

**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**LOCATION: ROOM 2000**  
**CITY HALL**  
**THURSDAY, JUNE 5, 2014 7:00 PM**

**AHAC AGENDA**

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|---|-----------|
| 1. Consideration of May 1, 2014 meeting minutes               | 7:00 p.m. |
| 2. Consideration of AHAC Annual Report                        | 7:05 p.m. |
| 3. Review of the Housing Master Plan 2,000 Unit Status Report | 7:30 p.m. |
| 4. Information Items:   | 7:50 p.m. |
| a) Housing Trust Fund Financial Summary for April 2014        |           |
| b) Housing Opportunities Fund Financial Status for April 2014 |           |
| c) Homeownership Programs Report for April 2014               |           |
| d) Tax and Bond Report for April 2014                         |           |
| 5. Adjournment  | 8:00 p.m. |

**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**Minutes of the May 1, 2014 Meeting**

Members Present

John Catlett  
Bill Harris  
Eric Weiss  
Robyn Konkel  
Carter Fleming  
Elizabeth Lucchesi  
Joe Ouellette  
Katharine Dixon  
Mildrilyn Davis (non-voting)

Staff Present

Jon Frederick  
Helen McIlvaine

Guests

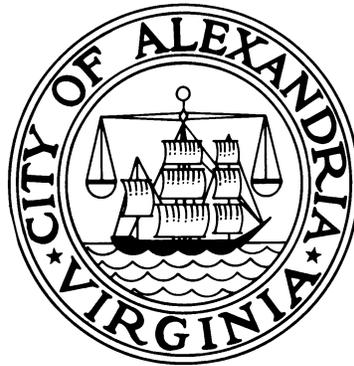
Cathy Puskar  
Naomi Rivera

The meeting was called to order by Katharine Dixon, 7:03pm.

1. New members, Elizabeth Lucchesi (real estate position) and Joe Ouellette (landlord position), introduced themselves to the Committee.
2. Jon Frederick introduced the Seminary Overlook Affordable Housing Plan. Cathy Puskar added comments re. the demolition phases. Discussion amongst Committee members followed. Bill Harris motioned to approve, John Catlett seconded. All in favor. Elizabeth Lucchesi and Joe Ouellette abstained.
3. March 6, 2014 and April 3, 2014 minutes: Bill Harris motioned to approve, John Catlett seconded. All in favor. Elizabeth Lucchesi and Joe Ouellette abstained.
4. Helen McIlvaine introduced the HOF funding allocation to Habitat for Humanity/NoVa and reviewed how the funding would transition from a rehab loan to Habitat into payment assistance to the new homebuyer. Naomi Rivera from Habitat for Humanity added details about the property, expected rehab scope, and completion date of November 2014. Discussion amongst Committee members followed. Bill Harris motioned to approve, John Catlett seconded. All in favor. Elizabeth Lucchesi opposed. Joe Ouellette abstained.
5. Jon Frederick briefly reviewed financial statements for HTF, HOF, and Homeownership Programs. If anyone, including new members, would like a further review of statements, please arrange a meeting directly with Eric Keeler.
6. Jon Frederick reviewed the AHC predevelopment docket item, already approved by Council.
7. Misc.:
  - a. FY15 Housing Budget: no changes.
  - b. Next meeting will be held in June. Katherine Dixon reminded all members that they need to attend 75% of AHAC meetings.

Katherine Dixon adjourned the meeting at 8:30pm.

**The Affordable Housing Advisory Committee  
2013 – 2014 Annual Report**



**June 2014**

**The Affordable Housing Advisory Committee (AHAC)  
Annual Report, 2013 - 2014**

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 make up and members during the 2013-14 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. AHAC held nine meetings during the annual report period.

**FY 14 Accomplishment Overview**

- City Council approved the Housing Master Plan in December 2013. Council set a goal of 2,000 units by 2025. AHAC was included as part of the Housing Master Plan Advisory Committee.
- Reviewed and approved for recommendation to City Council a \$50,000 funding application from Habitat for Humanity
- Reviewed and approved for recommendation to City Council two Affordable Housing Plans from private developers (Slater's Lane project and Hunting Terrace Redevelopment). The two plans will result in 26 new affordable housing units, including two homeownership units within market-rate projects. The 26 units of affordable housing will serve households that are at or below 60% of area median income.
- Reviewed and approved for recommendation to City Council an Affordable Housing Plan for the Seminary Overlook Neighborhood of the Beauregard Small Area Plan (first Beauregard AHP). The Committee voted to approve the affordable housing plan for the neighborhood at its May meeting.

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

**A. Housing Funding Requests:**

The Committee voted on one funding allocation during FY 14. The item pertained to a \$50,000 CDBG loan to Habitat for Humanity for the renovation and resale of a home to a first time homebuyer. Habitat constructed the residence at 1107 Princess Street in 1999 to provide an affordable homeownership opportunity to a lower income Alexandria household. The original assisted purchaser resided in the home until 2013 at which time she moved out of the area and sold the home back to Habitat in accordance with the terms of her mortgage agreement. Habitat wishes to preserve the home as one of eight affordable homeownership units it has constructed or rehabilitated within the City but it has found that significant repairs need completed before the home can be sold to another lower income first time homebuyer. Habitat for Humanity requested \$50,000 from the Housing Opportunities Fund to assist with

the renovation. The loan will remain in the property as a second trust loan to the new homebuyer. AHAC voted to approve the loan to Habitat by a vote of 6-1 with one abstention.

**B. Affordable Housing Plans:** During the reporting period, AHAC voted on three affordable housing plans that were included as part of the development process. The plans are described in detail below.

- 1. Slaters Lane Condominium:** The project is located at 800 Slaters Lane and will the construction of 33 condominiums. The applicant requested the use of Section 7-700 of the City's zoning code to increase density in exchange for onsite affordable housing units. The bonus density allowed the applicant to increase the number of units on the site from 28 to 33. In exchange, for the increase in density of five units, the applicant submitted an affordable housing plan that would set aside two condominium units for low to moderate-income households. The two units will consist of one (1) one-bedroom unit to be marketed and sold at \$175,000 and one (1) two-bedroom unit that will be marketed and sold for \$225,000. **AHAC voted unanimously to approve the Slaters Lane Affordable Housing Plan at its October meeting.**
- 2. Hunting Terrace Redevelopment:** The proposed site is located at 1199 South Washington Street within the Southwest Quadrant Small Area Plan of the City. The site is zoned High Density Apartment (RC) and is currently developed with five 2-3 story apartment buildings totaling 115 units. Foulger Pratt submitted a redevelopment proposal for this site that would demolish the existing 115 garden style apartments units and replace them with two apartment buildings totaling 443 rental units. The current zoning of the site would allow for the development of 369 units, and the applicant has requested the use of Section 7-700 of the code, which would increase the number of units that could be built on the site by 74 for the a total of 443 units. In exchange for the use of Section 7-700 the applicant has submitted an affordable housing plan (attached) that would set aside twenty-four (24) rental units for low to moderate income households. The twenty-four units would consist of one (14) one-bedroom units one (10) two-bedroom units that would be affordable to households at or below 60 percent of the area median income and would remain as committed affordable units for a period of 40 years. **AHAC voted unanimously to approve the Hunting Terrace Affordable Housing Plan at its March meeting.**
- 3. Seminary Overlook:** Seminary Overlook is the first neighborhood to submit a Development Special Use Permit with the Beauregard Small Area Plan (BSAP). AHAC discussed the Seminary Overlook affordable housing plan on three four different meeting during the FY 14. Home Properties submitted an affordable housing plan for AHAC's review at the May meeting. The plan was for the neighborhood that detailed the manner in which affordable housing will be addressed as the neighborhood redevelops. The plan is composed of three components including the existing Seminary Towers units, the new 720 multi-family units to replace the Seminary Hills Apartments, and a future phase of development that could equal up 210 units. The affordable housing plan displays ten percent of all those units as affordable and shows what the unit sizes of those units would be for Seminary Towers and the new multi-family units based on a proportional mix. Further details on the affordability

levels and bedroom sizes will be addressed when specific financial resources are available to buydown units. **AHAC voted 6-0 with two abstentions to approve the Seminary Overlook Affordable Housing Plan at its May meeting.**

**C. Housing Trust Fund Overview: FY 2014 (Through April 2014)**

\$900,000 pledged to the Housing Trust Fund; \$2.4m received into the Housing Trust Fund and \$460,000 expended from the Housing Trust Fund.

**D. Housing Master Plan:** City Council approved the plan in December 2013. Below is a table that tracks the numerical yearly and cumulative accomplishments towards the target of 2,000 units by 2025. The Committee was part of the Housing Master Plan Advisory Committee from 2010-2013. This group reviewed the Draft Plan and spoke in favor of adding targets to the plan when City Council was considering the final 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 2013-2014:**

- Katharine Dixon, Chair
- Michael Butler
- Carter Flemming
- William Harris
- Rick Liu
- John Catlett
- Marcus Allen
- Deena de Montigny
- Robyn Konkel
- Eric Weiss (November 2013 – present)
- Elizabeth Lucchesi (May 2015 – present)
- Joe Ouellette (May 2015 – Present)
- Michael Caison (July 2013 – April 2014)
- Laura Lantzy (July 2013 – March 2014)
- Alma Allen (July 2013 – Feb 2014)
- Demeke McCleave (July 2013 – Feb 2014)

# City of Alexandria, Virginia

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## MEMORANDUM

DATE: JUNE 2, 2014

TO: AFFORDABLE HOUSING ADVISORY COMMITTEE

FROM: MILDRILYN STEPHENS DAVIS, DIRECTOR, OFFICE OF HOUSING

SUBJECT: HOUSING MASTER PLAN TARGETS - 2,000 UNITS BY 2025

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ISSUE: Housing Master Plan Targets - 2,000 by 2025 – Units Table

BACKGROUND: In December 2013 City Council approved the Housing Master Plan with a target of 2,000 units by 2025.

DISCUSSION: On a yearly basis the Affordable Housing Advisory Committee and the Office of Housing should provide City Council with a status update. Below is a suggested format for tracking these targets.

## Housing Master Plan Targets - 2,000 by 2025 - Units

	Projection		Accomplished		Budget	Remaining Years	
	2014-25	Per Year	2014 Approved /Funded	Completed	2015	2016-25	Average Per Year
Rental Production	683	57	103	4	95	481	44
Homebuyers	72	6		7	9	56	5
Homeowner Rehab	240	20		18	19	203	18
Development Process	336	28	26		28	282	26
Beauregard Committed Units	494	41			66	428	39
ARHA Redevelopment Support	175	15			0	175	16
<b>Totals</b>	<b>2,000</b>	<b>167</b>	<b>129</b>	<b>29</b>	<b>217</b>	<b>1,625</b>	<b>148</b>

Units in Progress	FY 2015	FY2016
<b>Affordable Housing Project under construction:</b>		
Jackson Crossing	78	
<b>Set Aside units under construction:</b>		
Braddock Metro Place	10	
Giant at Potomac Yard	12	
Potomac Yard Landbay J	8	
Park Meridian		33
<b>Beauregard 10-year units committed:</b>		
Southern Towers (total 105)	20-30	75-85

## Housing Trust Fund Programs Financial Status

As of April 30, 2014

<b>Balance as of March 31, 2014</b>	<b>5,787,631</b>
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### Revenues for April 2014

Contributions	775,889	
Loan Repayments		
Community Lodgings, Inc. (CLI)	2,288	
Moderate Income Homeownership Program (MIHP)	22,899	
Employee Homeownership Incentive Program (EHIP)	5,065	
HTF mini ramp	200	
Fees Offsetting Expenditures	0	<b>806,341</b>

### Expenditures for April 2014

Flexible Homeownership Program	0	
Homeownership Counseling	200	
Rebuilding Together Alexandria	0	
Housing Opportunities Fund - <i>see attached report</i>	2,750	
Rental Accessibility Modification Program (RAMP)	0	<b>(2,950)</b>

<b>Balance Available Before Outstanding Commitments/Reservations</b>	<b>6,591,022</b>
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### Outstanding Commitments/Reservations as of April 30, 2014

Braddock Small Area Plan Fund	834,080	
Flexible Homeownership Program	1,013,209	
HOME/HOF Match	375,245	
Homeownership Counseling	57,267	
FY 2015 Budget Reservation	200,000	
Housing Opportunities Fund - <i>see attached report</i>	827,498	
AHC East Reed	0	
RTA	0	
Beauregard Fund*	1,500,000	
Rental Accessibility Modification Program (RAMP)	6,215	<b>(4,813,514)</b>

<b>Unreserved Balance as of April 30, 2014</b>	<b>1,777,509</b>
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\*In FY 2014 a total of \$2 million in HTF funds will be allocated to the Beauregard Fund. An additional \$1.6 million in bonds has also been budgeted for this fund.

## Housing Opportunities Fund Financial Status

As of April 30, 2014

	HTF	General Fund	HOME	TOTAL
<b>Balance as of March 31, 2014</b>	830,248	174,631	1,659,493	2,664,372
Essex House Repayment - Brent Place			31,270	31,270
<b>April 2014 Expenditures</b>	0	0	0	
AHDC 3rd Draw Request April		\$ (69,500)		(69,500)
Hertzbach - Accounting/Consulting services	(2,750)			(2,750)
<b>Balance Available Before Outstanding Commitments</b>	827,498	105,131	1,690,763	2,623,392
<b>Outstanding Commitments</b>				
Alexandria Housing Development Corporation (AHDC)		70,333		70,333
CLI Notabene			393	393
Wesley Lynhaven Apt			1,078,000	1,078,000
Fees for Professional Services	11,850			11,850
<b>Unreserved Balance as of April 30, 2014</b>	815,648	34,798	612,371	1,462,817

**HOMEOWNERSHIP PROGRAMS REPORT**  
**April 2014**

	<i>April 2014</i>				<i>Total FY 2014 as of April 30, 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 HOME - \$0	5	CDBG - \$124,500 HOME - \$83,280	4	CDBG - \$124,500 HOME - \$33,280

**Flexible Homeownership Loan Balances by source as of April 30, 2014:**

HOME \$	145,736
CDBG \$	-
Housing Trust Fund \$	1,013,210

**Other Housing Development Fund Financial Status**  
**As of April 30, 2014**

	Tax Revenue Account	Bond Account	TOTAL
<b>Balance as of March 31, 2014</b>	508,457	0	508,457
<b>April 2014 Expenditures</b>			
<b>Balance Available Before Outstanding Commitments</b>	508,457	0	508,457
<b>Outstanding Commitments</b>			
AHC East Reed Project			0
<b>Unreserved Balance as of April 30, 2014</b>	508,457	0	508,457