



Alexandria Redevelopment and Housing Authority

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

Keith Pettigrew  
Chief Executive Officer

**MARCH 28, 2022**

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**BOARD OF COMMISSIONERS  
REGULARLY MONTHLY MEETING**

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

**Monday, March 28, 2022, 2021, at 7:00 pm**

**AGENDA**

Due to the COVID-19 Pandemic emergency, the March 28, 2022, meeting of the Alexandria Redevelopment and Housing Authority Board of Commissioners is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3) and the Continuity of Government ordinance adopted by the City Council on June 20, 2020, to undertake essential business. All of the members of the public body and staff are participating from remote locations through a Zoom meeting. This meeting is being held electronically, unless a determination is made that it is safe enough to be held in person in the Board Room at 401 Wythe Street, Alexandria, VA. Electronic access will be provided in either event. The meeting can be accessed by the public through:

Zoom Meeting ID: 869 9716 4638, Passcode: 644112

One tap mobile: +13017158592,,86997164638#,,,,\*644112# US (Washington DC)

Join Zoom Meeting: <https://arha-us.zoom.us/j/86997164638?pwd=Tk5QaE5iY0k2ZU5keGFTYzdiQ0sxZz09>

Public comment will be received at the meeting. Individuals interested in speaking during the Public Discussion Period should contact Casandra Martinez at [cmartinez@arha.us](mailto:cmartinez@arha.us). Comments may be sent in advance or made during the Zoom meeting.

Individuals requiring translation services or special accommodations should contact Casandra Martinez at [cmartinez@arha.us](mailto:cmartinez@arha.us).

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**1. PUBLIC DISCUSSION PERIOD FOR RESIDENT GROUPS - 10 MINUTES**

- Ladrey Advisory Residents Board (RAB) – Steven Hines, President
- ARHA Resident Association (ARA) – Kevin Harris, President

**2. PUBLIC DISCUSSION PERIOD ON AGENDA AND NON-AGENDA ITEMS - 5 MINUTES**

**3. ADOPTION OF MINUTES OF THE REGULAR MEETING HELD ON MONDAY, FEBRUARY 28, 2022.**



**4. RECEIPT OF EXECUTIVE SUMMARY AS OF MONDAY, FEBRUARY 28, 2022.**

**5. CONSENT DOCKET**

5.1 Vote to Approve Resolution No. 705-2022, Small Area Fair Market Rent (SAFMR's)

**6. ACTION DOCKET**

**7. NEW BUSINESS**

**8. ANNOUNCEMENTS**

**9. ADJOURNMENT**

**10. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES.**



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**MINUTES OF THE ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**  
**REGULARLY SCHEDULED BOARD MEETING**  
**401 WYTHE STREET, ALEXANDRIA, VA 22314**  
(Virtual Meeting)  
**Monday, February 28, 2022, at 7:00 pm**

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

**THOSE ABSENT:**           **Steven Hines**

**RECORDER:**               **Casandra Martinez**

Chairman Kleeblatt called the meeting to order at 7:05 pm. Others present were Keith Pettigrew, Chief Executive Officer, ARHA Department Directors, ARHA Staff, Alexandria Office of Housing Staff Resident Leadership, and members of the public.

Chairman Kleeblatt disclosed the following announcement:

Due to the COVID-19 Pandemic emergency, the February 28, 2022, meeting of the Alexandria Redevelopment and Housing Authority Board of Commissioners is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3) and the Continuity of Government ordinance adopted by the City Council on June 20, 2020, to undertake essential business. All the members of the public body and staff are participating from remote locations through a Zoom meeting. This meeting is being held electronically, unless a determination is made that it is safe enough to be held in person in the Board Room at 401 Wythe Street, Alexandria, VA. Electronic access will be provided in either event. The meeting can be accessed by the public through the Zoom information which can be found on the ARHA website or on the city website. Public comments will be received at the meeting individuals interested in speaking during the public discussion period should contact Ms. Martinez comments may be send in advance are made during the meeting individuals requiring translation services or special accommodations contact Ms. Dickerson as well. Okay. So, with that, we are officially open during our public meeting.



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

• **Ladrey High-Rise Residents Advisory Board (RAB) – Mr. Steven Hines (absent)**

Mr. Pettigrew reported on behalf of Mr. Steve Hines, President, Ladrey Resident Advisory Board. He reported that according to Mr. Hines there are no issues at Ladrey.

Chairman Kleeblatt: Very good

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

Commissioner Harris reported that the ARA have been working closely with Keith and Kanisha and the community engagement process.

Mr. Pettigrew thanked Commissioner Harris for his commitment and identifying numerous residents who are actively participating in the community engagement process.

Chairman Kleeblatt: Thank you Commissioner Harris.

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

Mr. Pettigrew: There is no public discussion Chairman no one signed up.

**ITEM 3. VOTE TO APPROVE THE MINUTES FOR REGULAR SCHEDULED BOARD MEETING MONDAY, FEBRUARY 28, 2022:**

Chairman Kleeblatt presented the minutes for Monday, February 28, 2022. Commissioner Bailey moved to accept the minutes; the motion was seconded by Vice Chairwoman Androh. The motion was approved with (7) Yeas, and (0) Nays.

**ITEM 4. EXECUTIVE SUMMARY REPORT AS OF MONDAY, MARCH 28, 2022:**

Mr. Pettigrew presented the Executive Summary as follows:

COVID updates:

City of Alexandria remains in high transmission state. High transmission rate is anything over 5%. The city is at 5.2%. We have closed the building to general public; however, staff report on a staggered schedule and do see residents by appointment only

Lineage:

Mr. Pettigrew reported that we are completing the close out of Lineage.

David Cortiella reported that the only outstanding item is the cost certification. We already have the lien waivers, etc.



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The goal for the end of March is to have cost certification in place, proofed and filed in order to submit the 8609 with the state and the project would be fully closed.

The developer's fee would be received within a month after cost certification has been accepted by Enterprise.

#### Asset Management:

Mr. Pettigrew: Rent continues to fluctuate, and we have started late fee charges and evictions. At this point there have been numerous opportunities for residents to pay rent or come in and adjust their certification status which would take them down to lower and/or \$0 payments; however, some residents have not done that resulting in them owing several months in back rent. We are not looking to kick anyone out but at some point, we may have to act on eviction notices.

#### Park Place and Saxony Square

Section 18 Saxony is completed/fully renovated, and residents are back in their respective units. We have completed 13 units at Park Place, and we are working on the remaining 25 - 10 of which have been identified to be retrofit for ADA purposes. We are working with city to obtain funding which they have agreed to help.

#### Security at Ladrey:

The security detail continues to be effective. We hired a part-time resident to serve as a front desk receptionist. Things are currently going well.

#### Maintenance & Facilities:

We continue to complete emergency and routine work orders. Have not heard from REAC, we have a Tuesday meeting every morning with HUD, representatives and field office discussing various issues. They will inform us when REAC will be reactivated. Constantly keeping eyes on units to make sure we are prepared.

#### Resident Services:

The staff continues to do a tremendous job with outreach in servicing our residents as we continue to push toward the end of the year.

Mr. Pettigrew: Chairman that concludes my summaries are there any questions.?

Chairman Kleeblatt: Have we seen an uptick in rent paid on time? Over the last several months or has it been the same.

Janell: For last month I've seen an increase in residents coming in and paying. We are also receiving rent assistant payments

Chairman Kleeblatt: Good. Okay thank you very much Mr. Pettigrew, any additional questions from the balance of the board? Hearing none we can move to the consent docket.





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**ITEM 5. CONSENT DOCKET:**

- 707-2022 Approve the FY 2022 Housing Choice Voucher Administrative Plan
- 708-2022 Approve the Project-Basing of Units at Saxony Square and Park Place
- 001-2022 VHD For an Amended and Restated Operating Agreement
- 002-2022 VHD To Accept the Disposition of the Park Place and Saxony Square Condominiums

**ITEM 6. ACTION DOCKET:**

- 709-2022 Renaming Administrative Building after A. Melvin Miller.

**ITEM 7. NEW BUSINESS:**

- No Items Submitted.

**ITEM 8. ANNOUNCEMENTS:****ITEM 9. EXECUTIVE SESSION TO DISCUSS PERSONNEL, LEGAL AND REAL ESTATE ISSUES:**

A motion was made by Vice Chairwoman Androh, seconded by Commissioner Bailey, and unanimously approved to convene into Executive Session to discuss Personnel, Real Estate, and Legal Matters commenced at 7:27 pm. At 8:27 pm the Board reconvened in public session.

Thereupon, Chairman Kleeblatt asked for a motion to adjourn the meeting. Commissioner Malone moved to adjourn, seconded by Commissioner Ballard, no other actions were taken in the Executive Session and to the best of each member's knowledge: (1) only public business matters fully exempted from open meeting requirements under the FOIA were discussed in the Executive Session, and (2) only public business matters identified in the motion by which the closed meeting was convened were heard, discussed, or considered by the Board in Executive Session. The motion was unanimously approved on a roll call vote of (7) Yeas to (0) Nays.

There being no further business to come before the Board, Chairman Kleeblatt adjourned the meeting at 8:30 pm.

## I. EXECUTIVE SUMMARY



Below are several key operational activities and notable highlights for February 2022:

## ASSET MANAGEMENT

- **Occupancy / Rent Collection**

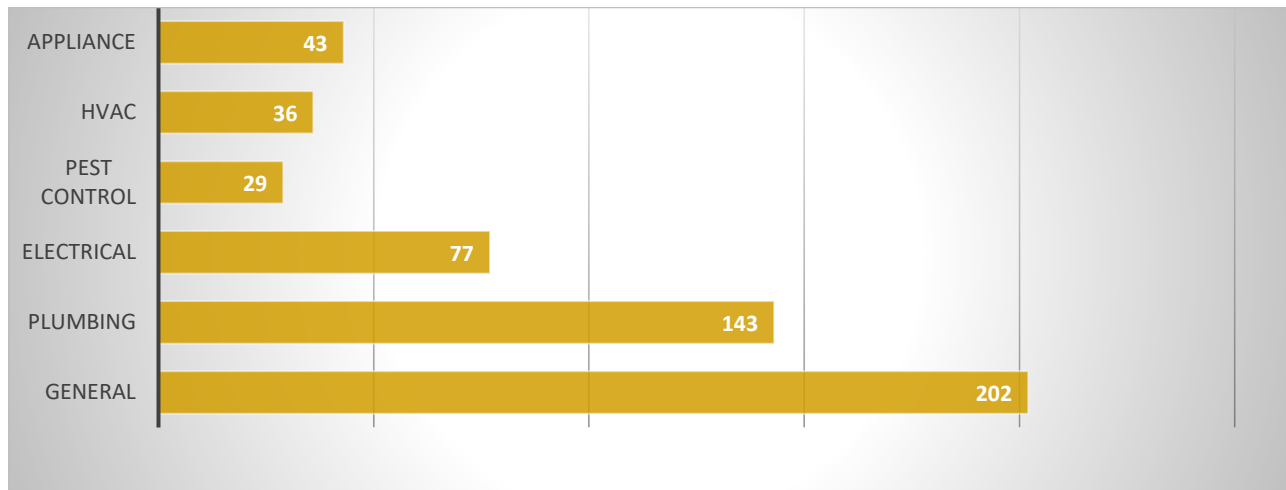
	Public Housing January 2022	Public Housing February 2022	MOD Rehab January 2022	MOD Rehab February 2022	Market Rate January 2022	Market Rate February 2022
Occupancy	97%	97%	96%	97%	97%	97%
Rent Collection	75%	80%	67%	79%	60%	64%

- **Lease-Ups**

New Lease-Ups	January 2022	February 2022
Tenant-based (HCVP)	7	21
Number of requests for tenancy	23	31
Project-based voucher	0	0
Moderate Rehabilitation	0	1

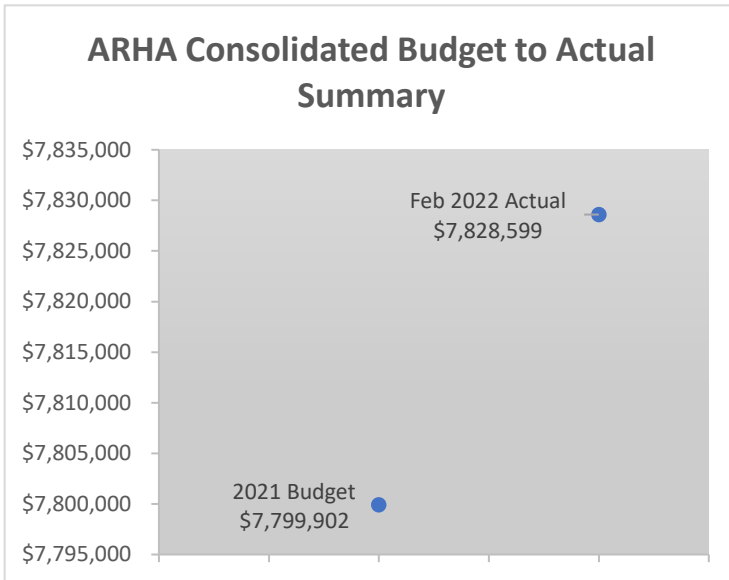
## CENTRAL FACILITIES

### Work Orders Activity Total 535



## FINANCE

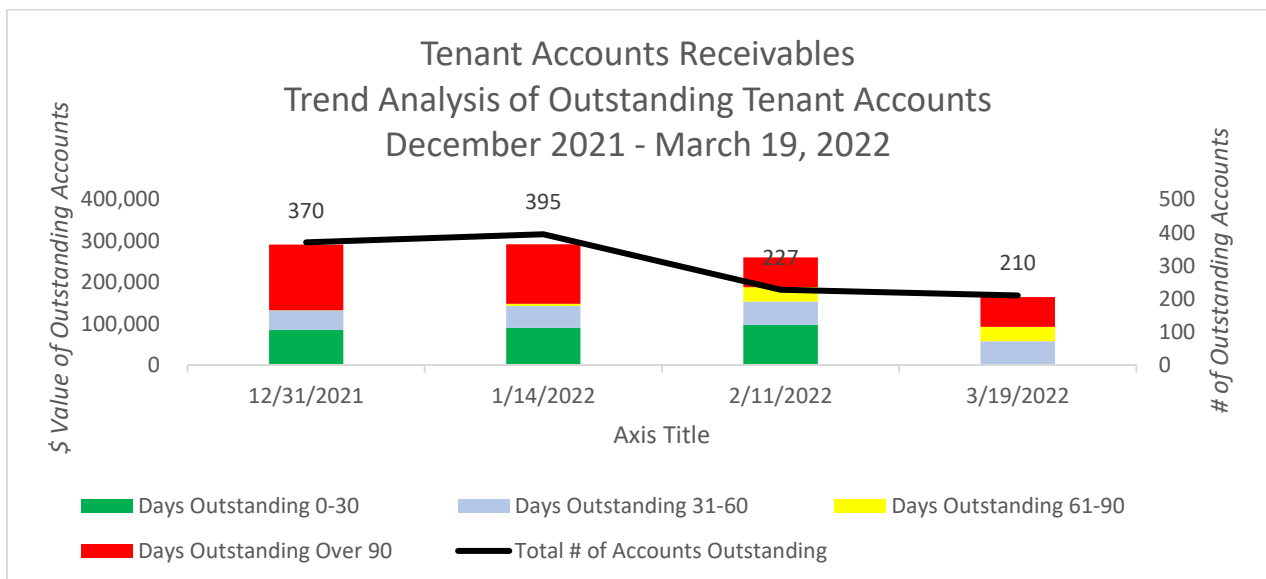
### Budget Highlights as of February 28, 2022



- The budget versus actual comparisons as of February 28, 2022, is based on ARHA's FY2021 approved budget.
- Consolidated operations were \$28K or less than 1% over the projected budget.
- Current Year (CY) operating transfers totaled \$0, which was \$86K or 100% under the projected budget.
- CY reserves totaled 514K, of which \$309K is restricted and \$205K is unrestricted.

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

The following graph illustrates the total Tenant Accounts Receivables (TARs) past due by 0 – 30 days, 31 – 60 days, 61- 90 days, and over 90 days. Rent is considered late if it is received after the 5<sup>th</sup> of the month. Residents whose income has not been impacted by the pandemic are expected to continue to pay their rent on time. As of March 4, 2022, TARs had 592 accounts outstanding that totaled \$260K. Rent for the month of February is still being collected.





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## **DEVELOPMENT**

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

#### **1. PROJECT CLOSEOUT**

All lien release for the project have been submitted, final payments to all subs and to the GC have been made, and the construction loan has been paid off. Therefore, as of February 2022, the Construction phase of this project has been completed.

The property continues to perform with 100% occupancy after reaching project stabilization. Each month since May, the property has shown positive cash flow. The project is current with all monthly and quarterly financial and rent rolls due to the investor.

### **B. PARK PLACE/SAXONY SQUARE RENOVATIONS AND REPOSITIONING**

Together with the architect, ARHA staff have completed review of the outstanding 25 units at Park Place. In addition to the renovations undertaken in the first round, the architect is preparing documents for increasing the number of handicap units at Park. Currently there are no handicap accessible units and there is a demand for such accessibility. HUD notified ARHA that the PBV subsidy for these units will also commence in March 2022. The steps included:

- ARHA worked closely with the HUD local office to submit the final paperwork to activate the PBV subsidy by end of March 2022.

### **C. SAMUEL MADDEN REDEVELOPMENT**

Developer failed to provide an acceptable Master Development Agreement prior to the February Board meeting. As a result, there will be a meeting with the principals to determine if they want to move forward. Staff will report back to the Board on or before March 22 to ensure that if there is an agreement, we can submit to the city a Concept One Plan by March 25.

In February, together with the City's Zoning and Planning department, ARHA staff organized a charrette between the city and the developer/ARHA. At this meeting the developer shared their draft concept plan and discussed how they will be approaching the various processes that the Alexandria entitlement process will entail. The meeting was a resounding success in that the city previewed the deal approach and ARHA and the development team received insight into some of the future City comments.

Developer subcontractors have commenced taking soil samples and borings to prepare the site conditions. The initial physical needs assessment for the Section 18 application Demo/Dispo approval determined that the Madden site did not qualify for "obsolescence" status under Section 18. ARHA staff share some of our initial approaches that we took when we had submitted the Section 18 application in 2019. The developer team has started to work with the archeologist consultant and has procured the traffic study in anticipation of the Concept One Plan submission.



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The ARHA Development PM continues to engage Madden residents. Resident participation continues to increase.

#### **D. LADREY HIGH RISE REDEVELOPMENT**

The proposals deadline has been extended to March 7. In February, development staff met with the ownership entity and property manager of Annie B. Rose. We had a successful meeting, and we shared the RFP and general proposals that we were seeking from the respondents.

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

RAD: A concept call has been scheduled with HUD in March. This is the next step in the process.

Re-Syndication: Staff selected a firm to assist with submission of a LIHTC application. We anticipate that the Chatham limited partner will withdraw from the partnership in the next quarter.

#### **F. CITY FUNDING FOR DEVELOPMENT**

The grant pre-application for the \$1.9M capital funds from Virginia Housing will be submitted on March 9. Final applications are due in May with an expected award announcement in July 2022.

In March, staff will submit an application for City funds to retrofit units in Park and at numerous properties throughout the city for wheelchair accessibility. The agency needs more accessible units, and these renovations will assist ARHA get closer to meeting this demand.

#### **G. DEVELOPMENT PUBLICITY**

The Development Bulletin was published in February 2022. Staff is currently working on publishing the next Bulletin in April 2022.

#### **TAX CREDIT PORTFOLIO**

February month-end financial and occupancy reports for all tax credit properties are underway for distribution to the tax credit investors. Year-end Financial Reporting preparation continues for all tax credit properties. Annual Tax Letters from the investors have been received to assist with completion of Partnership tax returns. Updated Certificates of Insurance have been obtained and distributed to investors. Fiscal Year 2022 operating budgets are underway for distribution to tax credit investors. HUD Semi-Annual Labor Standards Enforcement Review is underway and expected to be completed by the end of March.



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## **RESIDENT SERVICES**

Dates have been set for the 2022 Community Cook Outs and Resource Fairs that will be held throughout the city. In addition to highlighting programs for youth and families, information on city resources will be shared, and free snacks and activities provided. This year, ARHA will have three properties serve as host sites. They are Hopkins-Tancil (Ruby Tucker), S. Whiting Street, and Old Dominion. All events are scheduled from April – May.



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## UPCOMING MEETINGS AND EVENTS

The upcoming 2022 Board Meetings and other event dates are as follow:

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Time</b>
April 25, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
May 23, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
June 27, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
July 25, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
August 22, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
September 26, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
October 24, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
November 28, 2022	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM
December TBD	Board Meeting	401 Wythe Street (Virtual Meeting)	7:00 PM



## II. ASSET MANAGEMENT



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

Indicator	Jan 2022	Feb 2022	Benchmark Goal	HUD's Standard	Comments
1 Occupancy Rate ACC units (PH)(*)	97%	97%	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)	95%	97%	97%	96%-99%	Market Rate & MOD units are not scored by HUD for PHAS or SEMAP. PBV is included in SEMAP
3 Tenant Acc. Receivables (TARs) – Occupied Units (*)	.98%	.98%	.98%	<1.5%	<1.5% - 5pts 1.5% - 2.5% = 2pts >2.5% = 0pts
4 Tenant Account Receivables (TARs) – Vacated / Evictions (*)	.29%	.29%		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 97%. Individual Performance data by property is as follows:

PUBLIC HOUSING	January 2022	February 2022
Samuel Madden	97%	97%
Andrew Adkins	98%	98%
Ladrey Highrise	96%	96%
Scattered Sites I	98%	98%
Scattered Sites II	94%	94%
Scattered Sites III	98%	98%
Saxony Square	100%	100%
Park Place	79%	77%
Chatham Square	96%	98%
Braddock & Whiting	100%	100%
Reynolds	100%	100%
Old Dominion	100%	100%
West Glebe	98%	98%



James Bland I, II, IV	100%	99%
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### C. PROGRAM UTILIZATION & VACANCY REPORTING

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

	January 2022	February 2022
Housing Choice Voucher	99%	99%
Moderate Rehabilitation	98%	98%
Project Based Section 8	100%	98%
Low Rent Public Housing	97%	97%
Market Rate (Affordable Dwelling Units)	97%	98%

### D. VOUCHER MANAGEMENT SYSTEM (VMS)

Data reported for February 2022:

	January 2022	February 2022
Homeownership	15	15
Homeownership New this Month	0	0
Family Unification	38	39
Portable Vouchers Paid	94	96
Tenant Protection	56	55
All Other Vouchers	1,277	1295
Number of Vouchers Under Lease on the last day of the month	1480	1500
HA Owned Units Leased – included in the units lease above	149	149
New Vouchers issued but not under contract as of the last day of the month	58	63
Portable Vouchers Administered	28	12
Number of Vouchers Covered by Project-Based AHAPs and HAPs	77	77

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

Developments	Total # of Units	Total Occupied units 01/31/2022	Total Occupied units 02/28/2022	Current # Vacant
Princess Square	68	63	66	2
Quaker Hill	60	60	60	0
Hopkins-Tancil	108	104	104	4
Miller Homes	16	16	16	0
Pendleton Park	24	21	23	1



Old Town Commons V	54	54	51	3
<b>TOTALS</b>	<b>330</b>	<b>318</b>	<b>320</b>	<b>10</b>

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

<b>Developments</b>	<b>Total # of Units</b>	<b>Total Units Occupied 01/31/2022</b>	<b>Total Units Occupied 02/28/2022</b>	<b>Current # Vacant</b>
Ladrey Building	169	162	162	7
Chatham Square.	52	50	51	1
Old Town Commons I	18	18	18	0
Old Town Commons II	18	18	18	0
Old Town Commons IV	44	44	43	1
S. Madden Homes	65	63	63	2
A. Adkins Homes	89	87	87	2
Scattered Sites 410	50	49	49	1
Scattered Site 411	30	28	28	2
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	30	29	9
West Glebe	48	47	47	1
Old Dominion	36	36	36	0
<b>TOTALS:</b> <i>(Values are rounded up/down)</i>	<b>751</b>	<b>725</b>	<b>724</b>	<b>27</b>

## G. WAITING LIST STATISTICS

Waiting List Type	Currently Active on the Waiting list January 2022	Currently Active on the Waiting list February 2022
<b>HCVP</b>	13,108	13,108
<b>Total</b>	<b>13,108</b>	<b>13,108</b>
<b>MOD Rehab</b>		
(1) bedroom	36	36
(2) bedroom	15	15
(3) bedroom	14	14
(4) bedroom	0	0
<b>Total</b>	<b>65</b>	<b>65</b>
<b>General Public Housing</b>		
(1) bedroom	4335	4335
(2) bedroom	1200	1200
(3) bedroom	1202	1202
(4) bedroom	188	188
<b>Total</b>	<b>6025</b>	<b>6025</b>
<b>Elderly / Disabled</b>		
(1) bedroom	256	256
<b>Total</b>	<b>256</b>	<b>256</b>
<b>BWR</b>		
(2) bedroom	2039	2039
(3) bedroom	1246	1246
<b>Total</b>	<b>3285</b>	<b>3285</b>
<b>Chatham Square</b>		
(2) bedroom	2183	2183
(3) bedroom	1356	1356
<b>Total</b>	<b>3539</b>	<b>3539</b>
<b>West Glebe / Old Dominion</b>		
(1) bedroom	2230	2230
(2) bedroom	2050	2050
(3) bedroom	1331	1331
(4) bedroom	12	12
<b>Total</b>	<b>5623</b>	<b>5623</b>
<b>OTC I, II, IV</b>		
(2) bedroom	2115	2115
(3) bedroom	1322	1322
<b>Cumulative TOTAL</b>	<b>35,338</b>	<b>35,338</b>



## H. CERTIFICATIONS ACTIVITY

<b>HOUSING CHOICE VOUCHER</b>	<b>January 2022</b>	<b>February 2022</b>
Pre-Admission/Eligibility	9	3
Request for Tenancy Approval	7	42
New Move-in/Change of Unit/Port-in	7	21
Interim Change	39	79
Annual Reexamination	95	114
End of Participation	5	2
<b>PUBLIC HOUSING</b>		
Pre-Admission/Eligibility	2	3
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	2	4
Interim Change	18	11
Annual Reexamination	31	44
End of Participation	7	4
<b>MODERATE REHABILITATION</b>		
Pre-Admission/Eligibility	0	1
Request for Tenancy Approval	0	1
New Move-in/Change of Unit/Port-in	0	1
Interim Change	5	3
Annual Reexamination	6	9
End of Participation	0	1
<b>PROJECT BASED VOUCHER</b>		
Pre-Admission/Eligibility	0	0
Request for Tenancy Approval	0	0
New Move-in/Change of Unit/Port-in	0	0
Interim Change	5	4
Annual Reexamination	3	5
End of Participation	0	2
<b>TOTAL CERTIFICATIONS COMPLETED</b>	<b>241</b>	<b>333</b>

## I. INSPECTIONS

Inspections	January 2022	February 2022
# Of annual/return Inspections	89	127
# Of Initial/Re-inspections	23	42
# Of Final Failed Inspections	0	0
# Of Abatements	0	0
# Of Emergency/Special Inspections	0	0
# Of Missed Inspections (no show)	6	18
# Of quality control inspections conducted	1	0

## J. COMPLIANCE / SAFETY

### 1. Quality Assurance Activities

Number of Files Reviewed Audit Files*	January 2022	February 2022
Recertification's	43	53
Intake Certifications	45	42

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

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

### 2. Public Safety

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

Types	January 2022	February 2022
Bar Notices issued	0	0
Late Notices	180	210
Unlawful Detainers	0	0
Evictions (legal)	0	0
Evictions (drugs)	0	0



## K. RENT COLLECTION

ARHA properties collected cash at **74%** of rent charged for **February 2022**. Individual performance by property is as follows:

	January 2022	February 2022
Samuel Madden	50%	54%
Andrew Adkins	58%	66%
Ladrey High-Rise	100%	99%
Scattered Sites I	72%	62%
Scattered Sites II	100%	100%
Scattered Sites III	82%	77%
Saxony Square	100%	100%
Park Place	47%	51%
Chatham Square	91%	92%
Braddock	80%	100%
Whiting	55%	77%
Reynolds*	97%	81%
Old Dominion	97%	95%
West Glebe	94%	85%
James Bland I	50%	92%
James Bland II	33%	74%
James Bland IV	72%	66%
<b>TOTAL</b>	<b>75%</b>	<b>80%</b>
<b>MARKET RATE</b>		
Quaker Hill	65%	58%
Princess Square	43%	38%
Miller Homes	80%	94%
Pendleton Park	57%	70%
James Bland V	50%	63%
<b>TOTAL</b>	<b>60%</b>	<b>64%</b>
<b>MOD/PBV</b>		
Hopkins-Tancil*	67%	79%
<b>TOTAL</b>	<b>67%</b>	<b>79%</b>



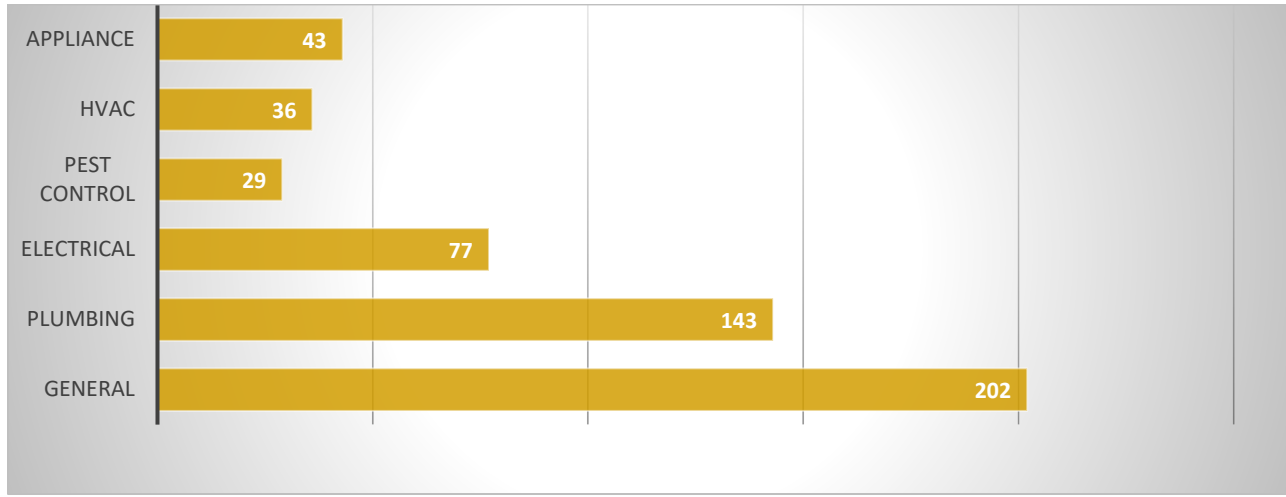


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### **III. CENTRAL FACILITIES**



## A. WORK ORDERS ACTIVITY TOTAL 535



## B. COMPLETED PROJECTS BY SITE DURING THE REPORTING PERIOD

Property	General	Plumbing Repair Work	Electric Repair	Pest Control	HVAC Work	Appliance Repair Work	Current Total	Prev. Month	2021 Year End
Administrative Building	1	0	0	0	1	0	2	2	5
Alexandria Crossing (Old Dominion & West Glebe)	7	5	4	1	3	3	23	46	656
Andrew Adkins	8	27	9	3	2	0	49	38	889
BWR (Braddock, Whiting & Reynolds)	12	8	1	0	4	1	26	21	510
Chatham Square	16	6	9	0	0	4	35	46	525
Hopkins-Tancil	28	11	13	2	4	5	63	50	919
James Bland I, II, IV	25	8	9	0	4	6	52	40	644
James Bland V	15	9	8	0	2	4	38	31	316
Ladrey Highrise	32	15	6	7	6	7	73	109	1100
Miller Homes	4	7	2	0	1	4	18	11	142
Park Place & Saxony Sq.	12	6	2	0	1	5	26	11	167
Pendleton Park	2	7	1	2	0	1	13	15	229
Princess Square	14	8	3	6	2	2	35	51	780
Quaker Hill	2	8	5	2	0	2	19	36	503
Samuel Madden	7	4	3	2	2	3	21	22	703
Scattered Sites I, II, III	17	14	2	4	4	1	42	61	1225
<b>TOTAL</b>	<b>202</b>	<b>143</b>	<b>77</b>	<b>29</b>	<b>36</b>	<b>48</b>	<b>535</b>	<b>590</b>	<b>9313</b>

## C. WORK IN PROGRESS

### Integrated Pest Management Services:

- Pest Services Company (PSC) provides pest control management that includes routine inspections and treatments for various insects in ARHA units on a quarterly as well as requested basis (via work orders). Quarterly inspections and treatments are instrumental in regard to decreasing the number of requests and complaints in between the scheduled quarterly services. The next Quarterly treatments are scheduled to begin in April 2022.
- 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 three (3) different methods. Notices are mailed via US Postal Service, staff hand delivers notices, and a property wide blast email is sent to all residents who provide email addresses. The next monthly treatment dates are as follows:
  - Princess Square – March 2 & March 17, 2022
  - Chatham Square – March 3 & March 18, 2022
  - Andrew Adkins – March 4 & March 18, 2022
  - Ladrey floors 7-11 – March 7 & March 21, 2022
  - Ladrey floors 1-6 – March 8 & March 22, 2022
  - Hopkins Tancil – March 9 – 10 & March 23 – 24, 2022
  - Samuel Madden – March 11 & March 25, 2022

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

- American Property Consultants (APC) has issued a schedule to perform UPCS Annual Inspections on all public housing properties. The deficiencies captured on the inspection reports will be addressed and completed by the Maintenance Staff, the Modernization Staff, and contractors. This work is ongoing, and the goal is to have all deficiencies corrected prior to HUD Real Estate Assessment Center (REAC) inspections. To date, we



have not received any official correspondence pertaining to a schedule for the HUD REAC inspections, but we plan to prepare when they are announced.

The chart below identifies the properties and the confirmed date for the 2022 Annual UPCS Inspections

Properties	Inspection Dates	# Of units
AMP 004		
Scattered Sites I, II, III	March 29 - 31, 2022	120
AMP 007		
Braddock, Whiting, Reynolds - (BWR)	April 5, 2022	48
AMP 006		
Chatham Square	April 6, 2022	52
AMP 008		
Old Dominion	April 7, 2022	36
AMP 008		
West Glebe	April 12, 2022	36
AMP 012		
James Bland IV	April 13, 2022	33
AMP 010		
James Bland I	April 14, 2022	18
AMP 011		
James Bland II	April 14, 2022	18
AMP 003		
Andrew Adkins	April 19 – 20, 2022	90
AMP 003		
Samuel Madden	April 20 - 21, 2022	66
AMP		
Pendleton Park	April 26, 2022	24
AMP 001		
Ladrey High-Rise	April 26-28, 2022	170

## IV. FINANCE

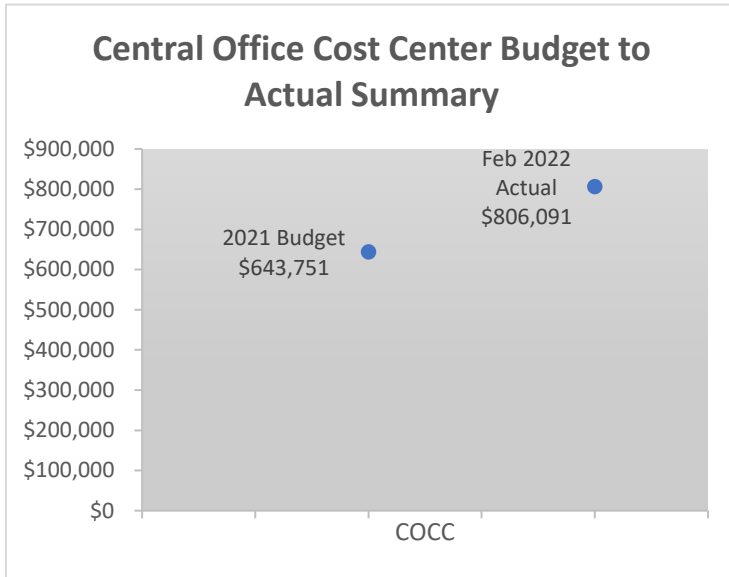


## A. FINANCIAL SUMMARY

### Alexandria Redevelopment & Housing Authority FY2022 Budget vs Actual For the Period Ending February 28, 2022

	Prior Year Annual Budget	February 28, 2022				FY 2022 YTD (Jan 1, 2022 - February 28, 2022)			
		Total	Total	Variance		Total	Total	Variance	
		Budget	Actual	\$	%	Budget	Actual	\$	%
<b><u>Operating Revenue</u></b>									
Dwelling Rent	\$4,160,600	\$ 346,717	\$369,137	\$ 22,420	6%	\$ 693,433	\$724,702	\$ 31,269	4%
Rental Assistance	3,962,600	330,217	298,356	(31,861)	-11%	660,433	609,056	(51,377)	-8%
Government Grants	26,430,562	2,202,547	2,401,065	198,518	8%	4,405,094	4,966,597	561,503	11%
Local Grants	207,825	17,319	17,270	(49)	100%	34,638	17,270	(17,368)	100%
Management /Fee for Service	3,568,650	297,388	409,619	112,232	27%	594,775	464,550	(130,225)	-28%
Bookkeeping Fee	249,900	20,825	9,653	(11,172)	-116%	41,650	29,753	(11,897)	-40%
Asset Management Fee	125,650	10,471	152,227	141,756	93%	20,942	162,467	141,525	87%
HCVP Asset Management Fee	2,474,223	206,185	33,617	(172,568)	-513%	412,371	67,231	(345,140)	-513%
Operating Subsidy	4,158,850	346,571	326,703	(19,868)	-6%	693,142	653,405	(39,737)	-6%
Investment Income	7,050	588	6,700	6,113	100%	1,175	6,700	5,525	100%
CY Transfers	517,283	43,107	0	(43,107)	100%	86,214	0	(86,214)	100%
Other Income	936,217	78,018	71,977	(6,041)	-8%	156,036	126,868	(29,168)	-23%
<b>Total Operating Revenues</b>	<b>\$46,799,410</b>	<b>\$ 3,899,951</b>	<b>\$4,096,324</b>	<b>\$ 196,373</b>	<b>5%</b>	<b>\$ 7,799,902</b>	<b>\$7,828,599</b>	<b>\$ 28,697</b>	<b>0%</b>
<b><u>Operating Expenses</u></b>									
Administration	\$6,602,315	\$ 550,193	\$537,226	(12,967)	-2%	\$ 1,100,386	\$ 1,043,033	\$ (57,353)	-5%
Tenant Services	976,626	81,386	67,540	(13,846)	-20%	\$162,771	156,578	(6,193)	-4%
Utilities	1,520,020	126,668	117,183	(9,485)	-8%	\$253,337	247,783	(5,554)	-2%
Ordinary Maintenance & Operations	5,897,110	491,426	613,717	122,291	20%	\$982,852	867,210	(115,642)	-13%
Protective Services	158,140	13,178	8,683	(4,495)	-52%	\$26,357	12,808	(13,549)	-106%
General Expense	2,533,650	211,138	415,884	204,747	49%	\$422,275	559,249	136,974	24%
Housing Assistance Payments	26,480,562	2,206,714	1,996,713	(210,001)	-11%	\$4,413,427	4,384,266	(29,161)	-1%
Debt Service	257,120	21,427	21,587	160	1%	\$42,853	43,174	321	1%
CY Reserves	2,373,867	197,822	317,791	119,969	38%	\$395,645	514,498	118,854	23%
<b>Total Operating Expense</b>	<b>\$46,799,410</b>	<b>\$3,899,951</b>	<b>\$4,096,324</b>	<b>\$196,373</b>	<b>5%</b>	<b>\$7,799,902</b>	<b>\$7,828,599</b>	<b>\$28,697</b>	<b>0%</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>		<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>	

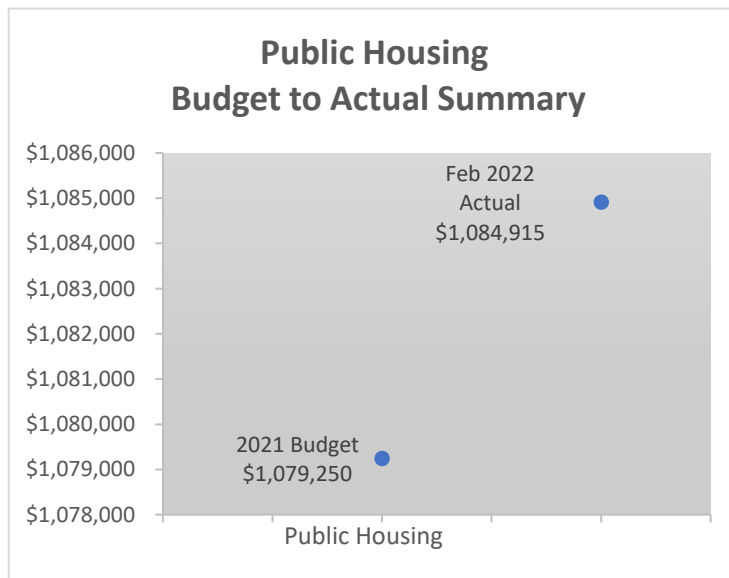
## B. CENTRAL OFFICE COST CENTER



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

Overall, as of February 28, 2022, the Central Office was \$163K or 21% over budget.

## C. PUBLIC HOUSING SUMMARY



Properties include Ladrey, Andrew Adkins, Samuel Madden, Scattered Sites I, Scattered Sites II, Scattered Sites III, Park Place, Saxony Square, Chatham Square, Braddock, Whiting & Reynolds, Old Dominion, West Glebe, James Bland Phase I, James Bland Phase II, and James Bland Phase IV.

Overall, as of February 28, 2022, Public Housing (PH) was less than \$6K or 6% over budget. All (12) Amps had a surplus.



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**I. PUBLIC HOUSING- AMP 1**

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

**II. PUBLIC HOUSING- AMP 3**

Public Housing- AMP 3 is associated with two (2) HUD project numbers which includes: Andrew Adkins (90 units) and Samuel Madden Homes Uptown (66 units). This AMP consists of 156 rental units.

**III. PUBLIC HOUSING- AMP 4**

Public Housing- AMP 4 is associated with four (4) HUD project numbers which includes Scattered Sites I (50 units), Scattered Sites II (30 units), Scattered Sites III (41 units), and Park Place (38 units). This AMP consists of 159 rental units.

**IV. PUBLIC HOUSING- AMP 5**

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

**V. PUBLIC HOUSING- AMP 6**

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

**VI. LIC HOUSING- AMP 7**

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

**VII. PUBLIC HOUSING- AMP 8**

Public Housing- AMP 8 is associated with one site which includes: Old Dominion (24 rehab and 12 new construction units). This AMP consists of 36 Public Housing rental units which are also LIHTC units.

**VIII. PUBLIC HOUSING- AMP 9**





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

For the period ending October 31, 2021, Public Housing- AMP 9 generated a reserve of \$40,359, which is restricted to the Limited Partnership.

### IX. PUBLIC HOUSING- AMP 10

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

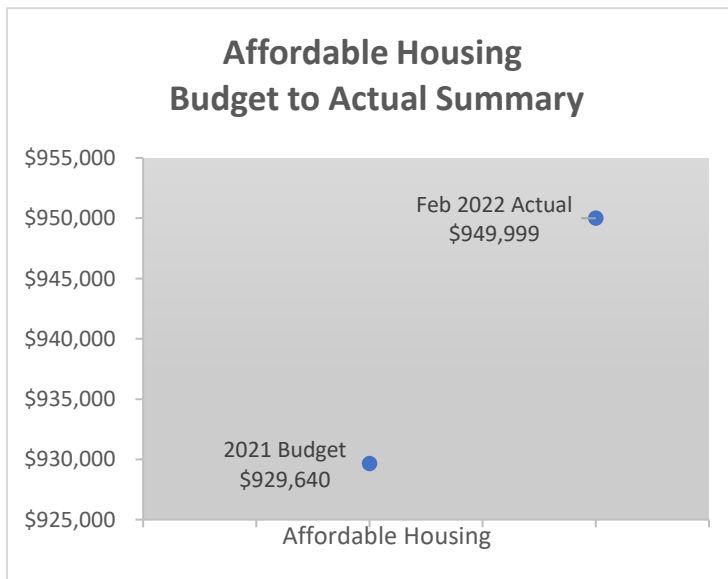
### X. PUBLIC HOUSING- AMP 11

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

### XI. PUBLIC HOUSING- AMP 12

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

## D. AFFORDABLE HOUSING SUMMARY



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

Overall, as of February 28, 2022, ARHA's Affordable Housing was \$20K or 2% over budget.

## I. OLD TOWN COMMONS V- (JB V)

Old Town Commons V is associated with one site which is James Bland Phase V (Old Town Commons). This community consists of 54 LIHTC rental units.

## II. MILLER HOMES

Miller Homes is associated with scattered sites in the West End. These units were purchased because of the demolition of public housing units at the original James Bland and James Bland Additions developments. There is no debt service related to these units. This group of properties consists of 16 affordable housing rental units.

## HOPKINS-TANCIL COURTS

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

## III. QUAKER HILL, LP

This property consists of 60 LIHTC rental units. Alexandria.

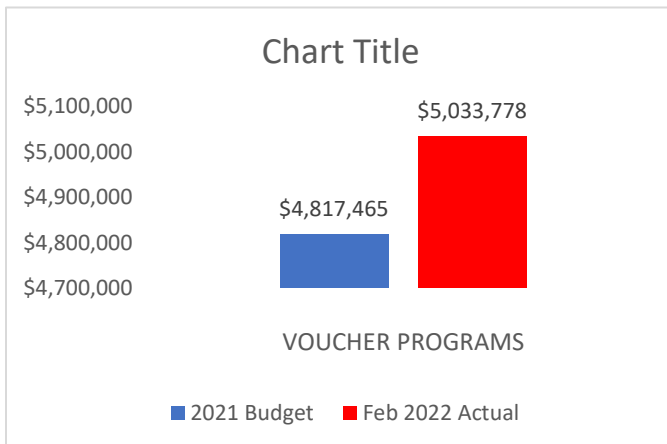
## IV. PRINCESS SQUARE

This property consists of 69 affordable housing rental units.

## V. PENDLETON PARK

This property consists of 24 LIHTC rental units

## E. VOUCHER PROGRAM SUMMARY



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

As of February 28, 2022, ARHA's Voucher Program was \$216K or 14% over the projected budget.



**F. G RENT ROLL – FOR THE PERIOD ENDING FEBRUARY 2022**

							<b>Avg. Rental</b>
<b>Project Name</b>	<b># of Units</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>Total</b>	<b>Income/Unit</b>
<b>Public Housing Units</b>							
*Ladrey High-rise	170	\$ 45,026	\$ 47,474	\$ 45,978	\$ 46,836	\$ 185,314	\$ 273
*Samuel Madden	66	11,193	11,648	11,454	10,138	\$ 44,433	\$ 179
*Andrew Adkins	90	18,167	18,901	19,545	18,642	\$ 75,255	\$ 212
*4-10 Scattered Sites	50	16,441	16,218	16,741	17,306	\$ 66,706	\$ 329
*4-11 Scattered Sites	30	5,718	7,102	7,220	7,294	\$ 27,334	\$ 223
*4-12 Scattered Sites	41	13,468	13,196	13,019	12,530	\$ 52,213	\$ 323
*Park Place	38	7,626	9,899	9,108	3,488	\$ 30,121	\$ 234
*Saxony Square	5	3,601	3,601	3,547	8,913	\$ 19,662	\$ 717
*Chatham Square	52	16,508	17,522	17,892	19,054	\$ 70,976	\$ 333
*Braddock	6	2,355	3,241	2,725	2,284	\$ 10,605	\$ 462
*Whiting	24	4,377	4,377	5,140	4,275	\$ 18,169	\$ 193
*Reynolds	18	5,804	6,336	6,384	6,610	\$ 25,134	\$ 343
*Old Dominion	36	4,649	4,659	4,558	4,686	\$ 18,552	\$ 128
*West Glebe	48	5,697	5,697	5,400	5,987	\$ 22,781	\$ 117
*James Bland I	18	5,148	5,402	5,903	6,508	\$ 22,961	\$ 305
*James Bland II	18	5,447	5,632	5,865	6,186	\$ 23,130	\$ 314
*James Bland IV	44	21,970	22,282	21,732	23,299	\$ 89,283	\$ 500
**Total Public Housin	754	\$193,195	\$203,187	202,211	204,036	\$ 802,629	305



**G. RENT ROLL – FOR THE PERIOD ENDING FEBRUARY 2022**

							<b>Avg. Rental</b>
<b>Project Name</b>	<b># of Units</b>	<b>December</b>	<b>January</b>	<b>February</b>		<b>Total</b>	<b>Income/Unit</b>
<b>Affordable Housing Units</b>							
*Quaker Hill LP	60	44,451	44,220	44,235	45,572	\$ 132,906	\$ 738
Rental Assistance		59,650	52,103	60,475	60,475	\$ 172,228	
Pendleton Park I	20	12,169	12,169	12,222	12,266	\$ 36,560	\$ 609
Rental Assistance		13,277	13,277	13,214	16,380	\$ 39,768	
Pendleton Park II	4	953	953	953	953	\$ 2,859	\$ 238
Rental Assistance		0	0	0	0	\$ -	
Hopkins Tancil (Mod I)	111	31,761	32,236	31,629	30,207	\$ 95,626	\$ 292
Rental Assistance		104,624	105,448	104,973	105,833	\$ 315,045	
*James Bland V	54	18,755	22,862	21,969	20,317	\$ 63,586	\$ 393
Rental Assistance		48,739	47,240	46,699	46,013	\$ 142,678	
*Miller Homes	16	12,347	12,049	12,246	13,768	\$ 36,642	\$ 763
Rental Assistance		15,817	16,294	16,294	14,954	\$ 48,405	
*Princess Square	69	49,095	36,209	50,820	52,050	\$ 136,124	\$ 658
Rental Assistance		63,612	63,438	62,799	62,604	\$ 189,849	
<b>Total Affordable Hous</b>	<b>334</b>	<b>\$475,250</b>	<b>\$458,498</b>	<b>478,528</b>	<b>481,392</b>	<b>\$ 1,412,276</b>	<b>\$ 3,692</b>
<b>Totals</b>	<b>1088</b>	<b>\$668,445</b>	<b>\$661,685</b>	<b>\$ 680,739</b>	<b>\$ 685,428</b>	<b>\$ 2,696,297</b>	

## V. DEVELOPMENT

## **I. DEVELOPMENT**

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

#### **1. PROJECT CLOSEOUT**

All lien release for the project have been submitted, final payments to all subs and to the GC have been made, and the construction loan has been paid off. Therefore, as of February 2022, the Construction phase of this project has been completed.

The property continues to perform with 100% occupancy after reaching project stabilization. Each month since May, the property has shown positive cash flow. The project is current with all monthly and quarterly financial and rent rolls due to the investor.

#### **2. TAX CREDIT EQUITY RELEASE**

With the close out of the construction phase and certification of all lien releases by the title company, final Cost Certification will be completed in March.

The next step will be submission to Virginia Housing Form 8609, the final step to close out the tax credits for this project. Upon certification by the state that the 8609 documents are complete, Enterprise will release the final tax credit equity for the project.

We continue to work with the Bank and Enterprise on tax credit adjusters and timing of release of developer fee.

### **B. PARK PLACE/SAXONY SQUARE RENOVATIONS AND REPOSITIONING**

Together with the architect, ARHA staff have completed review of the outstanding 25 units at Park Place. In addition to the renovations undertaken in the first round, the architect is preparing documents for increasing the number of handicap units at Park. Currently there are no handicap accessible units and there is a demand for such accessibility. HUD notified ARHA that the PBV subsidy for these units will also commence in March 2022. The steps included:

- ARHA worked closely with the HUD local office to submit the final paperwork to activate the PBV subsidy by end of March 2022.

### **C. SAMUEL MADDEN REDEVELOPMENT**

Developer failed to provide an acceptable Master Development Agreement prior to the February Board meeting. As a result, there will be a meeting with the principals to determine if they want to



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move forward. Staff will report back to the Board on or before March 22 to ensure that if there is an agreement, we can submit to the city a Concept One Plan by March 25.

In February, together with the City's Zoning and Planning department, ARHA staff organized a charrette between the city and the developer/ARHA. At this meeting the developer shared their draft concept plan and discussed how they will be approaching the various processes that the Alexandria entitlement process will entail. The meeting was a resounding success in that the city previewed the deal approach and ARHA and the development team received insight into some of the future City comments.

Developer subcontractors have commenced taking soil samples and borings to prepare the site conditions. The initial physical needs assessment for the Section 18 application Demo/Dispo approval determined that the Madden site did not qualify for "obsolescence" status under Section 18. ARHA staff share some of our initial approaches that we took when we had submitted the Section 18 application in 2019. The developer team has started to work with the archeologist consultant and has procured the traffic study in anticipation of the Concept One Plan submission.

The ARHA Development PM continues to engage Madden residents. Resident participation continues to increase.

#### **D. LADREY HIGH RISE REDEVELOPMENT**

The proposals deadline has been extended to March 7. In February, development staff met with the ownership entity and property manager of Annie B. Rose. We had a successful meeting, and we shared the RFP and general proposals that we were seeking from the respondents.

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

RAD: A concept call has been scheduled with HUD in March. This is the next step in the process.

Re-Syndication: Staff selected a firm to assist with submission of a LIHTC application. We anticipate that the Chatham limited partner will withdraw from the partnership in the next quarter.

#### **F. CITY FUNDING FOR DEVELOPMENT**

The grant pre-application for the \$1.9M capital funds from Virginia Housing will be submitted on March 9. Final applications are due in May with an expected award announcement in July 2022.

In March, staff will submit an application for City funds to retrofit units in Park and at numerous properties throughout the city for wheelchair accessibility. The agency is in need of more accessible units and these renovations will assist ARHA get closer to meeting this demand.

#### **G. TAX CREDIT PORTFOLIO**

February month-end financial and occupancy reports for all tax credit properties are underway for distribution to the tax credit investors. Year-end Financial Reporting preparation continues for all tax credit properties. Annual Tax Letters from the investors have been received to assist with completion



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of Partnership tax returns. Updated Certificates of Insurance have been obtained and distributed to investors. Fiscal Year 2022 operating budgets are underway for distribution to tax credit investors. HUD Semi-Annual Labor Standards Enforcement Review is underway and expected to be completed by the end of March.

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



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

## A. RESIDENT ENROLLMENT & ENGAGEMENT

Properties	Active Enrollment (YTD)	New Enrollment
Hopkins-Tancil	36	0
Chatham Square	26	0
Samuel Madden	31	0
Andrew Adkins	24	0
James Bland V	76	0
Princess Square	8	0
Ladrey	24	0
HCVP	69	0
Scattered Sites	31	0
City-wide	50	0
<b>TOTAL</b>	<b>375</b>	<b>0</b>

Due to the Covid-19 pandemic, not all RACS programs are physically meeting, but RACS staff are maintaining contact with program participants through phone calls, text, emails, and virtual meetings.

### RACS Program Descriptions

- **Senior Center @ Charles Houston:**

1. Congregate Meals –For adults aged 60 and older, ARHA partners with the City to provide a nutritious lunch, which meets one third (1/3) of the daily dietary reference intakes requirements for participants, in accordance with federal, state, and local laws and nutrition guidelines. (Not currently meeting in person due to Covid-19).
2. Krunch Bunch – Provides services and resources for adults age 60 and older. Activities consist of exercise classes, education seminars, analytical games, social, recreational, community-based events, and entertainment excursions to support independence and cognitive function. (Meeting virtually and occasionally in person for limited, socially distanced activities and essential supply senior shopping trips).

- **Ladrey Highrise:**

3. Activity Center - For seniors and adults with disabilities, Ladrey Highrise offers a variety of classes, activities, and special events that are supported by a cadre of volunteers, partners, and coordinated by the Social Worker. The Social Worker also provides supportive services for seniors in the areas of Health & Medical, Daily Living skills, entitlements, transportation, home visits and assessments for specific provisions. (Meeting virtually and by appointment with Social Worker).



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

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

**ROSS:**

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

**James Bland V Supportive Services**

8. The JBV SS program, which specifically services James Bland V residents 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. (Meeting virtually and by appointment with Staff).

**B. HOUSEHOLD CONTACT BY PROPERTY**

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

Household Contacts Numbers Reached Property February 1 – 28, 2022	
Hopkins-Tancil	84
Chatham Square	32
Samuel Madden	59
Andrew Adkins	41
James Bland /OTC	58
Princess Square	48
Ladrey Highrise	161
West Glebe/Old Dominion	32
Pendleton Park/Park Place	30
Scattered Sites	33
HCVP/City-wide	44
<b>Total</b>	<b>622</b>

### C. VOLUNTEERS

Currently there are 49 active volunteers working with RACS' programs, to assist in the delivery of workshops or programming. For the month of February, volunteers assisted with LINK Club, conducted read aloud sessions, assisted with food distributions, and conducted virtual workshops. The table below indicates the number of service hours for the month and the value of their time.

# Active Volunteers	# New Recruits	# Of Service Hours	Value of Service Hrs.
49	0	60	\$1,617.60

### D. SELF SUFFICIENCY PROGRAM STATISTICS

	ROSS	FSS
Number of Households Under Contract of Participation - YTD	52	73
Number of Households with Positive Escrow Accounts	N/A	51
Number of Households to Successfully Graduate – YTD	N/A	0



## E. SUPPORT SERVICES/REFERRALS

SERVICES/REFERRALS	February 2022	YTD
Healthcare & Medical	37	78
Financial Assistance/Literacy Education	28	76
Daily Living Skills/Entitlements	5	8
Transportation	67	104
Enrollments/Registrations/Assessments	4	7
Adult Basic Education/Literacy/GED	1	2
Job Training Skills/Programs/Certifications	4	8
Childcare Services	6	8
Other	2	6
<b>TOTAL</b>	<b>154</b>	<b>297</b>

## F. PARTNERSHIPS

Provider / Partner	Event/Activity – February 2022	# Participants Served
Division of Aging & Adult Services (DAAS)	Meal on Wheels	6
ALIVE	Food Distribution/Food Boxes/Eggs/Produce (Multiple Locations)	240
ALIVE	End of Month Food (Modified)	121
Capital Area Food Bank	Mobile Market	120
Russell Temple CME Church/Meade Memorial	Snack Bags	50
<b>Total</b>	<b>5</b>	<b>537</b>

## G. FUNDING / FINANCIAL SUPPORT

External Funding	In-Kind/Leveraged	ARHA \$	YTD TOTAL
\$	\$ 1,175.00	\$	\$2,925.00

## **H. PROGRAM SUMMARY**

### **Employment /Financial Assistance**

RACS Staff continue to provide referrals for residents who are having difficulty paying their rent or utilities to organizations that are part of the Emergency Financial Providers, the Department of Community and Human Services, and the Rent Relief Program (RRP). Specifically, the number of financial referrals that were submitted regarding rental, utility, and security deposit assistance for February were 28.

### **General Program Updates**

The Senior Center at Charles Houston added a new location to their weekly walking club. Senior participants can walk indoors at Pentagon City Mall, which allows them to stay active and warm during the winter months. To recognize Heart Awareness Day and the hundreds of women affected by heart disease, the Seniors decided to wear red on their first day walking at the mall.

The Senior Center at Charles Houston also celebrated Black History Month with a reflection on African American Contributions and a fashion show. Participants presented on notable figures while they modeled traditional African attire. This event was held in person and considered a soft opening as the Senior Center is working with the Alexandria Health Department and City of Alexandria to resume in person operations in April.

LINK Club students participated in enrichment sessions sponsored by the Flying Classroom and Campus Interventions. Both programs offer hands on science experiences that allowed our young people to experience studying the habitats and ecosystems for Owls and Squids, along with dissecting owl pellets and an actual squid. Students also learned about virtual reality gaming and how to build an electrical circuit.

Dates have been set for the 2022 Community Cook Outs and Resource Fairs that will be held throughout the city. In addition to highlighting programs for youth and families, information on city resources will be shared, and free snacks and activities provided. This year, ARHA will have three properties serve as host sites. They are Hopkins-Tancil (Ruby Tucker), S. Whiting Street, and Old Dominion. All events are scheduled from April – May.

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

- Community Cook Outs (April – May) – Flyer below
  - Ruby Tucker – April 26
  - S. Whiting Street – April 28
  - Old Dominion Blvd – May 10
  
- Town Hall Calls – Wednesdays (See dates in chart) – 12:00pm

March 23	March 30	April 6	April 20
Chatham Square Hopkins Tancil Samuel Madden Andrew Adkins	Old Town Commons (JB I, II, IV, & V) West Glebe Old Dominion	Ladrey Highrise Park Place/Saxony Sq Pendleton Park Miller Holmes	Quaker Hill Princess Square All Scattered Sites (I, II, III & BWR)



**HEY ALEXANDRIA!!!**

**JOIN US FOR A FREE COMMUNITY COOKOUT AND RESOURCE FAIR**

TUES. 4/19 SOUTHERN TOWERS, 4901 SEMINARY RD.  
 THUR. 4/21 449 N. ARMISTEAD ST. (PARK)  
 TUES. 4/26 RUBY TUCKER, 322 TANCIL CT.  
 THUR. 4/28 269 S. WHITING ST. (PARKING LOT)  
 TUES. 5/3 CHARLES HOUSTON, 901 WYTHE ST.  
 THUR. 5/5 3963 OLD DOMINION BLVD (PARKING LOT)  
 TUES. 5/10 MASON AT VAN DORN, 140 S. VAN DORN

**TIME: 5:30P.M. - 7:30P.M.**

**\*RAIN DATE FOR EACH COOKOUT IS THE FOLLOWING DAY\***

Questions? Contact:  
 Michael Johnson @ 703.746.5571 or  
 Faith Spillman @ 703.746.6284

- Learn about City services.
- Info on programs for youth and families.
- Free food, giveaways, and vaccinations available.

Partners:



**J. PHOTOS**

**SENIOR CENTER AT CHARLES HOUSTON WALKERS WEAR RED FOR HEART AWAENESS DAY**



**SENIOR CENTER AT CHARLES HOUSTON BLACK HISTORY MONTH PROGRAM**





**LINK CLUB ACTIVITIES/ENRICHMENT SESSIONS**



**DISSECTING SQUIDS & STUDYING OWL PELLETS**



**LEARNING ABOUT VIRTUAL REALITY AND ELECTRICAL CIRCUITS**

## VII. CONSENT DOCKET

**DATE:** March 28, 2022

**TO:** Chairman Peter Kleeblatt and the ARHA Board of Commissioners  
Anitra Androh, Vice Chairwoman

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

**SUBJECT:** **VOTE APPROVAL OF RESOLUTION No. 707-2022 TO APPROVE THE FY 2022 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN**

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**ISSUE**

Approval of the 2022 Housing Choice Voucher (HCV) Administrative Plan

**DISCUSSION:**

Under 24 CFR § 982.54, ARHA must adopt a written administrative plan that establishes local policies for administration of the HCV program in accordance with HUD requirements. The administrative plan and any revisions of the plan must be formally adopted by the ARHA Board of Commissioners. The administrative plan states policy on matters for which ARHA has discretion to establish local policies. The administrative plan must be in accordance with HUD regulations and requirements, and ARHA must revise the administrative plan if needed to comply with HUD requirements.

Major topics in the Administrative Plan include (but not limited to):

- Selection & Admissions of applicants via waiting lists
- Eligibility determination, voucher issuance and denial, determination of payment standards
- Occupancy, leasing requirements, owners, unit inspections, utility allowances
- Income, tenant rent, and subsidy determination, annual re-exams, interim adjustment of tenant income
- Special housing programs
- Program Administration & integrity
- Project-Based Vouchers (PBV)
- The Rental Assistance Demonstration (RAD)

Once approved by the ARHA Board of Commissioners, the agency must administer the HCV program in accordance with the administrative plan.

Asset Management is seeking the ARHA Board of Commissioners approval for the FY 2022 Housing Choice Voucher Administrative Plan.

**RECOMMENDATION:**

The ARHA Board of Commissioners approves the FY 2022 Housing Choice Voucher Administrative Plan

**FISCAL IMPACT:**

There is no fiscal impact.



**HOUSING AUTHORITY BOARD OF COMMISSIONERS**

**APPROVAL FOR THE FY 2022 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN**

**RESOLUTION No. 707-2022**

**WHEREAS**, Under, 24 CFR § 982.54, ARHA must adopt a written administrative plan that establishes local policies for administration of the Housing Choice Voucher (HCV) program in accordance with HUD requirements.

**WHEREAS** the Alexandria Redevelopment and Housing Authority is required to obtain Board approval of the HCV Administrative Plan prior to the implementation of added and/or revised HUD requirements and ARHA policy contained within.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, and the action of the Chief Executive Officer that the FY 2022 Housing Choice Voucher Administrative Plan is hereby ratified and approved.

Adopted this March 28, 2022

**ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

By: \_\_\_\_\_  
Anitra Androh, Vice Chairwoman

By: \_\_\_\_\_  
Keith Pettigrew, Chief Executive Officer

Its: \_\_\_\_\_ Its: \_\_\_\_\_

**DATE:** March 28, 2022

**TO:** Chairman Peter Kleeblatt and the ARHA Board of Commissioners  
Anitra Androh, Vice Chairwoman

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

**SUBJECT:** **VOTE TO APPROVE RESOLUTION 708-2022 THE PROJECT-BASING OF  
UNITS AT SAXONY SQUARE AND PARK PLACE**

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**ISSUE**

Approval of the Project-Basing of Units at Saxony Square and Park Place.

**DISCUSSION:**

The Board of Commissioners previously approved the disposition of public housing units to Virginia Housing Development LLC, (“VHD”) a limited liability company in which ARHA is the sole member. As part of the disposition, the Board anticipated that housing choice vouchers (“HCVs”) would be used at the disposed units to preserve the affordability of the units and enable current residents to remain at the sites.

This resolution seeks Board confirmation that the HCVs may be project-based at both sites. The Administrative Plan approved by the Board at this same meeting allows for the non-competitive project basing of former public housing units owned or controlled by ARHA. ARHA has such control because it is the sole member of VHD.

The Executive Director is seeking the ARHA Board of Commissioners’ approval of the non-competitive project-basing of 5 units at Saxony Square and 38 units at Park Place in connection with the disposition of those units to Virginia Housing Development, LLC.

**RECOMMENDATION:**

The ARHA Board of Commissioners approves the project basing of units at Saxony Square and Park Place.

**FISCAL IMPACT:**

There is no fiscal impact.



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**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

**TO APPROVE THE PROJECT-BASING OF HCV UNITS AT PARK PLACE AND SAXONY  
SQUARE**

**RESOLUTION No. 708-2022**

**WHEREAS**, on June 26, 2019, the Board of Commissioners (“**Board**”) of Alexandria Redevelopment and Housing Authority (“**ARHA**”) authorized Resolution No. 679-2019 to approve the disposition of 38 housing units owned by ARHA at the Park Place Condominiums (the “**Park Place Disposition**”) to Virginia Housing Development LLC (“**VHD**”); and

**WHEREAS**, on June 26, 2019, the Board authorized Resolution No. 680-2019 to approve the disposition of 5 housing units owned by ARHA at the Saxony Square Condominiums to VHD (the “**Saxony Square Disposition**”); and

**WHEREAS**, on March 20, 2020, the U.S. Department of Housing and Urban Development (“**HUD**”) approved the Park Place Disposition; and

**WHEREAS**, on September 1, 2020, HUD approved the Saxony Square Disposition; and

**WHEREAS**, the Saxony Square Disposition and the Park Place Disposition resolutions affirmed that residents of the disposed units would not be displaced because housing choice vouchers (“**HCVs**”) would be available to the units; and

**WHEREAS**, pursuant to Resolution 707-2022, approved by the Board on March 28, 2022, ARHA’s HCV Administrative Plan now allows for project-based HCV assistance to be attached non-competitively to units in which ARHA has an ownership interest or control; and

**WHEREAS**, because ARHA is the sole member of VHD, and VHD will be the owner of the units transferred under the Park Place Disposition and Saxony Square Disposition, ARHA has the requisite ownership interest or control to non-competitively project-base units at Park Place and Saxony Square.

**NOW, THEREFORE, BE IT RESOLVED:**

**RESOLVED**, that the Board approves the project-basing of 5 HCVs at Saxony Square and 38 HCVs at Park Place; and

**RESOLVED**, that the Board authorizes the ARHA Executive Director or his designee to complete any actions and execute such agreements, included but not limited to Housing Assistance Payments contracts, necessary or desirable to implement this resolution or that he deems are otherwise in the best interests of ARHA.

Adopted this March 28, 2022



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**ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

By: \_\_\_\_\_  
Anitra Androh, Vice Chairwoman

By: \_\_\_\_\_  
Keith Pettigrew, Chief Executive Officer

**DATE:** March 28, 2022

**TO:** Chairman Peter Kleeblatt and the ARHA Board of Commissioners  
Anitra Androh, Vice Chairwoman

**FROM:** Keith Pettigrew, President

**SUBJECT:** **FOR ARHA, THE SOLE MEMBER OF VHD, LLC, TO APPROVE RESOLUTION NO. 001-2022 FOR AN AMENDED AND RESTATED OPERATING AGREEMENT FOR VHD, LLC**

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**ISSUE**

This resolution is to approve an Amended and Restated Operating Agreement for VHD, LLC.

**DISCUSSION**

Procedural Background

In 2010, VHD, LLC was created as a limited liability corporation under the laws of the Commonwealth of Virginia. VHD's sole member is the Board of Director of the Alexandria Redevelopment & Housing Authority.

In 2020, the ARHA Board of Commissioners, acting in their capacity as sole members of VHD, LLC approved a resolution authorizing the appointment of the ARHA CEO, CFO and Director of Asset Management to serve in the capacity of President, Treasurer and Secretary of VHD, LLC.

VHD staff, in consultation with counsel, have amended the VHD operating agreement to reflect the current operation and officers of VHD.

**RECOMMENDATION**

ARHA recommends that the Board approve the Amended and Restated Operating Agreement for VHD.

**FISCAL IMPACT:**

None.





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**VIRGINIA HOUSING DEVELOPMENT LLC**

**BY ITS SOLE MEMBER**

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**

**RESOLUTION TO APPROVE AN AMENDED AND RESTATED**

**OPERATING AGREEMENT FOR VHD LLC**

**RESOLUTION NO. 001-2022**

**WHEREAS** Alexandria Redevelopment and Housing Authority (“**ARHA**”) is the sole member of Virginia Housing Development LLC (“**VHD**”).

**WHEREAS**, on July 27, 2020, the Board of Commissioners (“**Board**”) of ARHA authorized Resolution No. 694-2020 Amended (“**Resolution 694-2020**”) to approve the appointment of the ARHA Chief Executive Officer, Chief Financial Officer, and Director of Asset Management as ex officio officers of VHD in the respective positions of President, Treasurer, and Secretary, (collectively, the “**VHD Managers**”) and authorized them to make day-to-day decisions regarding the management and operations of VHD.

**WHEREAS** Resolution 694-2020 authorized the amendment of the VHD Operating Agreement (the “**Original VHD Agreement**”) to reflect that resolution.

**WHEREAS** the VHD Managers determined that the Original VHD Agreement, originally adopted in approximately 2010, should be further updated to reflect the current and future activities, management, and operations of VHD.

**NOW, THEREFORE, BE IT RESOLVED:**

**RESOLVED**, that the Board, as sole member of VHD, approves the Amended and Restated Operating Agreement of Virginia Housing Development LLC.

**RESOLVED**, that the Board, as sole member of VHD, authorizes the VHD Managers to take any and all actions necessary or desirable to implement this resolution.

The undersigned attest that the Alexandria Redevelopment and Housing Authority, as sole member of VHD, adopt the foregoing Resolution 707-2022.

The undersigned attest that the Virginia Housing Development, LLC adopt the foregoing resolution.



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Adopted this 28<sup>th</sup> day of March 2022

**ATTEST: VIRGINIA HOUSING DEVELOPMENT, LLC**

By: \_\_\_\_\_  
Anitra Androh, Vice Chairwoman

By: \_\_\_\_\_  
Keith Pettigrew, VHD President

**DATE:** March 28, 2022

**TO:** Chairman Peter Kleeblatt and the ARHA Board of Commissioners  
Anitra Androh, Vice Chairwoman

**FROM:** Keith Pettigrew, President

**SUBJECT:** **FOR ARHA, THE SOLE MEMBER OF VHD, LLC, RESOLUTION NO. 002-2022  
TO ACCEPT THE DISPOSITION OF THE PARK PLACE AND SAXONY SQUARE  
CONDOMINIUMS**

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### ISSUE

This resolution is to accept the disposition of the 38-condominium unit at Park Place and the 5 condominium units at Saxony Square for implementation of the subsidy transfer approved by the US Department of Housing and Urban Development pursuant to the Section 18 Disposition application previously submitted by staff.

### DISCUSSION

#### Procedural Background

On June 26, 2019, ARHA staff submitted a Section 18 disposition application for the 38 condominium units at Park Place. The rationale for this disposition, in part, was that for over a decade the Alexandria Redevelopment & Housing Authority had a budget deficit for these units since operating subsidies were insufficient to address the operation of the units, including high maintenance cost and annual increases in the condo fee for each unit. On March 20, 2020, HUD approved the disposition application with an award of 38 tenant protection vouchers for the units.

Also on June 26, 2019, ARHA staff submitted a Section 18 disposition application for the 5 condominium units at Saxony Square. Similar to the rationale provided for the Park Place condo units, ARHA staff argued that the ACC operating subsidy was insufficient to maintain and operate the units. On September 1, 2020, HUD approved the disposition application for Saxony Square and awarded 5 tenant protection vouchers for the units.

#### Argument

ARHA will dispose of the units to VHD, LLC with use restrictions required by HUD and enter into a HAP contract to provide Housing Choice vouchers to these units. VHD will enter into agreements with ARHA to maintain the units and otherwise make any required capital improvements, share fees and other required actions. Tenant protections will remain in place, income limits consistent with the HCVP program (households pay no more than 30% of household income in rent), and other protections afforded to residents living in public housing units will also remain in place. The property will be disposed of in fee simple and VHD will own and operate the units consistent with program requirements.

ARHA, in turn, will remove these units from PIC and otherwise from the Annual Contributions Contract. The units, therefore, will not be required to undertake monitoring, reporting and restrictions that



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current public housing units are subject to. The units transferred to VHD will be guided by program requirements of any units funded under the Section 8 rules.

**FISCAL IMPACT:**

TO ARHA: Removal of ACC units from the ACC contract, thereby reducing by 43 units the annual operation budget awarded to ARHA; reduction of 43 units in the formula to calculate the annual Capital Fund amount awarded to ARHA; these units are ineligible to receive grants and other awards restricted to properties receiving operating subsidy pursuant to Section 9 of the Housing Act. In addition, since both properties had a budget deficit of approximately \$180,000 annually, deposition of the 43 units will eliminate a fiscal liability to ARHA and thereby improve the fiscal performance of ARHA by a proportionate amount.

TO VHD: Purchase of an income producing property at a nominal price, thereby increasing the operating cash flow for VHD; award of a 20-year HAP contract that allows VHD to use as financing for future capital improvements to the property. Moreover, these cash producing units will allow VHD to support a robust preventative maintenance program while creating and funding annually a capital reserve.



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**VIRGINIA HOUSING DEVELOPMENT LLC**

**BY ITS SOLE MEMBER**

**ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY**

**RESOLUTION TO ACCEPT THE DISPOSITION OF PARK PLACE AND**

**SAXONY SQUARE CONDOMINIUM UNITS**

**RESOLUTION NO. 002-2022**

**WHEREAS** Alexandria Redevelopment and Housing Authority (“**ARHA**”) is the sole member of Virginia Housing Development LLC (“**VHD**”); and

**WHEREAS**, on June 26, 2019, the Board of Commissioners of ARHA (“**Board**”) authorized Resolution No. 679-2019 to approve the disposition of 38 housing units owned by ARHA at the Park Place Condominiums to VHD (the “**Park Place Disposition**”); and

**WHEREAS**, on June 26, 2019, the Board authorized Resolution No. 680-2019 to approve the disposition of 5 housing units owned by ARHA at the Saxony Square Condominiums to VHD (the “**Saxony Square Disposition**”); and

**WHEREAS**, on March 20, 2020, the U.S. Department of Housing and Urban Development (“**HUD**”) approved the Park Place Section 18 Disposition of the units: and

**WHEREAS**, on September 1, 2020, HUD approved the Saxony Square Section 18 Disposition of the units: and

**WHEREAS**, HUD has or will issue tenant protection vouchers for each of the Saxony Square and Park Place housing units to be disposed to VHD, and ARHA plans to execute one or more project-based Housing Assistance Payment (“**HAP**”) contracts with VHD to provide subsidy for each of the disposed units; and

**WHEREAS**, VHD has determined that it will accept the units transferred in the Saxony Square Disposition and the Park Place Disposition, including any restrictive covenants, fee sharing, HAP contracts, and other arrangements necessary or desirable for VHD to accept and operate the disposed housing units.

**NOW, THEREFORE, BE IT RESOLVED:**

**RESOLVED**, that the Board, as sole member of VHD, agrees to accept the transfer of the units included in the Saxony Square Disposition and the Park Place Disposition.

**RESOLVED**, that the Board, as sole member of VHD, authorizes the Managers of VHD to execute the legal documents necessary or desirable to implement this resolution, including but not limited to, the land disposition documents, any HAP contracts, and restrictive covenants required by HUD or ARHA, and any operational documents to ensure that the housing units are properly managed by VHD; and



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**RESOLVED**, that the Board, as sole member of VHD, authorizes the Managers of VHD to take any additional actions that they deem necessary or desirable to implement this resolution.

The undersigned attest that the Alexandria Redevelopment and Housing Authority, as sole member of VHD, adopt the foregoing resolution.

Adopted this 28<sup>th</sup> day of March 2022

**ATTEST: VIRGINIA HOUSING DEVELOPMENT, LLC**

By: \_\_\_\_\_  
Anitra Androh, Vice Chairwoman

By: \_\_\_\_\_  
Keith Pettigrew, VHD President

## VIII. ACTION DOCKET

**DATE:** March 28, 2022

**TO:** Chairman Peter Kleeblatt and the ARHA Board of Commissioners  
Anitra Androh, Vice Chairwoman

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

**SUBJECT:** **RESOLUTION 709-2022 VOTE TO APPROVE THE NAMING OF THE ARHA  
ADMINISTRATION BUILDING IN HONOR OF A. MELVIN MILLER.**

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**ISSUE**

Approve the naming of the ARHA Administration Building.

**DISCUSSION**

This resolution seeks Board confirmation of renaming the ARHA Administration Building in honor of A. Melvin Miller.

**RECOMMENDATION**

The ARHA Board of Commissioners approves the renaming of the ARHA Administration Building.

**FISCAL IMPACT**

There is no fiscal impact.





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## RESOLUTION APPROVING THE NAMING OF THE ARHA ADMINISTRATION BUILDING

### IN HONOR OF A. MELVIN MILLER

#### RESOLUTION NO. 709-2022

**WHEREAS**, Melvin Miller was born on November 14, 1931, in Savannah, Georgia, and grew up in Haddonfield, New Jersey; and he left New Jersey to attend St. Augustine's College in 1948, where he earned an A.B. degree in history and political science. After graduation, he attended Howard University's School of Law and earned his J.D. in 1955. He was admitted to the Virginia Bar in 1956. He married then Eula Mallette and settled in Alexandria in 1958; and

**WHEREAS**, Mr. Miller had a 35-year career at the U.S. Department of Housing and Urban Development (HUD) and served as Assistant Deputy Secretary at HUD from 1997 until his retirement in 2014. He held the third highest position within HUD during the beginning of the Carter Administration. When George H.W. Bush became President, Melvin Miller was reassigned to other senior executive positions within HUD, including serving as Director of Budget and Finance. When Bill Clinton was elected, Mr. Miller returned to the Secretary's Office and served until his retirement. From this position, he was directly responsible for all of HUD's programs, including FHA, Ginnie Mac (GNMA) and CDBG programs that produced millions of affordable units throughout the United States; and

**WHEREAS**, Melvin Miller was passionate about education and improving the lives and living conditions of all Alexandrians and believed in community service as a personal obligation. He mentored many students and served as guardian ad litem for several senior citizens in Ladrey, and often provided pro bono legal advice to civil rights activists who were advocating for change; and

**WHEREAS**, he was appointed by Governor Linwood Holton to the Virginia Council of Higher Education in 1971 and he served for eight years. Melvin Miller was appointed to the Alexandria City School Board in 1986 and served until 1993. He was the Board Chairman from 1990-1992; and

**WHEREAS**, Mr. Miller initially was appointed to the Alexandria Redevelopment and Housing Authority (ARHA) Board of Commissioners in 1970 and served as its Chair until 1977. One of his proudest accomplishments during this time was when he and three members of the City Council drafted a resolution which led to an agreement between the City and ARHA that no public housing in the City would be destroyed unless there was a provision for one-for-one replacement. The original resolution was modified in the 1980s to allow other units assisted under other publicly funded or supported programs, and that agreement still underlies the City's housing policy; and

**WHEREAS**, Melvin Miller was reappointed to the ARHA Board in 2000 and remained on the Board until 2015, and served as its Chair for most of that time playing a pivotal role in the redevelopment of many ARHA sites, including the national award winning and innovative Chatham Square mixed-income housing project, Old Town Commons, and Princess Square; and



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**WHEREAS**, ARHA was the largest recipient of Low-Income Tax Credits during his tenure, and the agency also earned the distinction of being designated as an Experienced Developer and a Certified Property Management Firm by the Virginia Housing Development Authority (VHDA); and

**WHEREAS**, Mr. Miller was a tireless advocate for low-income residents and affordable housing in the City of Alexandria.

**NOW, THEREFORE, BE IT RESOLVED**, that the Alexandria Redevelopment and Housing Authority Board of Commissioners hereby approves the naming of the agency’s administrative building in honor of A. Melvin Miller in recognition of his lifelong efforts to improve the quality of life for all residents in the City of Alexandria and provide equal opportunities for everyone.

Adopted: March 28, 2022

**ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY**

By: \_\_\_\_\_  
Anitra Androh, Vice Chairwoman

By: \_\_\_\_\_  
Keith Pettigrew, Chief Executive Officer

## **IX. OTHER BUSINESS**

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