

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
MEETING
July 18, 2016
Richmond, Virginia**

Members Present

Mr. Anthony Clatterbuck
Mr. John Ainslie
Mr. John Patrick Carr
Mr. James Dawson
Mr. Sean Farrell
Mr. Robert Kaplan
Mr. Roger McLellon
Ms. Patricia Shields
Mr. Tommy Shields

Members Absent

Ms. Susan Dewey
Mr. Brian Mullins
Mr. Shekar Narasimhan
Mr. Jim Petrine
Mr. Steve Semones

Call to Order

Mr. Anthony Clatterbuck, Chairman of the Board of Housing and Community Development, called the meeting of the Board to order.

Roll Call

The roll was called by Mr. Kyle Flanders of the Department's Policy Office. Mr. Flanders reported that a quorum was present.

Public Comment

There was no public comment.

Approval of Minutes

Mr. J.P. Carr made a motion to approve the minutes of the May 16, 2016 meeting of the Board. The motion was seconded and unanimously passed.

Election of Officers

Mr. Shelton opened the floor to nominations for chairman, in accordance with the bylaws. Mr. Carr nominated vice chairman, John Ainslie for chairman. Ms. Shields seconded and Mr. Ainslie was selected by affirmation as the only candidate.

Mr. Ainslie opened the floor for nominations for vice chairman. Mr. Clatterbuck nominated Mr. Carr for vice chairman. Mr. Shields seconded and Mr. Clatterbuck moved the nomination to be closed. Mr. Carr was elected unanimously as vice chairman.

Code Change Process
Updates

Ms. Cindy Davis went over the schedule changes in order to accommodate additional reviews of the Fire Code edit. Work group 3 and 4 were combined but allowing time for an additional work group, if needed.

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cdpVA Demonstration

Mr. Skip Harper provided a demonstration on how to navigate cdpVA from the Department of Housing and Community Development home page. Based on the request from the Board, DHCD worked with the International Code Council (ICC) to add a new feature that will allow public comment on each submitted code change proposal. Mr. Harper's presentation highlighted this new feature and showed that the system was already starting to receive comments from the public.

Mr. Carr asked who would be curating the comments in the system.

Ms. Davis responded that staff with administrative rights can monitor the comments to ensure inappropriate comments are not being submitted. There is also the option to change the system, where comments would need to be approved prior to posting, if inappropriate posts become an issue. There are no plans to remove any comments unless they are not germane to the technical change. Currently, staff should be notified as comments are being posted; however, there are still some technical issues with this function and posts are being manually reviewed daily.

Mr. Dawson remarked that this feature was key to improving the openness and transparency of the process.

Vibrant Communities
Initiative

Mr. Chris Thompson gave a presentation on the Vibrant Communities Initiative (VCI), which combines multiple funding sources in to a single application process. Housing is the key driver to this initiative but it also includes community and/or economic development components. Over \$5 million in resources were identified.

DHCD led workshops which generated community interest and led to a tiered application process. Out of the eight applications received, five were invited to submit a proposal which included site visits by DHCD staff. Montgomery County and the City of Richmond were the two finalists selected; each will receive \$2.5 million.

The Richmond Housing and Redevelopment Authority and the Community Builders received funding for the City of Richmond project, which is focused on the Church Hill North and East End Revitalization. The Church Hill North/East End Revitalization is a comprehensive project that focuses on increasing opportunities for low-to-moderate-income residents by building quality and

affordable housing options for residents of a variety of income levels. The VCI investment will fund the development of 220 units of rental housing for a mixed-income community, including 128 units of replacement public housing for residents of the nearby Creighton Court Public Housing development. In addition, the VCI resources will be allocated to support homeownership opportunities for residents located on the site of the currently vacant old Armstrong High School.

The project in Montgomery County is the Old Prices Fork School Comprehensive Community Revitalization Project. This project is a multi-phased project involving the historic revitalization and renovation of the former elementary school to incorporate 32 units of mixed-income, multi-generational housing and new and innovative economic development opportunities through the establishment of the Old School Food Center. Additionally, the development of food processing, dining and retail opportunities will expand the vibrancy of the project not only to those living, working and selling products there, but also to the community and region.

Ms. Shield's questioned, is there a percentage cap for total development costs.

Mr. Thompson responded that while there was no percentage cap on the grant projects, the process did require a local match. Mr. Shelton added that the application process focused on evaluation criteria instead of setting limits that would directly eliminate areas of the state from qualifying.

VFSB Report

Mr. John Ainslie reported on behalf of the Virginia Fire Services Board (VFSB) that according to the Department of Forestry, the Spring 2016 wildfire season was light. From the State Fire Marshal's office, 36 fatalities have been reported from fire incidents in 2016. Additionally, Chief Walter Bailey was elected as chairman of the VFSB.

VHDA Report

In the absence of Ms. Susan Dewey, Mr. Shelton updated the board with 2 items from the Virginia Housing Development Authority (VHDA). The first was in relation to the Low Income Housing Tax Credit (LIHTC) program. VHDA has tried not to open the Qualified Allocation Plan (QAP) every year, but rather, on a two-year cycle. This iteration of the QAP is still receiving written comments which will then be presented to the VHDA

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Board. The new QAP will go into effect January 1, 2017. Allocations from last year will be ratified at the August meeting.

Since the recession, the first-time homebuyer market is still struggling. The Virginia Housing Fund allocated a portion of REACH funds (Resources Enabling Affordable Community Housing) for down payment assistance of up to three percent for first-time homebuyers. Last year was a pilot in an effort to stimulate market activity and increase the number of first-time homebuyers.

Report of the Director

Mr. Bill Shelton reported that the current Secretary of Commerce and Trade, Maurice Jones, will be leaving the administration after Labor Day and that the current Secretary of Agriculture and Forestry, Todd Haymore, was appointed as the new Secretary of Commerce and Trade. Former Principal Deputy of DHCD, Basil Gooden, was appointed as Secretary of Agriculture and Forestry.

The Governor's Housing Policy Advisory Council (HPAC) is studying the link between housing and economic development. The study is being conducted by four universities. A study by George Mason shows a more complete picture of the housing industry to include economic impacts. It portrays the housing industry as a \$47.5 billion industry making it the sixth largest industry in the Commonwealth. Early releases of the study will be presented at the Governor's Housing Conference in November. The final report is due early next summer; updates will be presented to the Board as they arise.

DHCD staff, in conjunction with other agencies and programs, has worked diligently to end veterans' homelessness and a report is forthcoming which will show a 10.5% reduction in overall homelessness from last year.

DHCD received contracts from the U.S. Department of Housing and Urban Development (HUD) for all projects approved from the May meeting except for the Federal Housing Trust Fund. A public hearing will be held in August and staff will file an amendment to add in the trust fund program.

GO Virginia, a regional economic development program is underway. DHCD is tasked with staffing the Board; two positions are currently in the process of being filled. Appointments to the Board, which will oversee where funding is allocated, are in process.

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Mr. Clatterbuck stated he received a survey from Virginia Tech about construction costs and felt the questions would not convey quality information for the study's intent.

Mr. Thompson responded that this survey was one component of the study but would discuss with the university about the direction of the survey.

September Meeting

Mr. Shelton proposed a date change for the September meeting since it conflicted with Virginia Building and Code Officials' (VBCOA) annual meeting.

Mr. Dawson indicated that since the September meeting is supposed to be a joint meeting between the BHCD and the VFSB he would recommend keeping the date the same and could not pick a new date without conferring with VFSB.

Mr. Sean Farrell made a motion to explore other meeting dates. The motion was passed with Mr. Dawson in opposition. Mr. Shelton added that DHCD staff will canvas BHCD and VFSB for the best date.

Unfinished Business

There was no unfinished business to be discussed.

New Business

There was no new business to be discussed.

Board Matters

Mr. Ainslie stated that in the coming months the Board would be looking for appointments for various committees and to let him or Mr. Shelton know which committees' Board members are interested in joining.

Mr. Shelton reminded the Board of the appointments or reappointments and to possibly wait and give the new appointees a chance to express interest and then make committee appointments.

Future Meetings

The next meeting of the Board will be held in September but a date was yet to be determined. Monday November 14, 2016 and Monday December 19, 2016 have been added to accommodate deadlines in the Code Change Cycle

Adjournment

Prior to adjournment Mr. Ainslie recognized the VFSB members, Robby Dawson and Chief Layman for their attendance. Upon motion duly made and seconded, the meeting was adjourned.