

**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**LOCATION: ROOM 2000**  
**CITY HALL**  
**THURSDAY, APRIL 3, 2014 7:00 PM**

**AHAC AGENDA**

- |  |           |
|--|-----------|
| 1. Consideration of March 6, 2014 meeting minutes                | 7:00 p.m. |
| 2. Presentation on What's Next Alexandria                        | 7:05 p.m. |
| 3. Update on Southern Towers Affordable Housing Plan             | 7:30 p.m. |
| 4. Update on Seminary Overlook Affordable Housing Plan           | 7:50 p.m. |
| 5. Information Items:  | 8:20 p.m. |
| a) Housing Trust Fund Financial Summary for February 2014        |           |
| b) Housing Opportunities Fund Financial Status for February 2014 |           |
| c) Homeownership Programs Report for February 2014               |           |
| d) Tax and Bond Report for February 2014                         |           |
| 6. Adjournment   | 8:30 p.m. |

**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**Minutes of the March 6, 2014 Meeting**

Members Present

John Catlett  
Mike Caison  
Michael Butler  
Bill Harris  
Eric Weiss  
Robyn Konkel  
Katharine Dixon  
Deena de Montigny  
Carter Flemming  
Mildrilyn Davis (non-voting)

Staff Present

Helen McIlvaine  
Eric Keeler  
Jon Frederick

Guests

Christina Zechman Brown  
Roy Priest  
Connie Staudinger  
Pat Arnaudo

The meeting was called to order by Katharine Dixon, 7:00pm.

1. Christina Zechman Brown provided a presentation on the FOIA requirements as they pertain to AHAC Members. C. Brown provided an overview of the FOIA rules and provided specific examples to help explain them to the committee. The presentation provided specific information on what emails the committee members were required to keep to comply with FOIA requirements

A group discussion clarified that compliance for most correspondence can be achieved by responding to emails individually rather than “all”, retaining a record of all messages when they are sent to all members, and asking for clarification from the City Attorney’s Office when an individual member may need to know when to recuse themselves if impartiality is questionable.

2. Eric Keeler presented the Proposed Office of Housing Budget.
  - A summation of funds by program was provided
  - A Housing Trust Fund Programs Financial Status was provided
  - Eric answered questions posed by AHAC members to help them understand the budget
3. ARHA Chief Executive Officer Roy Priest reported on a proposed Housing Acquisition
  - Roy explained that an opportunity to buy The Washington Suites, an extended stay hotel in the West End, had been presented with a short time frame to commit to; ARHA has a March closing date for the property. The plan is that tenants residing in the 170 units of elderly housing currently located in the Ladrey property in Old Town would be relocated to the newly purchased property in the West End.
  - AHAC members asked Roy if ARHA had a plan to commit revenue earned by land sale back into the affordable housing fund and if ARHA would commit to a contribution to the City’s Housing Plan based on revenues earned.

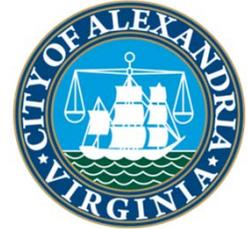
- Roy Priest was non-committal in regard to specific contributions; however, he replied that the revenue will go back to ARHA and be used to provide services and dwelling accommodations to persons of low income at affordable rates.
4. Mildrilyn Davis informed AHAC members that the budget work session that includes the Office of Housing budget will take place March 10<sup>th</sup> at City Hall for those who wish to attend.
  5. J. Frederick described the changes made to the standard conditions for set aside rental units when a Housing Choice Voucher is involved. The condition was clarified to ensure that the Housing Choice Voucher would not cause a household to be considered over-income.
  6. The financial reports provided by Staff were self-explanatory.

Katharine Dixon adjourned the meeting at 7:55 pm.

Minutes respectfully submitted by Deena de Montigny

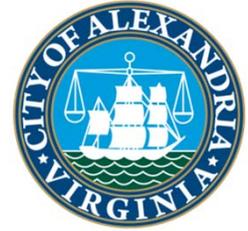
# AFFORDABLE HOUSING ADVISORY COMMITTEE

April 3, 2014



City Hall  
Room 2000  
Chet Avery Room  
7:00 pm

# What's Next Alexandria: What/Why?



A community conversation about civic engagement and how Alexandrians can best participate in the public decisions that shape their City.



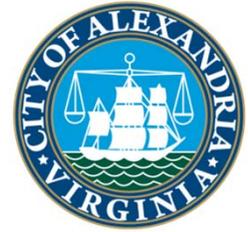
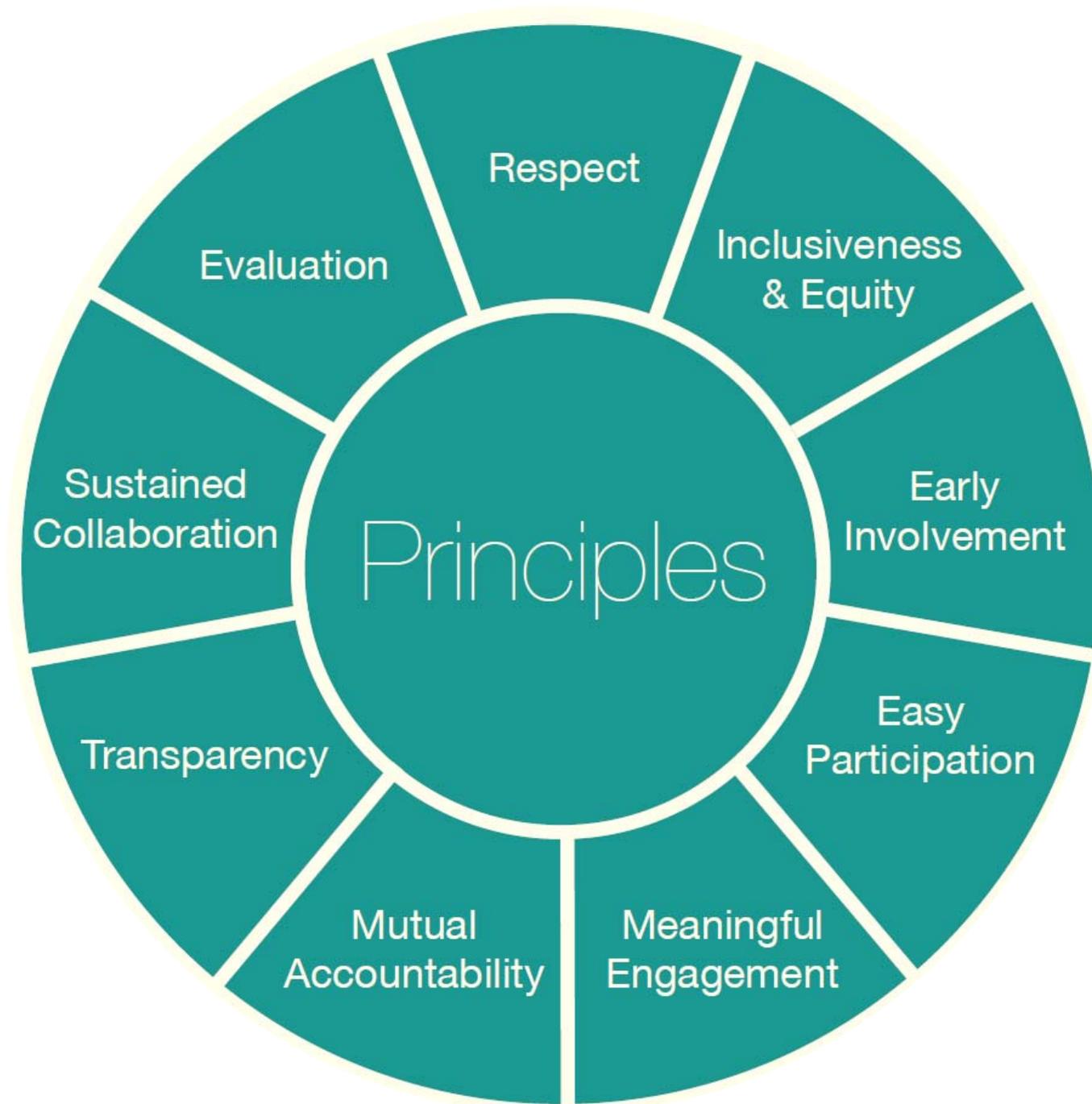
**Easier public participation opportunities**



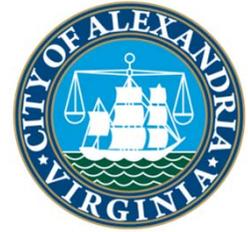
**Expanded participation**



**Clarified shared expectations for the public**



# Civility



Consider the impact of your words and actions

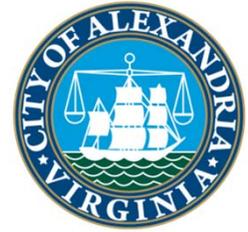
Create an inclusive environment for all to be heard

Adopt a positive solution-driven approach to conflict resolution

“Each one, teach one” Be a model by leading by example



# Civic Engagement Policy



- Public participation shall be welcomed and encouraged;
- All have an opportunity to express views on matters of public policy;
- And views are given fair and respectful consideration



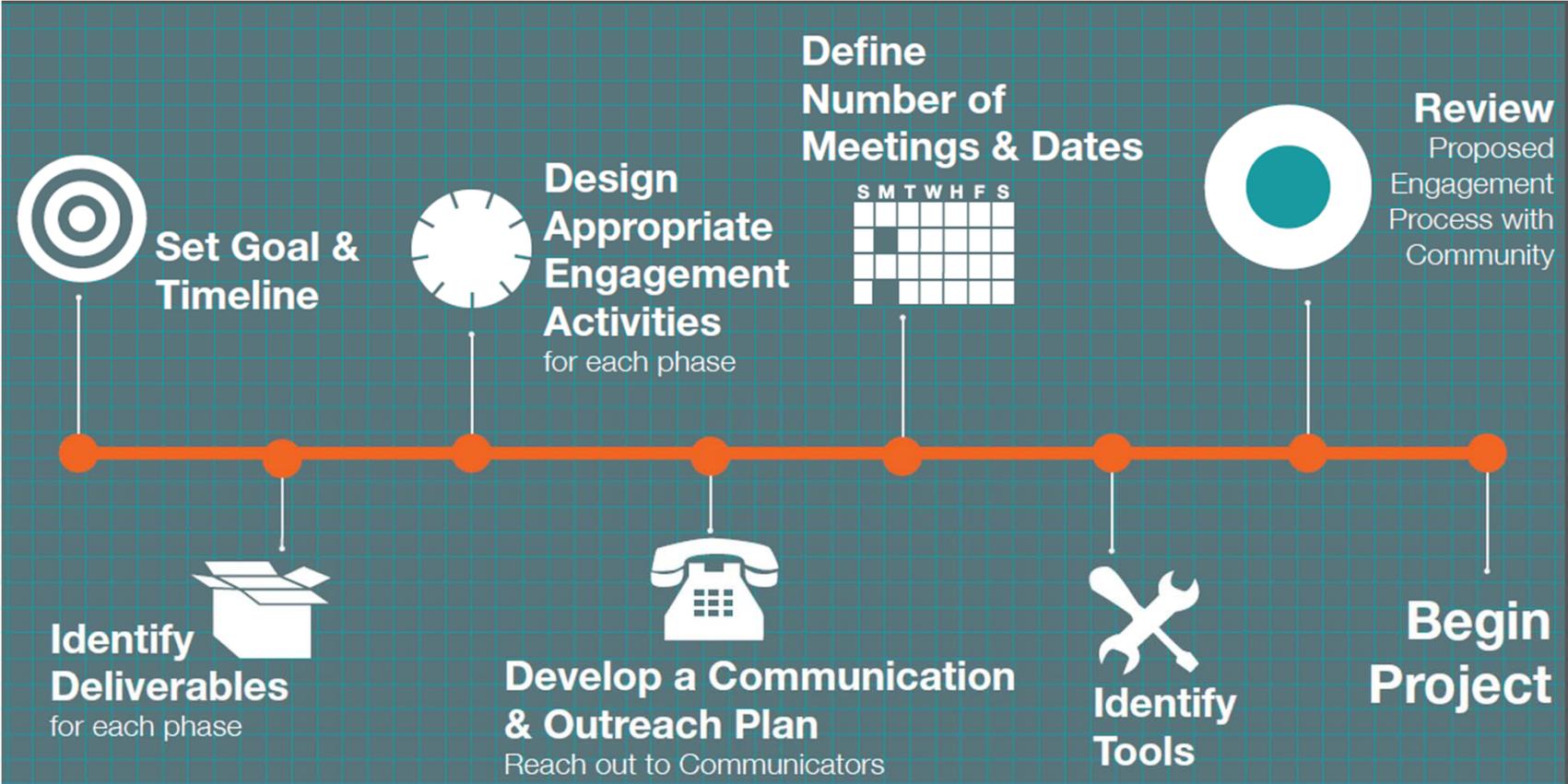
# Civic Engagement Policy



Ensure that prior to adoption of policies that significantly impact quality of life:

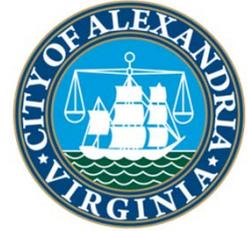
- The nature of the proposed policy or action is disclosed,
- The public has reasonable opportunity to be informed, consulted, involved, or to collaborate, and
- The decision-making body has had sufficient opportunity to consider and reflect before acting.

# Framework





# Implementation



Training: Skill-building and content

Departments lead implementation to create ownership

Projects will be different in size but the same in the application of the “principles”





# What's Next

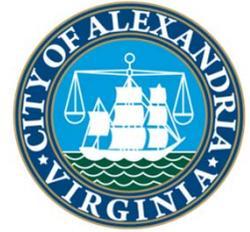


Collective problem-solving  
& decision-making

Improved trust between  
the community and  
government

Consistent application of  
principles and  
engagement strategies

# Questions?



## Housing Opportunities Fund Financial Status

As of February 28, 2014

|   | HTF            | General Fund   | HOME             | TOTAL            |
|---|----------------|----------------|------------------|------------------|
| <b>Balance as of January 31, 2014</b>                   | <b>830,248</b> | <b>174,631</b> | <b>1,659,493</b> | <b>2,664,372</b> |
| <b>February 2014 Expenditures</b>                       | 0              | 0              | 0                | 0                |
| <b>Balance Available Before Outstanding Commitments</b> | <b>830,248</b> | <b>174,631</b> | <b>1,659,493</b> | <b>2,664,372</b> |
| <b>Outstanding Commitments</b>                          |                |                |                  |                  |
| Alexandria Housing Development Corporation (AHDC)       |                | 139,833        |                  | 139,833          |
| CLI Notabene  |                |                | 393              | 393              |
| Wesley Lynhaven Apt                                     |                |                | 1,078,000        | 1,078,000        |
| Fees for Professional Services                          | 14,600         |                |                  | 14,600           |
| <b>Unreserved Balance as of February 28, 2014</b>       | <b>815,648</b> | <b>34,798</b>  | <b>581,101</b>   | <b>1,431,547</b> |

## Housing Trust Fund Programs Financial Status

As of February 28, 2014

|                                       |                  |
|---------------------------------------|------------------|
| <b>Balance as of January 31, 2014</b> | <b>5,087,972</b> |
|---------------------------------------|------------------|

| <b>Revenues for February 2014</b>               |                |
|---|----------------|
| Contributions                                   | 679,778        |
| Loan Repayments                                 |                |
| Community Lodgings, Inc. (CLI)                  | 2,288          |
| Moderate Income Homeownership Program (MIHP)    | 17,383         |
| Employee Homeownership Incentive Program (EHIP) | 210            |
| Misc.   |                |
| Fees Offsetting Expenditures                    | 0              |
|   | <b>699,659</b> |

| <b>Expenditures for February 2014</b>                   |          |
|---|----------|
| Flexible Homeownership Program                          | 0        |
| Homeownership Counseling                                |          |
| Rebuilding Together Alexandria                          |          |
| Housing Opportunities Fund - <i>see attached report</i> |          |
| Rental Accessibility Modification Program (RAMP)        | 0        |
|   | <b>0</b> |

|  |                  |
|--|------------------|
| <b>Balance Available Before Outstanding Commitments/Reservations</b> | <b>5,787,631</b> |
|--|------------------|

| <b>Outstanding Commitments/Reservations as of February 28, 2014</b> |                    |
|---|--------------------|
| Braddock Small Area Plan Fund                                       | 834,080            |
| Flexible Homeownership Program                                      | 982,196            |
| HOME/HOF Match  | 375,245            |
| Homeownership Counseling  | 57,667             |
| FY 2015 Budget Reservation  | 200,000            |
| Housing Opportunities Fund - <i>see attached report</i>             | 830,248            |
| AHC East Reed   | 399,885            |
| RTA   | 0                  |
| Beauregard Fund*  | 500,000            |
| Rental Accessibility Modification Program (RAMP)                    | 5,815              |
|   | <b>(4,185,135)</b> |

|   |                  |
|---|------------------|
| <b>Unreserved Balance as of February 28, 2014</b> | <b>1,602,496</b> |
|---|------------------|

\*In FY 2014 a total of \$2 million in HTF funds will be allocated to the Beauregard Fund

**HOMEOWNERSHIP PROGRAMS REPORT**  
**February 2014**

|                                       | <i>February 2014</i> |   |               |   | <i>Total FY 2014 as of February 28, 2014</i> |   |               |   |
|---------------------------------------|----------------------|---|---------------|---|--|---|---------------|---|
|                                       | 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 |
| <b>Flexible Homeownership Program</b> | 0                    | \$0                                       | 0             | CDBG - \$0<br>HOME - \$0                | 4  | CDBG - \$90,000<br>HOME - \$83,280        | 4             | CDBG - \$90,000<br>HOME - \$33,280      |

**Flexible Homeownership Loan Balances by source as of February 28, 2014:**

HOME \$ 187,422  
CDBG \$ -  
Housing Trust Fund \$ 982,327

**Other Housing Development Fund Financial Status**

**As of February 28, 2013**

|   | <b>Tax Revenue Account</b> | <b>Bond Account</b> | <b>TOTAL</b> |
|---|----------------------------|---------------------|--------------|
| <b>Balance as of January 31, 2013</b>                   | 2,122,246                  | 486,326             | 2,608,572    |
| <b>January 2013 Expenditures</b>                        |                            | \$0                 |              |
| <b>Balance Available Before Outstanding Commitments</b> | 2,122,246                  | 486,326             | 2,608,572    |
| <b>Outstanding Commitments</b>                          |                            |                     |              |
| AHC East Reed Project                                   | 1,613,789                  | 486,326             | 2,100,115    |
| <b>Unreserved Balance as of February 28, 2013</b>       | 508,457                    | 0                   | 508,457      |

**CDD #22, Condition 48, Seminary Overlook Neighborhood - Affordable Housing Plan**

*Revised March 27, 2014*

|                                       | <b>Total Existing Development</b> | <b>Existing Development to Be Demolished</b> | <b>Existing Units to Remain</b> | <b>New Development</b> | <b>Units Available for Buy-down (10% of existing to remain and new units) *</b> | <b>Proposed Unit Mix ***</b>  |
|---------------------------------------|-----------------------------------|--|---------------------------------|------------------------|---|---|
| Seminary Towers                       | 547 unit                          | 0 units                                      | 547 units                       | 0 units                | <b>55 units**</b>   | <b>8 - Studio (14%)<br/>24 - 1 BR (43%)<br/>18 - 2BR (33%)<br/>5 - 3BR (11%)</b>                      |
| Phase 1 - Land Bay A (DSUP 2013-0026) | 168 units                         | 168 units                                    | 0 units                         | 356 units              | <b>36 units</b>   | <b>4 - Studio (11%)<br/>18 - 1 BR/1 BR w/den (50%)<br/>13 - 2BR/2BR w/den (36%)<br/>1 - 3BR (3%)</b>  |
| Phase 1- Land Bay B (DSUP 2013-0026)  | 128 units                         | 128 units                                    | 0 units                         | 364 units              | <b>36 units</b>   | <b>4 - Studio (11%)<br/>18 - 1 BR/1 BR w/den (50%)<br/>13 - 2BR/2 BR w/den (36%)<br/>1 - 3BR (3%)</b> |
| Phase 2 (future phase)                | 0 units                           | 0 units                                      | 0 units                         | 205 units              | <b>TBD</b>  | <b>TBD</b>  |
| <b>Total Units</b>                    | <b>843 units</b>                  | <b>296 units</b>                             | <b>547 units</b>                | <b>925 units</b>       | <b>127 units</b>  | <b>TBD</b>  |
| <b>Total by Unit Type</b>             |                                   |  |                                 |                        |   | <b>Studio = 16 units<br/>1 BR = 60 units<br/>2 BR = 44 units<br/>3 BR = 7 units</b>                   |

\* Subject to availability of funds, the City may buy down up to 15% of the units in any new building. If sufficient funds are not available prior to the issuance of the final certificate of occupancy for the building, the Applicant(s) shall permit the City to buy down the affordable and workforce housing units consistent with the approval and subject to the buy-down formula as of the date of the actual buy-down for a period of time extending for fifteen (15) years after the completion of the Ellipse and Transitway improvements identified in Beaugard Small Area Plan. (CDD #22, Condition 49. a. and f.)

\*\* Pursuant to CDD #22, Condition 49.e., the buy-down of affordable and workforce housing units within the existing Seminary Towers Building, may occur prior to the start of new development.

\*\*\* The goal, based on availability of funds, shall be to achieve a proposed unit mix with AMI targets recommended by AHAC and reflected in Table 5 of the CDD #22 Staff Report. Pursuant to CDD #22, Condition 49.h., no one project should include a disproportionate share of any income range or any bedroom size. The proposed unit mix is subject to mutual agreement of the Applicant and City.

**Existing Unit Mix of Seminary Towers and Proposed Unit Mix of Phase 1 (Land Bay A and Land Bay B)**

| <b>Unit Mix</b>       | <b>Seminary Towers</b> | <b>Percentage of Total Units</b> | <b>Land Bay A</b> | <b>Percentage of Total Units</b> | <b>Land Bay B</b> | <b>Percentage of Total Units</b> | <b>Phase 2</b> | <b>Percentage of Total Units</b> |
|-----------------------|------------------------|----------------------------------|-------------------|----------------------------------|-------------------|----------------------------------|----------------|----------------------------------|
| Efficiency (Studio)   | 73 units               | 13.3%                            | 40 units          | 11.2%                            | 37 units          | 10.2%                            | TBD            | TBD                              |
| One Bedroom           | 233 units              | 42.6%                            | 141 units         | 39.6%                            | 152 units         | 41.7%                            | TBD            | TBD                              |
| One Bedroom with Den  | 0 units                | 0%                               | 33 units          | 9.3%                             | 33 units          | 9.1%                             | TBD            | TBD                              |
| Two Bedrooms          | 183 units              | 33.5%                            | 122 units         | 34.3%                            | 122 units         | 33.5%                            | TBD            | TBD                              |
| Two Bedrooms with Den | 0 units                | 0%                               | 15 units          | 4.2%                             | 15 units          | 4.1%                             | TBD            | TBD                              |
| Three Bedrooms        | 58 units               | 10.6%                            | 5 units           | 1.4%                             | 5 units           | 1.4%                             | TBD            | TBD                              |
| <b>Total</b>          | 547 units              | 100%                             | 356 units         | 100 %                            | 364 units         | 100%                             | 21             | 100%                             |

**Southern Towers  
Affordable Housing Plan Principles  
May 30, 2013**

**City Office of Housing response  
July 9, 2013**

**ST February 2014 Edits**

Representatives of Southern Towers and the City Department of Housing met in 2013 and again in December 2013 and discussed the following principles for the Southern Towers affordable housing plan as required by CDD Condition 61.

1. Housing staff asked for additional unit and affordable ranges beyond those proposed by Southern Towers to City Council during the approval of the CDD rezoning. These options are set forth below. These units will fulfill Southern Towers affordable housing unit obligation and no other dedications will be required of Southern Towers in the CDD. However, Southern Towers' monetary contribution remains unchanged per CDD condition 13.
2. The City shall be solely responsible for assigning residents who have been displaced in the Beauregard Area to the agreed upon units. The City shall provide income and rent levels to Southern Towers on an annual basis.
3. Southern Towers shall include a lease provision that requires residents of the committed affordable units to annually document their income, and Southern Towers property management shall recertify their eligibility for continued residence in accordance with guidelines provided by the City.
4. The units will have a 10 year dedication term which will end 10 years after the unit's dedication date.
5. The units will be made available as existing market rate vacancies occur at Southern Towers.
6. **Dates for this provision are still being negotiated.** Beginning in TBD, Southern Towers will make approximately 15 units a month available to the City each month for dedication. Southern Towers will provide a date available for each unit and the ten year term will commence on the lease start date of that unit or 14 calendar days after it is made available to the City, whichever comes first. All of the units will be dedicated by TBD.
7. If at any time during the 10 year term, there is not sufficient demand for these dedicated from residents displaced or expected to be displaced by demolition in the Beauregard Plan area, other existing residents in the Beauregard Plan area may be considered for these dedicated units -- if they meet all other qualifications.

8. At the sole discretion of the owner, these units may be provided in any of the five buildings at Southern Towers and may move between buildings.
9. The 10-year units provided through this agreement shall be separate and distinct from any unit that Southern Towers has agreed to make available pursuant to CDD condition 62 as part of the Beauregard Relocation Plan.
10. Southern Towers shall initiate income verifications and perform reasonable criminal background checks on all potential residents as defined in the Beauregard Tenant Relocation Plan.
11. Once the principles stated above are agreed to by City staff and Southern Towers, Southern Towers will prepare a draft agreement to review with staff. The draft agreement will be presented to City Council prior to April 1, 2014.

### **Affordability Allocation**

#### **105 Units**

56 Efficiencies at 55% AMI

44 1BRs at 60% AMI

4 2BRs at 60% AMI

1 3BRs at 60% AMI