1%	4
A. Adkins Homes	89	0	0	89	0%	5
Scattered Sites 410	50	0	1	49	<1%	1
Scattered Site 411	30	*1	1	29	<1%	1
Scattered Site 412	41	0	1	41	0%	2
Braddock	6	0	0	6	0%	0
Whiting	24	0	0	24	0%	1
Reynolds	18	0	0	18	0%	1
Saxony Square	5	0	0	5	0%	0
Park Place	38	*1	1	37	<1%	1
West Glebe	48	*2	2	46	<1%	1
Old Dominion	36	0	0	36	0%	0
TOTALS: (values are rounded up/down)	751	8	8	743	<6%	22

(*)Carryover vacant unit from March leased on APRIL.

H. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting List March 2018	Currently Active on the Waiting list April 2018
HCVP	2,175	2,179
MOD Rehab	768	773
General Public Housing	1,943	1,913
Elderly / Disabled	351	403
BWR	861	861
Chatham Square	741	741
West Glebe / Old Dominion	1,312	1,306
OTC I, II, IV	831	831
As of January 2018 Total	8,982	9,007

I. CERTIFICATIONS

	March 2018	April 2018
HOUSING CHOICE VOUCHER		
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	2	3
New Move-in/Change of Unit/Port-in	15	16
Interim Change	51	55
Annual Reexamination	118	90
End of Participation	2	2
PUBLIC HOUSING		
Pre-Admission/Eligibility	5	5
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	9	8
Interim Change	25	20
Annual Reexamination	62	74
End of Participation	5	7
MODERATE REHABILITATION		
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	0	1
New Move-in/Change of Unit/Port-in	1	1
Interim Change	3	8
Annual Reexamination	7	10
End of Participation	1	0

PROJECT BASED VOUCHER	March 2018	April 2018
Pre-Admission/Eligibility	1	0
Request for Tenancy Approval	0	3
New Move-in/Change of Unit/Port-in	1	3
Interim Change	2	2
Annual Reexamination	7	7
End of Participation	1	0

J. INSPECTIONS

Inspections	Jan.- Dec. 2017	March 2018	April 2018
# of annual/return Inspections	1375	191	302
# of Initial/Re-inspections	244	23	24
# of Final Failed Inspections	24	1	0
# of Abatements	26	0	0
# of Emergency/Special Inspections	0	0	0
# of Missed Inspections	49	37	37
# of quality control inspections conducted	148	0	0

K. COMPLIANCE / SAFETY

1. Quality Assurance Activities

Audit Files*	Number of Files Reviewed		
	Jan – Dec 2017	March 2018	April 2018
Recertifications	361	66	71
Intake Certifications	418	52	30

* A minimum of 15% of the monthly recertification caseload is reviewed by Quality Control

Error % Average*		
Type	March 2018	April 2018
Verification	8%	7%
Calculation	8%	11%
Forms/Tendocs	0%	0%

* Percentage (%) based on number of recertifications reviewed, not the number of recertifications completed for the month.

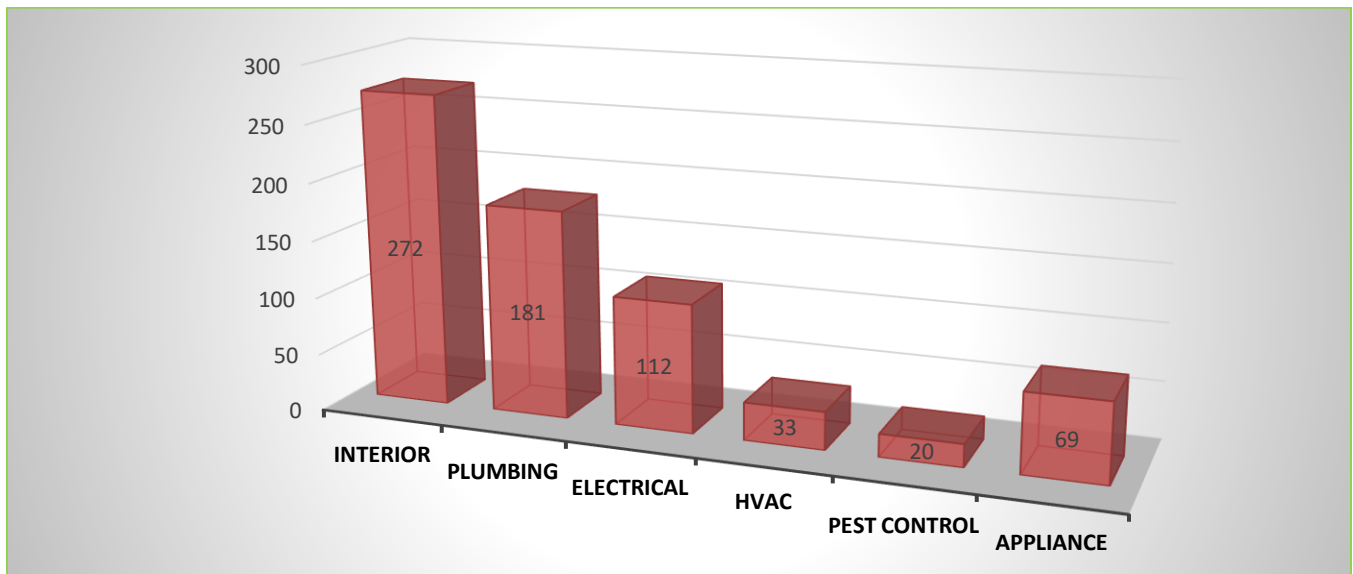
2. Public Safety

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	Jan – Dec 2017	March 2018	April 2018
Bar Notices issued	87	5	2
Late Notices	685	116	122
Unlawful Detainers	337	16	21
Evictions (legal)	30	0	3
Evictions (drugs)	7	0	0

III. MAINTENANCE

A. WORK ORDERS ACTIVITY TOTAL = 687



B. COMPLETED PROJECTS BY SITE DURING THE REPORTING PERIOD

Property	Interior Wrk.	Plumbing Repair Wrk.	Electric Repair Wrk.	Pest Control Treatms.	HVAC Wrk.	Appliances Repair Wrk.	Current Total	Prev. Month	2017 Year End
Administrative Building	1	1	0	0	0	0	2	3	32
Alexandria Crossing	44	32	20	3	4	13	116	53	731
Andrew Adkins	12	16	6	0	4	5	43	54	1,029
BWR	10	0	4	0	0	2	16	147	383
Chatham Square	4	3	1	0	2	8	18	31	403
Hopkins-Tancil	23	13	7	1	1	1	46	52	778
James Bland V	14	12	11	6	3	6	52	26	288
Ladrey Highrise	18	26	13	2	5	0	64	85	913
Miller Homes	1	2	1	1	1	2	8	3	92
Old Town Commons I, II, IV	47	21	19	3	2	15	107	62	525
Park Place & Saxony Sq.	12	3	7	0	0	3	25	10	216
Pendleton Park	7	9	0	0	0	0	16	13	225
Princess Square	23	13	13	1	5	2	57	56	558
Quaker Hill	12	7	2	0	2	3	26	38	396
Ramsey Homes	0	0	0	0	0	0	0	0	120
Samuel Madden	16	6	3	2	0	3	30	32	549
Scattered Sites I, II, III	28	17	5	1	4	6	61	84	959
Totals	272	181	112	20	33	69	687	749	8,137

C. NEW PROJECTS BY SITE

REAC inspections were conducted for the Braddock, Whiting & Reynolds (BWR), Alexandria Crossing (West Glebe), Old Town Commons (OTC I), Saxony Square and the Ladrey properties. We are waiting for the final scores to be posted to the HUD REAC website.

The chart below identifies the properties that are pending the REAC inspection:

Development	Date of Initial Comm.	Inspection Date	Proposed Contractor	Crew Chief & Team
AMP 004 (159 units)	3/6/2018	6/26-27/18	Inspection Zone	Andre Gay
Scattered Site I				
Cameron Valley				
Scattered Site II				
Park Place				
AMP 11 (18 units)	3/6/2018	6/27/2018	Inspection Zone &	Willie Thompson
OTC II				
AMP 003 (156 units)	3/6/2018	6/28-29/18	Inspection Zone	Willie Thompson
Samuel Madden				
Andrew Adkins				

Alexandria Crossing at Old Dominion Blvd:

- Storm water Best Management Practice (BMP) Environmental Facility Inspection (City of Alexandria Environmental Services)

Alexandria Crossing at Glebe Park:

- Storm water Best Management Practice (BMP) Environmental Facility Inspection (City of Alexandria Environmental Services)

D. WORK IN PROGRESS BY SITE

Ladrey High-rise:

- Upgrades of the HVAC Packaged Terminal Air Conditioning equipment (PTACS) at selected units (on going)

IV. FINANCE

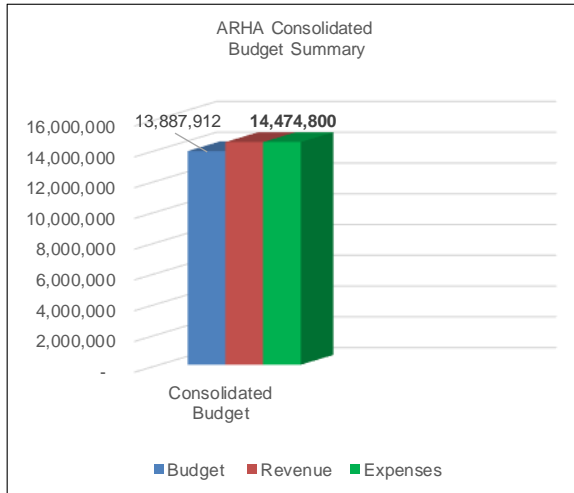


A. FINANCIAL SUMMARY

*Alexandria Redevelopment & Housing Authority
FY 2018 Budget vs Actual
For the Period Ending April 30, 2018*

	Annual Budget	April 2018				FY 2017 YTD (January 2018 - April 2018)			
		Total Budget	Total Actual	Variance		Total Budget	Total Actual	Variance	
				\$	%			\$	%
<u>Operating Revenue</u>									
Dwelling Rent	\$ 7,237,000	\$ 603,083	\$ 654,479	\$ 51,396	9%	\$ 2,412,333	\$ 2,532,188	\$ 119,855	5%
Governmental Grants	23,511,956	1,959,330	\$ 2,039,953	80,623	4%	\$ 7,837,319	\$ 8,071,998	234,680	3%
Local Grants	160,453	13,371	\$ 22,218	8,847	66%	\$ 53,484	\$ 61,510	8,026	15%
Management/Fee for Service	3,069,180	255,765	\$ 273,861	18,096	7%	\$ 1,023,060	\$ 1,185,240	162,180	16%
Bookkeeping Fee	250,000	20,833	\$ 19,740	(1,094)	-5%	\$ 83,333	\$ 78,989	(4,344)	-5%
Asset Management Fee	125,850	10,488	\$ 10,460	(28)	0%	\$ 41,950	\$ 41,800	(150)	0%
HCVP Asset Management Fee	2,069,194	172,433	\$ 170,113	(2,320)	-1%	\$ 689,731	\$ 680,795	(8,936)	-1%
Operating Subsidy	3,659,900	304,992	\$ 333,479	28,487	9%	\$ 1,219,967	\$ 1,270,208	50,241	4%
Investment Income	5,810	484	\$ 905	421	87%	\$ 1,937	\$ 3,191	1,255	65%
CY Transfers	840,698	70,058	\$ 223,438	153,380	219%	\$ 280,233	\$ 267,754	(12,479)	-4%
Other Income	733,695	61,141	\$ 59,249	(1,892)	-3%	\$ 244,565	\$ 281,127	36,562	15%
Total Operating Revenue	\$ 41,663,736	\$ 3,471,978	\$ 3,807,894	\$ 335,916	10%	\$ 13,887,912	\$ 14,474,800	\$ 586,888	4%
<u>Operating Expenses</u>									
Administration	6,676,055	556,338	525,274	(31,064)	-6%	2,225,352	2,134,932	(90,420)	-4%
Tenant Services	672,390	56,033	53,295	(2,737)	-5%	224,130	202,399	(21,731)	-10%
Utilities	1,302,620	108,552	204,996	96,444	89%	434,207	490,976	56,769	13%
Ordinary maintenance & operations	4,802,700	400,225	537,703	137,478	34%	1,600,900	1,865,274	264,374	17%
Protective Services	104,550	8,713	4,000	(4,713)	-54%	34,850	16,383	(18,467)	-53%
General expense	2,493,005	207,750	142,179	(65,572)	-32%	831,002	665,457	(165,545)	-20%
Housing Assistance Payments	23,511,956	1,959,330	1,996,930	37,601	2%	7,837,319	8,025,783	188,465	2%
Debt Service	192,600	16,050	13,248	(2,802)	-17%	64,200	52,992	(11,208)	-17%
CY Reserves	1,907,860	158,988	330,268	171,280	108%	635,953	1,020,604	384,650	60%
Total Operating Expense	\$ 41,663,736	\$ 3,471,978	\$ 3,807,894	\$ 335,916	10%	\$ 13,887,912	\$ 14,474,799	\$ 586,887	4%
NET SURPLUS (DEFICIT)	-	-	1	1		-	1	1	

B. CONSOLIDATED BUDGET SUMMARY

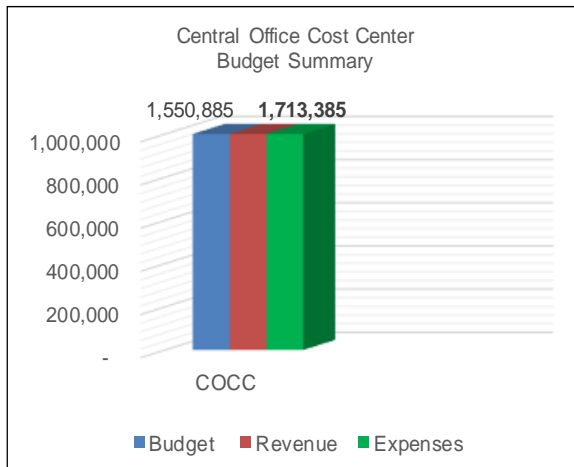


For the period ending April 30, 2018 Revenue and Expenses were \$586K or 4.23% higher than budgeted. As a result, ARHA generated CY reserves of \$1.020M, of which \$521K are restricted and \$499K are unrestricted.

Overall Reserves/Transfers totaled \$267K, which was \$12K or 4.45% under budget. There were not any significant revenue projection under budget worth noting. Dwelling Rent, Government Grants, and Management Fees were higher than we anticipate at this point in the year, which is discussed in the applicable sections below.

Expenses/Reserves were higher than budgeted because reserves were higher than we predicted due to generating more revenue. With the exception of Ordinary Maintenance and HAP Expenses all other expense categories were under budget, which will be discussed in applicable sections below.

C. CENTRAL OFFICE

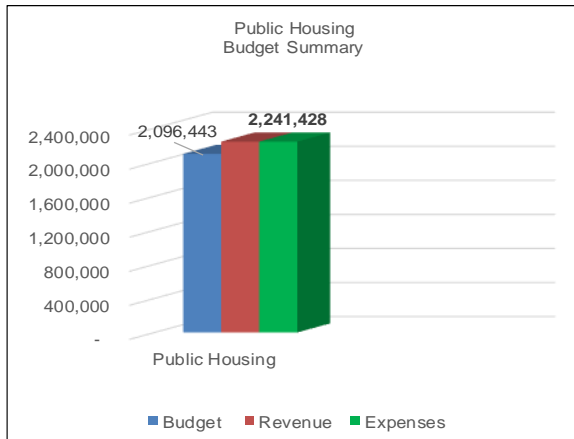


Overall, as of April 30, 2018, Revenues and Expenses were \$162K or 10% over budget and reserve transfers were \$114K, which was \$2K or 1.77% under the projected budget. There were not any other revenue projections under budget by more than \$50K. As we anticipated Ordinary Maintenance is the only expense category over budget by more than \$50K. Historically, maintenance expenses are higher in the beginning of the year as Staff is preparing for REAC inspections. Staff will continue to monitor the spending levels throughout the year to stay within the available budget.

The Central Office Cost Center (COCC) includes the Executive Office, Finance & Administration, Asset Management, Central Facilities & Maintenance, and Resident & Community Services. The report above reflects the expenses associated with their operations. Staff is following HUD's guidance in determining the management fee to charge to each of the Authority's developments. HUD has provided an outline of the overall policy framework underlying the development of that guidance.

The COCC charges the following fees monthly for each unit under lease. Management Fee \$63.52, Bookkeeping Fee \$7.50, and Asset Management fee \$10.00. HUD does not allow these fees to be charged to an AMP if it results in an operating loss.

D. PUBLIC HOUSING SUMMARY



Properties include; Ladrey, Andrew Adkins, Samuel Madden, Ramsey, 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.

Revenues/Expenses were \$144K or 6.92% over budget as a result of Other Income being higher than we projected due to insurance income from casualty losses being received.

Among our PH properties, four (4) AMPs yielded restricted reserves of \$204K and seven (7) AMPs produced deficits in the amount of \$139K.

1. PUBLIC HOUSING- AMP 1

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

For the period ending April 30, 2018, Public Housing- AMP 1 generated a restricted reserve of \$37,851 which is restricted for Public Housing operations and being used to support current year (CY) deficits in other Public Housing AMP's.

2. PUBLIC HOUSING- AMP 3

Public Housing- AMP 3 is associated with three (3) HUD project numbers which includes: Andrew Adkins (90 units), Samuel Madden Homes Uptown (66 units), and Ramsey Homes (15 units). Ramsey Homes became vacant in February 2017 due to its planned redevelopment. This community consists of 171 rental units.

For the period ending April 30, 2018, Public Housing-AMP 3 generated a restricted reserve of \$129,311 which is restricted for Public Housing operations and being used to support CY deficits in other Public Housing AMPs.

3. 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 community consists of 159 rental units.

For the period ending April 30, 2018, Public Housing- AMP 4 generated a restricted reserve of \$26,104 which is restricted for Public Housing operations and being used to support CY deficits in other Public Housing AMPs.

4. PUBLIC HOUSING- AMP 5

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

For the period ending April 30, 2018, Public Housing- AMP 5 generated a deficit of \$1,274, which is \$399 or 46% over the budgeted deficit. The deficit will be funded by current year operating reserves.

5. PUBLIC HOUSING- AMP 6

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

For the period ending April 30, 2018, Public Housing- AMP 6 generated a deficit of \$41,312, which is \$34,085 or 435% over the budgeted deficit. The reason for the deficit is due to repairs made in preparation for REAC inspection. In addition, the property is being charged for tenant supportive services for children participating in activities at the Ruby Tucker Center. The supportive services were omitted during the budget planning process for the FY2018 budget but it will included in future years. The deficit will be funded by current year operating reserves.

6. 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 community consists of 48 rental units which are also LIHTC units.

For the period ending April 30, 2018, Public Housing- AMP 7 generated a deficit of \$50,949 which is \$45,277 or 798% over the budgeted deficit. The reason for the deficit is due to repairs made in preparation for REAC inspection. The deficit will be funded by current year operating reserves. Staff is researching the cause of this deficit and will provide an update during the Board meeting.

7. 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 community consists of 36 Public Housing rental units which are also LIHTC units.

For the period ending April 30, 2018, Public Housing- AMP 8 generated a deficit of \$22,163, which is \$13,285 or 150% over the budgeted deficit. The reason for the deficit is due audit expense and prepaid condo fees. As the year progresses we anticipate this deficit to decrease. The deficit will be funded by current year operating reserves.

8. PUBLIC HOUSING- AMP 9

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

For the period ending April 30, 2018, Public Housing- AMP 9 generated a restricted reserve of \$12,513 which is restricted to the Limited Partnership.

9. PUBLIC HOUSING- AMP 10

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

For the period ending April 30, 2018, Public Housing- AMP 10 generated a deficit of \$3,595, which is \$2,675 or 42.66% under the budgeted deficit. The deficit will be funded by current year operating reserves.

10. PUBLIC HOUSING- AMP 11

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

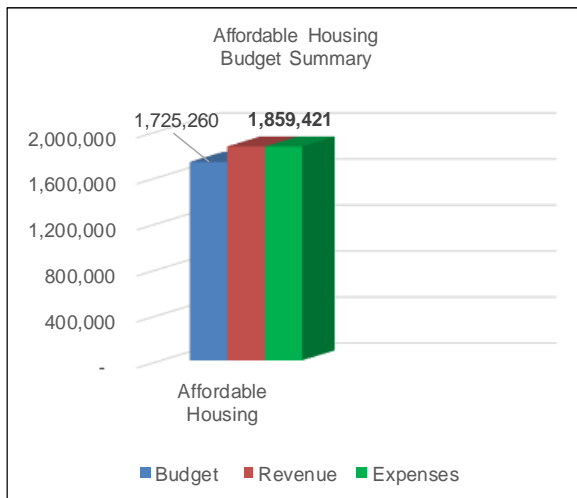
For the period ending April 30, 2018, Public Housing- AMP 11 generated a deficit of \$5,447, which is \$4,017 or 281% over the budgeted deficit. The deficit will be funded by current year operating reserves.

11. PUBLIC HOUSING- AMP 12

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

For the period ending April 30, 2018, Public Housing- AMP 12 generated a deficit of \$4,949 which was not anticipated. The deficit will be funded by current year operating reserves.

E. AFFORDABLE HOUSING SUMMARY



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

Revenues were \$134K or 7.78% over budget mainly as a result of Dwelling Rent being higher than projected at Hopkins Tancil, Quaker Hill, Princess Square, and Pendleton Park.

Expenses/reserves were 134K or 7.78% over budget due to the net increase in reserves (cash flow) at James Bland V, Hopkins Tancil, and Princess Square.

Among our affordable units, three (3) properties James Bland V, Quaker Hill, and Pendleton Park generated a restricted reserve of \$236K. Three (3) properties, Hopkins Tancil, Princess Square, and Miller Homes generated unrestricted reserves of \$499K, which is available to support current year deficits in the COCC and other properties.

1. 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 April 30, 2018, JB V generated a restricted reserve of \$140,982 which is restricted to the Limited Partnership and is used to fund replacement reserves, operating reserves, and residual receipts obligation to ARHA.

2. MILLER HOMES

Miller Homes is associated with scattered sites in Region III. These units were purchased as a result of the demolition of public housing units at the old James Bland and James Bland Additions. There is no debt service related to these units. This community consists of 16 affordable housing rental units.

For the period ending April 30, 2018, Miller Homes generated an (unrestricted) reserve of \$26,545 which is designated to fund current year operating deficits in the COCC or other affordable housing needs.

3. HOPKINS-TANCIL COURTS

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

For the period ending April 30, 2018, Hopkins Tancil generated an (unrestricted) reserve of \$278,400, which is designated to fund current year operating deficits in the COCC and other affordable housing needs.

4. QUAKER HILL, LP

This property consists of 60 LIHTC rental units.

For the period ending April 30, 2018, Quaker Hill generated a restricted reserve of \$90,544 which is restricted to the Limited Partnership and is used to fund replacement and operating reserves and cover outstanding debt obligations to the City of Alexandria.

5. PRINCESS SQUARE

This property consists of 69 affordable housing rental units.

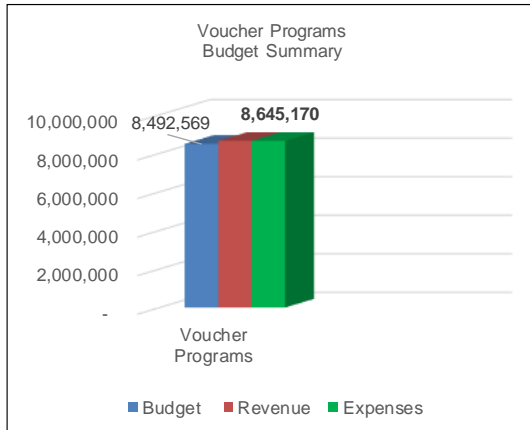
For the period ending April 30, 2018, Princess Square generated an (unrestricted) reserves of \$194,604, which is designated to fund current year operating deficits in the COCC and other affordable housing needs.

6. PENDLETON PARK

This property consists of 24 LIHTC rental units.

For the period ending April 30, 2018, Pendleton Park generated a restricted reserve of \$5,262 which is restricted to the Limited Partnership and is used to fund replacement reserves, operating reserves, and residual receipts obligation to ARHA.

F. VOUCHER PROGRAMS SUMMARY



Includes Housing Choice Voucher Program and Mod Rehab. Revenues and Expenses were \$152K or 1.80% over budget as a result of higher subsidy income, higher housing assistance payments, and an increase in restricted reserves.

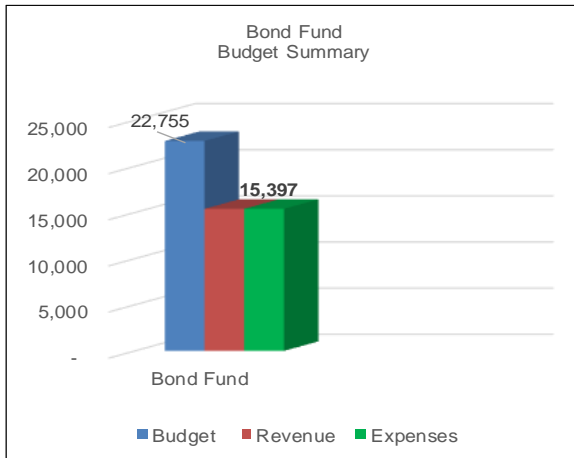
1. HOUSING CHOICE VOUCHER PROGRAM

For the period ending April 30, 2018, the Housing Choice Voucher Program (HCVP) operated with a reserve of \$12,081. The reserves can only be used for vouchers issued through the HCV Program.

2. MOD REHAB PROJECT-BASED VOUCHERS

For the period ending April 30, 2018, the Housing Mod-Rehab operated with restricted reserves of \$66,408. The reserves can only be used for vouchers issued through the Moderate Rehabilitation Program.

G. BOND FUND SUMMARY



Revenue and Expenses were \$5.6K or 49.50% under the budget.

For the period ending April 30, 2018, The Bond Fund operated with a deficit of \$14,238.

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

H. INFORMATION TECHNOLOGY

Project Status

ARHA- servers – windows update- (on-going) IT has implemented a Window's update on the second weekend of every month. The purpose of the update is to ensure proper security and maintenance of software. That maintenance will impacts the email server and employee share folders on ARHA's network.

Security cameras for Ladrey- Vendor has been selected and Staff the Alexandria Police Department provided an analysis that recommended installation of 360 degree cameras at forty (41) locations within the building to provide adequate security. These locations were identified based on security concerns and locations of potential fights or other criminal activity. The installation of the cameras began in March and will be completed in May 2018.

Tenmast on-line Landlord Portal set-up- Staff has begun the implementation/set-up process for a Landlord Portal. The portal provides Section 8 landlords online access to their HAP (Housing Assistance Payment) statements and HAP histories via the Internet. Landlord Access provides even better service and convenience to your landlords, since they can view their entire HAP histories, not just the current payment, and they can do so 24 hours a day, 7 days a week, right from their own offices or homes. On March 6th, Staff met with a few landlords to get their feedback on the Portal. The anticipated date for the Landlord Portal to go live is August/September 2018. The roll out will be coordinate with the release an updated Web-site and Tenant Portal.

Tenmast on-line Tenant Portal set-up- Staff has signed a contract for the implementation and set-up of a Tenant Portal. The implementation schedule provided by the vendor is anticipated to take 90-120 days. Tenant Access portal grants clients 24/7 access to their pertinent information, while also providing self-service opportunities which will help streamline operations. ARHA can control what information is visible by our clients, as well as what information that they can update.

Tenmast on-line waitlist application demo- Project placed on hold until after Website, Landlord Portal, and Tenant Portals have been completed. The Asset Management team discussed the application process and the available multi-language options with a Tenmast representative. Tenmast communicated issues with other housing authorities having heavy visitor traffic on their websites when the applications were made available and mentioned solutions to prevent that issue for ARHA. The implementation will take between 60 to 90 days from the date a contract is executed.

I. 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: *With the exception of Quaker Hill the following Audits were completed.*

- Auditor: Dooley & Vicars CPAs LLP
Due: 9/30/2018
Property: Quaker Hill

Audit of Alexandria Redevelopment and Housing Authority

Auditor: TBD- RFP's are in review stage

Audited Due: 9/30/2018

Audit Virginia Housing Development, LLC

Auditor: Dooley & Vicars CPAs LLP

Due: 9/30/2018



Audit of ARHA Gas Usage. The audit objectives will be to determine whether or not gas credit card purchases appear to be reasonable; and, to determine whether there are sufficient controls in place and operating effectively to prevent fraud, waste, and abuse.

Date Scheduled: 7/2018 (Quarterly review)

Resident Council Quarterly Financial Review. The review will be to determine whether expenses appear to be reasonable; and, to determine whether there are sufficient controls in place and operating effectively to prevent fraud, waste, and abuse.

Ladrey Resident Council

Date Scheduled: 7/2018

Standard Operating Procedures. Staff updated the internal policies and procedures for the Finance Department as well as developed individual desk manual for each position. The purpose of the desk manuals is to assist with the cross training of staff and successions planning. Cross training is scheduled to begin in October 2018.



J. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING APRIL 30, 2018

				*Central Office (C.O.)			Public Housing AMP 1			Public Housing AMP 3		
	Total Actual	Total Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
Operating Revenue												
Dwelling Rent	2,532,188	2,412,333	119,855	-	-	-	182,343	180,000	2,343	108,913	107,333	1,580
Governmental Grants	8,071,998	7,837,319	234,680	-	-	-	-	-	-	-	-	-
Local Grants	61,510	53,484	8,026	61,510	53,484	8,026	-	-	-	-	-	-
Management/Fee for Service	1,185,240	1,023,060	162,180	1,185,240	1,023,060	162,180	-	-	-	-	-	-
Bookkeeping Fee	78,989	83,333	(4,344)	78,989	83,333	(4,344)	-	-	-	-	-	-
Asset Management Fee	41,800	41,950	(150)	41,800	41,950	(150)	-	-	-	-	-	-
HCVP Asset Management Fee	680,795	689,731	(8,936)	112,730	115,750	(3,020)	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Operating Subsidy	1,270,208	1,219,967	50,241	-	-	-	249,236	233,333	15,903	447,433	442,433	5,000
Investment Income	3,191	1,937	1,255	32	33	(2)	150	153	(4)	-	-	-
CY Transfers	267,754	280,233	(12,479)	114,358	116,429	(2,071)	-	4,753	(4,753)	-	-	-
Other Income	281,127	244,565	36,562	118,726	116,845	1,881	24,145	32,000	(7,855)	6,908	9,208	(2,300)
Total Operating Revenue	14,474,800	13,887,912	586,888	1,713,385	1,550,885	162,500	455,874	450,240	5,634	563,254	558,975	4,279
Operating Expenses												
Administration	2,134,932	2,225,352	(90,420)	653,538	692,088	(38,550)	130,533	124,873	5,660	121,152	116,048	5,104
Tenant Services	202,399	224,130	(21,731)	93,703	118,900	(25,197)	13,986	22,100	(8,114)	1,536	8,013	(6,478)
Utilities	490,976	434,207	56,769	29,434	22,550	6,884	121,946	101,667	20,280	151,834	123,150	28,684
Ordinary maintenance & operations	1,865,274	1,600,900	264,374	686,723	464,700	222,023	133,707	138,667	(4,960)	142,460	177,067	(34,607)
Protective Services	16,383	34,850	(18,467)	12,725	7,567	5,159	2,338	21,000	(18,662)	113	-	113
General expense	665,457	831,002	(165,545)	237,261	206,608	30,653	15,512	41,933.33	(26,421)	16,849	36,367	(19,518)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	8,025,783	7,837,319	188,465	-	-	-	-	-	-	-	-	-
Debt Service	52,992	64,200	(11,208)	-	-	-	-	-	-	-	-	-
CY Reserves	1,020,604	635,953	384,650	-	38,472	(38,472)	37,851	-	37,851	129,311	98,330	30,981
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	14,474,799	13,887,912	586,887	1,713,385	1,550,885	162,500	455,874	450,240	5,634	563,254	558,975	4,279
NET INCOME (LOSS)	1	-	1	0	-	0	(0)	-	(0)	(0)	-	(0)
Less: Restricted Income	-	-	-	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME (LOSS)**	1	-	1	0	-	0	(0)	-	(0)	(0)	-	(0)



J. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING APRIL 30, 2018

	Public Housing AMP 4			Public Housing AMP 5			LIHTC/Public Housing AMP 6			LIHTC/Public Housing AMP 7		
	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)	Actual	Budget	Over / (Under)
Operating Revenue												
Dwelling Rent	183,925	174,000	9,925	6,555	7,600	(1,045)	61,169	66,000	(4,831)	53,815	54,400	(585)
Governmental Grants	-	-	-	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVF Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Operating Subsidy	234,356	210,733	23,622	8,201	8,100	101	50,624	50,033	591	47,745	47,200	545
Investment Income	-	-	-	-	-	-	-	-	-	-	-	-
CY Transfers	-	46,468	(46,468)	1,274	875	399	50,807	9,495	41,312	50,949	5,672	45,277
Other Income	5,251	8,717	(3,465)	102	167	(65)	3,310	2,233	1,077	5,382	1,967	3,416
Total Operating Revenue	423,532	439,918	(16,386)	16,132	16,742	(610)	165,910	127,762	38,149	157,891	109,238	48,653
Operating Expenses												
Administration	154,453	150,405	4,048	9,819	8,147	1,673	68,027	71,345	(3,318)	33,697	32,393	1,303
Tenant Services	1,544	-	1,544	4	-	4	19,700	-	19,700	41	-	41
Utilities	57,625	52,317	5,308	3,448	5,033	(1,586)	1,546	2,600	(1,054)	2,450	500	1,950
Ordinary maintenance & operations	160,834	162,683	(1,850)	2,258	2,037	221	65,491	35,567	29,924	107,422	47,850	59,572
Protective Services	97	-	97	3	-	3	51	-	51	29	467	(437)
General expense	22,876	55,310	(32,434)	599	1,525	(926)	11,095	18,250	(7,155)	14,252	19,442	(5,189)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-
CY Reserves	26,104	19,203	6,901	-	-	-	-	-	-	-	8,587	(8,587)
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	423,532	439,918	(16,387)	16,131	16,742	(611)	165,910	127,762	38,149	157,891	109,238	48,653
NET INCOME (LOSS)	0	-	0	0	-	0	(0)	-	(0)	-	-	-
Less: Restricted Income	-	-	-	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	0	0	-	0	(0)	-	(0)	-	-	-



J. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING APRIL 30, 2018

	LIHTC/Public Housing AMP 8			LIHTC/Public Housing AMP 9			LIHTC/Public Housing AMP 10			LIHTC/Public Housing AMP 11		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
Operating Revenue												
Dwelling Rent	22,786	23,200	(414)	20,428	20,800	(372)	13,815	15,600	(1,785)	23,432	20,400	3,032
Governmental Grants	-	-	-	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Operating Subsidy	50,238	49,667	571	90,610	89,600	1,010	23,983	23,700	283	28,736	28,033	703
Investment Income	127	117	10	162	167	(5)	-	-	-	-	-	-
CY Transfers	22,163	8,878	13,285	-	-	-	3,595	6,270	(2,675)	5,447	1,430	4,017
Other Income	475	1,640	(1,165)	47,657	1,767	45,890	356	1,167	(811)	1,252	900	352
Total Operating Revenue	95,789	83,502	12,287	158,856	112,333	46,523	41,749	46,737	(4,988)	58,867	50,763	8,104
Operating Expenses												
Administration	43,104	30,877	12,228	42,946	33,830	9,116	21,319	20,967	352	16,008	20,873	(4,866)
Tenant Services	2,544	-	2,544	10,687	-	10,687	15	-	15	15	-	15
Utilities	7,779	9,217	(1,437)	3,328	4,600	(1,272)	718	557	161	5,628	3,800	1,828
Ordinary maintenance & operations	38,376	35,067	3,309	83,295	41,267	42,028	19,194	20,263	(1,069)	35,382	21,208	14,174
Protective Services	22	83	(61)	29	233	(204)	12	333	(322)	12	300	(288)
General expense	3,964	8,258	(4,294)	6,058	12,008	(5,951)	491	4,617	(4,125)	1,821	4,582	(2,760)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-
CY Reserves	-	-	-	12,513	20,395	(7,882)	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	95,789	83,502	12,287	158,856	112,333	46,522	41,749	46,737	(4,988)	58,867	50,763	8,103
NET INCOME (LOSS)	(0)	-	(0)	0	-	0	0	-	0	0	-	0
Less: Restricted Income	-	-	-	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	(0)	-	(0)	0	-	0	0	-	0	0	-	0



J. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING APRIL 30, 2018

	LIHTC/Public Housing AMP 12			LIHTC/OTC Phase V			Miller Homes			Hopkins-Tancil		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
Operating Revenue												
Dwelling Rent	50,196	54,800	(4,604)	282,219	272,000	10,219	96,693	94,800	1,893	549,648	500,000	49,648
Governmental Grants	-	-	-	-	-	-	-	-	-	-	-	-
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Operating Subsidy	39,046	37,133	1,913	-	-	-	-	-	-	-	-	-
Investment Income	-	-	-	-	-	-	-	-	-	46	20	26
CY Transfers	4,949	-	4,949	-	-	-	-	-	-	-	-	-
Other Income	9,383	8,300	1,083	36,116	9,533	26,583	1,912	2,500	(588)	1,662	5,000	(3,338)
Total Operating Revenue	103,575	100,233	3,341	318,335	281,533	36,802	98,605	97,300	1,305	551,356	505,020	46,336
Operating Expenses												
Administration	43,930	50,932	(7,001)	58,539	69,770	(11,231)	38,141	35,000	3,141	92,289	79,723	12,566
Tenant Services	37	-	37	20,713	24,000	(3,287)	-	-	-	34,800	50,000	(15,200)
Utilities	3,869	7,950	(4,081)	4,777	6,217	(1,440)	514	750	(236)	48,512	39,167	9,345
Ordinary maintenance & operations	46,521	28,083	18,437	73,809	64,900	8,909	25,950	28,633	(2,683)	80,939	167,917	(86,978)
Protective Services	433	1,100	(667)	-	1,333	(1,333)	10	-	10	108	333	(225)
General expense	8,784	12,168	(3,384)	19,515	17,467	2,049	7,445	12,200	(4,755)	16,308	37,600	(21,292)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-
CY Reserves	-	-	-	140,982	97,847	43,135	26,545	20,717	5,828	278,400	130,280	148,120
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	103,574	100,233	3,341	318,335	281,533	36,802	98,605	97,300	1,305	551,356	505,020	46,336
NET INCOME (LOSS)	0	-	0	-	-	-	-	-	0	-	-	-
Less: Restricted Income	-	-	-	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	0	-	-	-	-	-	0	-	-	-



J. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING APRIL 30, 2018

	LIHTC/Quaker Hill LP			Princess Square			LIHTC/Pendleton Park			Housing Choice Voucher Program		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
Operating Revenue												
Dwelling Rent	376,948	352,000	24,948	386,428	368,000	18,428	112,875	101,400	11,475	-	-	-
Governmental Grants	-	-	-	-	-	-	-	-	-	7,586,314	7,429,952	156,362
Local Grants	-	-	-	-	-	-	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-
HCVP Asset Management Fee	-	-	-	-	-	-	-	-	-	514,096	534,648	(20,552)
Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	155	390	(235)	-	-	-	15	83	(69)	2,384	933	1,451
CY Transfers	-	-	-	-	-	-	-	-	-	-	79,962	(79,962)
Other Income	2,559	6,950	(4,392)	8,654	6,067	2,587	3,491	6,517	(3,025)	2,685	333	2,352
Total Operating Revenue	379,661	359,340	20,321	395,082	374,067	21,015	116,381	108,000	8,381	8,105,479	8,045,829	59,651
Operating Expenses												
Administration	124,237	123,227	1,011	51,916	41,932	9,984	15,607	18,173	(2,567)	371,259	452,985	(81,726)
Tenant Services	-	-	-	3,075	-	3,075	-	550	(550)	-	-	-
Utilities	515	1,133	(618)	28,546	33,333	(4,787)	18,505	19,000	(495)	-	667	(667)
Ordinary maintenance & operations	72,653	45,650	27,003	77,613	103,933	(26,321)	12,285	15,183	(2,898)	363	225	138
Protective Services	37	-	37	46	1,167	(1,121)	16	-	16	302	933	(631)
General expense	61,071	62,733	(1,662)	39,283	83,567	(44,284)	42,319	30,000	12,319	134,766	161,067	(26,301)
MIP & Replacement Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Housing Assistance Payments	-	-	-	-	-	-	-	-	-	7,586,708	7,429,952	156,756
Debt Service	30,604	30,200	404	-	11,667	(11,667)	22,388	22,333	55	-	-	-
CY Reserves	90,544	96,397	(5,853)	194,604	98,468	96,135	5,262	2,760	2,502	12,081	-	12,081
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expense	379,661	359,340	20,321	395,082	374,067	21,015	116,382	108,000	8,382	8,105,479	8,045,829	59,651
NET INCOME (LOSS)	-	-	-	-	-	-	(0)	-	(0)	(0)	-	(0)
Less: Restricted Income	-	-	-	-	-	-	-	-	-	-	-	-
ADJUSTED NET INCOME (LOSS)**	-	-	-	-	-	-	(0)	-	(0)	(0)	-	(0)



J. YTD BUDGET VS ACTUAL DETAIL – FOR THE PERIOD ENDING APRIL 30, 2018

	Mod Rehab Project-Based			Tax Exempt Bond Income		
	Actual	Budget	Over / (Under) Budget	Actual	Budget	Over / (Under) Budget
<u>Operating Revenue</u>						
Dwelling Rent	-	-	-	-	-	-
Governmental Grants	485,684	407,367	78,318	-	-	-
Local Grants	-	-	-	-	-	-
Management/Fee for Service	-	-	-	-	-	-
Bookkeeping Fee	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-
HCVF Asset Management Fee	53,970	39,333	14,636	-	-	-
Reserves	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
Investment Income	36	40	(4)	85	-	85
CY Transfers	-	-	-	14,212	-	14,212
Other Income	-	-	-	1,100	22,755	(21,655)
Total Operating Revenue	539,690	446,740	92,950	15,397	22,755	(7,358)
<u>Operating Expenses</u>						
Administration	29,020	29,575	(555)	15,396	22,188	(6,792)
Tenant Services	-	-	-	-	567	(567)
Utilities	-	-	-	-	-	-
Ordinary maintenance & operations	-	-	-	-	-	-
Protective Services	-	-	-	-	-	-
General expense	5,187	5,300	(113)	-	-	-
MIP & Replacement Reserves	-	-	-	-	-	-
Housing Assistance Payments	439,075	407,367	31,708	-	-	-
Debt Service	-	-	-	-	-	-
CY Reserves	66,408	4,498	61,910	-	-	-
Transfers	-	-	-	-	-	-
Total Operating Expense	539,690	446,740	92,950	15,396	22,755	(7,359)
NET INCOME (LOSS)	0	-	0	0	-	0
Less: Restricted Income	-	-	-	-	-	-
ADJUSTED NET INCOME(LOSS)**	0	-	0	0	-	0



K. RENT ROLL – FOR THE PERIOD ENDING APRIL 30, 2018

Project Name	# of Units	January	February	March	April	May	Total	Tenant Avg. Rental Income/Unit
Public Housing Units								
*Ladrey High-rise	170	\$ 45,307	45,445	45,664	45,792	46,432	\$ 228,640	\$ 271
*Samuel Madden	66	11,951	11,899	10,625	11,233	11,387	\$ 57,095	\$ 176
*Ramsey Homes	15	5,169	3,876	-	-	-	\$ 9,045	\$ 121
*Andrew Adkins	90	13,456	13,637	14,480	14,946	14,651	\$ 71,170	\$ 160
*4-10 Scattered Sites	50	16,485	14,934	15,275	15,898	14,016	\$ 76,608	\$ 306
*4-11 Scattered Sites	30	9,403	7,517	9,029	8,032	9,272	\$ 43,253	\$ 288
*4-12 Scattered Sites	41	10,776	10,548	12,231	13,101	13,705	\$ 60,361	\$ 294
*Park Place	38	9,769	9,761	10,129	10,475	10,673	\$ 50,807	\$ 267
*Saxony Square	5	1,991	1,522	1,522	1,520	1,520	\$ 8,075	\$ 323
*Chatham Square	52	15,334	15,327	15,704	15,334	15,185	\$ 76,884	\$ 296
*Braddock	6	2,885	2,224	2,224	2,113	2,314	\$ 11,760	\$ 392
*Whiting	24	4,172	4,486	5,236	5,970	5,444	\$ 25,308	\$ 211
*Reynolds	18	8,008	5,653	5,886	5,750	3,738	\$ 29,035	\$ 323
*Old Dominion	36	7,235	5,263	5,436	7,077	5,415	\$ 30,426	\$ 169
*West Glebe	48	4,596	4,911	5,775	5,222	5,013	\$ 25,517	\$ 106
*James Bland I	18	3,234	3,235	3,712	3,580	3,130	\$ 16,891	\$ 188
*James Bland II	18	5,549	5,649	6,340	5,951	5,960	\$ 29,449	\$ 327
*James Bland IV	44	12,298	12,716	13,182	12,839	17,463	\$ 68,498	\$ 311
**Total Public Housing	769	\$ 187,618	\$ 178,603	182,450	184,833	185,318	\$ 918,822	\$ 252



K. RENT ROLL – FOR THE PERIOD ENDING APRIL 30, 2018

Project Name	# of Units	January	February	March	April	May	Total	Tenant Avg. Rental Income/Unit
Non-Public Housing Units								
*Quaker Hill LP	60	\$ 43,441	41,975	44,261	43,216	40,471	\$ 213,364	\$ 711
-Renal Assistance		\$ 49,468	51,015	50,627	48,711	46,709	\$ 246,530	
Pendleton Park I	20	10,144	9,362	9,327	10,205	10,205	\$ 49,243	\$ 492
-Renal Assistance		13,402	15,052	17,851	18,741	17,857	\$ 82,903	
Pendleton Park II	4	1,179	1,179	1,179	815	959	\$ 5,311	\$ 266
-Renal Assistance							\$ -	
Hopkins Tancil (Mod Rehab)	111	29,553	24,268	28,294	23,311	23,676	\$ 129,102	\$ 237
-Renal Assistance		100,931	101,814	102,291	104,574	102,820	\$ 512,430	
*James Bland V	54	15,749	14,574	16,700	14,693	14,101	\$ 75,817	\$ 281
-Renal Assistance		52,833	52,592	52,755	53,531	55,185	\$ 266,896	
*Miller Homes	16	10,155	11,363	14,114	11,353	11,678	\$ 58,663	\$ 733
-Renal Assistance		12,306	13,064	11,605	10,875	11,462	\$ 59,312	
*Princess Square	69	31,963	19,982	23,448	21,741	23,635	\$ 120,769	\$ 355
-Renal Assistance		61,205	63,688	68,383	78,583	71,465	\$ 343,324	
Total Non-Public Housing	334	\$ 432,329	\$ 419,928	440,835	440,349	430,223	\$ 2,163,664	439
Totals	1103	\$ 619,947	\$ 598,531	\$ 623,285	\$ 625,182	\$ 615,541	\$ 3,082,486	\$ 691

Total Monthly Average- (Actual) \$ 616,497

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

HUD Approval and Evidentiary Submission

Staff is continuing the normal course of evidentiary submission with the HUD Office of Public Housing Investments in order to line ourselves up for the approvals required for closing.

Design

Working with our Construction Manager at Risk (CMAR), Architect, and Design team we have identified all reasonable value engineering opportunities given the fact that we are constrained by the envelope of the building which cannot be modified without going back before the Board of Architectural Review. The CMAR is obtaining pricing from subcontractors to determine the total potential savings. Given that we did not identify as much value engineering as we hoped, we have also requested an increase to the City subordinate loan of an additional \$1.6 million to cover the budget shortfall. We presented our request to the Alexandria Housing Affordability Advisory Committee which voted in favor of the increase subject to the \$1.6 million taking priority in repayment before beginning repayment of the ARHA loan and balance of the original City loan. The request will now go before the City Council for approval at the May 22, 2018 legislative meeting.

Construction

The CMAR is updating the bid books and construction pricing based on the feedback from the 3rd party estimator. After the full review and certification by the 3rd party estimator, all information will be incorporated into the Guaranteed Maximum Price contract amount.

The abatement work has been completed. We are working with the City to release the demolition permit after which both demolition and archeology can commence. We are in process of finalizing the construction contract which is under review by our counsel.

The site plan revisions have been submitted to the City. Once approved, we will be able to resubmit the building plans for building permit approval. We are working with City staff to expedite the process as much as possible.

Closing

The current schedule has been updated below:

ABBREVIATED SCHEDULE RAMSEY HOMES	
TASK	DUE
Final Site Plan Approval	Complete
Disposition Application Approval	Complete
Mixed Finance Proposal Approval	Complete
LIHTC Reservation Agreement Executed	Complete
Tenant Protection Vouchers Secured	Complete
Full Relocation	Complete
Careful Deconstruction Building Permits	NA
Deconstruction and Exploratory Demolition	Complete
Demolition and Archeology Commencement	5/18/2018
Full Building Permits	6/11/2018*
Financial Closing (tentative)	6/15/2018
Construction Commencement	6/15/2019

* We have confirmed action by the BAR to approve the amended architecture will not be necessary.

B. ANDREW ADKINS

This subject matter will be discussed during Executive Session.

C. PORTFOLIO MANAGEMENT

The portfolio management team completed inspections and financial review from the State Finance Agency Lending Group and Compliance in May 2018. The inspector reviewed Old Dominion, West Glebe and Pendleton Park. While the formal results will be provided in next month's Board Book, the physical inspections did note some deficiencies to be corrected. All other units, common areas and financial statement reviews provided no further findings.



The team is also preparing for the next set of audits from Hudson Housing, the investor syndicate and owner representative for Pendleton Park. The representative will visit and examine the property and conduct file reviews on site, on June 8, 2018.

In addition, the portfolio management team is focused on securing investor approvals for claims at West Glebe with Boston Capital and replacement reserve expense approval from Enterprise Community for Braddock, Whiting, and Reynolds.

D. CIVIC ENGAGEMENT

The May 10, 2018 ARHA Redevelopment Work Group meeting was canceled and is in the process of being rescheduled. Once reconvened, we will continue discussion matters including but not limited to the Andrew Adkins project update, the Ramsey Homes project update and the Resolution 830 Community Engagement Process.

E. RESOLUTION 830

The Resolution 830 Working Group has completed its community engagement process on April 26, 2018 with a group meeting at the Alexandria ReNew Environmental Center. The meeting focused on surveying working group members and a discussion ensued around the resulting recommendations to the City/ARHA bodies. The working group recommends revisions to the current Resolution 830 policy. The City prefers some revisions to provide greater clarity on certain definitions and ARHA prefers Resolution 830 remain unchanged to continue to provide maximum flexibility; whilst agreeing with some clarifications. The next presentation will be made to the ARHA Redevelopment Working Group on the recommendations from the Resolution 830 Working Group on June 14, 2018.

VI. RESIDENT SERVICES



A. RESIDENT ENROLLMENT & ENGAGEMENT

Properties	Active Enrollment (YTD)	New Enrollment
Hopkins-Tancil	25	
Chatham	18	
Samuel Madden	4	
Andrew Adkins	3	
James Bland V	68	
Princess Square	3	
Ladrey	3	
HCVP	12	
Scattered Sites	4	
City-wide	39	3
TOTAL	179	3

B. PROGRAM ENGAGEMENT BY PROPERTY

Properties	Cumulative Service Days	Cumulative Service Hours
Hopkins-Tancil	387	510
Chatham	216	269
Samuel Madden	13	21
Andrew Adkins	6	24
James Bland V	23	40
Princess Square	38	48
Ladrey	21	84
HCVP	61	244
Scattered Sites	12	48
City-wide	360	1,440
TOTAL	1,137	2,728

RACS currently operates the following programs:

1. Congregate meals
2. Krunch Bunch
3. FACE
4. Gardening
5. Read Aloud



C. VOLUNTEERS

# (YTD)	# New Recruits	# of Service Hours	\$ of Service Hours
88	5	121.5	\$3,159

D. ACTIVITIES BY AGE GROUP

Age Groups	Total # of Activities	# of Participants	% of Engagement
0-18	8	65	64%
19-45			
46-62	9	2	22%
62+	9	60	66%
Open age	13	84	57.5%
TOTAL	39	211	52%

E. PARTNERSHIPS

Provider/Partner	Event/Activity	# Participants Served
Nancy Lorentz/Parkour Movement	Balance Coordination	13
Yoga w/Molly	Yoga Class	13
DAAS Intern Nina	Tree of Life Project (3	57
Lesley Kim, I Heart Seniors, Inc.	Golden Zumba Class	31
Burgundy Farm Country Day School	Intergenerational Gardening	22
Monique Bagby, PIES Fitness	Arthritis Exercise (4 Sessions)	62
I Heart Seniors, Inc.	Monthly Breakfast	25
Debbie Latimer, DAAS	Comfort & Cheer Discussion	8
TCWHS Cosmetology Department	Senior Beauty Makeovers	5
Giant Food Clinical Outreach Department	Seasonal & Food Allergy	27
Sadina Vanison, DAAS	Special Transportation Unit	33
Successful Aging Committee	Senior Robust Walkathon	12
ACPS FACE	Parent Support Group	28
ACPS FACE	IDA Science Unrestricted	24
Jireh's Place	Teen Girls Enrichment	22
Black Tie Mentoring	Teen Boys Mentoring	5
Eureka Facts	MMPI Adult Session	32
Workforce Development Center	Summer Youth Application	5
Alexandria Animal Welfare League	Pet Vaccinations	82
Capital Area Food Bank	Weekend Bags	90
Russell Temple CME Church	Thursday Bags	160
Work Force Development	Employment Counseling	4
Section Three Job Fair	Orientation	3
Together We Bake	Employment Training	1
ACPS	Information for GED classes	3
Total	25	767



F. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Leveraged	ARHA \$	TOTAL	Expenditure
\$7,650	\$1,425	0	\$7,650	\$6,205.07

PROGRAM SUMMARY

James Bland V residents continue to move toward self-sufficiency. Resident Teaira Moten completed a certification in Early Care and Education for Family Child Care Providers through the City of Alexandria's Department of Community & Human Services and is now able to provide childcare in her home. Another resident, Janeka Cogdell has enrolled in Together We Bake to earn a VA Food License. An Initial First Time Homebuyers Interest Seminar was organized on May 17th at ARHA.

TSC@CH ongoing efforts to promote health and wellness for program participants saw the involvement of Giant Food clinical outreach staff attending the center to share important information on seasonal & food allergies as well as provided blood pressure screenings. The Center also sponsored a wonderful and festive pre-mother's day hat show and luncheon.

ACPS FACE and the Institute for Defense Analysis (IDA) sponsored their 3rd Annual Science Unrestricted night for families. On this night, 24 ARHA Elementary Students and 5 middle school students took part in the Science and Math related activities. Jaye Affinni was a finalist for the Paper Airplane Design Contest. On May 9, three middle school youth (Makayla Alford, Summer Mayes, and Abreham Abera), received certificates and \$75 award for placing first in the Red Ribbon Video contest sponsored by ACPS. The competition was created to promote drug free messaging and bring awareness to the dangers of substance abuse. Nasiah Herring, a 3rd grader at Jefferson Houston and participant in the Ruby Tucker afterschool program placed 3rd in the associated poster competition.

Eureka Facts sponsored a study for adults to help redesign and validate questions for a MMPI (Personality Inventory) used by professionals for health evaluations. ARHA had 32 individuals participate and complete the study. Two former Momentum Leadership Graduates recently won \$6,000 scholarships from the Housing Authority Insurance Group. This is the second year that Javeria Ahmed and Nicole Hernandez have won the scholarships which will be used to support their studies at George Mason University and James Madison University, respectively.

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

- 5/24: budget management workshop, 6pm
- 5/30: post memorial day center special event, 10am – 1:30pm
- 6/02: 9th Annual Youth Arts Festival, 1pm – 5pm
- 6/05: intergenerational end of year picnic @ Burgundy Farms School, 11am – 1pm
- 6/30: Ruby Tucker Day Celebration, Tancil Courtyard, 12pm – 4pm

VII. HUMAN RESOURCES

A. RECRUITMENT

Staff organized and coordinated a Section 3 Job Fair for the contractors that will be participating in the construction of Ramsey Homes. The general contractor for the Ramsey Homes project is Carlson Construction Company, and one of its' principals Mark Carlson, participated in meeting and greeting the residents in attendance. Mr. Carlson expressed his dedication and commitment to utilizing resident participation whenever and wherever possible.

Mr. Carlson is currently preparing for another Section 3 forum, in which he will invite his subcontractors to participate; learn more about the Section 3 program; and, allow the subcontractors to engage in the meeting and greeting more ARHA and Alexandria community residents.

ARHA Section 3 Coordinator and staff will continue to assist Carlson Construction identify and utilized residents that have expressed an interest in participating in meaningful employment opportunities emanating from the Ramsey Homes Project.

B. HEALTH AWARENESS

Romaine Lettuce Outbreak Update: 149 sick in 29 States



I'm not sure if you have been paying attention to the romaine lettuce E.coli public health alert, but I feel it is essential to share this breaking news with the ARHA family.

According to the Associated Press, four more states are reporting illnesses in the food poisoning outbreak linked to romaine lettuce. The Centers for Disease Control and Prevention updated its numbers on the outbreak Wednesday (May 2, 2018), revealing that 149 people in 29 states had gotten sick.

It is unclear if new illnesses are still occurring. There's a lag in reporting, and the most recent illness began two weeks ago. Florida, Minnesota, North Dakota and Texas have joined the list of states reporting at least one E.coli illness linked to the outbreak. At least 64 people have been hospitalized, including 17 with kidney failure. One death, previously reported, occurred in California.

Health officials have tied the outbreak to romaine lettuce grown in Yuma, AZ, which provides most of the romaine sold in the U.S. during the winter.

Doctors, nutritionist and public health officials have emphasized and encouraged an abstinence from romaine lettuce until this outbreak is under control. If you must indulge in consuming lettuce, be sure to check the food label to verify the lettuce was not produced in Yuma, AZ.

VII. CONSENT DOCKET

IX. ACTION DOCKET

X. OTHER BUSINESS