

ALEXANDRIA HOUSING AFFORDABILITY ADVISORY COMMITTEE

DATE: MAY 5, 2016

LOCATION: ROOM 2000 - CITY HALL

REVISED AGENDA

1. Introductions (Chair) 7:00 p.m.
2. Chair remarks (Chair) 7:05 p.m.
3. Consideration of April 7, 2016 meeting minutes (Chair) 7:10 p.m.
Action Requested: Review and Approve Minutes
4. Asset Management Presentation (Gypsy Erostequi) 7:15 p.m.
5. 2016 Apartment Survey Findings and Market Affordable Trends (Melodie Seau) 7:35 p.m.
6. Policy Discussion regarding City investment in "Workforce" Housing 7:55 p.m.
(Helen McIlvaine/Tamara Jovovic)
7. Celebrating CDBG and HOME in Alexandria (video) 8:15 p.m.
8. North Potomac Yard Written Update (Jon Frederick /Tamara Jovovic) 8:25 p.m.
9. City Budget Process Written Update (Helen McIlvaine)
10. Old Town North Small Area Plan Written Update (Helen McIlvaine)
11. Strategic Plan Written Update (Tamara Jovovic)
12. Alexandria Redevelopment and Housing Authority Written Update (Carter Flemming)
13. Alexandria Housing Development Corporation Written Update (Jon Frederick)
14. Information Items: 8:40 p.m.
Financial Reports
15. Announcements and Upcoming Housing Meetings (Staff) 8:45 p.m.
Old Town North Small Area Plan
Community Meeting—May 12, 2016, 7:00-9:00 p.m., Crowne Plaza Hotel, 901 N. Fairfax Street, Washington Room
Old Town North Small Area Plan
Advisory Group Meeting—May 26, 2016, 6:30-9:00 p.m., Crowne Plaza Hotel, 901 N. Fairfax Street, Washington Room
Old Town North Small Area Plan
Advisory Group Meeting—June 23, 2016, 7:00-9:00 p.m., Crowne Plaza Hotel, 901 N. Fairfax Street, Washington Room
Old Town North Small Area Plan
Mini Charrette—June 23-26, 2016 (tentative), time and location to be determined

North Potomac Yard Small Area Plan Update

Advisory Group Meeting #2a—May 16, 2016, 7:00-9:00 p.m., Charles Houston Recreation Center, 901 Wythe St., Alexandria, VA 22314

Open House—May 17, 2016, 1:00-5:00 p.m. (tentative), location to be determined

Strategic Plan

Community Meeting—May 2016, dates, times, and locations to be determined

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| 16. Other | 8:50 p.m. |
| Housing Trust Fund Report | |
| Housing Resource Guide | |
| Topics of interest for future meetings | |
| Adjournment (Chair) | 9:00 p.m. |

AFFORDABLE HOUSING ADVISORY COMMITTEE MINUTES

City Hall Room 2000 | April 7, 2016

	Members Present	Members Absent	Staff
1	Michael Butler (m)		Eric Keeler, Division Chief
2	Katharine Dixon		Tamara Jovovic, Housing Analyst
3	Carter Flemming		Cindy Metcalf, Housing Analyst
4	Daniel Foreman		
5	Jon Frederick (m)		
6	Stephen Hales		
7	Bill Harris (m)		
8	Edric Kirkman		
9	Robyn Konkel		
10	Michelle Krocker		
11	Jessica Lurz*		
12	Helen McIlvaine*		
13	Joe Ouellette		
14	Peter-Anthony Pappas (m)		
15	Mary Parker		
16	Yasin Seddiq		
17	David Taylor		
18		Eric Weiss (excused) (m)	
19	Marian Wiggins		
20	vacant		
21	vacant		
	Guests	Affiliation	Email
	Stacy Walker		
	Robert Keener		
	Ephorm Freeman		

*non-voting

(m) – took minutes during fiscal year

The meeting was called to order by the Chair, Katharine Dixon, at 7:00 pm. It was preceded by a new member orientation.

1. Chair Remarks (Katharine Dixon)

Katharine Dixon discussed the FY17 focus area budget meeting that included Housing. Few budget-related housing questions were raised. Councilman Chapman asked if Housing had considered developing or preserving workforce

level (80% AMI) affordable housing. There were also some questions about Beauregard.

K. Dixon indicated that her term as chair would be ending in June.

2. Consideration of March 3, 2016 meeting minutes (Katharine Dixon)

Mary Parker identified one correction to page 2, #4 of the minutes. She noted that the statement regarding the impact of condominiums and the general complexity of the equity conversion program was made by Shane Cochran, not herself. Carter Flemming moved to approve the minutes as amended. Robyn Konkel seconded the motion. The vote to approve was unanimous.

3. Presentation and Public Hearing—Action Plan 2017 (Cindy Metcalf)

Cindy Metcalf of the Office of Housing presented a trailer of a video created to show the importance and impact of CDBG and HOME funds in the City. The draft CFY '17 Action Plan for housing and community development was discussed. C. Metcalf indicated the entire plan is available online and that staff would circulate a link to the file.

Joe Ouellette asked about the proposed allocation to the Housing Opportunity Fund (HOF) and how it compares to previous years. Eric Keeler stated that it was about the same in terms of HOME dollars. 90% of HOME funding goes to the HOF.

C. Metcalf opened the public hearing on the draft Action Plan. K. Dixon closed public hearing after no comments were received. K. Dixon asked for ARHA's endorsement. K. Dixon indicated that there was a typo in the Citizen Summary title. C. Flemming moved to endorse the Action Plan. Jon Frederick seconded the motion. The vote to endorse the draft Action Plan was unanimous.

4. Strategic Plan Update and Review of Worksheet (Tamara Jovovic)

Tamara Jovovic presented the revised 2017-2022 Strategic Plan worksheet for review; the Strategic Plan vision is currently being developed. J. Ouellette suggested calling out real-estate tax abatement for affordable housing projects, and M. Parker suggested calling out community-based housing for individuals with physical and intellectually disabilities. Bill Harris moved to approve the worksheet (with the proposed revisions) and submit it to the Strategic Plan team. The motion was seconded by C. Flemming. The vote to approve was unanimous.

5. NAIOP Feedback Regarding Deepening Levels of Affordability (Eric Keeler)

Staff discussed with NAIOP's development committee the opportunities and challenges associated with providing units at greater levels of affordability (40-50% of the area median income). NAIOP members indicated that it would be

difficult to ask developers to do so. While bonus density was not an adequate incentive, offering real-estate tax exemptions and/or rental subsidies could help.

6. Update on City Budget Process (Helen McIlvaine)

Helen McIlvaine briefly discussed the budget for FY17. The proposed budget would allow Housing to use dedicated revenue to leverage general obligation bond debt of up to \$5.2 million, as needed, to support a 2017 affordable housing project (Church of the Resurrection).

7. Eisenhower West/Landmark Van Dorn Implementation Advisory Group (Helen McIlvaine)

H. McIlvaine discussed the City Council's directive to form a new advisory group (AG) to guide the implementation of the Eisenhower West and Landmark Van Dorn plans. The AG has a dedicated position for an AHAAC representative. Bill Harris volunteered to serve on the AG. Peter-Anthony Pappas made a motion to recommend Bill Harris as the AHAAC representative on the AG. The motion was seconded by Marian Wiggins. The vote to approve was unanimous.

8. Alexandria Redevelopment and Housing Authority Update (Carter Flemming)

Carter Flemming noted that work on the Ramsey Homes redevelopment project is moving forward and that a range of plans are being considered. The next Redevelopment Work Group meeting is scheduled for April 14th at 5:30.

The close-out of Old Town Commons continues. ARHA will be seeking approval from HUD to repay a City loan of \$5 million from project proceeds. ARHA has hired a team to look at how the Ladrey Senior Hi-Rise can be renovated with the tenants in place. Developers for the five RFP sites have been identified; the Board has been meeting with the selected developers.

9. Alexandria Housing Development Corporation Update (Jon Frederick)

AHDC is moving forward with the Carpenter's Shelter project; the second concept plan is expected to be submitted in April. The Gateway at King and Beauregard project is waiting to hear if it qualified for low-income housing tax credit funding. AHDC's Board is considering the potential renovation of Lacy Court in 2017. AHDC is rebidding its property management services and has hired a new development officer.

10. Financial Reports (Eric Keeler)

Eric Keeler noted that staff would be discussing the financial reports in depth in May.

11. Housing Master Plan Progress Report (Tamara Jovovic)

Tamara Jovovic circulated an updated Housing Master Plan progress report. The report will be updated bi-annually at a minimum. Katharine D. requested that it be updated on a quarterly basis.

H. McIlvaine noted that referrals were being made to South Towers to take advantage of units with ten years of committed affordability.

J. Ouellette underscored the importance of providing City funding to support non-profits and ARHA to ensure the City can achieve the goals set forth in the Housing Master Plan.

K. Dixon inquired about the redevelopment of the Beauregard area. H. McIlvaine indicated that the City anticipated receiving a concept plan for redevelopment of the Town Center neighborhood later this year. This project will impact two existing rental communities, Hillwood and Stoneridge.

The meeting adjourned at 8:45 pm.

North Potomac Yard Small Area Plan Update

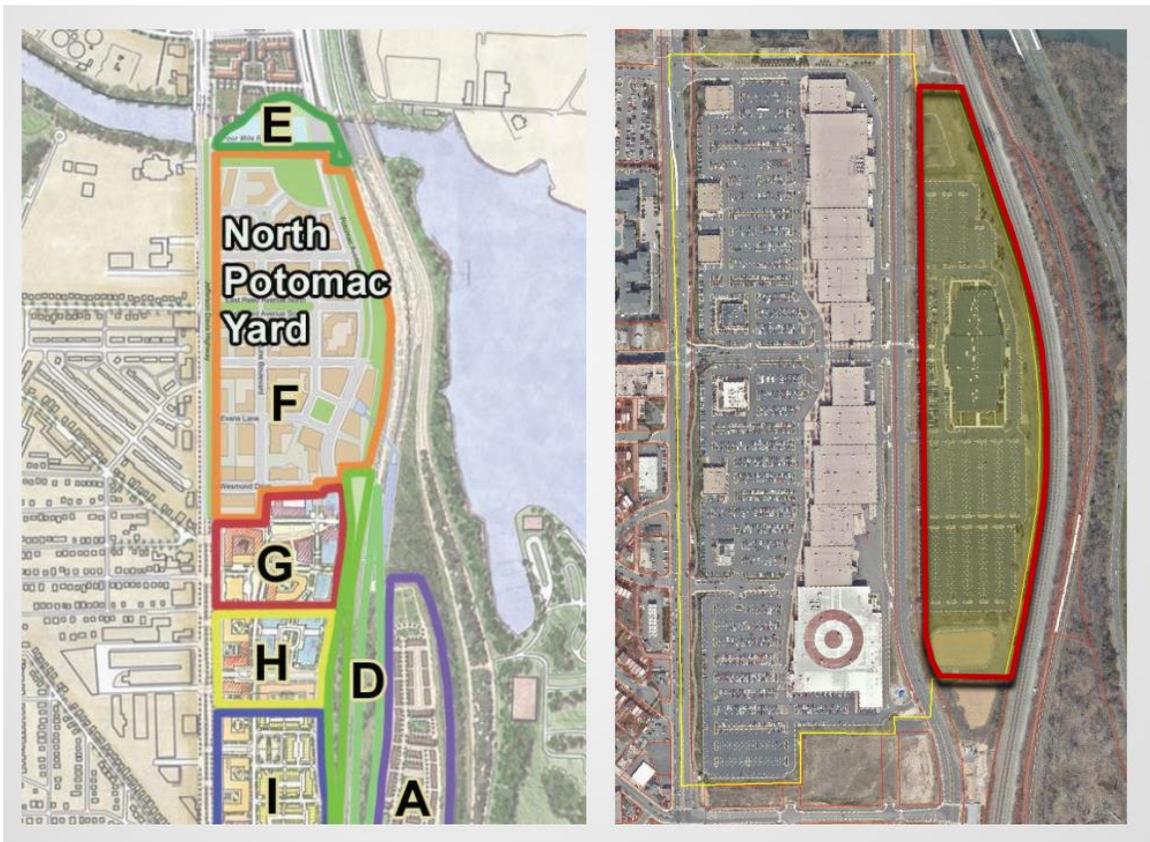
04.28.16

The North Potomac Yard Small Area Plan, approved in 2010, provides a planning blueprint to guide public and private investment and development decisions in the northern portion of Potomac Yard (referred to as Landbay F; please see maps below). *“The Plan focuses on the creation of dynamic urban forms, a complementary mix of land uses, community amenities, and a range of housing opportunities. The Plan is a framework to create one of the most sustainable series of neighborhoods within the region, known for its outstanding Four Mile Run waterfront, parks, public transportation, innovative architecture, environmentally sustainable design and practices, and incorporation of Alexandria’s rich history and culture.”*

In 2015, the North Potomac Yard developer representative, JBG Companies, indicated a desire to begin the process for redeveloping North Potomac Yard; this action has triggered the need to amend the 2010 North Potomac Yard Small Area Plan and Design Standards. JBG has indicated that it intends to meet the intent of the existing Plan for a mixed-use, transit-oriented urban community and the specified mix of office, residential, retail and other permitted uses. The planning process is expected to take 12-14 months.

The North Potomac Yard Advisory Group (NPYAG), established by City Council in February 2016, conducted its first meeting on April 18th. Staff presented an overview of North Potomac Yard, as well as a review of plans approved following the 2010 small area plan (including the Housing Master Plan). The presentation is available online at <https://www.alexandriava.gov/uploadedFiles/NPYAGMtgPres04182016.pdf>.

The next two NPYAG meetings are tentatively scheduled to be held on May 17th and either May 24th or 25th at 7:00 pm.



City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 28, 2016

TO: THE ALEXANDRIA HOUSING AFFORDABILITY ADVISORY
COMMITTEE (AHAAC)

FROM: HELEN S. MCILVAINE, DIRECTOR

SUBJECT: UPDATE REGARDING CITY FY 2017 BUDGET

The City's FY 2017 budget process is nearing its conclusion. A preliminary add-delete work session was held on April 26, and a final add-delete work session is scheduled for May 2. It is anticipated that City Council will adopt the FY 2017 budget at a special meeting on May 5, 2016. No changes have been made so far to Housing's proposed budget which would allow approximately \$760,000 in dedicated revenue to be used to leverage up to \$5.9 million in general obligation bond debt to support a 2017 affordable housing tax credit project (Church of the Resurrection).

During the course of the budget process, Council members may ask questions or request information regarding various funding issues. Staff provide responses and these are posted to the City's website. This year, Housing had only one inquiry, from Councilman Bailey, regarding the penny for affordable housing. A copy of Housing's response is attached here for your information.

STAFF:

Eric Keeler, Division Chief, Program Administration

Can you please provide background on the dedicated penny for affordable housing - when was it started? How much money was generated? How was it used? Why was it discontinued?

Page updated on [Apr 19, 2016 at 12:45 PM](#)

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- [FY 2017 Proposed Operating and CIP Budget Documents](#)
- [FY 2017 Budget Memoranda & Questions \(Q&A\)](#)

Creation of a dedicated revenue fund for affordable housing was approved by City Council in FY 2006. For the first four years (FY 2006-2009), one penny of the real estate tax rate (valued from \$3.2 million to \$3.5 million during this period) was dedicated to affordable housing. The impact of Alexandria's "penny for housing" fund, the first penny program to be adopted in the Northern Virginia region, was amplified by the City's initial use of some of the dedicated revenue as a source to service general obligation debt. For affordable housing providers, the City typically provides a subordinate loan (with their rents restricted, these developments are limited in how much conventional/first trust debt can be financed) to fill the gap that is not supported by tax credits and first trust debt. City loans are usually repaid from project cash flow remaining after first trust debt and all operating expenses and other fees are paid. This is called the residual receipts. Typically, repayments on City loans are projected to begin 9 to 10 years or more after a project is first "placed in service" after development or renovation. Since rental revenues at affordable properties are capped, there is a limit on how much

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SHARE

hard pay debt can be borrowed. The City fills the gap that cannot be financed or covered by low income housing tax credit equity. At the time of the penny fund's adoption in 2006, it was estimated that nearly \$23 million of general obligation bond debt could be serviced from each penny.

With the economic downturn, in the City's FY 2010 budget the dedication for affordable housing was reduced to 7/10 of a penny (\$2.2 million) and was further reduced in FY 2011 to 6/10 of a penny (\$1.9 million). These reductions were set at amounts to meet existing debt service obligations only (around \$15 million), and not service any new general obligation bond debt. The 6/10 of a penny continues to be the rate proposed in the City's FY 2017 budget, however, as the City has paid down bond debt and refinanced its general obligation portfolio to more advantageous terms and interest rates, a portion of the funds provided within the 6/10 of a penny has become available again for some affordable housing purposes. In recent years, some dedicated revenue dollars have been used directly as part of the City's overall funding support for various affordable housing developments; during the Beauregard Small Area Plan, these dollars were also identified as the source to fund a Relocation Coordinator (approximately \$126,000 in the FY 2017 budget).

From FY 2006-2016 the penny fund has generated over \$27.9 million in dedicated revenue and has leveraged \$18.1 in bonds. General obligation bonds and dedicated revenue have helped develop, preserve and/or renovate nearly 600 units of affordable housing and to fund the Beauregard Relocation Coordinator position. Among the projects funded or partially funded through these sources are Arbelo (34 units), Lacy Court (44 units), Parcview (151 units), Quaker Hill (60 units), Longview Terrace (41 units), Miller Homes (ARHA replacement units for James Bland) (16 units), Jackson Crossing (78 units), St. James Plaza (93 units), and The Gateway at King & Beauregard (74 units).

Since the City's support for affordable housing projects is provided as a loan, over time the City's investment will be repaid and create a revolving fund for future housing. Some of the first loans made with penny funds are reaching the project timeframe to begin repayments and Housing's Asset Manager is reviewing development financials to ensure these loans perform as anticipated.

Specifically, Housing's FY 2017 proposed budget includes \$2.3 million (0.6 of a penny) that is dedicated to affordable housing be used in the following way: \$1.4 million for debt service on previously issued bonds, \$127,000 for one Relocation Coordinator FTE, and \$758,000 to leverage up to \$5.2 million, as/if needed to supplement Housing Trust Funds, for AHC's 132-unit affordable housing project at 2280 N. Beauregard.



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Old Town North Small Area Plan Update

04.27.16

Old Town North Small Area Plan is currently in Phase 3 (Study and Testing Findings) of the planning process. Phase 3 tests design concepts against study findings and the plan framework that was created through public and staff input during the public comment period and the November Charrette. Under Phase 3, the Advisory Group organized itself into four Subcommittees, including the Planning, Land Use, and Design and Housing Subcommittee, with each subcommittee to meet at least twice between January and April 2016. The subcommittees would provide staff with guidance in the exploration of the feasibility of concepts/ideas which came out of Phase I (Plan Framework/Vision Phase), and which pertain to the respective planning categories for which the four Subcommittees are responsible.

On March 9 Housing staff gave a presentation to the Old Town North Planning, Land Use, and Design and Housing Subcommittee that could help attain affordable housing in Old Town North. The presentation was based on City policies, zoning, programmatic and financial tools included in the Housing Master Plan. After discussion with the Subcommittee, there was a consensus on the following objectives:

- Pursuant to Section 7-700 Zoning Ordinance, under the Density Bonus Program, allow an increase from 20% to 30% as part of the Old Town North Small Area Plan;
- Utilize Resolution 830 for the one for one replacement of the Alexandria Redevelopment and Housing Authority units, preferably on site;
- Apply the City's longest affordability terms (40 to 60 years) for affordable housing; and
- Explore opportunities for affordable housing development, including potential Artist Housing with performance/studio space.

To begin exploring opportunities for affordable housing development, on April 18 and 26, the Subcommittee toured four artist housing sites. Two of the sites are located in Baltimore, Maryland: The Artist Housing Incorporated, a 30-unit, three story townhome building renovated after the riots; and the City Arts Housing, a 69-unit, newly developed apartment building that includes one and two bedrooms and a gallery and studio space on the ground floor. The other two sites are the Mount Rainer Artist Lofts and the Brookland Artspace Lofts. The Mount Rainer Artist Loft, located in Mount Rainer, Maryland, is a 44- unit, newly constructed, four-story building that includes studios, and one and two bedroom units, which feature high ceilings, and energy efficient appliances. The Brookland Artspace, located in N.E Washington DC, is a mixed-use artist housing development that contains 39 affordable units, each with both residential and studio space for artist and their families, and a rehearsal studio along with 2 units that serve as classroom, office space and intern housing for Dance Place.

The Subcommittee will present its findings on Artist Housing to the Advisory Group at its April 28th meeting.

Strategic Plan Update

04.28.16

In the fall of 2015, City Council approved the general outline for a proposed spring 2016 process to draft an updated City Strategic Plan. The new Plan will use community input as the foundation to define community values; communicate a clear direction to the public and City Government; include measures and targets to more easily track progress, share success, and identify and solve problems; set a six-year plan from FY 2017-2022 with a mid-point check-in/refinement in FY 2019; and align with the City's performance management system, [Results Alexandria](#). The draft City Strategic Plan will be considered for adoption by City Council in the fall of 2016.

On Saturday, April 9, a public meeting was held to develop draft statements for each of the eight Strategic Plan themes (listed below) based on feedback provided online and at previous meetings. **Housing is addressed under theme #5.**

- 1. In 2022, Alexandria is HEALTHY.** *In 2022, Alexandria ensures equal and ready access to opportunities that promote mental and physical well-being and an active life. Alexandria is a clean, sustainable community with policies and educational opportunities that promote environmental quality and community wellness.*
- 2. In 2022, Alexandria has a UNIQUE IDENTITY.** *In 2022, Alexandria celebrates its history and respects and honors its diverse communities and neighborhoods. The city has a small town feel amid growth, with complementary and varied architecture, a lush tree canopy, and an aesthetically beautiful and people-scaled built environment.*
- 3. In 2022, Alexandria is WELL-MANAGED.** *In 2022, Alexandria is a sustainable community with a long term vision focused on quality of life. Major decisions go to City Council and are reflective of resident inclusion. The City government is accountable, transparent and efficient and is supported by quality staff.*
- 4. In 2022, Alexandria's CHILDREN AND YOUTH THRIVE.** *In 2022, Alexandria ensures that basic needs are met. Childcare, education, and before and after school activities are accessible to all and of high quality. The City takes pride and responsibility for collaboration with and support of programs and schools.*
- 5. In 2022, Alexandria is INCLUSIVE.** *In 2022, Alexandria is a caring, fair, just, and equitable city that supports an affordable and livable community for all. The city is welcoming to people in all stages of life and provides high quality social services to vulnerable Alexandrians.*
- 6. In 2022, Alexandria is MOBILE AND CONNECTED.** *In 2022, Alexandria is regionally linked, safe, and easy to get around regardless of resources or ability. The city supports a wide variety of connected transportation options that enable access to daily activities. Public transportation has reliable and frequent service, communicated through useful real time information.*
- 7. In 2022, Alexandria is ECONOMICALLY VIBRANT.** *In 2022, Alexandria is a business destination and center of innovation with a thriving small business community. Mixed use development is oriented around transit hubs and activity centers. Alexandria's economy is diverse and resilient.*
- 8. In 2022, Alexandria is SAFE.** *In 2022, Alexandria allows residents and visitors to feel comfortable at all hours. If they require help, the response is timely, courteous and professional from a well-trained staff member. Public safety staff are visible as friendly, non-militarized members of the community. Infrastructure planning efforts consider the safety impact of development. Preventable problems are avoided and the City takes a regional view of planning for safety and emergency response and recovery. The City guards its electronic data, mitigates the threat of climate change, and seeks to provide a high level of customer service to all.*

The Strategic Plan team is encouraging feedback on the draft statements through Sunday, May 8. To provide input, please visit [AlexEngage](#). The next community meeting will occur in May.

For more information, please visit <https://www.alexandriava.gov/StrategicPlan> or contact Radhika Mohan at radhika.mohan@alexandriava.gov or 703.746.3850.

Secretary – Treasurer Report

April 25, 2016

The process of reviewing and updating our major policy documents starts this month with the submission of the Administrative Plan that governs the administration of the Housing Choice Voucher Program. We plan to submit the Admission and Continued Occupancy Plan (ACOP) for Public Housing Administration in May and the lease modifications in June. A hard copy version of these documents was provided to the Board several months prior to familiarize you with the proposed modifications in order to hopefully expedite the review/approval of the documents. An electronic version of the documents will be uploaded to the drop box for your convenience. The required public notice and comment period was satisfied when we completed the Annual and Five Year Plan. However, following the Board's approval of the respective documents, we are planning to meet with our community partners to brief them on the approved modifications.

There are several additional policy and procedural documents that will be provided to the Board over the course of the next six months: Personnel; Procurement; Fleet Management and Risk Control, that are being revised to reflect the modifications to HUD regulations and notices that have been promulgated since these documents were last updated. The timing for the submission of these policy documents to the Board will consider the demands that are being facilitated by the RFP for Developer partner requirements. All of the policy updates were the outcome of the Working Groups that were convened as part of implementing the Reorganization Plan.

PRIORITY WORK ASSIGNMENTS

The work assignments section on my report has been amended to begin including assignment given to me during respective Board Meetings. We are continuing to complete the accomplishment of the near term and on-going work items.

Near Term 2016 Actions:

- **Board Directed Assignments** – April-May 2016
 - Engagement of Communication Personnel/Consultants
 - Tracking System (template) for Periodic Assignments (completed)
 - Provide RFP Presentation to Board (completed)
 - Identify Number of ARHA Residents in Senior Program (completed)
 - Establish Dropbox (completed)
 - Resolve Outstanding Accounts Payable with Attorney (completed)
 - Obtain Auditor Approval of Record Retention Policies (completed)
- Resident Stipend Program – June 2016
- City Council Affordable Housing Presentation - September 2016
- OTC Completion/Closeout and Financial Reconciliation – June 2016
- Board Approval of ACOP, Section 8 Administrative Plan and Lease Revisions – April - July 2016

On- Going Projects:

- Ramsey Homes Redevelopment Approvals – September 2017
- ACE and Global Full Implementation
- Saxony Square/Park Place Disposition

ARHA FINANCIAL AND ADMINISTRATIVE STATUS

The approval of the FY 2016 Budget is on the Consent Agenda for the April 25th Board Meeting. Upon approval, we will be able to complete the standard financial accounting and operating statements that we provide on a monthly basis. The Rent Roll Analysis Report was provided to you in the Board Book. It substantiates a positive trending in the Rent Roll charges for our assisted units. The increasing level of vacancies at Hopkins-Tancil negatively impacted the rental charges for our non-public housing properties. This was a one month reduction that should be partially corrected before the next reporting period.

I noted in the March 28th Board Book that the Office of Housing recommended that we should conduct a briefing about ARHA's Budget/Financing processes to the ARHA Redevelopment Work Group. They felt that it would inform and clarify how ARHA addresses the operating challenges that happened when HUD funding was reduced. We should inquire about the scheduling of this briefing at the next ARHA Redevelopment Work Group Meeting.

We plan to present the modified policy documents that control our administration of the Public Housing and Housing Choice Voucher Programs at the next three Board Meetings. The first of the three documents is being presented to you tonight in the form of the Administrative Plan. We have simply tried to codify the HUD regulatory modifications and operating practices we have been implementing. Next month you will receive the ACOP for your approval that will be followed with the review/approval of leases in the month of June. All of the policy documents that will be presented have been provided to the Board several months ago and they are now currently available in the drop box that has been created.

We are still on schedule to implement the ARHA Reorganization Plan on May 2, 2016. We have completed two of the five weeks of training to support the implementation of the Plan. We will also finalize the edits to the Standard Operating Procedures (SOPs) and Position Descriptions before the employees start the 90 day probationary period to sustain their position in the new organization structure. Their retention as permanent Agency employees will be contingent on their achieving a standard-based performance and demonstrating the capacity to support the ARHA Strategic Plan (SP), policies and regulations and provide quality customer services.

REAL ESTATE DEVELOPMENT STATUS

OTC V

The current level of work is directed to the preparation of the second amendment to the Disposition/Demolition Application to HUD. This task should be completed within the next forty five (45) to sixty (60) days. When completed it will be submitted to HUD and they normally take up to 75 days to approve or disapprove our amended application. The payment of any financial obligations associated with the funds HUD releases for disbursement will not occur until we receive HUD's approval. This includes the funds that will be required to repay the \$5.8M Glebe Park loan. I have previously tried to forecast when we would be able to discharge this obligation but I have consistently under-estimated the date. Therefore, I am going to assume that we will be in the position to repay the City before the end of FY 2016. Since the City will be engaged in the process and ultimate approval of the James Bland (OTC) Disposition Application.

RAMSEY

The Development Report in your Board Book provides a thorough presentation of the current status of the analysis of the Ramsey redevelopment options. We are directing more attention to keeping our residents informed about the continuing status of the project. They are keenly aware that they will have another year in the property before any relocation will commence. We met with the residents on Friday, April 22nd to advise them about all of the status information that is in your Board Report. I also advised them we would continue to complete requested work orders in a timely manner during the remainder of the tenure in their properties. Once an approval action is ultimately taken by the City Council we will start the dialogue with the residents about relocation. They will be invited to review and comment on the Relocation Plan before it is submitted to HUD in conjunction with our Demolition/Disposition Application. The VOICE organization is working closely with the residents to support their full engagement in the Ramsey Redevelopment process.

The City Attorney's Office has advised us that the Sadusky lawsuit has been requested by the plaintiff's attorney to be "nonsuited" (a type of legal dismissal). This action advances the outright dismissal of the case and removes the legal cloud over the City Council's action to allow us to demolish the Ramsey properties. However, this does not modify the current course of action we are pursuing in the City Council/ARHA mutually agreed upon Work Plan for Ramsey.

LADREY

The Ladrey development team continues to be engaged in completing their preliminary project work: phases I and II environmental reports; part 58 environmental review; and beginning the preparation of the relocation plan. There are several activities that are impacting the advancement of the planning process: North Old Town Small Area Planning and the proposed redevelopment of the ARHA Administrative Building. Until the direction and potential impacts of these exigencies are studied, we won't be able to finalize the planning and site development for Ladrey. Our main obligation during this period is to keep the residents of Ladrey fully informed and ultimately to encourage their involvement in the community engagement process associated with the North Old Town Small Area Plan. One of our Chatham Square residents, Kevin Harris, is a member of the OTN sap Advisory Committee and has been doing a commendable job representing the interest of ARHA residents in the deliberations completed to date. We are also continuing to collaborate with the Office of Planning and Zoning (P&Z) about the development of the Ladrey property and the synergies between the Ladrey and ARHA Administration Building as it relates to Fairfax Street. You have been previously advised about the status of this discussion.

REQUEST FOR PROPOSALS – FIVE SITE REDEVELOPMENT

The Board held the initial interview sessions with the developer partners who are selected to undertake the redevelopment of the RFP sites. The prospective developers introduced the members of their development team and outlined some initial thoughts about their proposal for the redevelopment of each site. This will be a multi-year development cycle due to the complexity and uniqueness of each transaction. The next levels of this engagement will include the negotiation of the Land Sales Contract and creation of the Site Development Plan. The entitlement process with the City, including the community engagement outreach, will take from eighteen (18) to twenty-four (24) months. Our developer partners will have the lead responsibility to undertake the entitlement process, with support from the ARHA development staff.

ASSET MANAGEMENT (AM)

The level of performance relative to the respective thresholds has been reasonably consistent with the previous month. The exceptions have been a 1% increase in the occupancy rate for the market rate properties (one unit increase at Hopkins-Tancil and a one unit reduction at Pendleton Park). There is usually limited activity at the Miller Home units and the turnaround time for re-occupying a unit is reasonably short because of the desirability of the units. There was a 1% reduction in the outstanding TARs for vacated units. Aggressive collection and the execution of repayment MOUs (with payment) have been the primary reasons for this reduction. We are noticing that former tenants are paying their account balances because of the negative impact on their credit scores which in turn negatively limits their options for finding housing after eviction occurs. It is always in the best interest of the tenant to pay their outstanding accounts receivable before eviction.

We have also continued to experience a reduction in the amount of days it takes to complete a work order. We are expecting the Reorganization to continue the positive trending in this performance area. One of the areas of focus will be directed to improving customer service by providing the date for the work order to be completed to the tenant in advance of the visit. The staff will leave notification of their visit in the home if no one is present during the visit. A follow-up call will be made to the resident to ascertain their satisfaction with the quality of the work and the performance of the staff. These techniques are designed to improve accountability and staff performance. We will be providing customer service training to the entire ARHA staff that has to regularly engage with the residents and the public.

The Performance Benchmark Report was reviewed to account for the inconsistency in the reporting for Indicator Three. Upon review, it was determined that the information included for this indicator was incorrectly represented. Particular attention was paid in the preparation of the April Report to eliminate the potential repetition of this mistake.

HOUSING CHOICE VOUCHER

The consistent performance of the staff has yet again earned them the High Performer designation for FY 2015. HUD advised us last week that this performance milestone had been achieved. The staff achieved an 82% utilization rate (a 2% increase from the last reporting period) and a 100% expenditure level (a 1% increase from the last reporting period) of the allocated budget authority. The utilization of reserved funds would be required to fund the utilization of any additional vouchers unless there is an opting out of the program by current voucher participants. The tight housing market, especially for affordable units, does not make opting out of the program a viable option for voucher holders.

The recently issued HUD “Streamlining Rule” has been incorporated in the list of modifications that have been made to the Administrative Plan that is pending before the Board for approval at the April Board Meeting.

NAHRO LEGISLATIVE CONFERENCE

The recently completed NAHRO Annual Legislative Conference Agenda included a site tour to Alexandria, VA to view the work we have accomplished in the redevelopment of mixed-income, multi-family projects. The tour participants had to pay an additional fee to attend this event. Thirty five persons from locations throughout the nation joins us for the tour on April 13th. They were provided with the opportunity to view all of our developments in the eastern sector of the City. They were also able to visit the Quaker Hill and Cameron Valley properties. The best summary of how the conferees felt about the tour was made by a woman from Decatur, Georgia who commented, “Your worst property is better than our best property”. The majority of our guests had to be convinced that public housing units were located in the Old Town Commons development. NAHRO usually shares the evaluation results from the conferees. I will share the evaluation results with the Board when and if I receive them.

Another highlight from the Legislative Conference was the announcement that the Executive Direct, Saul Ramirez was leaving his position to assume a new position and our own John Bohm

would become the Acting Executive Director until the organization completes the Executive Search process.

SENIOR CONGREGATE FEEDING PROGRAM

When the Board approves the FY 2016 Budget, we will provide some level of funding that, when combined with funding for the City's FY 2017 budget, will continue the operation of the Senior Program at Charles Houston. There is still the possibility that the City will appropriate more than the \$80,000 that has been committed by the Office of Community and Human Services to sustain the previous funding level. The participants in the program provided the advocacy necessary to re-position the funding for the program. They should be commended for their ability to organize to sustain a valuable and needed program that services the diverse needs of the senior population who regularly attend the Charles Houston Senior Program. The forty year legacy of their program will continue for the emerging number of seniors in our community.

The Senior Program has an enrollment of 60 persons. The daily attendance is usually between 25 to 40 persons but the average attendance is 25 persons. All of the ARHA program participants (23) are either in the Housing Choice Voucher Program or Public Housing. The majority of the seniors live in the Ladrey and Annie B. Rose properties. The City's Office of Elderly arranges the daily transportation from these location to the Charles Houston Center.

SMOKE FREE CONFERENCE

The work that we have completed to create a smoke free condition in our properties was highlighted when HUD Secretary Castro came to Alexandria to announce the Agency's "Smoke Free Policy". Our efforts also gained attention and I was invited to participate as a panelist at a Smoke Free Conference on Monday April 25th. The primary focus of the conference was to discuss smoking and the negative impact it has on youth.

EVENTS AND MEETINGS

FUTURE EVENTS

ARHA Board Meeting	May 4th (401 Wythe Street) 8:00 am
ARHA Board Meeting	May 11th (401 Wythe Street) 8:00 am
ARHA Board Meeting	May 18th (401 Wythe Street) 8:00 am
ARHA Redevelopment Work Group	May 19th (CCWR) 5:30 PM
ARHA May Board Meeting	May 23rd (401 Wythe) 7:00 pm

*Working to make homes affordable
in the City of Alexandria*



MEMORANDUM

TO: Alexandria Housing Affordability Advisory Committee

FROM: Jon Frederick, AHDC Executive Director

DATE: April 28, 2016

RE: AHDC Update

Gateway Apartments: The 2016 LIHTC application preliminary rankings are due to be released by the Virginia Housing Development Authority (2016) on May 3, 2016. We should know by the meeting next week how the project scored and where it ranks as compared to other projects.

Carpenter's Shelter Redevelopment: We submitted a concept II plan to the City for review on April 15, 2016. We anticipate comments back on the plan by May 6, 2016 that will further guide our development of the project. Once we have received comments from the City we will schedule a number of meetings with the community to discuss the project and get feedback. Our current schedule puts us on path for a public hearing this fall/winter.

AHDC Operations: On May 2, 2016 a full time operations manager will start with AHDC. This position will allow our organization to continue run efficiently and increase our communication efforts as we continue to grow.

Housing Trust Fund Programs Financial Status

As of March 31, 2016

Balance as of February 29, 2016	9,132,963
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Revenues for March 2016	
Contributions	0
Loan Repayments	
Community Lodgings, Inc. (CLI)	0
Moderate Income Homeownership Program (MIHP)	19,214
Employee Homeownership Incentive Program (EHIP)	2,661
Subordination Fee Deposits	225
	22,100

Expenditures for March 2016	
Flexible Homeownership Program	0
Homeownership Counseling	(600)
AHC Inc. - Fillmore	
Rebuilding Together Alexandria	0
Housing Opportunities Fund - <i>see attached report</i>	0
Rental Accessibility Modification Program (RAMP)	(818)
	(1,418)

Balance Available Before Outstanding Commitments/Reservations	9,153,645
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Outstanding Commitments/Reservations as of March 31, 2016	
Braddock Small Area Plan Fund	834,080
Flexible Homeownership Program	679,146
HOME/HOF Match	321,058
Homeownership Counseling	86,695
FY 2016 Budget Reservation	500,000
Housing Opportunities Fund - <i>see attached report</i>	5,047,982
AHC Inc. - Fillmore	
Rebuild Together Alexandria	0
Beauregard Fund	0
Rental Accessibility Modification Program (RAMP)	6,122
	(7,475,083)

Unreserved Balance as of March 31, 2016	1,678,562
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