



ARHA REDEVELOPMENT WORK GROUP MEETING
MEETING AGENDA
September 20, 2021
5:30 PM – 7:00 PM

City Council Work Room, 301 King Street, Second Floor

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|---|---|
| 1. Welcome | Mayor Justin Wilson |
| a. Introductions | |
| 2. Review of June 17, 2021, Work Group Draft Meeting Summary | Redevelopment Work Group |
| 3. Consideration of Electronic Participation Policy (proposed Electronic Participation Policy attached) | City Staff and Redevelopment Work Group |
| 4. Development Planning Updates | Keith Pettigrew, Alexandria Redevelopment and Housing Authority and David Cortiella, Alexandria Redevelopment and Housing Authority |
| a. Section 18 - Saxony and Park Place | |
| b. Re-syndication Activities - BWR, Chatham Square | |
| c. Rental Assistance Demonstration Conversions - Chatham Square, BWR, Old Dominion, West Glebe, James Bland I, II, IV | |
| d. Samuel Madden Homes | |
| e. Ladrey Senior Highrise | |
| f. Prospective Timeline for Other RFP Redevelopment Projects | |
| 5. FY22 Potential Development-Related Funding Needs | Brandi Collins, Office of Housing, and Keith Pettigrew, Alexandria Redevelopment and Housing Authority |
| 6. November 2021 Joint Work Session | City staff and Alexandria Redevelopment and Housing Authority staff |
| 7. Other Business | Staff and Redevelopment Work Group |
| a. October 2021 Meeting Topics | |
| b. November 2021 Joint Worksession Topics | |

CY21 MEETINGS:

October 21, 2021 ▪ November 16, 2021 (Joint Work Session) ▪ December 16, 2021

**Alexandria Redevelopment and Housing Authority Redevelopment Work Group
June 17, 2021**

**MEETING SUMMARY
VIRTUAL MEETING**

Participants

Work Group Members

Justin M. Wilson, Mayor, City of Alexandria
John Taylor Chapman, Council Member, City of Alexandria
Stephen Koenig, City of Alexandria Planning Commission
Peter Kleeblatt, Chair, ARHA Board of Commissioners
Anitra Androh, Vice Chair, ARHA Board of Commissioners

City of Alexandria/Alexandria Redevelopment and Housing Authority (ARHA) Staff

Emily Baker, Deputy City Manager
Helen S. McIlvaine, Director, Alexandria Office of Housing
Karl Moritz, Director of Planning and Zoning
Eric Keeler, Deputy Director, Office of Housing
Nancy Williams, Deputy Director, Department of Planning and Zoning
Stephanie Sample, Department of Planning and Zoning
Christina Brown, City Attorney's Office
Brandi Collins, Office of Housing
Kim Cadena, Office of Housing
Sam Gates, Office of Housing
Keith Pettigrew, CEO, Alexandria Redevelopment and Housing Authority
Martin Lucero, Alexandria Redevelopment and Housing Authority
Thomas Jones, Alexandria Redevelopment and Housing Authority
Derek McDaniel, Alexandria Redevelopment and Housing Authority
Janell Diaz, Alexandria Redevelopment and Housing Authority
Gaynelle Diaz, Alexandria Redevelopment and Housing Authority
Juwahn Brown, Alexandria Redevelopment and Housing Authority

Introductions and Meeting Summary Approval

Mayor Justin Wilson convened the virtual meeting and read information regarding how the public could participate in the virtual meeting by Zoom. He confirmed there were no members of the public who wished to speak.

Stephen Koenig moved that the Summary of the May 20, 2021 meeting be approved. The motion was seconded by Anita Androh and the Meeting Summary of the May 20, 2021 meeting was approved by the Work Group.

Development Planning

Keith Pettigrew provided an update on ARHA's current plans for development projects. He reported that the draft Request for Proposals (RFP) for Ladrey was being finalized and would be presented to the ARHA Board of Commissioners for approval at their June 28 meeting. Mayor Wilson asked Mr. Pettigrew to clarify exactly what ARHA was asking developers to bid on. Mr. Pettigrew replied that the RFP was for the current Ladrey site and the old executive building. Mayor Wilson then asked Karl Moritz if Planning & Zoning had been consulted on the RFP to ensure its land use implications were consistent existing small area plans and zoning designations. Mr. Moritz said that he and his staff had a discussion on the small area plan and current zoning with ARHA staff. Mr. Pettigrew said that he would be happy to share the draft RFP with City staff. Peter Kleebatt added that ARHA has retained land use counsel to understand its options and guide the agency as it evaluates what any potential development partners might propose. The Mayor asked if Mr. Pettigrew could brief other members of the City Council on ARHA's plans in case there were questions from the public. Mr. Pettigrew said ARHA is working on a communications strategy that would include outreach to City Council.

Mr. Pettigrew informed the Work Group that they had three submissions in response to the RFP for Samuel Madden which would be shared with the ARHA evaluation panel on June 18 as well as shared at the June 28 ARHA Board meeting. He said he hoped to have an update for the Work Group in September.

Mr. Pettigrew shared an update on the [HUD Rental Assistance Demonstration](#) (RAD) applications ARHA submitted for six properties. He said they are waiting for the Physical Needs Assessments (PNAs) on the properties to come back from their consultant so they can start looking at financials. He said that he still hopes to have the subsidy transfer completed within twelve months, although these may take up to 18 months.

ARHA and City Staff Presentations

Martin Lucero made a presentation on the RAD process. He explained that the applications that ARHA has submitted are like placeholders and can be modified up until the final signing of the Housing Assistance Payments (HAP) contracts for each property. He said that depending on the results of the PNAs that are in process, ARHA might even resubmit some properties for Section 18. Mr. Pettigrew said this is unlikely, but they will not know how much rehabilitation work will be required until the PNAs are submitted. Mr. Lucero further explained that once the PNAs came in, ARHA would prepare a financing plan and determine the sequencing of the RAD conversions. During this phase, ARHA will also hold community meetings to educate residents about the RAD process and the financing plan, as well as any improvements to be made. Once all of that has been completed, ARHA will submit a formal application to HUD with their plan in preparation for the subsidy conversion.

Janell Diaz presented the demographics of ARHA's waiting list and current tenants. In response to a question from Ms. McIlvaine, Ms. Diaz confirmed that to be placed on the waiting list at least one member of the household was required to be documented. Continuing with her presentation, Ms. Diaz said that when ARHA opened its waiting list (online) in January 2021, they received 45,123 applications over the three-day open period. Mayor Wilson asked how many of those were from Alexandria. Ms. Diaz replied she would need to check that information and Mr. Pettigrew agreed to provide it to the Mayor. Ms. Diaz went on to explain the waitlist preferences that ARHA uses. Mr. Kleebatt asked if the preferences were determined by ARHA or if they were federally mandated. Ms. Diaz replied that the overall preferences were determined federally, but that ARHA chose which preferences to use and how heavily to weigh them. Mr. Kleebatt asked if there were any other categories of preference that ARHA would be permitted to use but chose not to. Ms. Diaz said the only other permitted preference allowed was based on where an applicant worked, but that ARHA chose not to use that one.

Mayor Wilson asked Ms. McIlvaine if there was coordination between the City and ARHA in terms of placing applicants on the ARHA waitlist or other affordable housing waiting lists into appropriate housing. Ms. McIlvaine explained that, based on information provided by Alexandria landlords, the Office of Housing provides a monthly list of committed affordable units (CAUs) that will be available in the next 30-60 days based on anticipated vacancies. These are units for which households on the ARHA waitlist could possibly be eligible. Mr. Kleebatt asked how many people on that list were Alexandria residents and Ms. McIlvaine clarified that Housing produced a list of affordable rental units, not a waiting list of households. She went on to say that the Office of Housing tries to help those who contact it looking for housing by informing them of what housing was currently or is anticipated to be available in the short term, including providing referrals to ARHA-owned LIHTC units. Mayor Wilson asked if there would be an advantage of consolidating the waiting lists for affordable units. Ms. McIlvaine responded that the City publicizes available units to as many people as possible and that households are not always ready to move when an opening arises because of remaining lease terms, etc. She went on to say that the addition of source-of-income as a protected class in Virginia would benefit housing-seekers as it would allow Housing Choice Voucher holders the freedom to move to any private apartment complex in the city (which they can afford), not just a limited selection. With more units available, voucher holders could choose to live in units that were not specifically committed affordable, potentially freeing those units up for others without assistance who need housing affordability.

Kim Cadena and Brandi Collins presented information on the demographics of the city, the populations who need affordable housing, persons accessing City-sponsored affordable housing programs, and current residents of select affordable housing developments. At the end of the presentation, Mayor Wilson noted the number of single people seeking affordable units as an interesting data point. Ms. McIlvaine said the current tax credit preferences (within the competitive 9% program) did not adequately serve that population because one-bedroom units were limited to only 20% of a development's total units based on established preferences to

create more family-sized units. She also mentioned that tax credit units do accept undocumented people and households, but income verification could be challenging. She said there is an effort underway to create a program to educate people about what is required to qualify for affordable housing and how to prepare to apply. Some nonprofit developers are also working on strategies to facilitate a broader range of approaches to income verification within the Treasury requirements for the tax credit program.

The Work Group expressed appreciation for the presentations and requested copies of all to share with their colleagues. Staff agreed to share the PPTs after the meeting and reminded the Group that all materials presented are posted online shortly after the meetings at [the ARHA Redevelopment Work Group page](#) on the City's website.

Other Business

November Joint Work Session

Mayor Wilson asked Ms. McIlvaine to confirm that staff was working to schedule a Joint Work Session between City Council, Planning Commission, and the ARHA Board of Commissioners in the fall. Ms. McIlvaine confirmed that effort is underway and, based on the Work Group's prior guidance, the meeting would mostly likely be scheduled in late fall to allow ARHA's selected development partners to participate and present concepts for Madden and Ladrey, as well as allow Councilmembers-Elect to attend. The Mayor agreed that the meeting should be after the November election and urged Ms. McIlvaine to schedule the Joint Work Session as soon as possible.

September Meeting Topics

Mayor Wilson asked if the meeting topic for the September meeting had been determined yet. Ms. McIlvaine said it had not been and that she was unsure of what it would be in light of possible progress in ARHA's development projects and staff's collaborative work this summer to identify and secure third-party predevelopment funding for various projects. She said that staff would likely provide updates on these projects at the September meeting. Mayor Wilson requested that the Work Group be notified in August of the September meeting agenda. Ms. McIlvaine agreed to do so.

With no other business to discuss, Mayor Wilson adjourned the meeting.

Electronic Participation Policy

The following policy is established for members' remote electronic participation in *Alexandria Redevelopment and Housing Authority (ARHA) Redevelopment Work Group* meetings due to:

1. A personal matter
 - a. On or before the day of a meeting, the member shall notify the Chair that the member is unable to attend the meeting due to a personal matter. The member must identify with specificity the nature of the personal matter.
 - b. A quorum of the Work Group must be physically assembled at the primary or central meeting location.
 - c. The Chair may approve or disapprove the request for electronic participation. If the absent member's remote participation is disapproved because such participation would violate this policy, the basis for the disapproval shall be recorded in the Work Group's minutes. The decision shall be based solely on the criteria in this policy, without regard to the identity of the member or matters that will be considered or voted on during the meeting.
 - d. The Work Group shall record the specific nature of the personal matter and the remote location from which the absent member participated in Work Group's minutes.
 - e. Participation by the absent member due to a personal matter shall be limited in each calendar year to: (1) two (2) meetings or (2) 25% of the meetings held rounded up to the next whole number, whichever is greater, of the Work Group.
2. A member's temporary or permanent disability or other medical condition or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance
 - a. On or before the day of a meeting, the member shall notify the Chair that the member is unable to attend the meeting due to the member's temporary or permanent disability or other medical condition that prevents his or her physical attendance or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance.
 - b. A quorum of the Board must be physically assembled at the primary or central meeting location.

- c. The Work Group shall record the fact of the member's disability or other medical condition or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance, and the remote location from which the absent member participated in the Work Group's minutes.
3. For any remote participation, the Work Group shall make arrangements for the voice of the absent member or members to be heard by all persons in attendance at the meeting location.