

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT  
MEETING  
January 20, 2004  
Richmond, Virginia**

Members Present

Mr. James Benson  
Ms. Betty Ann Davis  
Mr. Thomas Fleury  
Ms. Ann Hunnicutt  
Mr. Jack Loeb  
Mr. Dennis Mitchell  
Mr. Doug Thomas  
Mr. Ken Thompson  
Mr. William Thompson

Members Absent

Ms. Susan Dewey  
Mr. John Kilgore  
Ms. Rene Miller  
Mr. Evans Thomas

Call to Order

Ms. Betty Ann Davis, Chairman, called the meeting of the Board of Housing and Community Development to order.

Roll Call

The roll was called by Mr. Stephen Calhoun of the Department's Policy Office. A quorum was present.

Approval of Minutes

A motion was made to approve the minutes of the November 12, 2003 meeting of the Board. The motion was seconded and unanimously passed.

Public Comment

There were no persons requesting to speak to the Board so the public comment session was closed.

New Member

Ms. Davis introduced a new member of the Board, Mr. Dennis Mitchell. Mr. Mitchell is the representative of the Board from the Virginia Fire Services Board. Mr. Phil Paquette spoke about Mr. Mitchell's background.

Amusement Device  
Committee

Mr. Jack Proctor, Deputy Director of the Division of Building and Fire Regulation, introduced Mr. Chance Hester, the Chairman of the Amusement Device Advisory Committee. Mr. Hester spoke about the role of the committee and upcoming amusement device issues.

Mr. Proctor presented applications received for appointment to a vacant position on the Amusement Device Advisory Committee. Upon Mr. Proctor's recommendation, a motion was made to appoint Mr. Danny C. Abner. The motion was seconded and unanimously adopted.

Report of the Codes and Standards Committee

Mr. Tom Fleury, Chairman of the Committee, reported on the meeting of the Codes and Standards Committee. The committee recommended appointments to three advisory committees of the Board. A copy of the recommended appointments is attached and made a part of these minutes as Appendix A. A motion was made to accept to Committee recommendations as Board appointments. The motion was seconded and unanimously adopted.

Case Decision

Mr. Proctor and Mr. Calhoun reviewed a recently received complaint about a building official certified by the Virginia Certification Standards. Mr. Calhoun reviewed the legal process of conducting an investigation. A motion was made for Department staff to conduct an investigation of the complaint and to present the findings to the Board as soon as possible. The motion was seconded and unanimously adopted.

Report of VHDA

Mr. Bill Shelton, Director of the Department of Housing and Community Development, presented the VHDA report. Mr. Shelton reviewed proposed legislation related to housing financing and mixed-use developments. Mr. Shelton also provided an update on the Federal Low Income Housing Tax Credit Program administered by VHDA.

Report of the Virginia Fire Services Board

Mr. Bill Thompson provided the report of the Virginia Fire Services Board (VFSB). Mr. Thompson reported on the Board meeting of December 4 and 5, 2003. During this meeting, there was consideration of a record keeping system for training and of grants (training mini grants and a grant reporting system).

Report of the Director

Mr. Shelton, Director of the Department of Housing and Community Development, provided an overview of the 2003 Governor's Housing Conference and reported that the 2004 housing conference will held in Norfolk. Mr. Shelton provided an overview of the 2004 General Assembly

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session and reported on several bills of importance to the Department and the Board. Mr. Shelton reported on issues related to the work of the Disability Commission and various housing issues. Mr. Calhoun provided an update on the proposed Enterprise Zone Program regulation adopted by the Board.

Board Matters

None

Unfinished Business

None

New Business

None

Future Meetings

The next meeting of the Board will be Monday, March 22, 2004.

Adjournment

Upon a motion duly made and seconded, the meeting was adjourned.

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