

**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**LOCATION: ROOM 2000**  
**CITY HALL**  
**THURSDAY, FEBRUARY 2, 2012, 7:00PM**

**AGENDA**

1. Consideration of the Minutes of December 1, 2011 meeting 7:00 p.m.
2. Presentation of the Beauregard Small Area Plan 7:05 p.m.
3. Rebuilding Together Alexandria Funding Request 8:00 p.m.
4. Support Letter for Aging Plan 8:15 p.m.
5. Information Items: 8:30 p.m.
  - a. Housing Trust Fund Financial Summary for December 2011
  - b. Housing Opportunities Fund Financial Status for December 2011
  - c. Homeownership Programs Report for December 2011
6. Announcements and Upcoming Housing Meetings 8:40 p.m.
  - a. Planning Commission/City Council Work Session  
Monday February 13, 2012 7:00 PM - 9:00 PM  
Landmark Mall
  - b. Beauregard Community Meeting  
Tue Feb 21, 2012 7:00 PM - 9:00 PM  
John Adams Elementary School
  - c. Housing Town Hall Meeting Hosted by AHAC  
Thursday February 23, 2012 7:00 – 9:00 PM  
William Ramsey Elementary School
7. Adjournment 8:45 p.m.

## AFFORDABLE HOUSING ADVISORY COMMITTEE

**Minutes of the Meeting: December 1, 2011  
Room 2000, 301 King Street, Alexandria 22314**

### Members Present

Michael Caison, Chair  
Sonya Sacks  
Dimitri Warren  
Laura Lantzy  
Bill Harris

Rick Liu  
Michael Butler  
Katharine Medina  
Carter Fleming  
Mildrilyn Davis (non voting)

### Staff Present

Helen McIlvaine  
Eric Keeler  
Jon Frederick

### Guests

Esteban Garcias  
Hector Pinida

The meeting was called to order by Michael Caison, 7:10pm.

1. E. Keeler discussed upcoming December Council meetings: 12/12 BSAP, 12/13 AHDC.
2. M. Caison opened the discussion re. the Beaugard Small Area Plan (BSAP) and reviewed its last stakeholder community meeting.
  - a. Guest Esteban Garcias voiced concerns with JBG and the raising of rental rates. He asked AHAC to recommend 10-20% of all units in the revised BSAP be held as affordable units.
  - b. M. Davis discussed the Office of Housing's responsibility for drafting the BSAP housing section and how affordable housing (AH) will be paid for and reminded the Committee that the OoH has no legal authority to make developers pay for AH. She also reviewed pages 14-17 of a staff presentation from a Beaugard Community Meeting and informed the Committee that they are currently discussing with developers a preservation plan of current affordable housing units (until they absolutely need to be demolished).
  - c. M. Butler and R. Liu asked questions re. the report. L. Lantzy made comments to the guests. A lengthy conversation re. BSAP ensued, especially around phasing of AH demo and rebuild schedules.
  - d. AHAC to send a recommendation to Office of Housing now and then to Council when the plan is made public (January 2012), incorporating some of these points:
    - i. Look at alternative funding sources/options... VA State, tax abatements, etc.
    - ii. Phase affordable housing demo and rebuild work
3. M. Davis updated the group on AHDC's yearend report re. RPJ units that were transferred to AHDC. See AHDC Report Regarding Rehab and Refinancing Plan for Arbelo, Lacy, and Longview Terrace Apartments for specific details. Discussion ensued. M. Butler motioned to endorse that the City Manager provide a support letter for Longview's application (only) in 2012. R. Liu seconded. All approved. M. Caison abstained.
4. C. Fleming motioned to approve the Nov minutes. B. Harris seconded. All approved.
5. B. Harris reminded everyone of the upcoming Strategic Plan on Aging's 12/13 5:30 work session meeting with Council. AHAC to send a support letter re. the housing section when B. Harris requests it.
6. All financial reports from Housing Trust Fund, Housing Opps Fund, and Homeowners hip Program Reports were self explanatory.
7. The meeting adjourned at 8:57pm.

# City of Alexandria, Virginia

## MEMORANDUM

DATE: FEBRUARY 2, 2012

TO: AFFORDABLE HOUSING ADVISORY COMMITTEE

FROM: MILDRILYN DAVIS, DIRECTOR OF HOUSING

SUBJECT: CONSIDERATION OF FUNDING FOR REBUILDING TOGETHER  
ALEXANDRIA

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**ISSUE:** Request from Rebuilding Together Alexandria (RTA) for \$50,000 in Housing Trust Fund (HTF) monies to purchase supplies and materials for RTA activities in FY 2012.

**RECOMMENDATION:** That AHAC approve an allocation of \$35,000 in Housing Trust Fund (HTF) monies as a grant to Rebuilding Together Alexandria to fund RTA activities in FY 2012 with up to 30% allocated for professional labor.

**BACKGROUND:** Rebuilding Together Alexandria is a predominantly volunteer-supported, 501(c)(3) non-profit organization that throughout the year repairs and rehabilitates homes of the elderly, disabled and low-income residents in the City of Alexandria. RTA also helps repair non-profit facilities serving Alexandria neediest residents. RTA is best known for sponsoring a one-day National Rebuilding Day program to provide free home renovation/repair services for the City's income-eligible homeowners and free facility renovation/repair services for City non-profits. The overall program is supported by skilled and unskilled volunteers who donate their time and manual labor, and various sponsors, including local businesses, civic organizations, and churches, that donate needed supplies and money to purchase materials. Applicants are screened on the basis of need and on the work that RTA volunteers can accomplish in one day.

**DISCUSSION:** RTA is requesting a total of \$50,000 in grant funding from the Housing Trust Fund (HTF) for its FY 2012 program. This is an increase from the past several years in which the organization has received \$35,000 in the form of a HTF grant. Over the past few years the need for critical home repairs assistance has significantly increased due to the economy and the aging of Alexandria's population. RTA is requesting the increase because, since FY 2011, it has begun taking on more comprehensive projects that require additional funds and more volunteers. RTA projects with the additional \$15,000 they could leverage an additional \$50,000-\$70,000 in volunteer labor. RTA estimates being able to serve 5 to 25 more households depending on the client needs.

RTA also has proposed that at least seventy percent of the grant amount would go toward the purchase of supplies and materials, and no more than 30% would be allocated for professional labor (to include plumbing, roofing, HVAC installation, fencing, tree removal/trimming, carpentering, and concrete/brick layering) as needed. This would change from the 75% materials

and 25% labor distribution of previous grants. RTA is requesting this change based on the increased need for professional services for clients and the experience level of their volunteer base.

During FY 2011, RTA was allocated and expended \$35,000 from the HTF and aimed to serve over 95 Alexandria resident homes and non-profit agencies. RTA exceeded the goal by repairing and revitalizing 103 homes, including 6 Neighborhood Stabilization properties. With an average of 1.93 people in each home, RTA directly served 200 individuals. While the average income of households assisted was \$25,234, the average age was 71, and 71% were female-headed.

With regard to the funding allocation, staff recommends that the HTF allocation remain at the previous \$35,000. The City's federal CDBG and HOME grant allocations for FY 2013 have declined by \$905,611, a 46% reduction, and at this time staff does not know whether the City Manager's Proposed Budget will include the restoration of any of these funds. In light of the prospective severe reduction in the Office of Housing budget, staff cannot recommend funding of a discretionary program expansion at this time. This issue can be revisited again in 2013 in light of the budgetary outlook at that time. With regard to the proposed increase in the percentage of the allocation that can be spent on skilled labor the staff recommends approval of the increase to 30% and sees this as a reasonable distribution of funds based on need.

During FY2012, RTA expects to assist 125 Alexandria homeowners with home repairs, as well as to assist a number of non-profit agencies (this would be reduced by 5 to 25 households based on the staff recommended funding level). Just in the first few months of FY 2012, RTA spent over 50% of its professional labor budget that mostly included replacing major systems including HVAC and plumbing. As of RTA's grant request they had already served 39 homeowners which is almost 40% of last year's total number served. The estimated average cost to purchase supplies and complete repairs and renovations is from \$3,000 to \$5,000 per household. The staff recommended HTF funding level of \$35,000 would constitute 5% of the funding RTA anticipates in FY 2012. RTA also estimates for every \$1 in HTF grant funds they receive \$6.25 in community donations and volunteer labor the increase in use of HTF.

The continuation of funding at the previous \$35,000 level will allow the City to maintain its current partnership with RTA, while continuing to operate other programs with HTF Funds. Maintaining previous funding levels will also allow RTA to continue its mission of preserving and revitalizing homes and communities, assuring that Alexandria's low-income homeowners live in warmth with safety and independence.

**FISCAL IMPACT:** Approval of this request would result in the expenditure of \$35,000 in grant monies from the City's Housing Trust Fund.

**STAFF:** Eric Keeler, Division Chief, Office of Housing  
Lucinda Metcalf, Housing Analyst, Office of Housing

**ATTACHMENT:** RTA Funding Request dated October 19, 2011

## Housing Trust Fund Programs Financial Status

As of December 31, 2011

<b>Balance as of December 31, 2011</b>	<b>2,337,576</b>
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<b>Revenues for December 2011</b>	
Contributions	0
Loan Repayments	
Community Lodgings, Inc. (CLI)	2,288
Moderate Income Homeownership Program (MIHP)	10,798
Employee Homeownership Incentive Program (EHIP)	65
Fees Offsetting Expenditures	0
	<b>13,151</b>

<b>Expenditures for December 2011</b>	
Employee Homeownership Incentive Program (EHIP)	0
Homeownership Counseling	5,100
Housing Opportunities Fund - <i>see attached report</i>	0
HTF Homeownership Assistance Program	0
Moderate Income Homeownership Program (MIHP)	0
Rental Accessibility Modification Program (RAMP)	0
	<b>(5,100)</b>

<b>Balance Available Before Outstanding Commitments/Reservations</b>	<b>2,345,628</b>
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<b>Outstanding Commitments/Reservations as of December 31, 2011</b>	
ARHA Set-Aside (James Bland 16 replacement units) - <i>50% contributions</i>	0
ARHA Set-Aside (James Bland 16 replacement units) - <i>other HTF revenue</i>	149,664
Employee Homeownership Incentive Program (EHIP)	90,557
HOME/HOF Match	233,098
Homeownership Counseling	90,460
HTF Homeownership Assistance Program	350,000
Housing Opportunities Fund - <i>see attached report</i>	592,038
Moderate Income Homeownership Program (MIHP)	391,835
Rental Accessibility Modification Program (RAMP)	7,190
	<b>(1,904,841)</b>

<b>Unreserved Balance as of December 31, 2011</b>	<b>440,786</b>
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**Housing Opportunities Fund Financial Status**  
As of December 31, 2011

	HTF	General Fund	HOME	TOTAL
Balance as of November 30, 2011	592,038	260,610	1,514,041	2,366,689
December 2011 Expenditures				
Alexandria Housing Development Corporation (AHDC)				
Balance Available Before Outstanding Commitments	592,038	260,610	1,514,041	2,366,689
Outstanding Commitments				
Alexandria Housing Development Corporation (AHDC)		100,000		100,000
Unreserved Balance as of December 31, 2011	592,038	160,610	1,514,041	2,266,689

## HOMEOWNERSHIP PROGRAMS REPORT December 2011

	December 2011			Total FY 2012 as of December 31, 2011				
	Loans Committed	Amount and Source of Committed Loan Funds	Loans Settled	Amount and Source of Settled Loan Funds	Loans Committed	Amount and Source of Committed Loan Funds	Loans Settled	Amount and Source of Settled Loan Funds
HAP	1	\$40,000 - HOME	1	\$40,000 - HOME	16	\$748,500 - HOME	14	\$667,286.67 - HOME
MIHP	1	0	1	\$30,000 - HTF	1	\$30,000 - HTF	1	\$30,000 - HTF
EHIP	0	\$0	1	\$10,000 - HTF	6	\$57,500 - HTF	6	\$57,500 - HTF

**Loan Balances as of December 31, 2011:**

HOME HAP     \$ 222,535    *Grants*  
 CDBG HAP    \$ 38,717  
 MIHP         \$ 391,835    *Housing Trust Fund*  
 EHHP         \$ 90,557