

MINUTES OF THE REGULAR MEETING OF THE FAIRFAX COUNTY
REDEVELOPMENT AND HOUSING AUTHORITY

January 27, 2005

On January 27, 2005, the Commissioners of the Fairfax County Redevelopment and Housing Authority (FCRHA) met in the FCRHA Board Room, One University Plaza, 4500 University Drive, Fairfax, Virginia, at 6:58 p.m. for a presentation.

The presentation was given by Stephanie Mensh, Fairfax Area Disability Services Board member. Ms. Mensh thanked HCD for appropriating \$1.5 million in funding for the housing needs of persons with disabilities and presented the FCRHA with a list of recommendations for its consideration, including a call for a change in policy and funding priority to allow for going beyond the minimum standards for accessibility in ADUs. Ms. Mensh stressed the importance of matching needs with resources for persons with disabilities and requested that the FCRHA change the age requirements at the newly constructed elderly housing units near the Vienna Metro.

After her presentation, Ms. Mensh, along with Ms. Carmen Sanchez, Department of Family Services staff, responded to questions from the Commissioners. The presentation concluded at 7:10 p.m.

The Acting Chair, Ronald Christian, thanked Ms. Mensh for the presentation and for working diligently with people with disabilities in the community.

Commissioner Kyle requested that the information be distributed to the members of the FCRHA Resident Advisory Council.

The following Commissioners were present for a portion or all of the presentations: Ronald Christian, Martin Dunn, Willard Jasper, John Kershenstein, H. Charlen Kyle, Elisabeth Lardner, John Litzenberger, Jr., Albert McAloon, and Lee A. Rau.

CALL TO ORDER

FCRHA Acting Chair, Ronald Christian, called the regular meeting of the FCRHA to order at 7:11 p.m. FCRHA Commissioners present or absent:

PRESENT

Ronald Christian
Martin Dunn
Willard Jasper
John Kershenstein
H. Charlen Kyle
Elisabeth Lardner
John Litzenberger, Jr.
Albert McAloon
Lee A. Rau
Joan Sellers*

ABSENT

Conrad Egan

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*Commissioner Sellers arrived at 7:40 p.m. during discussion of Item Number 2, Resolution Number 02-05.

Also present at the meeting were the following staff of the Department of Housing and Community Development (HCD): Paula C. Sampson, Director; Mary A. Stevens, Deputy Director; Harry Swanson, Deputy Director, Revitalization and Real Estate; Patricia Schlener, Director of Administration; Stacy Patterson, Public Information Officer, HCD Office of Public Affairs; Michael Finkle, Director of Housing Management, (HMD); Curtis Hall, Director, Information Systems and Services (ISS); Anne Morrison, Asset Manager; John Payne, Director, Design, Development and Construction (DD&C); Gordon Goodlett, Development Officer, DD&C; Roberta Butler, Development Officer, DD&C; Tom Armstrong, Development Officer, DD&C; Steve Solomon, Director, Financial Management Division (FMD); Joe Maranto, Fiscal Administrator, Financial Management Division (FMD); Penny Xu, Fiscal Administrator, FMD; Aseem Nigam, Director, Real Estate Finance and Grants Management Division (REFGM); Audrey Spencer Horsley, Associate Director, REFGM; Louise Milder, Associate Director, REFGM; Michael Pearman, Management Analyst, REFGM; Jodi Cienki, Administrative Associate, HMD; and Winifred A. Clement, FCRHA Assistant. Other Fairfax County staff in attendance: David Bobzien, County Attorney; David Stroh, Assistant County Attorney, FCRHA Counsel.

PUBLIC HEARING:

The Chair opened the public hearing on the Fairfax County Redevelopment and Housing Authority Five-Year Plan Update for Fiscal Years 2006-2010 and Annual Plan Update for Fiscal Year 2006, Prepared Under the Federal Quality Housing and Work Responsibility Act of 1998 at 7:12 p.m.

Ms. Pam Gannon, Director of Facility Planning and Site Development, Fairfax-Falls Church Community Services Board (CSB), testified before the FCRHA. Included in her list of recommendations to the FCRHA was a request that the FCRHA include citizen time at all FCRHA meetings. She also called for more cross collaboration between the CSB and the FCRHA. After her testimony, Ms. Gannon responded to questions from the Commissioners.

Commissioner Kyle requested that the information as presented, including the "Out of Reach" report be distributed to members of the FCRHA Resident Advisory Council.

A motion was made by Commissioner Kershenstein, seconded by Commissioner Kyle, that the FCRHA amend its procedures to include *Citizen Time* at all FCRHA meetings. A vote was taken after discussion, and the motion carried unanimously.

The Acting Chair closed the Public Hearing at 7:30 p.m.

APPROVAL OF MINUTES:

A motion was made by Commissioner Rau, seconded by Commissioner Jasper, to approve the minutes of the December 9, 2004 FCRHA meeting as written. A vote was taken; the motion carried, with Commissioners Lardner and Kershenstein abstaining.

ACTION ITEMS

1.

RESOLUTION NUMBER 01-05

APPROVAL TO SUBMIT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT THE FAIRFAX COUNTY REDEVELOPMENT AND HOUSING AUTHORITY FIVE-YEAR PLAN UPDATE FOR FISCAL YEARS 2006-2010 AND ANNUAL PLAN UPDATE FOR FISCAL YEAR 2006, PREPARED UNDER THE FEDERAL QUALITY HOUSING AND WORK RESPONSIBILITY ACT OF 1998

NOW THEREFORE, BE IT RESOLVED THAT the Fairfax County Redevelopment and Housing Authority (FCRHA) approves the submission of the Five-Year Plan Update for Fiscal Year 2006-2010 and Annual Plan Update for Fiscal Year 2006 contained in the item presented to the FCRHA at its meeting on January 27, 2005.

A motion was made by Commissioner Jasper, seconded by Commissioner McAloon, that the FCRHA adopt Resolution Number 01-05. A vote was taken, and the motion carried unanimously.

2.

RESOLUTION NUMBER 02-05

AUTHORIZATION TO PURCHASE AND FINANCE UP TO SEVEN AFFORDABLE DWELLING UNITS (ADUs) AT THE WILLOW OAKS SUBDIVISION PURSUANT TO SECTION 2-810 OF THE FAIRFAX COUNTY ZONING ORDINANCE (SPRINGFIELD DISTRICT)

NOW THEREFORE BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) hereby authorizes:

- 1) The Chairman, Vice Chairman, Secretary, or any Assistant Secretary of the FCRHA to draw against the line of credit with SunTrust Bank an amount up to \$941,414, as interim financing to be used to acquire up to seven (7) five-bedroom units (Units) at the Willow Oaks subdivision, and authorizes any Assistant Secretary to negotiate the terms of and enter into a contract or contracts to purchase these Units as outlined in the item presented to the FCRHA at its meeting of October 28, 2004;

- 2) Staff to pursue arrangements for the permanent financing of up to seven (7) Units, by borrowing against the value of the Units, secured by deeds of trust on the Units, an aggregate amount not to exceed the debt that can be serviced by rental cash flow from the Units; and
- 3) Preparation of a financing plan, to be submitted to the FCRHA and Board of Supervisors for approval, which will include arrangements for the permanent debt and equity financing of the Units and payment of homeowner association fees by the County.

A motion was made by Commissioner Kershenstein, seconded by Commissioner Dunn, that the FCRHA adopt Resolution Number 02-05. A brief presentation was given by John Payne, Director of Design, Development and Construction Division. After his presentation, Mr. Payne responded to questions from the Commissioners. A vote was taken after discussion, and the motion carried unanimously.

Commissioner Kershenstein thanked his fellow Commissioners and HCD staff for getting the additional information on ADU, as requested. Commissioner Litzenberger reiterated his request made at the previous FCRHA meeting that HCD explore the possibility of changing the term Affordable Dwelling Units (ADUs) to Affordable Rental Units (ARUs). The suggested change, he said, would better reflect the possibility of homes being rented out and avoid confusing citizens.

HCD Director Paula Sampson explained that a draft letter is being reviewed by the County Attorney's office that would address his concerns.

HCD staff was requested to present at the next meeting, an outline of the notification process being used to reach homeowners prior to the acquisition of ADUs by the FCRHA.

3. RESOLUTION NUMBER 03-05

AWARD OF CONTRACT FOR THE CONSTRUCTION OF THE
SOUTHGATE NEIGHBORHOOD COMMUNITY CENTER AND
AUTHORIZATION TO DRAW AGAINST THE LINE OF CREDIT
WITH SUNTRUST BANK (HUNTER MILL DISTRICT)

BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA):

- 1) Determines that Falls Church Construction Corporation is the lowest responsive and responsible bidder for the construction of the Southgate neighborhood community center;

- 2) Authorizes the Chairman, Vice Chairman, its Secretary or Assistant Secretary to enter into a contract in the amount of \$2,880,000 with Falls Church Construction Corporation, for the construction of the Southgate Neighborhood Community Center and to approve future change orders to this contract in an amount not to exceed 10% percent of the contract (\$288,000); and
- 3) Authorizes draws to be made against the SunTrust Bank line of credit in an amount up to \$3,600,000 for the purpose of advancing funds toward the construction of the Southgate Neighborhood Community Center.

A motion was made by Commissioner Rau, seconded by Commissioner McAloon, that the FCRHA adopt Resolution Number 03-05. A brief presentation was given by Roberta Butler, Development Officer, Design, Development and Construction Division (DD&C). After the presentation, Ms. Butler and John Payne, Director, DD&C, responded to questions from the Commissioners.

A vote was taken after discussion, and the motion carried unanimously.

Commissioner Kershenstein requested that an information brochure be put together listing all of the community centers owned by HCD.

4. RESOLUTION NUMBER 04-05

AUTHORIZATION FOR HUNTING CREEK HOUSING CORPORATION, AS MANAGING GENERAL PARTNER FOR HUNTING CREEK HOUSING ASSOCIATES, LP (OWNER OF THE HUNTING CREEK PROJECT) TO: (1) EXECUTE A PURCHASE AGREEMENT FOR THE SALE OF THE HUNTING CREEK PROJECT TO AHD, INC. AND (2) WAIVE ITS RIGHT TO PURCHASE THE PROJECT AT THE SAME PRICE AND TERMS OFFERED BY AHD, INC.

WHEREAS, the Fairfax County Redevelopment and Housing Authority (FCRHA), through the Hunting Creek Housing Corporation (HCHC) entered into a partnership agreement, entered into and dated November 24, 1980 (the Agreement) by and between CRICO Limited Partnership of Hunting Creek (general partner) and Capital Housing Partners (limited partner) for the development of Hunting Creek, a low and moderate income housing project in Fairfax County; and

WHEREAS, the Hunting Creek project is owned by Hunting Creek Housing Associates, a Limited Partnership (the Partnership); and

WHEREAS, HCHC has received an offer to sell the project to AHD, Inc. on behalf of the Partnership to AHD, Inc. (Buyer); and

WHEREAS, the FCRHA approves the price and terms of the purchase proposal submitted by Buyer, dated December 10, 2004; and

WHEREAS, the Buyer will provide the FCRHA with an exclusive right of first refusal to purchase Hunting Creek as a condition of the sale of the project; and

WHEREAS, the FCRHA desires to waive its right of first refusal to purchase the Hunting Creek project in accordance with the Partnership Agreement in consideration of the Buyer providing the FCRHA with a new right of first refusal to purchase; and

NOW, THEREFORE, BE IT RESOLVED that the FCRHA authorizes HCHC, as managing general partner of Hunting Creek Housing Associates, to: (1) execute a purchase agreement for the sale of the Hunting Creek project to Buyer, as substantially proposed in their purchase proposal, dated December 10, 2004, (2) waive its right to purchase the project at the same price and terms offered by Buyer, and (3) further authorizes any Assistant Secretary of the Authority, on behalf of the Authority, to execute any documents, where necessary, relating to the sale of the Hunting Creek project.

A correction was made to Resolution Number 04-05 as follows: In paragraph 7, the proposal date of December 10, 2005 was corrected to read December 10, 2004.

A motion was made by Commissioner Lardner, seconded by Commissioner Dunn, to adopt Resolution Number 04-05, as amended. A brief presentation was given by Aseem Nigam, Director of Real Estate Finance and Grants Management (REFGM) and Michael Pearman, Management Analyst, REFGM. After the presentation, Messrs. Nigam, Pearman, and Rick Edson, Vice President, AHD, Inc., responded to questions from the Commissioners.

After discussion, a vote was taken, and the motion to adopt Resolution Number 04-05, as amended, carried unanimously.

5. RESOLUTION NUMBER: 05-05

APPROVAL OF RECOMMENDATIONS FOR THE USE OF FY 2006
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND HOME FUNDS

BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA)

- (1) approves recommendations for the use of FY 2006 Community Development Block Grant and HOME funds presented to the FCRHA at the meeting on January 27, 2005; and

- (2) forwards those recommendations to the Consolidated Community Funding Advisory Committee for consideration in preparation of the Consolidated Plan One-Year Action Plan Use of Funds for FY 2006.

A motion was made by Commissioner Jasper, seconded by Commissioner McAloon, to adopt Resolution Number 05-05. After a brief presentation given by Audrey Spencer-Horsley, Associate Director of REFGM, she responded to questions from the Commissioners.

A vote was taken after discussion, and the motion carried unanimously.

Commissioner Kyle requested that a copy of this item be sent to the Resident Advisory Council.

At the request of the Acting Chair, John Payne, Director of Design, Development and Construction, gave a brief presentation on Resolutions 06-05 and 07-05. After the presentation, Mr. Payne responded to questions from the Commissioners. Brief comments were made by Karen Cleveland, Executive Director of Habitat for Humanity.

6. RESOLUTION NUMBER 06-05

APPROVAL OF DEVELOPMENT PLAN FOR GLENWOOD MEWS
(LEE DISTRICT)

BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) hereby:

1. Approves the development of 15 lots at Glenwood Mews in partnership with Inova Health Systems for the Magnet Housing Program;
2. Approves that, in conjunction with the development of the Magnet Housing, two additional finished lots be sold to Habitat for Humanity of Northern Virginia (HFHNV) for affordable home ownership opportunities;
3. Authorizes the reallocation of \$75,000 from Fund 142, Community Development Block Grant, Project 014127, to Telegraph Road, Project 013966 for initial architectural and engineering work; and
4. Authorizes the Chairman, Vice Chairman, or any Assistant Secretary on behalf of the FCRHA to execute and deliver all necessary or appropriate documents relating to the development of these 15 lots at Glenwood Mews and sale of two finished

lots to Habitat for Humanity of Northern Virginia as outlined in the item presented to the FCRHA at its meeting on January 27, 2005.

A motion was made by Commissioner McAloon, seconded to Commissioner Sellers, that the FCRHA adopt Resolution Number 06-05. A vote was taken after discussion, and the motion carried unanimously.

Commissioner Sellers requested that HCD publicize the concept of magnet housing as much as possible so that the community can be informed. The Acting Chair commended Commissioner McAloon and HCD staff for their effort at this project.

7. RESOLUTION NUMBER 07-05

AUTHORIZATION TO TERMINATE THE REQUEST FOR PROPOSALS FOR
GLENWOOD MEWS (LEE DISTRICT)

BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) hereby authorizes the termination of the Request for Proposals issued for development of Glenwood Mews on November 5, 2003.

A motion was made by Commissioner McAloon, seconded by Commissioner Kershenstein, to adopt Resolution Number 07-05. A vote was taken, and the motion carried unanimously.

ADMINISTRATIVE ITEM

1. RESOLUTION NUMBER 08-05

ESTABLISHMENT OF RENTS
FOR SINGLE-FAMILY RENTAL AFFORDABLE DWELLING UNITS

NOW, THEREFORE, BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) recommends that rental rates for single family affordable dwelling units, as recommended by the Affordable Dwelling Unit Advisory Board (ADUAB) on September 9, 2004 and presented to the FCRHA at its January 27, 2005 meeting, be forwarded to the County Executive for approval, pursuant to Sections 2-811 and 2-812 of the Fairfax County Zoning Ordinance.

A motion was made by Commissioner Rau, seconded by Commissioner McAloon, that the FCRHA adopt Resolution Number 08-05. A brief presentation was given by Gordon Goodlett, Development Officer, Design, Development, and Construction Division. After his presentation, Mr. Goodlett responded to questions from the Commissioner. A vote was taken after discussion, and the motion carried unanimously.

INFORMATION ITEMS:

1. Fairfax County Redevelopment and Housing Authority Meeting Summary – December 9, 2004
2. Contracts of \$50,000 or Less
3. Minutes of the Housing Ownership, Management, and Security Committee Meeting – January 18, 2005
4. Minutes of Revitalization and Redevelopment Committee Meeting – January 18, 2005
5. Affordable Housing Partnership Program
6. At-Risk Housing Projects Semiannual Report: Status of the Project-Based Section 8, Section 221(d)(3)/236, and Bond Financed Developments and Non-Subsidized Housing with Modest Rents in Fairfax County
7. Affordable Dwelling Unit (ADU) Tracking Report - *brief discussion. Commissioner Kershenstein requested tax map reference for future items of this sort.*
8. Investing In Communities Program (ICP) Tracking Report: (July – November 2004)
9. Yorkville Cooperative Board of Directors – Update - *brief discussion*
10. Fairfax County Redevelopment and Housing Authority Calendars of Meetings for February, March, and April, 2005

BOARD MATTERS – See Attachment #1

ADJOURNMENT

A motion was made by Commissioner Kyle, seconded by Commissioner Rau, to adjourn the meeting at 9:20 p.m. A vote was taken, and the motion carried unanimously.

(Seal)

Ronald Christian, Acting Chair

Paula C. Sampson, Assistant Secretary

Board Matters
January 27, 2005

1. Preservation Action Committee Recommendations

Commissioner Kershenstein noted that the Preservation Action Committee presented their recommendations to the Fairfax County Board of Supervisors on January 24, 2005 and asked whether the Board was going to act on the committee's recommendations. Paula C. Sampson, Director, stated that the recommendations were accepted by the Board, though the Board wants HCD to return to the County Executive with an action plan for each of the recommended actions. Commissioner Kershenstein questioned whether it would be appropriate for the FCRHA to make recommendations to the Board of Supervisors as well. Commissioner Christian asked staff to add this discussion on the next meeting's agenda, at which time Chairman Egan, who served as co-chair of the Preservation Action Committee, would be present.

2. Reston Connection Article

Commissioner Rau noted that a recent editorial in the *Reston Connection* called the Preservation Action Committee's recommendation to dedicate one penny of the county's existing real estate tax to affordable housing a "good first step." Commissioner Christian asked that staff distribute the article.

3. CCFAC Advisory Committee

Commissioner Jasper congratulated Chairman Egan and Commissioner McAloon on the work that they did with the CCFAC Advisory Committee.

4. Habitat for Humanity Sweat Equity Program

Commissioner Jasper questioned whether it would be appropriate for the FCRHA to volunteer for a day with Habitat for Humanity's Sweat Equity program. Commissioner Christian noted that he thought it was a great idea to tie a day of volunteering in with the Glenwood Mews project. He went on to ask Commissioner McAloon, as commissioner of the Lee District, to coordinate the effort.

5. Commendation to Commissioner Christian

Commissioner Litzenberger commended Commissioner Christian for his leadership of the meeting and for the speed with which he guided the FCRHA through the evening's agenda.

6. Filling In for the Chairman

Commissioner Christian informed the FCRHA that as Vice-Chairman he has had to fill in for Chairman Egan on a few events during his absence. He went on to note that he took place in two Channel 16 tapings with members of the Planning Commission that addressed affordable housing, and another one that dealt with a review of the Affordable Housing Preservation Action Committee recommendations.

7. Grand Opening of Homeownership Resource Center

Paula C. Sampson, HCD Director, reminded the FCRHA that the grand opening of the Homeownership Resource Center will be held on Tuesday, Feb. 22, 2005. She went on to share some information about the different resources that the center will offer to first-time homebuyers and invited all of the commissioners to attend the event. Commissioner McAloon asked if television coverage would be available, and Ms. Sampson responded that the media would be invited.

8. Homeownership Outreach to African Americans

Ms. Sampson noted that February is African American History Month and went on to state that the Homeownership Division would be coordinating outreach programs to the African American Community throughout the month. She shared that brochures and other homeownership literature will be distributed at different community centers in minority neighborhoods and that the division will be conducting counseling and information sessions throughout the year at a variety of African American churches and regional libraries. Commissioner Christian suggested that there are some influential people in the African American community that could serve as wonderful resources for these efforts. He went on to volunteer his services in helping staff make the initial contact.