

ALEXANDRIA HOUSING AFFORDABILITY ADVISORY COMMITTEE

DATE: JUNE 2, 2016

LOCATION: ROOM 2000 - CITY HALL

AGENDA

Please note that no meetings are scheduled for July and August at this time.

1. Chair remarks (Chair) 7:00 p.m.
2. LIHTCs 101 (Helen McIlvaine, Paul Browne, Jon Frederick, and Alan Goldstein) 7:05 p.m.
3. Understanding the HOF/HTF Financial Reports (Eric Keeler) 8:05 p.m.
4. Consideration of May 5, 2016 meeting minutes (Chair) 8:20 p.m.
Action Requested: Review and Approve Minutes
5. AHAAC Draft FY16 Annual Report 8:25 p.m.
Action Requested: Review and Approve Annual Report
6. Ramsey Homes Update (Helen McIlvaine) 8:30 p.m.
7. North Potomac Yard Update (Tamara Jovovic/Jon Frederick) 8:40 p.m.
8. Alexandria Redevelopment and Housing Authority Written Update (Carter Flemming)
9. Alexandria Housing Development Corporation Update 8:45 p.m.
(Jon Frederick)
10. Announcements and Upcoming Housing Meetings (Staff) 8:50 p.m.

Old Town North Small Area Plan

Advisory Group Meeting—May 26, 2016, 7:00-9:00 p.m., Crowne Plaza Hotel, 901 N. Fairfax Street, Washington Room

Advisory Group Meeting—June 23, 2016, 7:00-9:00 p.m., Crowne Plaza Hotel, 901 N. Fairfax Street, Washington Room

Mini Charrette—June 23-26, 2016 (tentative), time and location to be determined

Ramsey Homes Redevelopment

Community Meeting—May 26, 2016, 7:00 p.m., Charles Houston Recreation Center, 901 Wythe St., Alexandria, VA 22314

Redevelopment Work Group Meeting—June 9, 2016, 5:30 pm, City Council Workroom, City Hall

North Potomac Yard Small Area Plan Update

Advisory Group Meeting #3—June 6, 2016, 7:00-9:00 p.m., Charles Houston Recreation Center, 901 Wythe St., Alexandria, VA 22314

Advisory Group Meeting #4—June 27, 2016, 7:00-9:00 p.m., Charles Houston Recreation Center, 901 Wythe St., Alexandria, VA 22314

Strategic Plan

Community Meetings—Summer 2016, dates, times, and locations to be determined

- | | |
|--|-----------|
| 11. Other | 8:55 p.m. |
| Topics of interest for future meetings | |
| Adjournment (Chair) | 9:00 p.m. |

AFFORDABLE HOUSING ADVISORY COMMITTEE MINUTES

City Hall Room 2000 | May 5, 2016

	Members Present	Members Absent	Staff
1		Michael Butler (m) (excused)	Melodie Seau, Division Chief
2	Katharine Dixon		Tamara Jovovic, Housing Analyst
3		Carter Flemming (excused)	Gypsy ErosteGUI, Asset Manager
4		Daniel Foreman	
5	Jon Frederick (m)		
6	Stephen Hales		
7	Bill Harris (m)		
8	Robyn Konkel		
9	Michelle KrockeR (m)		
10		Jessica Lurz*	
11	Helen McIlvaine*		
12	Joe Ouellette		
13		Peter-Anthony Pappas (m) (excused)	
14	Mary Parker		
15	Yasin Seddiq		
16		David Taylor (excused)	
17	Eric Weiss (m)		
18	Marian Wiggins		
19	vacant		
20	vacant		
21	vacant		
	Guests	Affiliation	Email
1	Elliott Waters		
2	Paul Browne	Wesley Housing Development Corporation	
3	Robert Reeves	Church of the Resurrection	

*non-voting

(m) – took minutes during fiscal year

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

1. Asset Management Presentation (Gypsy ErosteGUI)

The Office of Housing has developed a central system that aggregates all financial information related to housing loans and investments creating a more efficient way to review, monitor, and analyze that data. The database includes information on developer contributions, development loans, homeownership

financing, and loan repayments. The Office of Housing is currently managing assets valued at approximately \$105 million.

The City is requesting all departments create dashboard systems to report on and monitor progress in meeting goals, and the Office of Housing is one of the first to get its system up and running.

2. Consideration of April 7 Minutes, 2016 (Katharine Dixon)

Marian Wiggins made a motion to approve the minutes, and Michelle Krocker seconded the motion. K. Dixon requested that NAIOP be spelled out. The minutes were approved unanimously. NAIOP or the "Commercial Real Estate Development Association" is an acronym based on the Association's former name, The National Association of Industrial and Office Parks."

3. 2016 Apartment Survey Findings and Market Affordable Trends (Melodie Seau)

Melodie Seau presented data documenting the loss of market affordable units, increases in average rents starting in 1990, and the breakdown of affordable units by size by income groups. Large drops in the number of market affordable units 'lost' from year to year could be due to increases in rents at large apartment complexes such as Foxchase, Southern Towers, and Hunting Towers (Bridgeyard). J. Frederick also noted that the decline in affordable market units was not surprising, in part, due to stagnating wages.

The voluntary rent guidelines recommended by the Landlord-Tenant Relations Board will be presented to City Council on May 10, 2016.

4. Policy Discussion regarding City investment in "Workforce" Housing (Tamara Jovovic/Helen McIlvaine)

Should the City consider investments in housing for households earning 80% of AMI? This discussion was, in part, a result of a question posed by Councilmember Chapman to staff during Housing's budget worksession. Currently, the market affordable units tracked by the City may serve households up to 80% AMI, but affordability there is diminishing. Tamara Jovovic presented data to inform our discussion and we looked at an example in Arlington (The Serrano) that includes a substantial number of units up to 80% AMI and we heard about a potential acquisition by Wesley Housing of Parc Square in Arlandria. No conclusions were reached as further discussion is needed, but the consensus seemed to be to review each development on a case-by-case basis so that tradeoffs can be considered.

5. North Potomac Yard Small Area Plan Update (Jon Frederick/Tamara Jovovic)

A written report was circulated.

6. City Budget Process (Staff)

A written report was circulated. H. McIlvaine noted that the adopted FY17 budget funds debt service on previously issued bonds, a Relocation Coordinator, and new affordable housing projects. The budget also includes a one-time \$500,000 allocation to the Housing Trust Fund funded from the real estate taxes generated during the construction and assessment period of the National Science Foundation building. H. McIlvaine clarified that while the financing of

AHC's Church of the Resurrection project has to be committed in FY 2017, the City's loan would not be closed and no cash would be drawn down until FY 2018.

7. Old Town North Small Area Plan Update (Staff)

A written report was circulated.

8. City Strategic Plan (Tamara Jovovic)

A written report was circulated.

9. Alexandria Redevelopment and Housing Authority Update (Carter Flemming)

A written report was circulated. It was noted that ARHA provides approximately \$50,000 for a City senior feeding program.

10. Alexandria Housing Development Corporation Update (Jon Frederick)

A written report was circulated. J. Frederick noted that AHDC's project at Gateway at King and Beauregard had scored well in the preliminary rankings for VHDA's 2016 low-income housing tax credit allocation.

11. Nomination of New Chair (Staff)

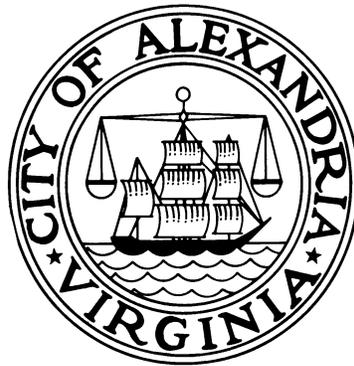
M. Krockner nominated Robyn Konkel to be considered as the next AHAAC chair. K. Dixon seconded the motion. R. Konkel agreed to serve. The vote to elect R. Konkel was unanimous with one abstention by R. Konkel.

12. Other

The link to a city-produced video 'Celebrating CDBG and HOME in Alexandria' was not working. Staff indicated that a new link would be circulated.

The meeting adjourned at 8:40 pm.

**The Alexandria Housing Affordability Advisory
Committee
FY15 (July 2015-June 2016) Annual Report**



June 2016 DRAFT

**The Alexandria Housing Affordability Advisory Committee (AHAAC)
FY15 Annual Report, July 2015-June 2016**

The Alexandria Housing Affordability Advisory Committee (AHAAC) comprises members appointed by the Alexandria City Council and is staffed by the Office of Housing. A list of the committee positions and members during Fiscal Year 2016 is included at the end of this report. The purpose of the committee is to advise City Council on issues regarding the preservation and creation of affordable housing; make recommendations on policies governing the expenditures of the City's Housing Trust Fund (HTF) and Housing Opportunities Fund monies; work with staff to monitor the implementation of the Housing Master Plan; and oversee the administration of the HTF. AHAAC held ten meetings during the annual reporting period.

To provide a broader range of perspectives regarding housing affordability, the City Council approved five new positions on the Committee at the end of FY 15. Three of the positions were filled in FY 16:

- An additional financial professional with knowledge and experience in the field of finance;
- One person who represents housing consumers under 30 years of age; and
- One person designated by, but who need not be a member of, the Commission on Persons with Disabilities.

It is anticipated that the remaining positions (representatives of Alexandria small businesses) will be filled by early Fall 2016.

FY 16 Accomplishments Overview

- Recommended approval of a \$5,500,000 permanent loan to AHDC for the Gateway at King and Beauregard project which proposed to deliver 74 units affordable to households with incomes ranging between 40% and 60% AMI. Approved the application's affordable housing plan.
- Recommended approval of a loan of up to \$1,000,000 to ARHA for the redevelopment of Ramsey Homes which proposed to deliver 53 affordable units, including 15 replacement units. Approved the application's affordable housing plan.
- Approved an affordable housing plan for 2901 Eisenhower Avenue which proposed to deliver 21 affordable rental units and a voluntary monetary contribution of approximately \$2.2 million to the Housing Trust Fund.
- Approved an affordable housing plan for the Oakville Triangle CDD which proposed to deliver 65 affordable rental units.
- Approved an affordable housing plan for the Edens-ABC/Giant site which proposed to deliver nine affordable rental units.
- Recommended approval of a predevelopment loan of up to \$500,000 to AHDC for the redevelopment of the Carpenter's Shelter which proposes to deliver up to approximately 98 affordable rental units, including ten permanent supportive units, on top of a new shelter.
- Attended community and advisory group meetings and provided feedback on four planning efforts—the Eisenhower West Small Area Plan, the Oakville Triangle/Route 1 Corridor Planning Study, the Old Town North Small Area Plan, and the North Potomac Yard Small Area Plan Update. AHAAC representatives were designated for two advisory groups; a Committee

member was appointed to serve on the North Potomac Yard Advisory Group (Jon Frederick) and the Landmark Van Dorn/Eisenhower West Implementation Advisory Group (Bill Harris).

- Reviewed and provided guidance on a quarterly basis on the implementation timeline of the Housing Master Plan and the FY16 Housing Action Plan.
- Received updates on and provided counsel to the FY 17 budget process.
- Received updates on and provided counsel regarding the 2016-2022 City Strategic Plan.
- Received updates on the implementation of the Beauregard Small Area Plan and activities of the relocation coordinator.
- Reviewed and conducted a public hearing on the FY17 Action Plan.

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

A. Housing Funding Requests: During the reporting period, AHAAC voted on three funding requests described below.

1. **AHDC:** In October 2015 AHDC requested a permanent loan of up to \$5.5 million from the Housing Opportunities Fund (HOF) to acquire development rights to construct an affordable housing building in a new mixed-use development at the intersection of King and Beauregard Streets. The total loan value incorporates a \$350,000 predevelopment loan approved by City Council in June 2015 to assist with architectural, engineering, and other associated fees. Acquisition of the development rights includes the associated entitlements, the underground parking required for the affordable units, and delivery of a finished podium (above retail space) on which the affordable units will be constructed. The project proposes to deliver 74 units affordable to households with incomes ranging between 40% and 60% AMI and will feature a mix of 1, 2 and 3 bedroom units; ten percent of the units will be accessible. The permanent loan is expected to leverage over \$22.8 million in private and public funding sources. **AHAAC voted to approve the loan with two abstentions.**

AHDC presented an Affordable Housing Plan in November 2015 which AHAAC voted to approve with two abstentions at the same meeting.

2. **Ramsey Homes:** In February 2016 ARHA requested a loan of up to \$1 million to support offsite infrastructure improvements and other required amenities to enable the redevelopment of Ramsey Homes into a mixed-income community; the loan was proposed to be funded from proceeds of ARHA's future repayment of the City's 2008 loan for Glebe Park.

The 53-unit redevelopment comprised 15 new replacement units per Resolution 830 affordable to households with incomes up to 30% of AMI and 38 new units affordable to households at 50% and 60% AMI. **AHAAC voted unanimously to approve the loan.**

ARHA presented an Affordable Housing Plan during the same meeting which AHAAC also voted to approve unanimously.

It is noted that the DSUP and a potential new loan for Ramsey will be re-considered in the Fall of 2016, so this item will be coming back following a new community process guided by the ARHA Redevelopment Work Group.

- 3. Carpenter's Shelter:** In February 2016 AHDC requested a predevelopment loan of up to \$500,000 for the proposed redevelopment of the Carpenter's Shelter site to provide a new shelter and related administrative and case management space; 10 units of permanent supportive housing for households transitioning out of the shelter; and approximately 100 affordable and workforce apartments. (It is noted that the total number of units has since been reduced to 98.)

AHDC and Carpenter's Shelter are collaborating on the proposal with AHDC acting as the developer for the joint venture. The proposed rental units will be affordable to incomes ranging between 40% and 60% of AMI and include a mix of one, two and three bedroom apartments, including 10 fully accessible units. The planned building proposes to take advantage of bonus density to maximize the potential affordable housing.

AHAAC voted to approve the loan with two abstentions.

- B. Affordable Housing Plans:** During the reporting period, AHAAC voted on five affordable housing plans that were included as part of the development process. Three of the plans are described below; the remaining two were included in Section A as they were paired with funding requests.

- 1. Oakville Triangle:** The Oakville Triangle Coordinated Development District (CDD)—located on the west side of the Route 1 Corridor approximately one-half mile from the proposed Potomac Yard Metro Station—is part of the larger Oakville Triangle/Route 1 Corridor Study Area. The developer requested a rezoning to a new CDD and, as part of the redevelopment process, agreed to provide a contribution in the form of on-site rental units. The 65 units, with the majority (63) planned to be studio units affordable to households with incomes at or below 60% of AMI, are valued at approximately \$7.8 million, which is approximately \$2.9 million more than the standard monetary contribution. This is consistent with the Housing Master Plan recommendation that contributions take into account that affordable housing is one of the City's highest priorities and that there should be a significant monetary or in-kind contribution to affordable housing in excess of what would normally be required with a DSUP.

The units will remain affordable for a 25-year period. The unit composition (with its emphasis on studio units) was designed to meet the needs of workers anticipated to fill jobs created by the retail, hospitality, maker, office, and flex space businesses envisioned in the Plan. The Committee will receive updates as DSUPs are submitted for each phase of the project. **AHAAC voted unanimously to approve the Oakville Triangle Affordable Housing Plan at its November meeting.**

- 2. 2901 Eisenhower Avenue:** The development site is located at 2901 and 2775 Eisenhower Avenue within the 1992 King Street/Eisenhower Avenue Metro Station Small Area Plan (SAP). There are no affordable housing goals or recommendations for

this site due to the age of the SAP. The project comprises two multifamily residential tower buildings with approximately 533 units, 9,000 square feet of retail, and 67 townhouses on a nine-acre site. The project applied to use Section 7-700 of the zoning code to secure additional density; this request will result in 21 affordable rental units affordable to households with income at or below 60% AMI. The development proposal allows flexibility for either a hotel or residential building to be developed as part of the South Tower phase. The approved AHP is based on residential development for both towers. If a hotel is ultimately developed on the South Tower block, a DSUP amendment will be required and a revised AHP will be submitted to the Committee for review.

In addition to the set-aside units, the Applicant will also be making a voluntary affordable housing contribution totaling \$2,201,384 if the development is built as initially designed. **AHAAC voted unanimously to approve the 2901 Eisenhower Avenue Affordable Housing Plan at its November meeting.**

- 3. Edens-ABC/Giant:** The redevelopment project, located on the site of the former Giant and ABC stores at the 500 block of First Street and 900 block of North Asaph Street, involves a mixed-use building featuring 232 residential units and approximately 50,000 square feet of ground-floor retail. The developer requested a rezoning to a new CDD and, as part of the redevelopment process, agreed to provide a contribution in the form of on-site rental units. The nine units, with the majority (7) planned to be studio units affordable to households with incomes at or below 60% of AMI, are valued at approximately \$2.4 million, which is approximately \$1.1 million more than the standard monetary contribution. This is consistent with the Housing Master Plan recommendation that contributions take into account that affordable housing is one of the City's highest priorities and that there should be a significant monetary or in-kind contribution to affordable housing in excess of what would normally be required with a DSUP. **AHAAC voted unanimously to approve the Edens-ABC/Giant Affordable Housing Plan at its February meeting.**

C. Housing Trust Fund Overview: FY16

\$tbd was pledged to the Housing Trust Fund. \$tbd was received into the Housing Trust Fund. \$tbd was expended from the Housing Trust Fund.

D. Housing Master Plan:

AHAAC is an important champion and steward of the Housing Master Plan. As such, in FY16 AHAAC helped monitor implementation through the following efforts:

- 1. Quarterly Progress Report:** At the Committee's recommendation, staff revised the Housing Master Plan Progress Report template to make the report more informative and user-friendly.
- 2. Changes to Homeownership and Home Rehabilitation Programs:** The Committee was briefed on proposed changes to the City's Homeownership and Home Rehabilitation programs.

E. Other

As part of its monthly meetings, AHAAC received regular updates on the activities of AHDC and ARHA and on ongoing planning projects.

In Winter and Spring 2016, staff conducted a series of educational presentations and initiated several policy discussions with the Committee. Topics addressed included:

- Affordable housing valuation techniques
- City investment in workforce housing
- Low-income housing tax credits

The Committee also received copies of educational and outreach materials produced in FY16 by staff pursuant to ongoing implementation of the Housing Master Plan. These included the Housing Trust Fund Report, the Office of Housing Services and Programs Resource Guide, and the Federal Funds video.

Staff held an orientation/refresher session for new members prior to its April 2016 meeting.

Committee Composition (voting members): 19

- 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
- 2 Financial professional with knowledge and experience in the field of finance
- 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 an employee of the City or the Alexandria City Public Schools
- 1 Person who represents housing consumers under 30 years of age
- 2 Representatives of the City's small business community, including the retail, restaurant, or hospitality sectors
- 1 Person designated by, but need not be a member of, the Commission on Persons with Disabilities

Voting Members between July 2015 and June 2016:

Katharine Dixon, Chair
Michael Butler
Carter Flemming
Daniel Foreman (October 2015 – present)
Stephen Hales (February 2016 – present)
William Harris
Robyn Konkel
Eric Weiss
Edric Kirkman (– April 2016)
Peter-Anthony Pappas
Michelle Krockner
Jon Frederick
Joe Ouellette
Janelle Beverly (– October 2015)
Mary Parker (February 2016 – present)
David Taylor
Marian Wiggins (February 2016 – present)
Yasin Seddiq (February 2016 – present)

Secretary – Treasurer Report

May 23, 2016

The Board approved the Administrative Plan for the Housing Choice Voucher Program at the April 25, 2016 Board Meeting. The approval of the Admission and Continuing Occupancy Plan (ACOP) that governs the administration of the Public Housing Program is being presented at the current May 23, 2016 Board Meeting. The next major policy documents that will be presented to the Board will be the Leases and Addendums for the respective properties that were previously provided to you in draft form. Even though the revisions of these various policy documents were presented in the Agency Annual and Five Year Plan, the staff will conduct presentations and briefings with our residents and community stakeholders. There is also a regulatory requirement to provide a sixty (60) day notice to residents before the provisions of the revised leases can become effective.

I noted in the April 25th Board Book that there are several additional policy and procedural documents that will be provided to the Board over the course of the next six months: Personnel; Procurement; Fleet Management; and Risk Control that are being revised to reflect the modifications to HUD regulations and PIH Notices that have been promulgated since these documents were last updated. You will also be required to review and approve the 2017 Annual and Five Year Plan during the same period that some of the other referenced documents will be submitted to you for approval.

The timing for the submission of these policy documents to the Board will consider the demands that are being facilitated by the implementation of the Reorganization Plan and advancing the formulation of the land sales agreements with the top ranked developers designated to complete the five RFP sites. The work environment for the Board will be further impacted by the work related to the redevelopment of the Ramsey and Ladrey properties.

PRIORITY WORK ASSIGNMENTS

The work assignments section of this report has not been amended since the April 25th Board Meeting as the major work of the Agency has been directed to accomplishing our redevelopment efforts associated with advancing the Ramsey analysis of site development alternatives. Work is still being accomplished on all work near term, as well as on-going assignments but the targeted time milestones still remain constant.

Near Term 2016 Actions:

- **Board Directed Assignments** – April-May 2016
 - Engagement of Communication Personnel/Consultants
 - Tracking System (template) for Periodic Assignments (completed)
 - Provide RFP Presentation to Board (completed)
 - Identify Number of ARHA Residents in Senior Program (completed)
 - Establish Dropbox (completed)
 - Resolve Outstanding Accounts Payable with Attorney (completed)
 - Obtain Auditor Approval of Record Retention Policies (completed)
 - Issue Press Release to provide facts about ARHA's funding of a senior program cut by the city (May 27th)

- Prepare a Q&A Fact Sheet to respond to a Ramsey editorial (completed)
 - Prepare an outline of the Tax Credit Application decision parameters (May 26th)
- Resident Stipend Program – June 2016
 - City Council Affordable Housing Presentation - September 2016
 - OTC Completion/Closeout and Financial Reconciliation – June 2016
 - Board Approval of ACOP, Section 8 Administrative Plan and Lease Revisions – April - July 2016

On- Going Projects:

- Ramsey Homes Redevelopment Approvals – September 2017
- ACE and Global Full Implementation
- Saxony Square/Park Place Disposition

ARHA FINANCIAL AND ADMINISTRATIVE STATUS

The approval of the FY 2016 Budget has required the Finance Department to begin making adjustments to the financial records. The Statement of Operations report in the Board Book is based on the FY 2015 Budget because we did not want to delay the presentation of a financial report for another month. The report substantiates that we have a positive financial position: net income of \$315,857 with an unrestricted balance of \$97,596. The realignment of the financial records to conform to the FY 2016 Budget will modify the allocation of revenues and expenses among the various AMPS so there will be changes in the level of funds that are transferred to a specific AMP. We are accumulating reserves at a higher level than projected YTD. It is worth noting that the Central Office did not require the use of developer fees or CY transfers and ended the first quarter of FY 2016 in a positive net income level of \$80,074.

The Rent Roll Analysis Report denotes a 2% and 8% increase in the rents charged for the Public Housing and Non-Public Housing between April and May, 2016. This represents the highest level of rents charged in FY 2016. The increase or stabilization of the level of the May rental will improve the revenue level for the Agency. The positive reversal of the rent roll at Hopkins-Tancil was a major cause of the increase rent roll for the non-public housing properties.

The ARHA Reorganization Plan became effective May 2, 2016. We initiated the Plan in the later part of March with the commencement of a six (6) week training curriculum that was designed to enhance the understanding of the Public Housing and Housing Choice Voucher programs rules and regulations. The individual program distinctions have been collapsed functionally to improve operation proficiency and accountability. The Reorganization process also required the restructuring or establishment of Standard Operating Procedures (SOPs) to implement the revisions to the program operating documents, ACOP and SEMAP. Employees will have a 90 day probationary period to demonstrate their competency in managing the new work requirements, policies and procedures. Job retention will be contingent on employees achieving a standard based performance level with a demonstrated capacity to support ARHA’s Strategic Plan (SP);

comprehension of Federal, State and Local policies and regulations; and the provision of quality customer service.

One of the most impactful and successful training sessions was on customer service. The trainer provided a number of techniques to improve customer service behavior and his inter-active teaching method increased the level of learning by all of the staff. It will be easy to measure whether the training provided a halo effect outcome or a permanent adoption of new tools to improve this area of performance. This will definitely be one of the standards that will be employed to determine employee sustainability during the probation period.

I noted some of the techniques that are being used in the Facilities and Modernization Department in the April Board Book. They are worth reiterating because there will be a record to monitor whether improvement is being achieved in the customer service area: providing the date for the work order to be completed to the tenant in advance of the visit; leave a notification of their visit in the home if no one is present during the visit; and a follow-up call will be made to the resident to ascertain their satisfaction with the quality of the work and the performance of the staff.

REAL ESTATE DEVELOPMENT STATUS

OTC V

The completion of the work assignments to allow the submission of the Disposition/Demolition Application (Application) for OTC that conforms to HUD's recently promulgated mixed financing and disposition regulations is a priority work assignment. There are a myriad of policy and resource allocation decisions that are being impacted by the absence of a final HUD approval. This includes the repayment of the \$5.8M Glebe Park loan with the clarity required to determine how these funds can be utilized to support other affordable housing initiatives in the City. It will also guide the decision about how to source other redevelopment projects in ARHA's development portfolio. The current plan involves completing the preparation of the Application and the accompanying financials, audit reports and cost certifications so that HUD can effect a decision earlier than their normal seventy five (75) review/approval time frame. I am cautiously optimistic that the document will be at HUD within the next forty five (45) days so we could anticipate a September, 2016 approval date at the latest.

RAMSEY

There has been a considerable level of analysis, meetings, preparation of site development plans, engineering studies, legal review, site valuation study and intensive staff work completed by the City and ARHA staff. The comprehensive work is being completed to achieve a development plan that will yield a competitive tax credit application and can be supported and advocated for by the residents and community stakeholders. We have examined two site development concepts and permutations that will either provide for fifty three (53) units in two three story buildings with underground parking or one building, four stories in height with 52 units over structured parking. In addition to the 52-unit new constructions buildings there would also be the preservation of one of the four existing buildings that would be configured as a four unit or two unit residential property.

At the most recent meeting of the ARHA Redevelopment Work Group, May 19, 2016, a proposal was made by Councilman Justin Wilson to consider using the preserved building for childcare. The ARHA and City staffs are conducting research to determine the regulatory, design and cost parameters that influence the consideration of this use as a viable use.

A community engagement meeting has been planned for Thursday May 26, 2016, at the Charles Houston Recreation Center starting at 7:00 pm. The purpose of the meeting is to brief the community on the status of the work that has been completed by the ARHA and City staffs and consultants on the two site development alternatives. A power point presentation is accessible on the City's and ARHA's websites to provide information to the community in advance of the meeting. I met this morning with Karl Moritz and Helen McIlvaine to review the bundle of hard and soft costs associated the retention of one building on the Ramsey site. Our plan is to present an outline of the costs at the May 26th Community meeting so that there is an understanding of all expense factors associated with the residential use of the retained property.

LADREY

The initial momentum to undertake the redevelopment of Ladrey was associated with the potential acquisition of a multi-family property that would have accommodated the planned relocation of the current senior population at the property. That was ultimately determined not to be a financial viable solution so we have started to research a tenant-in-place redevelopment plan. We have engaged a development team to begin the preliminary project work: phases I and II environmental reports; part 58 environmental review; and preparation of the relocation plan.

The City's Office of Planning and Zoning has initiated the process to update the North Old Town Small Area Plan. A Community Advisory Committee was established to guide the planning effort. One of our Chatham Square residents, Kevin Harris, is a member of the Advisory Committee. There have been several Community Briefing Sessions held that we should encourage Ladrey residents to attend to be conversant about the impacts the updated Plan will have on their Ladrey home.

At the request of the P&Z staff who are managing the North Old Town Small Area Plan Update, we have held a few preliminary meetings to discuss how to treat the brick wall and surface parking that borders the Ladrey property on Fairfax Street. The initial meeting included ARHA, P&Z and a representative of the developer partner who has been preliminarily selected to redevelop the ARHA Administrative Building. I will keep the Board and ARHA residents updated as this planning process evolves with P&Z.

REQUEST FOR PROPOSALS – FIVE SITE REDEVELOPMENT

The Board authorized the release of letters to the developer partners requesting clarification on various aspects of plans they submitted in response to the RFP. A second round of meetings are being planned for the first week of June to conduct the second round of meetings to obtain a response to the letters and begin to determine the sequence for site development, develop a preliminary time schedule to accomplish the work elements that have to be completed before the negotiation of the Land Sales Agreement, begin the site planning and entitlement process with the City (normally takes 18-24 months), plan the civic engagement process and timing and finalize

development teams. At this stage of the redevelopment, the interviews with the developers are restricted to Executive Session.

ASSET MANAGEMENT (AM)

HUD's Asset Management Performance Standards level has been used as the yardstick to measure the performance of the staff. During the month of April, we operated at or below the threshold standards for occupancy; TARs Vacant Unit Turnaround Time; Emergency Work Orders and Outstanding Work Orders. The collective occupancy rate for the Public Housing and Market Rate (MR) units went from thirty five (35) days for the month of March to twenty seven (27) days for the month of April. The MR properties responsible for the largest number of vacancies are Princess Square and Hopkins-Tancil. The numbers of vacancies will most likely increase over the next few months due to court actions associated with late payment of rent or suitability. Ladrey routinely has the most volatile fluctuation in tenancy due to death and inability to sustain independent living. We are also experiencing the need to begin right sizing units, agency-wide, due to modification in the household composition. The most measurable change in occupancy over the next sixty days could occur at Adkins due to rent delinquencies and suitability.

HOUSING CHOICE VOUCHER

The staff continues to maintain high performance in the administration of the Housing Choice Voucher (HCV) Program. The staff achieved an 83% utilization rate (a 1% increase from the last reporting period) and a 100% expenditure level (a 1% increase from the last reporting period) of the allocated budget authority. The ARHA Reorganization eliminated the separate program structure that has operated in the past. There is now a consolidated administration of the HCV and Public Housing Programs. We are examining how to revise the reporting format for both of these programs to reflect the three new functional assignment areas: Intake, Occupancy and Compliance. The changes could occur as soon as the June Board Book.

NAHRO WINTER CONFERENCE

NAHRO's Annual Winter Conference will be held from October 14th through 16th in New Orleans. The Conference Agenda is still being prepared but typically the Winter Conference has included a significant number of Commissioner oriented training sessions. As soon as the agenda is made available I will transmit it to the Board so that you can indicate whether you would be interested in attending. I suspect that the location of the conference will increase the level of interest in attending the event. Therefore I would like to know your level of interest so we can properly budget for this event. We have requested to host a worksession at the conference so, if selected, we will be taking staff to the Winter Conference.

COMMUNITY PROGRAMS AND EVENTS

We sponsor community programs and events to enrich the quality of life for the full spectrum of our residents. We also convene special events to celebrate the efforts extended by the ARHA staff to provide self-sufficiency programs and skills to our residents. Since the Board's schedule has become very complex, I am going to provide a list of programs and events that I would like to request that you attend and invite members of your family to attend when appropriate given the nature of the activity:

- May 30th - Ladrey Memorial Day Picnic-Ladrey Courtyard @ 1:00 pm
(APD Sponsored)
- June 25th – Ruby Tucker Day – Ruby Tucker Center at Hopkins-Tancil
@1:00 pm to 5:00pm
- July 9th – ARHA Picnic – Joseph Hensley Park @ 12:00 noon to 5:00pm
- July 22nd – ARHA Kings Dominion Family Outing @8:00 am to 7:00pm
- August 3rd – National Night Out (six locations: Ladrey; Hopkins-Tancil;
Charles Houston; Quaker Hill; Princess Square; Barrett
Recreation Center) @4:00 – 6:00pm
- August 6th – Youth Art Festival – Mt. Vernon Recreation Center @1:00 to 5:00pm
- October 14th – 16th – NAHRO National Conference – New Orleans
- November 16th – 18th – Virginia Governor's Housing Conference – Roanoke, VA
- December 19th – 21st – Santa's Winter Wonderland - Charles Houston
Recreation Center

EVENTS AND MEETINGS

FUTURE EVENTS

Ramsey Community Meeting	Thursday, May 26th (CHC) 7:00 pm
ARHA Board Meeting	Wednesday, June 1st (401 Wythe Street) 8:00 am
Section - 106 Community Meeting	Monday, June 6th (401 Wythe Street) 6:30 pm
ARHA Board Meeting	Wednesday, June 8th (401 Wythe Street) 8:00 am
ARHA Redevelopment Work Group	Thursday, June 9th (CCWR) 5:30 pm
ARHA Board Meeting	Wednesday, June 15th (401 Wythe Street) 8:00 am
ARHA Board Meeting	Wednesday, June 22nd (401 Wythe Street) 8:00 am
ARHA Board Meeting	Wednesday, June 29th (401 Wythe Street) 8:00 am
ARHA/City Council Meeting	Thursday, June 30th (CCWR) 5:30 pm

Housing Opportunities Fund Financial Status As of April 30, 2016

	HTF	General Fund	HOME	Tax Revenue	Bonds	TOTAL
Balance as of March 31, 2016	5,006,703	0	1,437,170	571,584	1,600,000	
Loan Repayment Brent Place			62,450			62,450
April 2016 Expenditures			(20,783)			(20,783)
Alexandria Housing Development Corporation (AHDC)						
Balance Available Before Outstanding Commitments	5,006,703	0	1,478,837	571,584	1,600,000	8,657,124
Outstanding Commitments						
Alexandria Housing Development Corporation (AHDC)	64,389	0	0	0	0	64,389
AHDC King and Beauregard	2,928,217	0	358,633	571,584	1,600,000	5,458,434
AHC Inc. Fillmore	1,582,246	0	1,057,754	0	0	2,640,000
AHC Inc. Church of the Resurrection	400,000	0	0	0	0	400,000
Fees for Professional Services	31,850	0	0	0	0	31,850
Unreserved Balance as of April 30, 2016	0	0	62,450	0	0	62,450

Housing Trust Fund Programs Financial Status

As of April 30, 2016

Balance as of March 31, 2016	9,112,366
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Revenues for April 2016	
Contributions	0
Loan Repayments	
Moderate Income Homeownership Program (MIHP)	53,522
Employee Homeownership Incentive Program (EHIP)	2,661
HCS - Subordination Fee Deposits	150
	56,333

Expenditures for April 2015	
Flexible Homeownership Program	(10,000)
Homeownership Counseling	(600)
Rebuilding Together Alexandria	0
Housing Opportunities Fund - <i>see attached report</i>	0
Rental Accessibility Modification Program (RAMP)	0
	(10,600)

Balance Available Before Outstanding Commitments/Reservations	9,158,099
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Outstanding Commitments/Reservations as of April 30, 2016	
Braddock Small Area Plan Fund	834,080
Flexible Homeownership Program	725,329
HOME/HOF Match	321,058
Homeownership Counseling	86,245
FY 2017 Budget Reservation	420,000
Housing Opportunities Fund - <i>see attached report</i>	5,006,703
AHDC - Carpenter's Shelter Site	200,000
Rebuild Together Alexandria	0
Beauregard Fund	0
Rental Accessibility Modification Program (RAMP)	6,122
	(7,599,537)

Unreserved Balance as of April 30, 2016	1,558,562
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