

AFFORDABLE HOUSING ADVISORY COMMITTEE
LOCATION: TBD
MONDAY, JULY 7, 2011, 7:00PM

AGENDA

1. Consideration of the Minutes of June 13, 2011 meeting 7:00 p.m.
2. Consideration of the Affordable Housing Advisory Committee 2010-2011 Annual Report 7:05 p.m.
3. Report from the Alexandria Redevelopment and Housing Authority (ARHA) 7:15 p.m.
4. Report from the Alexandria Housing Development Corporation (AHDC) 7:20 p.m.
5. Oral reports/Announcements/Information Items (see below): 7:25 p.m.
 - a. Housing Trust Fund Financial Summary for May 2011
 - b. Housing Opportunities Fund Financial Status for May 2011
 - c. Homeownership Programs Report for May 2011
6. Announcements and Upcoming Housing Meetings 7:30 p.m.
 - (Date and Location to be updated) Developer Contribution Work Group
City Hall, Room 2000, 301 King St., 6:30pm
 - July 11th Beauregard Stakeholders Meeting
John Adams Elementary School Media Center, Rayburn Street, 7pm
 - July 21st Beasley Square Dedication
238 South West Street, 10am
7. Adjournment 7:35 p.m.

AFFORDABLE HOUSING ADVISORY COMMITTEE
Minutes of the Meeting of June 13, 2011

<u>Members Present</u>		<u>Staff Present</u>	<u>Guests Present</u>
Michael Caison, Chair	Sonya Sacks	Jon Frederick	Doug Owens/ARHA
Bill Harris	Katherine Medina	Helen McIlvaine	
Laura Lantzy	Michael Butler	Eric Keeler	
Rick Liu	Jack Corrado		
Eric Bonetti	Patrick McCreesh		
Mildrilyn Davis (non-voting)			

The regular monthly meeting of the Affordable Housing Advisory Committee, was held in Room 2000 of the City Hall, and was called to order at 7:00 P.M. by Michael Caison, Chair.

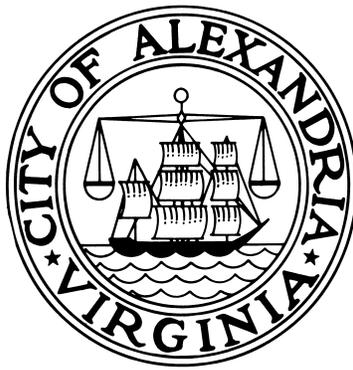
1. Minutes of the February 3, 2011 meeting of the AHAC were approved by consent as distributed.
2. Mildrilyn Davis distributed a memorandum entitled, "Procedures for Considering Proposal Involving Committee Members." No action was taken as the document was for information only.
3. The Chair called for a discussion of the staff recommendation for the ownership of three properties (Arbelo, Lacy Court, and Longview Terrace Apartments) to be transferred from RPJ Housing to the Alexandria Housing Development Corporation. (Details of this matter are found in docket item #32 for June 14, 2011 meeting of the City Council.)
 - a. Mildrilyn Davis made a brief presentation. The reason for the transfer is that RPJ has financing issues that prevents it from getting feasible financing for these projects. AHDC can get financing at 4.5%, which will make the project financially sustainable. The goal of this action is to preserve affordable housing while keeping it financially sustainable. AHDC, with Equity Management, has already begun the transition process.
 - b. Following some discussion Katherine Medina moved, and Michael Butler seconded, a motion to approve the staff recommendation. The vote was 6 for, 1 against. Three members, Michael Caison, Jack Corrado, and Eric Bonetti recused themselves from the vote due to positions with the organizations involved. Michael Caison and Jack Corrado sit on the board of AHDC, while Eric Bonetti is the executive director of RPJ Housing.
4. Staff commented on the Office on Housing 2012 budget which they distributed last week. The size of the budget is considerably reduced from previous years because the City is under considerable fiscal constraints. Staff satisfactorily answered the few questions asked. No action was taken on the budget because it was distributed for information only, and it had been previously approved by City Council.

5. Doug Owens reported for ARHA.
 - a. Six of the 18 ARHA units in the Old Town Commons Phase 1 have been released to ARHA. Five are currently occupied, and the 6th is expected to be occupied by the end of the week. EYA expects to turn over the next group of properties by next week, and potential residents have been identified.
 - b. ARHA has completed an analysis of the condo market and determined it needs to request increasing the City's approved funding allocation. (See item #7 below for details of this matter.)
 - c. ARHA is in the process of completing the required documents to close the financing for the Quaker Hill project rehab. Upon closing of these documents, ARHA will be able to repay the City a portion of the money borrowed for the project (\$500,000).
6. Michael Caison and Jack Corrado reported for AHDC. AHDC's executive director, Jim Prichett has resigned, and the AHDC Board has begun a search for his replacement. AHDC reported that the job market is very favorable now as many people are looking for work, and they expect to have someone for this position within 60 days. In the meantime the board is handling administrative issues, and Equity Management is handling all property management work.
7. The chair called for discussion of the staff recommendation to approve the City's previous allocation of \$3.0M up to \$4.8M for the financing of the 16 replacement units for the James Bland redevelopment project. ARHA is committed to purchasing two and three bedroom condos while steering away from high condo fees. (Details of this matter are in docket item #33 for June 14, 2011 meeting of the City Council.) There was little discussion of this matter following the staff's presentation, and no action was taken, or needed, as this matter was for information only.
8. Following announcements the chair adjourned the meeting at 8:10 P.M.

Respectfully submitted,

Bill Harris, Secretary pro tem

**The Affordable Housing Advisory Committee
2010 – 2011 Annual Report**



JULY 2011

**The Affordable Housing Advisory Committee (AHAC)
Annual Report, 2010-2011**

The Affordable Housing Advisory Committee (AHAC) is comprised of members appointed by the Alexandria City Council and is staffed by the Office of Housing. A list of the committee members and members during the 2010-11 period is included at the end of this report. The purpose of the committee is to advise City Council on issues regarding the maintenance and promotion of affordable housing, to make recommendations for policies governing the expenditures of the City's Housing Trust Fund and Housing Opportunities Fund monies, and to oversee the administration of the Trust Fund. This year, AHAC also participated in the Housing Master Plan (HMP) process as the core members of the HMP Advisory Group, along with six additional members representing relevant constituencies. Three AHAC-only meetings were held during the annual report period, and the group also participated in ten HMP Advisory Group meetings which took the place of regular AHAC meetings.

During the past year, the Committee dealt with the following funding requests, affordable housing plans, and issues:

1. **Considered and approved a \$35,000 Grant Request from Rebuilding Together Alexandria (RTA) for Housing Trust Fund monies (02/11):** Housing Trust Fund (HTF) monies were approved to fund RTA volunteer-driven rehabilitation activities in FY2011. At least 75 percent of the City's grant funds are for the purchase of supplies and materials. RTA planned to assist over 95 Alexandria resident homes with home repairs, as well as some non-profit agencies, serving more than 150 homeowners and their families. Funding Source: Housing Opportunities Fund (Housing Trust Fund portion)
2. **Considered and approved a request from Alexandria Housing Development Corporation for Housing Opportunities Fund monies (02/11):** The Committee approved a new \$200,000 allocation from the Housing Opportunities Fund for the FY 2012 annual operating budget of the Alexandria Housing Development Corporation (AHDC). AHDC can retain up to \$50,000 from FY 2011 carryover funds. Funding Source: Housing Opportunities Fund (General Fund portion)
3. **Considered and approved a transfer of ownership of three affordable housing projects to the Alexandria Housing Development Corporation along with a reservation of up to \$574,000 of affordable housing funds for AHDC (6/11):** The Committee approved the transfer of ownership of three properties owned and operated by the RPJ Housing Corporation to AHDC. The three properties included Arbelo, Lacy Court, and Longview Terrace Apartments and the transfer was required because of RPJ Housing's inability to secure permanent financing for the properties. AHDC will assume the City's secondary loans originally provided to RPJ Housing for each property. The Committee also approved a reservation of \$574,000 to allow AHDC to cover the due diligence and transactional costs incurred while assuming ownership of Arbelo, Lacy Court,

and Longview Terrace Apartments. The reservation of funds will also provide AHDC with operating and capital reserves for up to 12 months until they can secure permanent financing.

4. **Formed the base for the Housing Master Plan Advisory Group:** AHAC along with six additional appointees serves as the Advisory Group for the Housing Master Plan process. The purposes of the Housing Master Plan process include:
 - Achieve a more balanced distribution of affordable housing throughout the City consistent with other elements of the City's Master Plan;
 - Define goals and establish policies to promote mixed-income housing;
 - Enhance community understanding of the value of housing choice and its impact on economic sustainability;
 - Investigate strategies for affordable, workforce, and public housing preservation and production through development and zoning tools and resources; and
 - Consider a policy to enhance the number and type of housing units that should be protected from loss (i.e., preserved or replaced).

In its Housing Master Plan Advisory Group role, the committee has:

- Heard and discussed presentations on special needs housing, housing economics, funding options, and land use tools for affordable housing.
- Participated in a housing allocation exercise focused on the future geographic locations of affordable housing in the City.
- Reviewed and provided feedback on potential Goals and Objectives of the Housing Master Plan.

Voting Members: 14

- 1 Builder or developer of residential property
- 1 Real estate professional with knowledge and experience in residential real estate
- 1 Landlord of residential property in the City
- 1 Residential tenant in the City
- 1 Homeowner in the City
- 1 Commissioner from the ARHA Board
- 1 Representative of the City's faith community
- 1 Representative of a civic association in the City
- 1 Representative who is employed by or affiliated with an organization that promotes and maintains affordable housing
- 1 Financial professional with knowledge and experience in the field of finance as it relates to residential housing
- 1 Representative of an employer in the city who employs at least 100 employees
- 1 Licensed and practicing attorney
- 1 Person designated by, but who need not be a member of the Commission on Aging
- 1 Person who is either a City employee or a teacher with the Alexandria City Public Schools

Voting Members during 2010-2011:

- Patricia Arnaudo (July 2010 – December 2010)
- Eric Bonetti (July 2010 – June 2011)
- Michael Butler (April 2011 – June 2011)
- Michael Caison, Chair (July 2010 – June 2011)
- John Corrado (July 2010 – June 2011)
- Carter Flemming (July 2010 – June 2011)
- William Harris (July 2010 – June 2011)
- Shelly (Bob) Kaufman (July 2010 – June 2011)
- Laura Lantzy (July 2010 – June 2011)
- Rick Liu (July 2010 – June 2011)
- Patrick McCreesh (July 2010 – June 2011)
- Katherine Medina (January 2011 – June 2011)
- Kenya Newby (May 2011 – June 2011)
- Mary Ellen Ruff (July 2010 – February 2011)
- Sonya Sacks (July 2010 – June 2011)
- Ana Soto (July 2010 – December 2010)

Housing Trust Fund Programs Financial Status

As of May 31, 2011

Balance as of April 30, 2011	3,737,206
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Revenues for May 2011	
Contributions	92,375
Interest	0
Loan Repayments	
Community Lodgings, Inc. (CLI)	0
Moderate Income Homeownership Program (MIHP)	63
Employee Homeownership Incentive Program (EHIP)	125
Fees Offsetting Expenditures	15
	92,578

Expenditures for May 2011	
Employee Homeownership Incentive Program (EHIP)	(15)
Homeownership Counseling	5,620
Housing Opportunities Fund - <i>see attached report</i>	114,491
Moderate Income Homeownership Program (MIHP)	34
Rental Accessibility Modification Program (RAMP)	0
	(120,130)

3,709,653.94

Outstanding Commitments/Reservations as of May 31, 2011	
ARHA Set-Aside (James Bland 16 replacement units)- by formula	1,751,692
ARHA Set-Aside (James Bland 16 replacement units) - other HTF revenue	297,145
Employee Homeownership Incentive Program (EHIP)	77,566
HOME/HOF Match	153,098
Homeownership Counseling	38,170
Housing Opportunities Fund - <i>see attached report</i>	402,648
Moderate Income Homeownership Program (MIHP)	335,313
Rental Accessibility Modification Program (RAMP)	7,190
	(3,062,822)

646,832

Housing Opportunities Fund Financial Status

As of May 31, 2011

	HTF	General Fund	HOME	TOTAL
Balance as of April 30, 2011	517,139	160,610	1,938,488	2,616,237
May 2010 Expenditures				
Beasley Square Construction (Harambee)	114,491			
Balance Available Before Outstanding Commitments	402,648	160,610	1,938,488	2,501,746
Outstanding Commitments				
ARHA Set-Aside (James Bland 16 replacement units)		10,610		10,610
Brent Place Elevator Modernization			494,447	494,447
				0
Unreserved Balance as of May 31, 2011	402,648	150,000	1,444,041	1,996,689

HOMEOWNERSHIP PROGRAMS REPORT May 2011

	<i>May 2011</i>				<i>Total FY 2011 as of May 31, 2011</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
HAP	1	\$50,000 - HOME	5	\$100,000 - HOME \$120,000 - CDBG \$10,000 - Contingent	25	\$382,671.68-CDBG \$523,200.40-HOME \$60,000 - HAP Contingent	22	\$422,657.68-CDBG \$523,200.40-HOME \$60,000- HAP Contingent
MIHP	0	0	0	\$0	5	\$133,380.99-HTF	6	\$133,380.99-HTF \$30,000-HOF/GF
EHIP	0	\$0	0	\$0	7	\$70,000-HTF	5	\$50,000-HTF

Loan Balances as of May 31, 2011:

HAP \$ 135,933 *Grants*
 \$ - *General Fund - Contingent Reserves*
 MIHP \$ 344,213 *Housing Trust Fund*
 X
 EHIP \$ 77,566 *Housing Trust Fund*