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

October 29, 2015 Regular Meeting

On October 29, 2015, 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.

CALL TO ORDER
FCRHA Chair Robert Schwaninger called the Meeting of the FCRHA to order at 7:00 p.m. Attendance was as follows:

PRESENT
Robert Schwaninger, Chairman
Matthew Bell
Robert C. Carlson
Christopher Craig
C. Melissa Jonas
Richard Kennedy
H. Charlen Kyle
Albert J. McAloon
Rod Solomon

ABSENT
Willard Jasper, Vice Chair
John Betts

Also present at the meeting were the following staff of the Department of Housing and Community Development (HCD): Thomas Fleetwood, Acting Director; Robert Easley, Deputy Director, Operations; Hossein Malayeri, Deputy Director, Real Estate, Finance and Development; Kris Miracle, Director, Administration Division; Russell Lee, Director, Rental Services Division; Elisa Johnson, Director, PROGRESS Center, Rental Services; Marijke Hannam, Director, Financial Management (FM) Division; Casey Sheehan, Contract & Procurement Coordinator, FM; Carol Erhard, Director, Homeownership and Relocation Services Division; Grace Highman, Chief, Homeownership, Homeownership and Relocation Services; Leo LeDuc, Director, Property Management (PM) Division; Toni Clemons-Porter, Associate Director, Senior Housing & Assisted Living, PM; Aseem Nigam, Director, Real Estate Finance and Grants Management (REFGM) Division; Michael Pearman, Portfolio Manager, REFGM; Bob Fields, Interim Associate Director, Grants Management, REFGM; David Jones, Senior Program Manager, REFGM; Nicole Wickliffe, Director, Asset Management Division; Ashley Montgomery, Director, Public Affairs, FCRHA Policy, Reporting and Communications (PRC); Steve Knippler, Senior Program Manager, FCRHA PRC; Mike Trent, Network Analyst, ISS; and Jodi Cienki, FCRHA Assistant. Also in attendance was FCRHA Counsel: Cynthia A. Bailey, Senior Assistant County Attorney; Alan Weiss, Ryan Wolf and Susan Timoner, Assistant County Attorneys.
PRESENTATION
Briefing on Moving to Work Agreement Extension

At 7:00, Stephen Holmquist of Reno Cavanaugh, PLLC, gave a brief presentation on the Moving to Work Agreement Extension which included an overview of the most critical issues. A discussion followed with the presentation ending at 7:24.

CITIZEN TIME
The FCRHA Chair opened Citizen Time at 7:24. No one had signed up in advance and no one in the audience wanted to speak. Accordingly, the Chair closed Citizen Time at 7:24.

APPROVAL OF MINUTES
September 17, 2015

Commissioner McAloon moved to approve the Minutes of the September 17, 2015, FCRHA Meeting, which Commission Kennedy seconded. The motion carried unanimously.

INFORMATION ITEMS
4. Fiscal Year 2015 Moving to Work Annual Report – Brief Discussion

ACTION ITEMS
1. RESOLUTION NUMBER 27-15

Approval of Non-Smoking Policy and Lease Addendum for certain Fairfax County Rental Program (FCRP) Properties (Braddock, Providence and Sully Districts)

NOW THEREFORE, BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) hereby approves the Non-Smoking policy for use in the Fairfax County Rental Program (FCRP) Pilot Properties, effective December 3, 2015, as described in the Action Item presented on October 29, 2015.

AND BE IT FURTHER RESOLVED that a 30-day notice be sent to the residents of the Pilot Properties, notifying them that the Non-Smoking Policy will take effect on December 3, 2015, which notice will also request, but not require, that all current residents at the Pilot Properties execute the Non-Smoking Addendum.

AND BE IT FURTHER RESOLVED that beginning on November 2, 2015, lease agreements for new and renewing residents at the Pilot Properties will include the Non-
Smoking Addendum, which will clearly state that the policy goes into effect on December 3, 2015.

Commissioner Kennedy moved to adopt Resolution Number 27-15, which Commissioner McAloon seconded. The motion passed unanimously.

2.

RESOLUTION NUMBER 28-15

Fairfax County Redevelopment and Housing Authority (FCRHA) Authorization to: 1) Substitute Fairfax County Housing and Community Development Corporation with FCRHA Housing Assistance Corporation as General Partner in the Stonegate Village (FCRHA/HCDC One) and Murraygate Village (FCRHA/HCDC Two) Limited Partnerships, and 2) Dissolve Fairfax County Housing and Community Development Corporation (Hunter Mill and Lee Districts)

WHEREAS, the Fairfax County Redevelopment and Housing Authority/HCDC One, LP is the owner of Stonegate Village Apartments and Fairfax County Redevelopment and Housing Authority/HCDC Two, LP is the owner of Murraygate Village Apartments (the “Partnerships”); and

WHEREAS, the Fairfax County Housing and Community Development Corporation (HCDC) is the General Partner of the Partnerships; and

WHEREAS, the Fairfax County Redevelopment and Housing Authority (FCRHA) is the Managing General Partner and the Limited Partner of the Partnerships; and

WHEREAS, the FCRHA formed the Fairfax County Housing Assistance Corporation (HAC) to serve as general partner in all other limited partnerships formed by the FCRHA subsequent to the formation of HCDC; and

WHEREAS, the FCRHA desires to consolidate all general partner functions to one FCRHA-established corporation for administrative and efficiency purposes;

NOW THEREFORE BE IT RESOLVED THAT the FCRHA as Managing General Partner of both Partnerships hereby authorizes, the substitution of HCDC with HAC as General Partner in the Partnerships, subject to the approvals of HAC, HCDC, and the Virginia Housing Development Authority, and

IT IS FURTHER RESOLVED THAT following the substitution of HCDC with HAC in both limited partnerships and related agreements, that HCDC shall be dissolved and
IT IS FURTHER RESOLVED THAT the FCRHA authorizes any Assistant Secretary of the FCRHA to execute all necessary documents in connection with the substitution of HCDC with HAC in the Partnerships, and to dissolve HCDC.

Commissioner McAlloon moved to adopt Resolution Number 28-15, which Commissioner Jonas seconded. The motion passed unanimously.

3. **RESOLUTION NUMBER 29-15**

Authorization to Apply to the U.S. Department of Housing and Urban Development (HUD) for Subsidy Conversion of Certain Public Housing Properties under the Rental Assistance Demonstration (RAD) (Lee District)

BE IT RESOLVED THAT that the Fairfax County Redevelopment and Housing Authority (FCRHA) authorizes the submission of the individual Rental Assistance Demonstration (RAD) applications for Audubon Apartments and The Atrium as outlined in the Action Item presented on October 29, 2015; and

BE IT FURTHER RESOLVED THAT the FCRHA authorizes its Chairman, Vice Chairman, Secretary or any Assistant Secretary to sign the RAD Board Approval Forms indicating the FCRHA’s commitment to comply with all requirements of RAD as well as any other documentation reasonably necessary to effectuate the applications; and

BE IT FURTHER RESOLVED THAT the FCRHA authorizes the expenditure of up to $1,000 from Fund 815-C81520, Public Housing Projects Under Management for financial and technical advisory services in connection with these applications.

Commissioner McAlloon moved to adopt Resolution Number 29-15, which Commissioner Bell seconded. The motion passed unanimously.

INFORMATION ITEMS (Cont.)

5. Update on the Public Housing Subsidy Conversion through the Rental Assistance Demonstration (RAD) – Brief Discussion
RESOLUTION NUMBER 30-15

Award of $1,905,383 in Federal HOME and CDBG Program Funds to Five Fairfax County Non-profit Housing Organizations

BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) authorizes the Chairman, Vice Chairman, or any Assistant Secretary of the FCRHA to negotiate, execute and deliver contracts, loans and any other necessary or appropriate documents or agreements, in accordance with the applicable federal regulations for the use of Community Development Block Grant and Home Investment Partnerships Funds, with the following non-profit organizations, consistent with and subject to the approvals of the Board of Supervisors, in each instance between the FCRHA, as more fully described in the item presented to the FCRHA at its October 29, 2015 meeting, and:

(1) Marian Homes, Inc. in the amount of $540,000 for the acquisition and ADA conversion of a single family home to provide affordable housing to five individuals with disabilities at or below 30 percent of area median income, subject to underwriting by the HCD Loan Underwriting Committee;

(2) Christian Relief Services in the amount of $244,000 for the acquisition of a single family home to provide affordable housing to three individuals with disabilities earning incomes at or below 30 percent of area median income, subject to underwriting by the HCD Loan Underwriting Committee;

(3) Pathway Homes, Inc. in the amount of $560,691 for the acquisition of 4 housing units to serve individuals with disabilities earning incomes at or below 30 percent of area median income, subject to underwriting by the HCD Loan Underwriting Committee;

(4) Cornerstones Housing Corporation in the amount of $280,346 for the acquisition of one (1) two-bedroom housing unit to serve individuals or families earning incomes at or below 30 percent of area median income, subject to underwriting by the HCD Loan Underwriting Committee; and

(5) Good Shepherd Housing and Family Services in the amount of $280,346 for the acquisition of one (1) three-bedroom housing unit to serve a low-income, homeless family with an income at or below 50 percent of area median income, subject to underwriting by the HCD Loan Underwriting Committee.

Commissioner Kennedy moved to adopt Resolution Number 30-15, which Commissioner Kyle seconded. The motion passed unanimously.
5.

RESOLUTION NUMBER 31-15

Authorization to Apply for and Accept Extraordinary Administrative Fees (EAF) from the U.S. Department of Housing and Urban Development (HUD) Veterans Affairs Supportive Housing (VASH) Program

NOW, THEREFORE, BE IT RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) authorizes applying to the U.S. Department of Housing and Urban Development (HUD) for up to $150,000 in Extraordinary Administrative Fees (EAF) from the HUD Veterans Affairs Supportive Housing (VASH) Program, to be used for the purposes described in the Action Item presented on October 29, 2015; and

BE IT FURTHER RESOLVED that the FCRHA authorizes its Chairman, Vice Chairman and any Assistant Secretary to sign any necessary documents or instruments necessary to accept such funding if awarded.

Commissioner McAloon moved to adopt Resolution Number 31-15, which Commissioner Kyle seconded. The motion passed unanimously.

ADMINISTRATIVE ITEMS

1.

RESOLUTION NUMBER 32-15

Adoption of Changes to the Fairfax County Redevelopment and Housing Authority (FCRHA) Purchasing Resolution to Conform to the Fairfax County Purchasing Resolution

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

1) adopts the Fairfax County Purchasing Resolution (hereinafter called the County Purchasing Resolution) with changes dated July 1, 2015, as presented to the FCHRA at its meeting of October 29, 2015, and incorporates the same as the FCRHA Purchasing Resolution; and

2) directs that the County Purchasing Resolution shall hereinafter be referred to as the FCRHA Purchasing Resolution.

Commissioner Kyle moved to adopt Resolution Number 32-15, which Commissioner Jonas seconded. The motion passed unanimously.
2. RESOLUTION NUMBER 33-15

Authorization to: 1) Release for Public Comment the Fairfax County Redevelopment and Housing Authority (FCRHA) Rental Assistance Demonstration-Specific Significant Amendment to the Moving to Work (MTW) Plan for Fiscal Year 2016; and 2) Schedule a Public Hearing on the Significant Amendment

BE IT RESOLVED THAT the Fairfax County Redevelopment and Housing Authority (FCRHA) approves the release, for the purpose of seeking public comment, of the proposed Rental Assistance Demonstration (RAD)-Specific Significant Amendment to the Moving to Work (MTW) Plan for Fiscal Year 2016, as presented to the FCRHA at its meeting on October 29, 2015; and

BE IT FURTHER RESOLVED THAT the FCRHA authorizes the Fairfax County Department of Housing and Community Development to advertise a public hearing on the RAD-Specific Significant Amendment to the MTW Plan to be held at the FCRHA meeting on December 10, 2015.

Commissioner Jonas moved to adopt Resolution Number 33-15, which Commissioner Solomon seconded. The motion passed unanimously.

3. RESOLUTION NUMBER 34-15

Establishing the Schedule of Meeting Dates for 2016 for the Fairfax County Redevelopment and Housing Authority

BE IT RESOLVED that the regular meetings and the Annual Meeting of the FCRHA for January through December 2016 will be held at the FCRHA Board Room at One University Plaza, 4500 University Drive, Fairfax, Virginia 22030 at 7:00 p.m. on the following dates unless the Chairman, or in the Chairman’s absence, the Vice Chairman, shall authorize a different time.

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Commissioner Kyle moved to adopt Resolution Number 34-15, which Commissioner Bell seconded. The motion passed unanimously.

INFORMATION ITEMS (Cont.)
1. Fairfax County Redevelopment and Housing Authority Regular Meeting Summary – September 17, 2015
3. Minutes of the Finance Committee Meeting – October 21, 2015
6. Exchange of Parking Spaces Between FCRHA-Owned Unit and First Time Homebuyer Owned Unit at Legato Corner Condominium (Springfield District)
7. Summary of the Board of Supervisors Housing Committee Meeting – September 29, 2015
8. Fairfax County Redevelopment and Housing Authority Calendar of Meetings November and December 2015

CLOSED SESSION
Commissioner Carlson moved that the Fairfax County Redevelopment and Housing Authority (“FCRHA”) go into Closed Session for: (a) for discussion and consideration, pursuant to Virginia Code Section 2.2-3711(A)(3), of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the FCRHA. Commissioner Kennedy seconded the motion.

The motion carried and the FCRHA went into Closed Session at 7:56 p.m.

OPEN SESSION RESUMES
Commissioner Carlson moved that the members of the FCRHA certify that to the best of their knowledge only public business matters lawfully exempted from the open meeting requirements prescribed by the Virginia Freedom of Information Act and only matters identified in the motion to convene Closed Session were heard, discussed or considered by the FCRHA during Closed Session. Commissioner McAloon seconded the motion.
The FCRHA took the following roll call vote:

**AYE**
Robert Schwaninger, Chairman
Matthew Bell
Robert C. Carlson
Christopher Craig
C. Melissa Jonas
Richard Kennedy
H. Charlen Kyle
Albert J. McAloon
Rod Solomon

**NAY**

**ABSTAIN**

The motion carried unanimously by the commissioners present and the Open Meeting resumed at 8:10 p.m.

**RESOLUTIONS:**

1. **RESOLUTION NUMBER 35-15**

   Fairfax County Redevelopment and Housing Authority (FCRHA) Authorization to Bid at Foreclosure Sale on Silver Lining Initiative Property at 4959 Americana Drive #202, Annandale, VA 22003 (Braddock District)

   BE IT HEREBY RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) authorizes to purchase at foreclosure the property at 4959 Americana Drive, #202, Annandale, VA 22003 as discussed in closed session.

   Commissioner Craig moved to adopt Resolution Number 35-15, which Commissioner McAloon seconded. The motion passed unanimously.

2. **RESOLUTION NUMBER 36-15**

   Fairfax County Redevelopment and Housing Authority (FCRHA) Authorization to Bid at Foreclosure Sale on Silver Lining Initiative Property at 14876 Lambeth Square, Centreville, VA 20120 (Sully District)
BE IT HEREBY RESOLVED that the Fairfax County Redevelopment and Housing Authority (FCRHA) authorizes bidding at the foreclosure sale of the property at 14876 Lambeth Square, Centreville, VA 20120 as discussed in Closed Session

Commissioner Carlson moved to adopt Resolution Number 36-15, which Commissioner Schwaninger seconded. The motion passed unanimously.

BOARD MATTERS – See Attachment #1

ADJOURNMENT
Commissioner Craig moved to adjourn the meeting at 8:47, which Commissioner Kennedy seconded. The motion carried unanimously.

________________________________
Robert Schwaninger, Chairman

(Seal)

________________________________
Thomas Fleetwood, Assistant Secretary
1. **Consolidated Community Funding Advisory Committee Expresses Strong Interest in Housing**
   Commissioner Kennedy, the FCRHA representative on the Consolidated Community Funding Advisory Committee (CCFAC), informed the commissioners that the CCFAC, at its most recent meeting, indicated a strong interest in housing and have asked for a briefing from staff.

2. **E-ffordable Newsletter Appreciated**
   Commissioner Kennedy thanked Department of Housing and Community Development (HCD) staff for the "e-ffordable" newsletter that is produced periodically. Commissioner Kennedy noted it is an effective way to communicate with the commissioners and the public.

3. **Potential for Converting Properties to Solar Energy**
   Commissioner Kyle requested that the FCRHA revisit the idea of converting FCRHA properties to solar or wind power. Commissioner Kyle indicated that the U.S. Department of Housing and Urban Development (HUD) has made available money for such conversions and she would be in favor of pursuing this funding. Chairman Schwaninger indicated that a two-pronged approach should be pursued: 1) determine the feasibility of such conversions, and 2) learn more about what HUD is offering. Commissioner McAloon indicated that the FCRHA should look at all alternative energy sources.

4. **Appreciation of Special Lines of Business Committee Members**
   Chairman Schwaninger expressed his appreciation to Commissioners Carlson, Jonas, and Kennedy for attending and participating in the September 9, 2015, Special Lines of Business Committee Meeting.

5. **Thanks for Commissioner Betts**
   Chairman Schwaninger thanked Commissioner Betts for his idea to have HCD provide the commissioners with copies of the "Programs of HUD – 2013" publication, to serve as a primer for the numerous HUD programs.

6. **Briefing on Extensions to Moving To Work Agreements**
   HCD Acting Director Tom Fleetwood informed the commissioners that the consortium of Moving to Work (MTW) agencies is working with HUD and hired counsel to negotiate an extension to the MTW agreements. Mr. Fleetwood indicated that a briefing regarding this effort may be presented by an attorney working on this matter at the FCRHA’s October meeting.
7. Board of Supervisors Housing Committee Meeting – September 29, 2015
HCD Acting Director Tom Fleetwood reminded the commissioners that the Board of Supervisors Housing Committee Meeting is scheduled for September 29, 2015, at 3:00 p.m. Items for the meeting include review of the status of federal programs, a look back at the Affordable Dwelling Unit Program, and a briefing on the FCRHA’s priorities and completing projects in the pipeline. Mr. Fleetwood indicated that the Board Housing Committee would also be updated on implementing the Rental Assistance Demonstration program and MTW, efforts on ending veterans’ homelessness, addressing the need for more senior housing, and the role of affordable housing in economic development.

8. Commissioners Thanked for Their Support of HCD Staff
HCD Acting Director Tom Fleetwood thanked the commissioners for the support they have given to HCD staff during the current leadership transition.