

BMCA General Meeting Minutes

Date/Time: Monday, June 18, 2018 / 7:00-8:40 PM

Location: Church of the Brethren, Fellowship Hall

Minutes: (*Note: not necessarily in chronological order as presented during the meeting*)

- 1. Welcome and introductory remarks:** Chris Tighe, Boulevard Manor Civic Association (BMCA) President, welcomed the members and guests in attendance. Mr. Tighe recognized BMCA Officers and Board Members and thanked them for their service to the BMCA community. Mr. Tighe also reviewed the accomplishments of BMCA for the previous year (detailed in the June 2018 BMCA newsletter) and also discussed some of his plans for the upcoming year.
- 2. Guest Speakers – Habitat for Humanity of Northern Virginia Adaptive Reuse of Reeves Farmhouse Proposal**

The following guest speakers were present to discuss the Reeves Farmhouse redevelopment proposal involving Habitat for Humanity or Northern Virginia (HabitatNOVA):

- Mr. Jon Smoot, Executive Director, HabitatNOVA
- Mr. Thomas Ingoldsby, Parent of potential future resident
- Ms. Noemi B. Riveira, Director for Real Estate Development, HabitatNOVA
- Mr. Scott S. Matties, Wienczek & Associates
- Ms. Diane G. Probus, Open Space Planner, Arlington Co.
- Ms. Betsy Herbst, ACG – Real Estate Bureau, Arlington Co.
- Mr. Christian Dorsey, Arlington County Board Member

Mr. Tighe introduced the HabitatNOVA and Arlington County members present, as well as providing a summary background of the Reeves Farmhouse house and summary overview of the HabitatNOVA proposal. See Attachment (A) for a summary of the HabitatNOVA Reeves Farmhouse proposal.

Mr. Dorsey next spoke. He similarly provided a summary and introduction of the HabitatNOVA Reeves Farmhouse proposal, emphasizing these basic tenants:

- The Reeves Farmhouse property is a valuable community resource that should be preserved
- Desire to use the property in a way that is beneficial to the Arlington community

Mr. Dorsey acknowledged that there are still lots of details to work out to make this proposal work, and that this meeting tonight was a good opportunity to discuss some of the details and to ask the HabitatNOVA representatives some questions about the proposal and plans.

The discussion was next turned over to Mr. Matties, primary planner and architect for the proposal, to discuss the conceptual plans for the facility (both internal features and external features). Refer to Attachment (B) for a two basic schematics of the conceptual design (exterior views) provided during Mr. Matties' presentation (note: Mr. Matties' full slide show presentation was not provided to BMCA, as HabitatNOVA was concerned that it was still highly preliminary and they did not want it to be perceived final plans or designs).

Mr. Matties also mentioned that he used as part of his starting point in the planning for this conceptual design the Milner Report, which was commissioned by Arlington County a few years back to establish the baseline condition of the Reeves Farmhouse.

Some notable comments made by Mr. Matties during his presentation include the following:

- Design is still in the conceptual, or early, phase
- Still identifying program and facility functional requirements with HabitatNOVA
- Key component of the redevelopment is that it will include a new extension to the existing facility
- One goal is to maximize living space to help make the proposal more financially viable
- Farmhouse is a designated Arlington County historic site and structure, so that must be taken into consideration with any redevelopment plans
- Some basic tenants he has focused on in the conceptual design:
 - Consider community desires
 - Make the property useful to the community
 - Take advantage of the unique property setting
 - Ensure that it preserves its historic significance
 - Make it aesthetically pleasing

Mr. Smoot next spoke. He discussed the importance of integrating individuals with disabilities and special needs into the community. They need support (such as appropriate housing), and that there is a big need for long term housing for these individuals in the County. The facility will be run as a non-profit, with the concept being the occupants will pay a “fair share” to live there.

Next, Mr. Ingoldsby, the father of a special needs child, discussed his views on the needs of housing for people with special needs in Arlington, and how important he believes the needs exists.

There was next some general discussion as to the general development and operating structure of the proposal. HabitatNOVA essentially serves as the general contractor to develop the facility (using volunteer and other capabilities of the HabitatNOVA community and resources). They are self-funded. Once the facility is developed, it is essentially turned over to a non-profit entity to own and operate. HabitatNOVA only develops the property, then they are essentially done. This is still in the feasibility stage, so no details are yet in place for who the non-profit entity will be for operating the facility.

The formal presentation was then concluded and the floor was opened up for questions. Key questions asked (and answered by various members of HabitatNOVA) were as follows:

Q. Will there be opportunities for unskilled community labor to help develop the house?

A. Yes.

Q. When the original proposal was made, the value of the house did not fit into HabitatNOVA’s operating guidelines. How is HabitatNOVA getting over this criteria?

A. Still open to discussion. Lots depends on the final agreement with Arlington County to transfer the property to HH NORVA. Some challenges might be encountered but trying to find workaround or allowable exceptions.

Q. Is communal space just on first floor of the farm house?

A. Yes, though there will be an elevator to gain access to the second floor.

Q. Has the non-profit entity (and eventual owner) been identified?

A. No. HabitatNOVA is essentially the “owner” until they turn it over.

Q. What is this property zoned as?

A. Currently zoned residential R-6 (a group home is allowable use within this designation).

Q. Will the non-profit entity be the actual service providers, or will they contract out the day-to-day operation?

A. Most likely the day-to-day operation will be contracted out to a private service provider.

Q. How many vehicles are anticipated to require parking at this facility?

A. One to two.

Q. Assuming it is approximately a two year construction duration, what are the plans for construction parking during this time?

A. Not yet defined, but expect normal construction traffic during construction period.

Q. Are there non-profit entities in Arlington now that serve this population?

A. Yes.

Q. Will any HabitatNOVA volunteers who provide labor during the project be “contained” to the project site?

A. Generally yes, as much as possible.

Q. Mr. Matties discussed a possible roof observation deck being included in the new addition. Question by a member was, is this appropriate given the viewing angles into the neighboring houses this would provide?

A. Good question and concern. No definite plans, but input and concerns such as this will be valuable during the future design stages.

Q. Will the redevelopment “hurt” property values for the nearby houses?

A. Generally no, but undetermined. Many times redevelopments such as these actually increase property values.

Q. Please explain the financial viability aspects of this project.

A. It is expected that the procurement and development costs will be about \$1.5 million, plus operating costs. Income for the non-profit entity will not solely be based on rent from the occupants. Other sources of revenue are also expected and will be identified (such as donations to HabitatNOVA for the development phase or to the non-profit during the operating phase). HabitatNOVA will not pass debt to the non-profit entity. Discussions with Arlington County are ongoing as to method of property conveyance.

Q. Are there other examples of similar such group housing in Arlington County?

A. Yes. There used to be a women’s shelter in Dominion Hills area, and various others as well.

Q. Where does the Arlington County Board stand on this (directed to Mr. Dorsey)?

A. Still need to refine proposal and method of conveyance, but can move fast on this if things line up and issues are worked aggressively.

Q. A statement was made that this could be viewed as Arlington County effectively selling park land to a private entity for a group home. This could be viewed negatively with bad optics at a time when park land in Arlington County is at a premium and efforts are being made to increase park land space. Shouldn’t the proposal look at something like a 99 year lease vs. selling the property?

A. Worth considering. Will discuss with Arlington County representatives.

Mr. Tighe then concluded the Q&A session and asked if there is a motion from the floor and members present as to this proposal. The BMCA President initiated the following motion:

The BMCA community supports moving forward, in concept, with Arlington County working with Habitat for Humanity of Northern Virginia on the concept of developing the Reeves Farmhouse into a group home for individuals with disabilities and special needs.

The motion was properly seconded.

Discussions:

- A question was asked as to whether a formal structure within the confines of the BMCA community be stood up to provide timely feedback on this proposal and design as it moves forward in the development? The BMCA President stated he plans to stand up a special committee to document and communicate any BMCA concerns.
- It was noted by one member that this motion was not in effect BMCA's concurrence on this proposed project, only a statement of concurrence to continue forward, with BMCA input as appropriate.

The BMCA President next called for a vote on the proposed motion: Vote passed unanimously by the BMCA members present.

3. Neighborhood Conservation Program (NCP) – Mr. Phil Klingelhofer

Mr. Klingelhofer provided a short summary of the NCP program in Arlington County, highlighting the fact the BMCA had benefited from this program by receiving approval and having completed two projects (Montague streetlights and BMCA signs), as well as having a third project in progress (Bluemont Park and area green space invasive species removal, and Bluemont Park south parking entrance sidewalk development).

Though this program offers many benefits to the communities across Arlington County, the County's upcoming budget proposes cutting the NCP annual funding from approximately \$12 million per year to approximately \$4 million per year. This would be detrimental to the program and result in some projects not being approved for funding for 15 or 20 years.

Accordingly, Mr. Klingelhofer proposes BMCA send a letter to the County Board showing support for maintaining the NCP funding levels at the current amount of approximately \$12 million per year.

Q. Where does the NCP money come from?

A. From County revenue, primarily taxes.

Mr. Klingelhofer made a motion to preserve the NCP funding amount (see Attachment (C)). The motion was seconded and passed with a unanimous vote of the BMCA members present.

4. Nominating Committee Proposed Slate of BMCA Officers and Board of Directors Members – Mr. Tony Ermovick, Ms. Claudia Maloney and Mr. John Bloom

Mr. Ermovick and Ms. Maloney presented the results of the 2018 Nominating Committee and offered the volunteer candidates for paper ballot voting for BMCA Officer and Board of Directors Members for the upcoming term (2018-2020), as follows:

Secretary – Mr. Alex Cumana

Treasurer – Mr. Rob Pilot

Board Members – Mr. John Bloom (second term)

Mr. Tony Ermovick (first term)
Mr. Phil Klingelhofer (first term)
Ms. Rachael Lucas (first term)
Mr. Matt Smith (second term)

Based on member ballots cast, the candidates identified above were all approved unanimously for their proposed positions. Current listing of the BMCA Officers, Board of Directors Members, and Committee Chairs, effective June 18, 2018, can be found in Attachment (D).

5. New Business

A BMCA member highlighted the fact that the National Park Service has initiated a proposal to close the Claude Moore Colonial Farm, which has been used for many years, among other things, as an instructional facility for area school children to teach them the basics of farming. Final decision on closing this facility is pending. More information, and opportunities to weigh in on this issue, can be found at <http://1771.org/>

6. Treasurer's Report (Rob Pilot): The BMCA Treasurer (Rob Pilot) was not able to be at the meeting, but did provide a written Treasurer's report (with copies available for all present, see Attachment (E) to these minutes). The balance as of June 18, 2018 was \$9,583.91. Mr. Pilot also presented to the members present the 2017 income/expense report and the proposed budget for 2018 (see Attachment (F)). No vote on this 2018 budget was made at this meeting.

7. Committee Reports. Due to the length of the meeting, primarily associated with the Reeves Farmhouse proposal discussion, no Committee reports were made at this meeting.

8. Upcoming events

- a. Fourth of July Ice Cream Social – Wednesday, July 4, 2018
- b. Annual Community Picnic – Sunday, September 16, 2018

9. The President ended the meeting at approximately 8:40.

Next BMCA General Meeting: October 2018 (exact date is TBD).

Respectfully submitted,

Tony Ermovick
BMCA Secretary

Attachments:

- (A) Habitat for Humanity of Northern Virginia – Proposed Adaptive Reuse of the Reeves Farmhouse (Project Summary)
- (B) Proposed Adaptive Reuse of the Reeves Farmhouse – Exterior Conceptual Plans (two)
- (C) Neighborhood Conservation Program Funding Concern – Proposed BMCA Resolution
- (D) 2018 Election BMCA Officer and Board of Directors Members Results
- (E) BMCA Treasurer's Report dtd June 18, 2018
- (F) BMCA Report of Actual Income & Expenses and 2018 Budget/Actual Income & Expenses dtd June 18, 2018



Habitat for Humanity®

of Northern Virginia

Strength, Stability, and Self-reliance through Affordable Homeownership

Proposed Adaptive Reuse of Reeves Farmhouse – Project Summary

Habitat for Humanity of Northern Virginia (HabitatNOVA), in partnership with a large team of corporate and individual donors, is proposing to acquire the Reeves Farmhouse and adapt it as a home for 4 to 6 high functioning adults with intellectual and/or developmental disabilities. HabitatNOVA, along with its team of construction professionals and volunteers will rehabilitate the existing farmhouse and construct a historically compatible one story addition.

The restored farmhouse will function as the main social/communal space for resident activities such as dining, game room and computer room. An updated farm house kitchen will provide a space where residents can assist with daily meal preparation. The addition will house the bedrooms and bathrooms for the residents and the daily on-site support staff. Each resident will have his or her own bedroom.

Residents will have the daily on-site support needed for them to live safely and independently. This independent living skills coaching, together with additional services coordinated by the support staff, will provide each resident with the opportunity to work in a paid job or in a vocational training setting, to increase social skills, and to practice money management.

HabitatNOVA has been providing quality affordable housing in the Northern Virginia area since 1990. And since 2008, all newly constructed homes have been Earth Craft certified. HabitatNOVA will bring the same level of quality to the restoration of the farmhouse and the one story addition. HabitatNOVA has built homes for families with disabilities in the past, but this home will provide a new level of support and quality of life for the future residents.

Committed Members of the Design Team to date include:

Wiencek + Associates Architects + Planners – Award winning firm with experience in historic preservation

Linton Engineers – Linton Engineers provided existing conditions assessment to Arlington County in 2011

Venable – Land Use attorneys

Questions Contact—Noemi Riveira, Director of Real Estate Development HabitatNOVA,
noemir@habitatnova.org 703-521-9890 ext.101

Attachment (A)

shelter empowers



Applications - Habitat NOVA hosts an application cycle in conjunction with the acquisition of property developed for the program. The open application cycle occurs once each year.

Financial Prerequisites - Financial prerequisites must be met in order to qualify for the housing program. Those prerequisites include an ability to make a 1% down payment, a demonstration of credit and fiscal responsibility, and a reported income of 40-80% of our area's median income (AMI) — currently \$44,000 to \$88,000 for a family of four.

Criteria for Eligibility Residency - A Habitat NOVA applicant must live in the affiliate region (Fairfax and Arlington counties or the cities of Alexandria, Fairfax, and Falls Church) for at least one year prior to the time of application and be a legal resident of the United States.

Need - An applicant must need decent shelter. Habitat NOVA selects families living in over-crowded, substandard, or unsafe conditions and unable to obtain a conventional mortgages due to income level. Circumstances that constitute need vary from family to family. Applicants submit a statement of need with their application and demonstrate proof of need in an interview and/or a home visit.

Ability to Repay the Mortgage - Partner families must demonstrate an ability to make a monthly mortgage payment. They must also meet current HUD income guidelines to qualify.

Willingness to Partner - Partner families complete 300-400 hours of "sweat equity." Sweat equity is the physical investment in Habitat's program. At least 20 hours are dedicated to financial literacy including VHDA's First-time Homeowner Education workshop. Other hours are earned on the construction site, volunteering at our ReStores, special events, or Habitat NOVA's office.



We build homes in partnership with individuals, corporations, associations, faith-based organizations, and other community groups—totaling almost 200 volunteers per month. Without our volunteers and their passion for providing affordable homeownership to families in Northern Virginia, we could not build and provide families a decent and affordable place to call home.

For additional details, visit habitatnova.org



FEDERAL CREDIT EQUAL OPPORTUNITY ACT

Habitat for Humanity of Northern Virginia partner family selections are made in compliance with the Federal Credit Equal Opportunity Act on an impartial and non-discriminatory basis. Race, color, national origin, marital status, familial status, sexual orientation, age, religion and disability play no part in partner family selection.



**Proposed Adaptive reuse of the Reeves Farmhouse
Exterior Conceptual Plans**



Attachment (B)

Neighborhood Conservation Program Funding Concern -- Proposed BMCA Resolution

To Boulevard Manor residents—

The Neighborhood Conservation Advisory Committee (NCAC) is very concerned about the proposed cut in funding for Neighborhood Conservation (NC) from \$12 million over two years to \$4 million in the Arlington CIP proposed by the County Manager that the County Board will vote on at a July meeting. At this reduced level, the NC program can only fund one or at most two neighborhood priority projects each year. With a current list of about 33 projects pending approval, this means that some neighborhoods will wait more than 15-20 years for projects they have submitted already.

As our neighborhood NC representative, I propose the following resolution urging the County Board to restore the NC funding to its previous level:

Whereas,

The Neighborhood Conservation Program was established to strengthen neighborhoods, facilitate the development of Neighborhood Conservation Plans, documenting the neighborhood priorities and concerns, and provide a process, involving representatives of all neighborhoods, for vetting and recommending capital improvement projects that reflect individual neighborhood's priorities on an equitable basis.

Almost every neighborhood in the County has benefited from the Neighborhood Conservation Program. The Boulevard Manor Civic Association has been improved by the development and adoption of our Neighborhood Conservation Plan, the completed project on North Montague Street to reconfigure intersections and install street lights to improve pedestrian safety and better control traffic flow, and the project currently underway that focuses on the restoration of natural habitat for the woodland in Bluemont Park and significantly improved pedestrian safety through construction of a long-needed sidewalk to connect the Manchester Street sidewalk to the Bluemont Park paved bike and pedestrian path.

The Neighborhood Conservation Program has been funded through a \$12 million bond every two years, and the proposed Capital Improvement Plan recommended by the County Manager contains only \$4 million for two years, a drastic cut that threatens to gut the Neighborhood Conservation Program, leaving it with insufficient funds to move forward on the neighborhood projects identified as priorities and raising questions on the rationale for neighborhood involvement in the program and how neighborhood issues will be addressed going forward.

Therefore,

The Boulevard Manor Civic Association urges the County Board reinforce its commitment to supporting the residential neighborhoods of Arlington by restoring the funding of the Neighborhood Conservation Program to its former level of \$12 million.

I hope you support this effort to ensure that the NC program can continue to serve Arlington neighborhoods in a meaningful way in the years to come. Please contact me if you have questions.

Phil

Phil Klingelhofer

Neighborhood Conservation Advisory Committee Representative
& Parks Committee Chair
Boulevard Manor Civic Association
phil.klingelhofer@gmail.com
703/582-8336 (c)
www.boulevardmanor.org

To stay informed about neighborhood news, events, and issues, join the Boulevard Manor group at Yahoogroups.com. Join by sending an e-mail to blvdmnbor-subscribe@yahoogroups.com.

Attachment (C)

Boulevard Manor Civic Association

Officers and Board Members

Effective June 18, 2018

BMCA Officers:

President: Chris Tighe (N 5th St.) (term 2017 – 2019)

Vice President: Claudia Maloney (N. 8th St.) (term 2017 – 2019)

Secretary: Alex Cumana (Arlington Blvd) (term 2018-2020)

Treasurer: Rob Pilot (N. 3rd Street) (term 2018-2020)

BMCA Board of Directors Members:

2017-2019 Term

Paul Svercl (N. 3rd St.) (1st term)

Rob Piester (N. 3rd St.) (1st term)

John Van Lare (Manchester Ave.) (1st term)

2018-2020 Term

Matt Smith (N. 3rd St.) (2nd term)

Phil Klingelhofer (N. 1st St.) (1st term)

John Bloom (Manchester Ave.) (2nd term)

Tony Ermovick (N. 1ST St.) (1st term)

Rachel Lucas (N. 5th Rd.) (1st term)

Standing Committees - Chairs:

Communications (Newsletter): Lee Dioso, Chair

Hospitality: Claudia Maloney, Chair

Safety: Vacant, Chair

Conservation and Beautification: Josh Handler, Chair

Parks: Phil Klingelhofer, Chair

Membership: Mat Smith, Chair

**Boulevard Manor Civic Association
Treasurer's Report
June 18, 2018**

Beginning Balance as of 1/01/2018: \$ 6,822.89
(Combined Balance of BB&T Checking & Savings Accounts)

Membership Dues/Donations Income (Y.T.D.): + \$ 3,329.00
Interest credits Y.T.D. + \$.41

Revenue Balance (Beginning Balance + Income) as of 6/18/2018: \$10,152.30

Expenses to date: cleared Bank account (\$ 568.39)*
issued, not yet cleared Bank account (\$ 50.00)

Total Expenses Y.T.D. - \$ 618.39

TOTAL Balance as of 6/18/2018: = \$ 9,533.91

*Figure includes one check for reimbursement totaling \$121.88 which was part of 2017 expenses

CURRENT BB&T BALANCE as of 6/18/2018: \$ 9,583.91
(see bank online overview on reverse page)

Submitted for Approval by Rob Pilot, Treasurer

Boulevard Manor Civic Association

Report of 2017 Actual Income & Expenses and 2018 Budget/Actual Income & Expenses

	2017 Actual	2018 Budget	2018 Actual
Income			
Membership & Donations	3,477.00	3,650.00	3,329.00
Ongoing Expenses			
Annual Legal Fees for Incorporation	-	100.00	
Ashlawn Fun Fair Donation	150.00	150.00	150.00
Beautification	100.00	200.00	
Civic Federation Membership	50.00	50.00	
Meeting Refreshments	18.82	100.00	
Meeting Space	250.00	250.00	100.00
Newsletter Printing	41.41	270.00	
Signage	-	50.00	
Supplies	-	50.00	
Website Reg & Maintenance	-	150.00	
Welcome Committee	37.03	200.00	5.99
Social Events (<i>detail below</i>)			
Easter Egg Hunt	104.09	150.00	76.22
Ice Cream Social	81.81	150.00	
Fall Picnic	1,230.73	1,300.00	
Veterans Day Social	687.04	750.00	164.30
Miscellaneous Expenses	62.00	150.00	
Ongoing Expenses Total	<hr/> 2,812.93	<hr/> 4,070.00	<hr/> 496.51
Extraordinary/One Time Expenses			
Route 50 Frontage Improvements/Design	1,200.00	-	-
One time Expenses Total	<hr/> 1,200.00	<hr/> -	<hr/> -
Total Expenses	<hr/> <hr/> 4,012.93	<hr/> <hr/> 4,070.00	<hr/> <hr/> 496.51
Net Income	<hr/> <hr/> (535.93)	<hr/> <hr/> (420.00)	<hr/> <hr/> 2,832.49

Note:	Beginning Bank Balance as of 1/1/16:	\$8,058.90
	Beginning Bank Balance as of 1/1/17:	\$7,323.41
	Beginning Bank Balance as of 1/1/18:	\$6,822.89
	Current Bank Balance as of 6/18/18:	\$9,583.91

Submitted for Approval by Rob Pilot, Treasurer
June 18, 2018

Attachment (F)

Provided for Information Only

 <p>Jon Smoot Executive Director</p>	6295 Edsall Rd - Suite 120 Alexandria, VA 22312 tel (703) 521-9890 ext. 106 cell (703) 907-9621 fax (703) 521-9893 email jsmoot@habitatnova.org
HABITATNOVA.ORG	
 <p>Noemi B. Riveira Director of Real Estate Development</p>	6295 Edsall Rd - Suite 120 Alexandria, VA 22312 tel (703) 521-9890 ext. 101 fax (703) 521-9893 email noemir@habitatnova.org
HABITATNOVA.ORG	
 <p>Diane G. Probus Open Space Planner</p> <p>DEPARTMENT OF PARKS, RECREATION AND CULTURAL RESOURCES Park Development Division 2100 Clarendon Blvd., Suite 414 Arlington, VA 22201 TEL 703.228.0787 FAX 703.228.3328 www.arlingtonva.us dprobus@arlingtonva.us</p>	
 <p>Scott S. Matties AIA LEED AP Vice President</p> <p>smatties@wienczek-associates.com 202.349.0742 1100 Vermont Avenue, NW, 8th Floor Washington, DC 20005</p> <p>Architecture Sustainability Master Planning Visioning Historic Preservation Interior Design Graphic Design Forensic Testing</p> <p>Design Empowering People</p>	