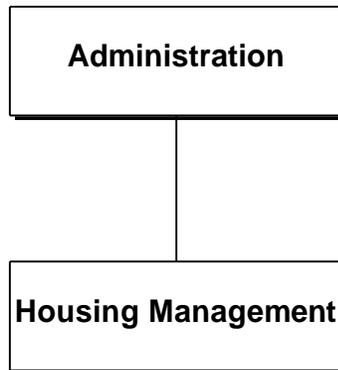


**DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT
FUND 941, FAIRFAX COUNTY RENTAL PROGRAM**



<i>Agency Position Summary</i>	
14	Regular Positions / 14.0 Regular Staff Years

Position Detail Information

HOUSING MANAGEMENT

3	Housing Services Specialists II
1	Electrician II
1	Engineering Technician II
1	Painter II
2	Painters I
1	Plumber I
3	General Building Maintenance Workers I
1	Administrative Assistant IV
1	Administrative Assistant II
14	Positions
14.0	Staff Years

FUND 941 FAIRFAX COUNTY RENTAL PROGRAM

Agency Mission

To manage affordable rental housing acquired by the Fairfax County Redevelopment and Housing Authority (FCRHA) and to maintain and preserve the units for long term rental availability.

Agency Summary					
Category	FY 2001 Actual	FY 2002 Adopted Budget Plan	FY 2002 Revised Budget Plan	FY 2003 Advertised Budget Plan	FY 2003 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	28/ 28	14/ 14	14/ 14	14/ 14	14/ 14
Expenditures:					
Personnel Services	\$1,543,337	\$973,141	\$973,141	\$1,017,325	\$1,017,325
Operating Expenses	3,114,882	1,910,742	2,160,357	2,120,327	2,120,327
Capital Equipment	2,284	0	150,000	0	0
Total Expenditures	\$4,660,503	\$2,883,883	\$3,283,498	\$3,137,652	\$3,137,652

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2003 Advertised Budget Plan, as approved by the Board of Supervisors on April 29, 2002:

- ◆ The Board of Supervisors made no changes to the FY 2003 Advertised Budget Plan.

The following funding adjustments reflect all approved changes to the FY 2002 Revised Budget Plan from January 1, 2002 through April 22, 2002. Included are all adjustments made as part of the FY 2002 Third Quarter Review:

- ◆ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$40,735 has been reflected as an increase to the FY 2001 expenditures and \$70,278 has been reflected as an increase to the FY 2001 revenues. As a result of these adjustments the FY 2002 Beginning Balance is increased by \$29,543.

County Executive Proposed FY 2003 Advertised Budget Plan

Purpose

The Fairfax County Rental Program (FCRP) is a local rental-housing program developed and managed by the Department of Housing and Community Development (HCD) for the Fairfax County Redevelopment and Housing Authority (FCRHA). The FCRP is designed to provide affordable rental housing in the County for low- and moderate-income families. In addition, the seven Group Home properties provide housing for persons with disabilities in conjunction with the Fairfax-Falls Church Community Services Board (CSB) and the Virginia Housing and Development Authority (VHDA).

In FY 2003, 483 units and a 115-space mobile home park will be supported under the Fairfax County Rental Program for low- to moderate-income residents and 68 beds will be maintained in Group Homes. The FCRP includes projects developed by the FCRHA and other privately developed or rehabilitated housing units acquired by the FCRHA. The privately developed and rehabilitated sites are located throughout Fairfax County, primarily in converted condominium projects.

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The operation of this program is primarily supported by tenant rents and County General Fund support in the amount of \$312,476 for condominium fees. In addition, debt service contributions are received from Fund 141, Elderly Housing, to provide support for the debt service costs of Little River Glen, a FCRHA elderly housing development. Accounting procedures require that the debt service for this project be paid out of Fund 941, Fairfax County Rental Program, although the operating costs are reflected in Fund 141, Elderly Housing. Fund 941 is also used to account for debt service payments on three facilities owned by the FCRHA and leased to Fairfax County: the United Communities Ministries (UCM) offices, the replacement Mondloch I emergency shelter (Creighton Square project), and the Gum Springs Head Start offices.

In addition, HCD staff administers the contract between the FCRHA and private firms hired to manage two "stand alone" properties, Hopkins Glen and Cedar Ridge. In FY 2003, it is anticipated that ownership of one of these projects, Cedar Ridge, a 198-unit development in the Hunter Mill District, will be transferred to Reston Interfaith, subsequent to FCRHA and the U.S. Department of Housing and Urban Development (HUD) approval.

FY 2003 Initiatives

In FY 2003 Fund 941, Fairfax County Rental Program (FCRP), total funding in the amount of \$3,137,652 includes \$2,662,317 for the FCRP Operating Program and \$475,335 for Group Homes. FY 2003 revenue is estimated to be \$3,116,928, or 99.3 percent, of the estimated total expenditures. Fund Balance will provide the FY 2003 projected operating deficit balance. The FY 2003 cost for Fund 941, Fairfax County Rental Program including Group Homes is \$2,315,094 after adjusting for debt service payments of \$822,558. It should be noted that an additional amount of \$312,476 in General Fund support is included in Agency 38, Department of Housing and Community Development, for homeowners' fees for FCRP units.

The following charts summarize the total number of units in the Rental Program and Group Homes in FY 2003 and the projected operating costs associated with the units:

<u>Project Name</u>	<u>Units</u>	<u>FY 2003 Cost</u>	<u>District</u>
Chatham Town	10	\$75,654	Braddock
Little River Square	45	340,430	Braddock
McLean Hills	25	189,126	Providence
Springfield Green	14	105,913	Lee
Colchester Towne	24	180,671	Lee
Penderbrook	48	309,206	Providence
Island Creek	8	60,522	Lee
Working Singles Housing Program	20	33,691	Providence
FCRHA Operating	NA	181,564	Various
Woodley Homes Mobile Home Park	115	362,981	Mt. Vernon
Cedar Ridge ¹	198	0	Hunter Mill
Hopkins Glen ¹	91	0	Providence
United Community Ministries (Debt Service)	NA	37,971	Lee
Creighton Square (Debt Service)	NA	65,001	Providence
Gum Springs – Head Start (Debt Service)	NA	208,727	Mt. Vernon
Little River Glen (Debt Service)	<u>NA</u>	<u>510,860</u>	Braddock
Subtotal FCRP Operating	598	\$2,662,317	

¹ The units at Cedar Ridge and Hopkins Glen are part of the FCRP Program. Both properties are managed and maintained by a private contractor. All funding for these units will be reported by the property management firm and reported to the agency on a regular basis.

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The Group Homes program is summarized in the following table including the number of beds and the level of FY 2003 funding:

<u>Project Name</u>	<u>Beds/Units</u>	<u>FY 2003 Cost</u>
Minerva Fisher Group Home ¹	12	\$118,523
Rolling Road Group Home ²	5	39,887
West Ox Group Home ³	19	107,138
First Stop Group Home ²	8	70,496
Mount Vernon Group Home ²	8	42,741
Leland Group Home ⁴	8	54,971
Patrick Street Group Home ²	<u>8</u>	<u>41,579</u>
Subtotal Group Homes	<u>68</u>	<u>\$475,335</u>
Total Beds/Fund Expenditures	666	\$3,137,652
Less: Debt Service	NA	<u>(\$822,558)</u>
Total Program Operations	666	\$2,315,094

¹ Includes all Operating Expenses including utilities.

² Includes emergency Operating Expenses and insurance liabilities.

³ Includes emergency Operating Expenses, ground maintenance, and insurance liabilities.

⁴ Includes debt service payments.

Funding Adjustments

The following funding adjustments from the FY 2002 Revised Budget Plan are necessary to support the FY 2003 program:

- ◆ A net increase of \$44,184 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ A net decrease of \$40,030 in Operating Expenses primarily associated with a reduction in maintenance and repair projects at Fairfax County Rental Program properties.

The following funding adjustments reflect all approved changes in the FY 2002 Revised Budget Plan since passage of the FY 2002 Adopted Budget Plan. Included are all adjustments made as part of the FY 2001 Carryover Review and all other approved changes through December 31, 2001:

- ◆ In November 2001, subsequent to the *FY 2001 Carryover Review*, an allocation provided \$27,700 for Project 00386, Woodley-Nightgale, for the replacement of property owner sheds as part of a four-year maintenance schedule. The expenses are reimbursed from previously received revenues placed in the Replacement Reserve fund balance.
- ◆ In September 2001, subsequent to the *FY 2001 Carryover Review*, an allocation provided \$150,000 for Project 013863, Penderbrook Apartments, for the replacement of the HVAC system. The Virginia Housing and Development Authority will reimburse the FCRHA for the expenses incurred.
- ◆ As part of the *FY 2001 Carryover Review*, the Board of Supervisors approved a total funding increase of \$221,915 including encumbered carryover of \$30,581, unencumbered carryover of \$41,922 for deferred projects at Penderbrook Apartments and Braddock Crossing, allocations of \$82,412 for FY 2002 projects at Minerva Fisher and Penderbrook, and \$67,000 for Creighton Square debt service payments.

FUND 941 FAIRFAX COUNTY RENTAL PROGRAM

FUND STATEMENT

Fund Type H94, Local Rental Housing Program

Fund 941, Fairfax County
Rental Program

	FY 2001 Actual	FY 2002 Adopted Budget Plan	FY 2002 Revised Budget Plan	FY 2003 Advertised Budget Plan	FY 2003 Adopted Budget Plan
Beginning Balance¹	\$953,938	\$1,035,769	\$981,518	\$1,767,384	\$1,796,927
Revenue:					
Dwelling Rents	\$1,904,213	\$1,746,401	\$1,746,401	\$2,086,195	\$2,086,195
Investment Income	65,814	42,208	42,208	79,046	79,046
Other Income ²	2,354,231	330,040	1,607,390	440,827	440,827
Debt Service Contribution	508,318	702,908	702,908	510,860	510,860
Total Revenue	\$4,832,576	\$2,821,557	\$4,098,907	\$3,116,928	\$3,116,928
Total Available	\$5,786,514	\$3,857,326	\$5,080,425	\$4,884,312	\$4,913,855
Expenditures:					
Personnel Services ²	\$1,543,337	\$973,141	\$973,141	\$1,017,325	\$1,017,325
Operating Expenses ²	3,114,882	1,910,742	2,160,357	2,120,327	2,120,327
Capital Equipment	2,284	0	150,000	0	0
Total Expenditures	\$4,660,503	\$2,883,883	\$3,283,498	\$3,137,652	\$3,137,652
Total Disbursements	\$4,660,503	\$2,883,883	\$3,283,498	\$3,137,652	\$3,137,652
Ending Balance	\$1,126,011	\$973,443	\$1,796,927	\$1,746,660	\$1,776,203
Replacement Reserve	542,344	389,756	1,213,240	1,162,973	1,192,516
Cash with Fiscal Agent	583,667	583,687	583,687	583,687	583,687
Unreserved Ending Balance	\$0	\$0	\$0	\$0	\$0

¹ In FY 2002 the Beginning Balance is reduced by \$144,493 representing the amount of the Replacement Reserve being transferred to Fund 950, Housing Partnerships.

² In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$40,735 has been reflected as an increase to the FY 2001 expenditures and \$70,278 has been reflected as an increase to the FY 2001 revenues. The audit adjustment has been included in the FY 2001 Comprehensive Annual Financial Report (CAFR).