

**ALEXANDRIA HOUSING AFFORDABILITY ADVISORY COMMITTEE**

**MEETING**

**DATE: February 1, 2024**

**TIME: 7:00-8:15 P.M.**

**VIRTUAL**

***\*Spanish interpretation will be provided upon request\****

**AGENDA**

1. Introduction and Chair Remarks (Chair) 7:00 p.m.
2. Virginia General Assembly: Housing Legislation Update (Sarah Graham Taylor) 7:05 p.m.  
*Action Requested: Information Item/Opportunity to Ask Questions*
3. Electronic Participation Policy Update 7:30 p.m.  
*Action Requested: Review and Vote on Electronic Participation Policy Update*
4. Consideration of December 7, 2023, Minutes 7:45 p.m.  
*Action Requested: Review and Vote on December Minutes*
5. Report Outs (Committee Members) 7:50 p.m.
  - a. Alexandria West Small Area Plan
  - b. PRGS
6. ARHA Updates (Michelle Krockner) 7:55 p.m.
7. Housing Alexandria Updates (Jon Frederick) 8:00 p.m.
8. Information Items: 8:05 p.m.  
Financial Report
9. Announcements and Upcoming Housing Meetings (Staff) 8:10 p.m.  
  
**ARHA Redevelopment Work Group**  
Thursday, February 15; 5:30 p.m. – 7:00 p.m.  
Council Work Room, City Hall, 301 King Street  
  
**AlexWest Community Meeting**  
Monday, March 4; 7:00 p.m. – 9:00 p.m.  
Virtual (link to be provided)
10. Adjournment (Chair) 8:15 p.m.

**City of Alexandria**  
**Alexandria Housing Affordability Advisory Committee**  
**Electronic Participation Policy for Remote Participation and All-Virtual Public Meetings**

It is the policy of the Alexandria Housing Affordability Advisory Committee that members may participate in meetings of the Committee by electronic communication means as permitted by § 2.2-3708.3 of the Code of Virginia.

Remote Participation by Individual Members

Remote participation by individual members is allowed under the following circumstances:

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 Committee 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 Committee'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 Committee shall record the specific nature of the personal matter and the remote location from which the absent member participated in the Committee'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 Committee.
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 Committee 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 Committee's minutes.

3. The member's principal residence is more than 60 miles from the meeting location identified in the meeting notice.
4. For any remote electronic participation, the Committee shall make arrangements for the voice of the absent member or members to be heard by all persons in attendance at the meeting location.

*[IMPORTANT: City Council, Planning Commissions, the Board of Architectural Review, the Board of Zoning Appeals, and any boards with the authority to deny, revoke, or suspend a professional or occupational license are not permitted to use all-virtual public meetings. Those boards must delete the section below concerning all-virtual public meetings before adopting this electronic participation policy]*  
All-Virtual Public Meetings

All-virtual meetings are permitted, other than for groups prohibited by Code of Virginia § 2.2-3708.3, when conducted in conformance with the following requirements:

1. The meeting notice shall indicate that the meeting will be all-virtual and a statement that the method by which the Committee meets shall not be changed unless a new notice is advertised;
2. Public access to all-virtual public meetings is provided via electronic communication means;
3. The electronic communication means used allows the public to hear all members of the Committee participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members of the group as well;
4. A phone number or other live contact information is provided to alert the group if the audio or video transmission of the meeting fails. The Committee shall monitor the means of communication during the meeting and recess until public access is restored if the transmission fails for the public;
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the Committee for a meeting is made available to the public in electronic format at the same time that such materials are provided to members of the group;
6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meeting when public comment is customarily received;
7. No more than two members of the Committee are together in any one remote location unless that remote location is open to the public to physically access it;
8. If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public resumes before the Committee votes to certify the closed meeting as required by § 2.2-3712(D);
9. The Committee shall not convene an all-virtual meeting more than (i) two (2) meetings or (ii) 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater. The Committee shall not hold consecutive all-virtual meetings; and
10. Minutes of all-virtual public meetings held by electronic communication means are taken as required by Code of Virginia § 2.2-3707 and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the

meeting was held. If a member's participation from a remote location is disapproved because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity.

This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the City Council. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Code of Virginia § 2.2-3708.2.

**ADOPTED** \_\_\_\_\_

# ALEXANDRIA HOUSING AFFORDABILITY ADVISORY COMMITTEE DRAFT MINUTES

City Hall Room 2000 | December 7, 2023

	Members Present	Members Absent	Staff
1	Annette Bridges (via phone)		Tamara Jovovic, Housing Program Manager
2	Jan Macidull		Kenny Turscak, Housing Analyst
3	Michelle Krocker		Kim Cadena, Housing Analyst
4	Michael Doyle		Mayra Jordan, Bilingual Intake Specialist
5	Betsy Faga, Chair		Mike Swidrak, Planning & Zoning
6		Coss Lumbé	Daniel Welles, Planning & Zoning
7		Yeshewase Ayele	Stephanie Sample, Planning & Zoning
8	Jon Frederick		
9		Robyn Konkel	
10	Peter Sutherland		
11	Michael Jackson		
12	Shelley McCabe		
13	Peter-Anthony Pappas		
14	Aschalew Asabie (via phone)		
15	Melissa Sathe		
16	Michael Butler		
17	Felicia Brewster		
18	Sean Zielenbach		
	Helen McIlvaine*, Housing		
	Alison Coleman*, DCHS		
	Guests	Affiliation	
1	Stephen Koenig	Commissioner, Alexandria Planning Commission	
2	Steve Mikulic	McGuireWoods LLP	
3	Ken Wire	WireGill	
4	Megan Rappolt	WireGill	
5	Lauren Riley	Walsh, Colucci, Lubeley & Walsh	
6	Rob Richardson	WinnCompanies	
7	Peter Kleeblatt	Pinkard Group	

\*non-voting

## **1. Introductions and Chair remarks (Chair)**

The Chair called the meeting to order at 7:02 p.m. Sean Zielenbach took minutes.

## **2. Consideration of an Affordable Housing Plan for Ladrey (Kim Cadena/Steve Mikulic)**

Kim Cadena introduced Steve Mikulic, attorney representing ARHA, to present the project; Mr. Mikulic introduced members of the WinnCompanies project team, which is leading the development project.

The Ladrey redevelopment project proposes replacing the existing 11-story building with a new building ranging from 5 to 7 stories in height and containing 270 units. All units will be affordable to households with low incomes; units will range in affordability from 30% to 80% of the area median income (AMI). The new project will represent an increase of 100 units over the existing Ladrey property. 80% of the project's units will be designated for households with at least one individual aged 55 and over, and 20% of the units can be occupied by households of any age; this mix allows existing Ladrey residents with disabilities who are under 55 to return to the community while reserving the majority of the units for senior housing.

The applicant is applying for 9% Low-Income Housing Tax Credits and intends to seek for additional funds through a future 4% tax credit application. The applicant intends to preserve the 170 existing project-based vouchers in the new project, ensuring that those tenants pay no more than 30% of their incomes toward rent.

One member asked about parking at the site and if the applicant has conducted a car ownership survey. The applicant responded that a parking study has been conducted and that the parking ratio will be higher than what currently exists at the site.

A member of the City's Commission on Aging (COA) noted that the Commission reviewed the applicant's proposal at its October meeting. The COA raised questions for the applicant regarding parking, unit design, relocation, and other topics. The member applicant responded to COA's questions and shared the following information with the Committee:

- Units will be designed to accommodate the elderly tenant and his/her caregiver;
- There will be sufficient space for residents to meet with their case managers / providers;
- There will be a dedicated spot for emergency vehicles to park;
- While there will not be dedicated parking for caregivers, the planned number of parking spaces exceeds the number of current residents with cars; that excess should be sufficient for caregivers; and
- The developers recognize that some relocation of existing tenants will be necessary during construction and are committed to making the process as safe and minimally invasive as possible.

While the applicant has not completed a formal market analysis to document demand for the units, the developers believe that demand will exceed the 270-unit supply. With existing tenants being given the right of return to the completed project, the waiting list for units may be approximately three years.

Another member asked if the applicant has plans for a potential construction budget gap. The applicant responded that they will seek a 9%/4% tax credit deal while also seeking other funding sources.

The Chair closed discussion on the Affordable Housing Plan. Shelley McCabe motioned to endorse the plan; Jon Frederick seconded the motion. The Committee endorsed the Affordable Housing Plan unanimously.

**3. Consideration of an Affordable Housing Plan for 820 Gibbon Street  
(Kenny Turscak/Cathy Puskar)**

Kenny Turscak introduced Lauren Riley, attorney representing applicant Madison Homes. The applicant proposes constructing 14 townhouses at the corner of Gibbon & S Alfred Streets, replacing an existing office building, surface parking, and storage facility at the site. As the applicant is seeking rezoning to a density above that envisioned in the underlying small area plan, and is opting to utilize Section 7-700 bonus density, one of the 14 three-bedroom townhouse units is required to be provided as committed affordable for-sale housing. The affordable for-sale unit will be priced at \$325,000, approximately one million dollars less than the projected sale price comparable market-rate units, and will be marketed to households with incomes between 70% and 100% AMI.

One member asked if the project's townhouse design will enable residents to age in place. The developers responded that, in similar townhouse projects, some residents have opted to install elevators.

Another member asked when the townhouses will be delivered. The applicant responded that a January 2025 groundbreaking is planned, with delivery anticipated in early 2026. Eric Keeler added that the Office of Housing will conduct a lottery for the affordable homeownership unit as delivery nears.

Peter Sutherland motioned to endorse the affordable housing plan; Michelle Krocker seconded the motion. The Committee voted to endorse the Affordable Housing Plan unanimously.

**4. Consideration of an Affordable Housing Plan for 1201 E. Abingdon Drive  
(Kenny Turscak/Ken Wire)**

Ken Wire and Megan Rappolt, attorneys representing the Pinkard Group, presented the 1201 E. Abingdon Drive project. The applicant proposes converting the existing commercial office building to a multi-family rental property containing 136 units, including seven committed affordable units (CAUs). The accompanying memo summarized the

CAU unit mix, levels of affordability, and tenure. The property is planned to achieve a LEED Silver designation. In addition to converting the existing office use to residential multifamily use, the applicant proposes adding one additional floor and wing to the building and creating an on-street inset for pick-ups and drop-offs. The project is envisioned to provide approximately 162 parking spaces, equating to more than one space per unit.

Michelle Krocker motioned to endorse the Affordable Housing Plan; Shelley McCabe seconded the motion. The Committee voted to endorse the Affordable Housing Plan unanimously.

#### **5. Alexandria West Small Area Plan Update (Tamara Jovovic/All)**

Tamara Jovovic provided an Alexandria West Small Area Plan update and noted that Staff will provide an update to City Council at its January 23 legislative meeting. Ms. Jovovic outlined the plan's proposed anti-displacement policies (many of which would require legislative action) including tenant empowerment strategies and the prioritization of infill development to the extent possible.

Ms. Jovovic noted that community members expressed a desire to preserve affordability for current area residents. The plan proposes an aspirational goal that one-third of the units would be affordable to households earning at or below 60% of AMI, and more housing options would be created for households making between 40% and 50% of AMI. Draft housing recommendations were summarized in the presented powerpoint.

One member asked if the plan will be able to incentivize property owners and/or developers to adhere to the City's Voluntary Rent Increase Guidelines. Ms. Jovovic responded that the city's affordable housing partners and properties with affordable set-aside units adhere to the policy, but that due to its voluntary nature, market-rate properties do not. No rent control proposals are anticipated to be part of the plan. The City's ability to enact rent control measures must be granted by the General Assembly.

Another member asked how the proposed plan relates to or incorporates elements of the existing Beauregard Small Area Plan (BSAP), which encompasses a portion of the Alexandria West plan area. The member also noted that 40% AMI units were a large part of the affordable housing stock envisioned to be provided through the BSAP, and that entitlements were granted through this plan. Ms. Jovovic stated that if approved, the Alexandria West Small Area Plan would replace the BSAP while existing entitlements would be preserved. Other members expressed interest in exploring how the proposed plan can incorporate certain affordable housing elements of the BSAP, while acknowledging that development conditions have changed since the BSAP's adoption.

#### **6. Consideration of November 2, 2023, Minutes**

Felicia Brewster motioned to approve the November 2, 2023, minutes; Michelle Krocker seconded the motion. The Committee approved the November meeting minutes unanimously; Peter Sutherland abstained.



## **7. Report Outs (Committee Members)**

Felicia Brewster provided an update on the December 7 meeting of the Eisenhower West Landmark Van Dorn Implementation Advisory Group. Ms. Brewster reported on plans for the redevelopment of the 5001 Eisenhower property and the potential for including affordable housing on site.

Betsy Faga reported attending the Office of Housing's Local Rental Subsidy Meeting held on December 4. Ms. Faga noted that the meeting kicked off a study of a potential local rental subsidy program, and many community members engaged in the meeting chat. While no funding for such a subsidy has been considered yet, many community members expressed interest. Another member noted that data presented was informative.

Michelle Krocker noted that the Metropolitan Area Council of Governments projected 60%+ growth in Alexandria's population by 2050, based in part on the number of development plans that have been approved. Committee members discussed how much density and development is appropriate for the city. Committee members noted that while the city has numerous parcels with redevelopment potential, it is important to undertake such development thoughtfully.

## **8. ARHA Updates (Michelle Krocker)**

Michelle Krocker informed the Committee that ARHA is working internally to replace staff lost with the departure of former CEO Keith Pettigrew.

## **9. Housing Alexandria Updates (Jon Frederick)**

Jon Frederick reported that the existing buildings have been demolished at the Sansé + Naja project site, and Housing Alexandria plans to begin construction on its Seminary Road project in January 2024. Mr. Frederick also noted that Housing Alexandria follows the City's Voluntary Rent Increase Guidelines but, while rental increases are challenging for tenants, project operating costs also have increased significantly in the past few years – approximately 10-12% per year.

## **10. Information Items:**

Eric Keeler presented the City's November financial report. Mr. Keeler noted that there have been few recent developer payments to the Housing Trust Fund, but new payments are expected in early 2024.

## **11. Announcements and Upcoming Housing Meetings (Staff)**

### **[Local Rental Subsidy Study Community Meeting](#)**

Monday, December 4; 6:30 p.m. – 8:00 p.m.

[Virtual](#)

### **[Solutions for Affordable Housing Conference](#)**

Thursday, December 7; 9:00 a.m. – 5:00 p.m.  
National Press Club, 529 14th St NW, Washington, DC

**[AlexWest Planning Community Meeting](#)**

Monday, December 11; 7:00 p.m. – 9:00 PM  
[Virtual](#)

**12. Adjournment (Chair)**

Michelle Krocker motioned to close the meeting; Jan Macidull seconded the motion. The Chair adjourned the meeting at 9:05 p.m.

# FY 2023 Affordable Housing Development Funds

## Financial Report

### December/January Highlights

Payments Received	Reference	DSUP or Transation ID	\$ Amount
Developer Contributions	Tri Pointe Homes	2020 - 10035	\$149,762
	1200 North Henry	2020 - 00001	\$336,403
<b>Grand Total</b>			<b>\$486,165</b>

New Pledges / Project Name	Developer	Project Type	\$ Pledged
<b>Grand Total</b>			

New Transaction(s)	Fund	Date	\$ Amount
AHDC - Arlandria	Housing Opportunity Fund	12/15/2023	-\$2,000,000
Pilot Rental Assistance			-\$44,312
<b>Grand Total</b>			<b>-\$2,044,312</b>

## Revenues

	2023						2024						FY Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Developer Contributions	\$0	\$85,417	\$10,412	\$0	\$0	\$0	\$486,165	\$0	\$0	\$0	\$0	\$0	\$581,994
Developer Contributions - Braddock SAP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Multifamily Loan Repayments	\$0	\$193,721	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$193,721
New Revenue Allocated by City Council	\$12,151,130	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,151,130
ARPA CIP Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>FY Total</b>	<b>\$12,151,130</b>	<b>\$279,138</b>	<b>\$10,412</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$486,165</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,926,845</b>

**Balance Available**  
**\$601,845**

## Commitments and Reservations

*The lifecycle of a project often spans more than a single FY. The "Start" column in the table below represents remaining monies already committed and/or reserved for a project on July 1 of the current FY.*

Fund / Project	Start	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY Total	Grand Total
<b>Housing Trust Fund</b>															
Braddock SAP	\$2,123,273	-\$2,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$2,100,000	\$23,273
Pilot Rental Assistance	\$398,391	-\$18,589	-\$14,437	-\$26,289	-\$22,078	-\$25,332	-\$41,592	-\$2,720	\$0	\$0	\$0	\$0	\$0	-\$151,037	\$247,354
Rebuilding Together Alexandria (RTA)	\$0	\$50,000	-\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Housing Trust Fund Total</b>	<b>\$2,521,664</b>	<b>-\$2,068,589</b>	<b>-\$64,437</b>	<b>-\$26,289</b>	<b>-\$22,078</b>	<b>-\$25,332</b>	<b>-\$41,592</b>	<b>-\$2,720</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$2,251,037</b>	<b>\$270,627</b>
<b>Housing Opportunity Fund</b>															
AHDC - Arlandria	\$9,500,000	\$24,700,000	\$0	\$0	\$0	\$0	-\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$22,700,000	\$32,200,000
AHDC - Operating	\$0	\$275,000	-\$275,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
AHDC - Seminary	\$2,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250,000
ARHA - Redevelopment and Repositioning	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
ARHA - Samuel Madden	\$1,000,000	\$2,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,100,000	\$3,100,000
Arlandria Chirilagua Housing Coop	\$0	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000	\$2,500,000
ARPA Projects	\$14,500,000	-\$14,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$14,500,000	\$0
CHP - Witter Place	\$10,500,000	-\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$400,000	\$10,100,000
CLI - Elbert Avenue	\$170,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$170,000
EHIP	\$75,500	-\$41,500	-\$15,000	-\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$71,500	\$4,000
<b>Housing Opportunity Fund Total</b>	<b>\$38,295,500</b>	<b>\$14,633,500</b>	<b>-\$290,000</b>	<b>-\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>#####</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,328,500</b>	<b>\$50,624,000</b>