

**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**LOCATION: ROOM 2000**  
**CITY HALL**  
**THURSDAY, JANUARY 3, 2013 7:00PM**

**AGENDA**

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|---|-----------|
| 1. Consideration of the Minutes of 12/6/12 meeting                              | 7:00 p.m. |
| 2. Beauregard Tenant Relocation Plan Discussion                                 | 7:05 p.m. |
| 3. Beauregard Committed Affordable Unit Presentation and Discussion (Tentative) | 7:35 p.m. |
| 4. Information Items:   | 8:30 p.m. |
| a. Housing Trust Fund Financial Summary for November 2012                       |           |
| b. Housing Opportunities Fund Financial Status for November 2012                |           |
| c. Homeownership Programs Report for November 2012                              |           |
| d. Tax and Bond Report for November 2012  |           |
| 5. Announcements and Upcoming Housing Meetings                                  | 8:40 p.m. |
| a) HMP Town Hall Meeting  |           |
| Thursday January 24, 2013 7:00 – 9:00 P.M                                       |           |
| Samuel Tucker Elementary School   |           |
| b) HMP Town Hall Meeting*   |           |
| Monday February 11, 2013 7:00 – 9:00 P.M  |           |
| Jefferson-Houston Elementary School   |           |
| 6. Adjournment  | 8:45p.m.  |

\*Changed from previously announced date

AFFORDABLE HOUSING ADVISORY COMMITTEE  
Minutes of the Meeting of December 6, 2013

**Members Present**

Katharine Dixon      Bill Harris  
Bill Harris            Laura Lantzy  
Rick Liu                Marcus Allen  
Carter Flemming     Michael Butler  
Deena De Montigny   John Catlett  
Robyn Kronkel  
Mildrilyn Davis (Non-Voting)

**Staff Present**

Helen McIlvaine  
Eric Keeler  
Jon Frederick  
Melodie Seau

**Guests Present**

Diane Stoy  
Ben Kelahan  
Jon Puvak  
Jerry Foley  
Annabelle Fisher

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

1. The Chair called for the approval of the minutes of the November 1, 2012 AHAC meeting. Michael Butler moved, and Marcus Allen seconded a motion to approve the Minutes as distributed. Motion carried.
  
2. The staff recommendation for the approval of the Rebuilding Together Alexandria for a grant of \$50,000 was presented by Jon Frederick.  
RTA is requesting a \$50,000 grant from the City to support its program of repairing houses for low-income families in Alexandria. The grant will amount to 7% of RTA's total budget. Last year RTA made repairs on 158 houses, with the cost of those repairs running from \$2,500 to \$5,000 each.  
Katharine Dixon, the acting chair, recused herself because she is Executive Director of RTA and asked Bill Harris to temporarily assume the chair while the vote was taken. Bill Harris called for a motion. John Catlett moved approval of the \$50,000 grant to RTA. Deena De Montigny seconded the motion. Harris called for a vote, which was unanimous except for Katharine Dixon who abstained.
  
3. A draft "Beauregard Tenant Assistance and Relocation Plan" was presented by Melodie Seau. The Plan, when approved, will guide the participating developers and the City in the process of relocating tenants from demolished units to other equivalent units. The Plan provides for the geographical areas covered, the process, the priorities for units, the priorities for assistance payments, and the amounts of those payments. The Plan provides for implementation in six phases of five years each, over a 30 year time frame. The draft Plan was presented for "information only," not approval, but questions and comments were encouraged.
  - a. Question: Is the time frame firm, or can it be varied?  
Answer by staff: The developers can accelerate or slow the process as they deem beneficial.

- b. Question: What will happen if equivalent units are not available when needed?  
Answer by staff: The developers believe, from their experience of 40% attrition, there will be enough units. The Office of Housing has lists of all the committed affordable units in the city, and will make this information available to the developer's Relocation Coordinator(s). *Several people expressed their concern that the City watch the process carefully to be sure equivalent units are available when needed. Committee members stated that units should be held by developers for a short period of time to ensure the comparable units are available.*
- 4. Eric Keeler presented financial reports, including projections for funds available in FY 2013, 2014, and 2015. Staff believes funding will be sufficient through these years for the Beauregard project, but it will require the bulk of available funds.
- 5. The chair called for Announcements.
  - a. The Draft Affordable Housing Master Plan is ready for distribution. Copies would have been distributed at the meeting except for a printer breakdown. Staff will advise the committee when copies are available.
  - b. A summary of the Master Plan was distributed.
  - c. Staff expects the City Council to approve the plan before the end of FY 2013.
  - d. Two public hearings for the plan are scheduled:
    - i. In the west end at the Samuel Tucker Elementary School on January 24<sup>th</sup> from 7 to 9 PM.
    - ii. In the east end at the Jefferson-Houston Elementary School on January 29<sup>th</sup> 7 to 9 PM.
  - e. Two vacancies remain on the AHAC:
    - i. A representative of a large employer
    - ii. A representative of a faith based organization
    - iii. In addition, the seat for a large employer is expected to be declared vacant when the annual Board and Commission Report goes to City Council.
- 6. There being no further business the chair adjourned the meeting at 8:35 PM.

Respectfully submitted,

Bill Harris, Secretary pro tem

## Housing Trust Fund Programs Financial Status

As of November 30, 2012

<b>Balance as of October 31, 2012</b>	<b>2,965,094</b>
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<b>Revenues for November 2012</b>	
Contributions	303,264
Loan Repayments	
Community Lodgings, Inc. (CLI)	2,288
Moderate Income Homeownership Program (MIHP)	33,423
Employee Homeownership Incentive Program (EHIP)	295
Ramp Mini Grant	
Fees Offsetting Expenditures	0
	<b>339,271</b>

<b>Expenditures for November 2012</b>	
Flexible Homeownership Program	0
Homeownership Counseling	
Housing Opportunities Fund - <i>see attached report</i>	0
Rental Accessibility Modification Program (RAMP)	0
	<b>0</b>

<b>Balance Available Before Outstanding Commitments/Reservations</b>	<b>3,304,364</b>
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<b>Outstanding Commitments/Reservations as of November 30, 2012</b>	
Braddock Small Area Plan Fund	374,080
Flexible Homeownership Program	585,816
HOME/HOF Match	304,171
Homeownership Counseling	56,020
FY 2014 Budget Reservation	171,404
Housing Opportunities Fund - <i>see attached report</i>	612,648
Rental Accessibility Modification Program (RAMP)	5,015
	<b>(2,109,153)</b>

<b>Unreserved Balance as of November 30, 2012</b>	<b>1,195,211</b>
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## Housing Opportunities Fund Financial Status

As of November 30, 2012

	HTF	General Fund	HOME	TOTAL
<b>Balance as of November 30, 2012</b>	612,648	229,703	1,845,801	2,688,152
<b>Repayment</b>				
AHDC admin reimbursement				0
<b>November 2012 Expenditures</b>				
Notabene			(51,547)	(51,547)
Alexandria Housing Development Corporation (AHDC)				
<b>Balance Available Before Outstanding Commitments</b>	612,648	229,703	1,794,253	2,636,604
<b>Outstanding Commitments</b>				
Alexandria Housing Development Corporation (AHDC)	91,000	54,500		145,500
CLI Notabene			88,184	88,184
Fees for Professional Services	10,000			10,000
<b>Unreserved Balance as of November 30, 2012</b>	<b>511,648</b>	<b>175,203</b>	<b>1,706,070</b>	<b>2,392,921</b>

# HOMEOWNERSHIP PROGRAMS REPORT

## November 2012

	November 2012				Total FY 2012 as of November 30, 2012			
	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
Federal Funds HAP	0	\$0	0	\$0	0	\$0	0	\$ -
Flexible Homeownership Program	0	\$0	0	\$0	1	\$48,330 - HTF	1	\$48,330 - HTF

**Loan Balances as of November 30, 2012:**

HOME HAP	\$ 36,358	Federal
CDBG HAP	\$ 123,942	Federal
Flex HP	\$ 585,816	Housing Trust Fund

**Other Housing Development Fund Financial Status**  
**As of November 30, 2012**

	Tax Revenue Account	Bond Account	TOTAL
<b>Balance as of October 31, 2012</b>	1,613,789	849,162	2,462,951
<b>November 2012 Expenditures</b>			
Alexandria Housing Development Corporation (AHDC)		\$0	
<b>Balance Available Before Outstanding Commitments</b>	1,613,789	849,162	2,462,951
<b>Outstanding Commitments</b>			
AHC East Reed Project	250,000		
Alexandria Housing Development Corporation (AHDC)		362,836	
<b>Unreserved Balance as of November 30, 2012</b>	1,363,789	486,326	1,850,115

Note: an additional \$2.25 million has been approved by AHAC for the AHC project; Council will consider this allocation in January