

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

February 24, 2022

On February 24, 2022, the Commissioners of the Fairfax County Redevelopment and Housing Authority (FCRHA) met in Conference Room 11 of the Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, Virginia.

CALL TO ORDER

FCRHA Chairman Melissa McKenna called the Meeting of the FCRHA to order at 7:00 p.m. Attendance for all, or part of the meeting, was as follows:

PRESENT

C. Melissa McKenna, Chairman  
Lenore Stanton, Vice Chair  
Kenneth Feng  
Richard Kennedy  
Elisabeth Lardner  
Roderick Maribojoc  
Rod Solomon

ABSENT

Staci Alexander  
Broderick Dunn  
Nicholas McCoy  
Kristen Robinson

Also present at the meeting were the following staff of the Department of Housing and Community Development (HCD): Thomas Fleetwood, Director; Vincent Rogers, Director, Policy & Compliance (P&C); Benjamin Boxer, Marketing and Outreach Manager, P&C; Linda Hoffman, Management Analyst, P&C; Avis C. Wiley, Client Engagement Manager, P&C; Seema Ajrawat, Director, Financial Management and Information Systems and Services (FM-ISS); Mike Trent, Network Analyst, FM-ISS; Judith Cabelli, Director, Affordable Housing Development; Mark Buenavista, Director, Design, Development and Construction; Ryan Sherriff, Director, Real Estate Finance and Grants Management; Margaret Johnson, Director, Rental Housing; Office of the County Attorney staff in attendance: Cynthia Bailey, Deputy County Attorney; Rodger Nayak, Susan Timoner, and Alan Weiss, Assistant County Attorneys.

CITIZEN TIME

The FCRHA Chairman opened citizen time at 7:00 p.m. No one signed up in advance and no one in the audience wanted to speak. The Chairman closed citizen time at 7:01 p.m.

APPROVAL OF MINUTES  
**January 20, 2022**

Commissioner Kennedy moved to approve the Minutes of the January 20, 2022, FCRHA Meeting, which Commissioner Feng seconded. The motion was approved.

ANNOUNCEMENT

Chairman McKenna introduced Rodger Nayak, Assistant County Attorney. Mr. Nayak has joined the Office of the County Attorney and will be participating in future meetings.

ACTION ITEM

1.

RESOLUTION NUMBER 03-22

Authorization to Exercise the Option to Purchase One Affordable Dwelling Unit at Commonwealth Place at Westfields – Phase IV (Sully District)

**WHEREAS**, Section 5101.2 (formerly Section 2-802) of the Fairfax County Zoning Ordinance requires developers to provide Affordable Dwelling Units (ADUs) in new residential developments affordable to households whose incomes are 70 percent or less of the Area Median Income (AMI) and Section 5101.8(A)(2) (formerly Section 2-810(2)) of the Fairfax County Zoning Ordinance provides the option for the Fairfax County Redevelopment and Housing Authority (FCRHA) to purchase up to one-third of the ADUs.

**WHEREAS**, Phase IV of the Commonwealth Place at Westfields development includes four ADUs, with the FCRHA having the right to purchase one ADU.

**BE IT RESOLVED** that the FCRHA hereby authorizes the purchase of one ADU at the Commonwealth Place at Westfields development; and

**BE IT FURTHER RESOLVED** that the FCRHA hereby authorizes a total purchase price not to exceed \$210,027 from Fund 400-C40300, Housing Trust Fund, Project HF-000093, ADU Acquisitions, and Rehab, for the acquisition of the one ADU at the Commonwealth Place at Westfields development; and

**BE IT FURTHER RESOLVED** that the FCRHA authorizes its Chair, Vice Chair, or any Assistant Secretary to execute all documents and agreements and to take any other steps necessary or appropriate in connection with the purchase of the unit as described in the Action Item presented to the FCRHA on February 24, 2022.

Vice Chair Stanton moved to adopt Resolution Number 03-22, which Commissioner Feng seconded. The motion passed unanimously.

ACTION ITEM

2.

RESOLUTION NUMBER 04-22

Authorization to Write-Off Certain Tenant Accounts Receivable

BE IT RESOLVED, that the Fairfax County Redevelopment and Housing Authority (FCRHA) does hereby authorize the write-off of tenant accounts for the following programs in the following amounts in FY 2021, as described in the item presented to the FCRHA at its meeting on February 24, 2022.

Fairfax County Rental Program	\$33,140
Rental Assistance Demonstration-Project Based Voucher Program	\$44,910
Housing Choice Voucher Program	\$19,604
Partnerships	\$14,826

Commissioner Feng moved to adopt Resolution Number 04-22, which Commissioner Maribojoc seconded. The motion passed unanimously.

ACTION ITEM

3.

RESOLUTION NUMBER 05-22

Adoption of the Fairfax County Redevelopment and Housing Authority (FCRHA)  
Strategic Plan for Fiscal Year (FY) 2023

**WHEREAS**, the Fairfax County Redevelopment and Housing Authority (FCRHA) adopted a Five-Year Strategic Plan for the period from July 1, 2010, through June 30, 2015; and

**WHEREAS**, the FCRHA extended its Five-Year Strategic Plan through Fiscal Year (FY) 2018 (June 30, 2018); and

**WHEREAS**, the FCRHA annually adopts a Strategic Plan – Action Plan outlining how the FCRHA and the Department of Housing and Community Development will meet the goals of the Five-Year Strategic Plan; and

**WHEREAS**, for FY 2019, the FCRHA adopted the FCRHA Strategic Plan for FY 2019, which incorporated the elements of the extended FCRHA Five-Year Strategic Plan into one Strategic Plan and Action Plan document; and

**WHEREAS**, the FCRHA desires to continue implementing an FCRHA Strategic Plan that contains a detailed action plan of projects to be undertaken during the fiscal year;

**NOW THEREFORE BE IT RESOLVED** that the FCRHA does hereby adopt the FCRHA Strategic Plan for FY 2023, as presented to the FCRHA at its meeting on February 24, 2022.

Commissioner Lardner moved to adopt Resolution Number 05-22, which Commissioner Maribojoc seconded. The motion passed unanimously.

ACTION ITEM

4.

RESOLUTION NUMBER 06-22

Authorization to Execute the Proposed Final Development Agreement with the Arlington Partnership for Affordable Housing, Inc. (APAH) for the Development of the Dominion Square West Phase I Property (Hunter Mill District)

**BE IT RESOLVED, THAT** the Fairfax County Redevelopment and Housing Authority (FCRHA) authorizes the execution of the proposed Final Development Agreement between the FCRHA and APAH to facilitate the development of the Dominion Square West Phase I Property, as outlined in the Action Item presented to the FCRHA at its meeting on February 24, 2022, and

**BE IT FURTHER RESOLVED THAT** the FCRHA authorizes any Assistant Secretary, on behalf of the FCRHA, to take any other action as may be necessary or appropriate to comply therewith or in furtherance of the purposes thereof.

Commissioner Kennedy moved to adopt Resolution Number 06-22, which Commissioner Solomon seconded. The motion passed unanimously.

INFORMATION ITEMS

1. Minutes of the Housing Ownership, Management, and Security Committee Meeting – December 8, 2021
2. Minutes of the Production, Preservation & Partnerships Committee Meeting – December 8, 2021
3. FY 2021 Audited Financial Statements for the Fairfax County Redevelopment and Housing Authority and the Single Audit Report
4. Fairfax County Redevelopment and Housing Authority Fiscal Year 2021 Portfolio Report

CLOSED SESSION

No closed session.

BOARD MATTERS

See Attachment 1.

ADJOURNMENT

The Chairman adjourned the meeting at 7:15 p.m.

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C. Melissa McKenna, Chairman

(Seal)

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Thomas Fleetwood, Assistant Secretary