



Glenn A. Youngkin
Governor

Caren Merrick
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

Bryan W. Horn
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

May 2, 2022

MEMORANDUM

TO: Board of Housing and Community Development Members

FROM: Kyle Flanders

SUBJECT: May 9 and 10, 2022 Board of Housing and Community Development Meeting and Retreat

Enclosed is the agenda and information package for the Board of Housing and Community Development retreat and meeting to be held on May 9 and 10. The retreat and meeting will be held at the Virginia Housing Center. After the retreat on May 10, the Housing and Community Development committee will meet at 12:30 pm followed directly by the full board meeting.

The Virginia Housing Center is located at the following address:
[4224 Cox Road](#)
[Glen Allen, VA 23060](#)

Additional information regarding the retreat agenda and logistics are included within this information package, If you will not be able to attend the retreat or the meeting, please contact me as soon as possible. I can be reached by e-mail at kyle.flanders@dhcd.virginia.gov or by telephone at 804-786-6761. Please let me know if you have any questions or if I can be of assistance. I look forward to seeing you at the retreat and the meeting.

Enclosure





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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

May 2, 2022

MEMORANDUM

To: Board of Housing and Community Development Members

From: Bryan Horn, Director

RE: Board Retreat Logistics

The BHCD retreat is scheduled for May 9th and 10th in Glen Allen. The agenda is enclosed and logistical details are provided below.

Date/Time: The Retreat will begin at 12:00 p.m. on Monday, May 9, 2022, and will conclude around 12:00 p.m. on Tuesday, May 10, 2022. There will be a regular Board meeting following the retreat at 12:30 p.m. on Tuesday, May 10 2022.

Location: The retreat will be held at the Virginia Housing Center. It is located at:

Virginia Housing Center
4224 Cox Road
Glen Allen, VA 23060

The retreat will be on second floor of the Virginia Housing Center (same location as the March Board meeting).

Parking:

There is ample parking at the Virginia Housing Center.

For those staying at the Hilton Garden Inn Innsbrook, there is parking on site.

Additional Information: Lunch will be provided each day and breakfast is provided on Tuesday. Light refreshments and snacks will be available throughout the retreat. There will be a reception on Tuesday evening. Planned attire is business casual for both days.



Board of Housing and Community Development
Board Retreat Agenda
4224 Cox Road
Glen Allen, VA 23060
May 9 & 10, 2022

Order of schedule is subject to change

There will be no official actions of the Board until the meeting on 5/10/2022. The Board meeting agenda will be posted separately

Day 1 (May 9) – Start at 12:00 pm – working lunch

- 12:00 p.m. - 1:00 p.m. - Introductions/icebreakers
- 1:00 p.m. -1:45 p.m. - BHCD/DHCD History, Department overview, Board overview, Other Programs/Divisions
- 1:45 p.m. – 2:00 p.m. – Break
- 2:00 p.m. – 3:15 p.m. Housing and Community Development topics
- 3:15 – 3:30 pm – Break
- 3:30 - 4:30 p.m. - Guest Speakers
- 4:30 pm – 5:00 pm - Virginia Housing
- 5:30 p.m. – Reception at Hilton Garden Inn Innsbrook

Day 2 (May 10) – Start at 8:30 am

- 8:30 a.m. – 9:30 a.m. – Board Speakers/Video
- 9:30 a.m. – 9:45 a.m. - Break
- 9:45 – 11:00 am – Building and Fire Regulation BFR/Code adoption process
 - National
 - Virginia
- 11:00 a.m. – 11:20 a.m. – Other BFR Programs

- 11:20 a.m. – 11:30 a.m. - Break
- 11:30 a.m. – 12:00 a.m. - Department of Fire Programs
- 12:00 p.m. 12:15 p.m. - Next year of BHCD
- 12:30 p.m. - BHCD Meeting (see separate agenda)

AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Housing and Community Development Committee
Tuesday May 10, 2022
Virginia Housing Center
4224 Cox Road, Glen Allen, VA
12:30 p.m.

- | | | |
|------|---|---------------|
| I. | OPENING | |
| | a. Call to Order | Chairman |
| | b. Roll Call | Kyle Flanders |
| II. | CONSENT AGENDA | Chairman |
| | ○ <i>Approval of Minutes</i> : March 21, 2022 | |
| III. | CONSOLIDATED ANNUAL ACTION PLAN | DHCD Staff |
| | ○ <i>Action Item</i> | |
| IV. | UNFINISHED BUSINESS | Board members |
| V. | NEW BUSINESS | Board members |
| VI. | ADJOURNMENT | Chairman |

AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Tuesday May 10, 2022
Virginia Housing Center
4224 Cox Road, Glen Allen, VA
To begin at the conclusion of the Committee

- | | | |
|-------|---|-----------------|
| I. | OPENING | |
| | a. Call to Order | Chairman |
| | b. Roll Call | Kyle Flanders |
| | c. Public Comment | Chairman |
| II. | CONSENT AGENDA | Chairman |
| | o <i>Approval of Minutes</i> : March 21, 2022 | |
| III. | REPORT of the HOUSING and COMMUNITY DEVELOPMENT COMMITTEE | Committee Chair |
| | <i>Action Item</i> | |
| | o Consolidated Annual Action Plan | |
| IV. | REPORTS AND INFORMATION | |
| | a. Virginia Housing Report | Susan Dewey |
| | b. Report of the Virginia Fire Services Board | Claudia Cotton |
| | c. Report of the Director | Bryan Horn |
| V. | UNFINISHED BUSINESS | Board members |
| VI. | NEW BUSINESS | Board members |
| VII. | BOARD MATTERS | Board members |
| VIII. | FUTURE BOARD MEETING DATES | Bryan Horn |
| | o July 18, 2022 | |
| IX. | ADJOURNMENT | Chairman |

BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
Housing and Community Development Committee
MEETING
10:52 A.M., March 21, 2022
Virginia Housing Center
Glen Allen, VA

Members Present

Claudia Cotton
Susan Dewey
Andrew Friedman
Sylvia Hallock
Mark Jackson
Abigail Johnson
Keith Johnson
Larry Murphy
Paykon Sarmadi
Patty Shields

Members Absent

Sonny Abbasi
Richard Gregory
Brett Meringoff

Call to Order

Mr. Andrew Friedman, Chair of the Housing and Community Development Committee, called the committee meeting to order at 10:52 a.m.

Roll Call

The roll was called by Mr. Kyle Flanders of the Department of Housing and Community Development (DHCD) Policy & Legislative Office. Mr. Flanders reported that a quorum was present.

Introductions

Mr. Friedman opened the floor for DHCD staff to introduce themselves to the Board.

Approval of Minutes

A motion was made and properly seconded to approve the minutes of the September 2, 2021, meeting of the Committee; the motion passed.

Industrial Revitalization Fund (IRF) Guidelines

Mr. Tory McGowan, Real Estate program manager at DHCD provided an update on the Industrial Revitalization Fund (IRF) program guidelines. Mr. McGowan noted recent appropriations to IRF from the American Rescue Plan Act (ARPA). He noted that the changes before the Board would only apply to state general fund dollars, but was related to budget language from Special Session II from 2021, which appropriated ARPA funds. The proposed changes

were to increase from \$600,000 to \$1,000,000 the maximum award amount and to allow up to a 20 year loan period for projects

Board members inquired about loan term overlap with other programs, in particular, the Low Income Housing Tax Credit (LIHTC). It was noted that planning grants for IRF were recently awarded around the state and that a planning grant was not required to receive a regular IRF award and that a planning grant did not require subsequent application submission for an IRF award.

A motion was made by Ms. Patty Shields and seconded by Ms. Claudia Cotton to recommend to the Board approval of the changes to the IRF program guidelines. There was no discussion. The motion passed.

Annual Action Plan
Update

Ms. Sandra Powell, Senior Deputy of Housing and Community Development at DHCD provided an update regarding the Consolidated Annual Action Plan. Ms. Powell discussed the basic process and components of the plan, noting the draft plan will be available for public comment in April. The final plan would be before the Board for approval in May.

Mr. Friedman inquired about the current usage of US Department of Housing and Urban Development funds with the influx of COVID related funding. An update will be provided at the May meeting.

Other Business

There was no other business to be discussed.

Adjournment

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

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
MEETING
March 21, 2022
11:16 A.M.
Virginia Housing Center
Glen Allen, VA**

Members Present

Claudia Cotton
Susan Dewey
Andrew Friedman
Sylvia Hallock
Abigail Johnson
Keith Johnson
Mark Jackson
Larry Murphy
Paykon Sarmadi
Patty Shields
Sean Farrell

Members Absent

Sonny Abbasi
Richard Gregory
Brett Meringoff

Call to Order

Mr. Bryan Horn, Director of the Department of Housing and Community Development (DHCD) called the meeting of the Board to order at 11:16 a.m.

In the absence of a chair and vice-chair, Mr. Horn called for a vote for a Chairman pro-tempore. Mr. Farrell nominated Mr. Andrew Friedman to be Chairman pro tempore. The motion was seconded by Ms. Cotton. There was no discussion. The motion passed.

Roll Call

The roll was called by Mr. Kyle Flanders of DHCD's Policy & Legislative Office. Mr. Flanders reported that a quorum was present.

Public Comment

Mr. Friedman opened the floor for public comment. There was no public comment.

Consent Agenda

A motion was made and properly seconded to approve the minutes of the October 25, 2021 Board of Housing and Community Development meeting. The motion passed.

Report of the Housing and Community Development Committee

Mr. Andrew Friedman, Committee Chair, presented the committee recommendation of approval of the Industrial Revitalization Fund Guidelines. The recommendation from the

committee came as a standing motion. Ms. Claudia Cotton seconded. There was no discussion. The motion passed.

Amusement Device
Technical Advisory
Committee (ADTAC)

Mr. Jeff Brown, Director of the States Building Codes Office presented the Board with recommendations for reappointment to the Amusement Device Technical Advisory Committee (ADTAC). Mr. Sean Farrell motioned to reappoint Jeff Brubaker, Danny Abner, and Wayne Fuqua to the ADTAC. Mr. Larry Murphy seconded the motion. There was no discussion. The motion passed.

Code Change Cycle
Update

Mr. Brown presented updates regarding the code change cycle. He noted the progress of the study groups, subworkgroups, and full workgroups. He noted the tentative schedule for upcoming meetings and also noted that May 1 is the cut-off date for code change proposal submissions to cdpVA.

Mr. Keith Johnson inquired about the status of legislation relating to smoke alarms and to agritourism buildings. Staff responded that additional information would be available in the future on these items.

Mr. Sean Farrell commended staff for their work in facilitating the code update cycle.

Resolutions

Mr. Flanders presented commending resolutions for former Board members Mimi Elrod and Monique Johnson. Mr. Farrell motioned to approve the resolutions and Mr. Mark Jackson seconded. There was no discussion. The motion passed.

Reports and Information

Ms. Susan Dewey, Chief Executive Officer of Virginia Housing, updated the Board on mortgage relief related to the American Rescue Plan Act (ARPA). Ms. Dewey also noted that updates to the Qualified Allocation Plan (QAP) for the Low Income Housing Tax Credit (LIHTC) program were recently approved and that a temporary additional amount of LIHTC allocation would expire this year.

Ms. Claudia Cotton noted that the Virginia Fire Services Board met in February. She noted they discussed certain pending

legislation. They also made a recommendation regarding updates to the 2021 SFPC Code Document. Other items before the Board were live fire training structure and burn building grants, and discussion of studies.

Mr. Horn provided an update on the status of the Rent Relief Program (RRP). He also noted the National Main Street Conference would be in Richmond in May. Finally, Mr. Horn noted that the General Assembly has adjourned but will reconvene in a Special Session to consider pending legislation and the budget. Mr. Horn noted the Board would receive a comprehensive update on relevant legislation after that time.

Unfinished Business	Mr. Friedman recognized and welcomed Mr. Larry Murphy as the newest member of the Board. Mr. Murphy introduced himself to the Board.
New Business	There was no new business.
Board Matters	There were no further board matters.
Future Board Meeting Dates	Mr. Horn and Mr. Flanders noted that Board retreat will be held in May in Richmond.
Adjournment	Upon a motion duly made and seconded, the meeting was adjourned.



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DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

May 2, 2022

Memorandum

To: Board of Housing and Community Development Members

From: Bryan Horn, Director

RE: Consolidated Annual Action Plan Review/Approval

The Board of Housing and Community Development is responsible for the review/approval of the 2022 – 2023 Consolidated Annual Action Plan. This is an action item for the May Board meeting. The Annual Action Plan is a component of the Consolidated Plan and updated annually. The plans are a US Department of Housing and Urban Development (HUD) requirement that set priorities and goals for the use of HUD program funds that include the Community Development Block Grant (CDBG), Emergency Solution Grant (ESG), HOME Investment Partnerships, Housing Opportunities for Persons with AIDS (HOPWA), and the National Housing Trust Fund (NHTF) programs.

The 2022-2023 Annual Action Plan was drafted using estimated funding amounts from the prior year grant allocations. As of today, HUD has not yet announced the 2022 -2023 allocations. This announcement is not expected until late May, 2022. Adjustments to program funding will be made to reflect the actual allocation amounts prior to submitting to HUD for approval.

For more information about the consolidated planning process, please see [DHCD Online](#). To review the draft please go to [2022- 2023 Annual Action Plan](#).





VIRGINIA
DHCD

**VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT**

- **What is the Annual Action Plan?**

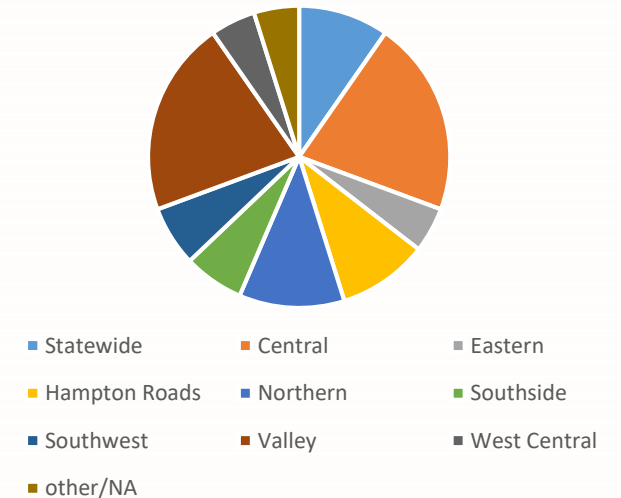
- Specifies how certain federal resources will be allocated to address state priorities
- Serves as the annual plan for the HUD-required five-year Consolidated Plan
- The 2022 – 2023 Annual Action Plan is year five (July 1, 2022 – June 30, 2023) of the five-year Consolidated Plan

- **What federal resources does it cover?**
 - Community Development Block Grant (CDBG)
 - HOME Investment Partnerships (HOME)
 - National Housing Trust Fund (NHTF)
 - Emergency Solutions Grant (ESG)
 - Housing Opportunities for Persons with AIDS (HOPWA)

- Initial Draft of the 2022/2023 Annual Action Plan posted April 19, 2022
- Public Comment Period – October 1, 2021 – April 29, 2022
- Public Hearing – April 28, 2022 (announced in legal public notice)
- DHCD board review/approval – April/May 2022
- Submit to HUD – May 2022

- DHCD hosted two virtual public input sessions in March 2022
- The sessions were attended by over 120 participants with representation from all regions of the Commonwealth
- DHCD also accepted written comments through April 29

Public Input Session Participants



- Polling was used to collect input during the sessions. Major findings from poll results include:
 - 88% of respondents cited lack of affordable units as the most pressing issue facing renters in their community
 - 44% of respondents were interested in pursuing Housing Rehabilitation CDBG projects this upcoming year
 - Over 65% of respondents neither agreed nor disagreed with the following statement: “The proposed Affordable and Special Needs Housing funding levels are appropriate”

- Emergency Solutions Grant (ESG) Proposed Uses
 - Rapid re-housing activities
 - As needed, funds may be used towards HMIS
- ESG is allocated through a community-based (CoC/Local Planning Group) combined application process.
- ESG estimated allocation: \$3,006,657

- Housing Opportunities for Persons with AIDS (HOPWA) Proposed Uses
 - Tenant-based rental assistance*
 - Short-term rent, mortgage, and utility assistance*
 - Supportive services
 - Housing placement
- HOPWA is allocated through a community-based (CoC/Local Planning Group) combined application process.
- HOPWA estimated allocation: \$1,375,054

* These activities will be prioritized

- National Housing Trust Fund (NHTF) Proposed Uses:
 - Rental Housing
- NHTF is allocated through the ASNH process. Applications will be accepted twice a year with October and March deadlines.
- NHTF estimated allocation: \$14,340,031

CDBG Appropriation 2022-23 Proposed Uses	2021/2022	2022/2023 Estimate
Allocation	\$19,371,346	\$18,711,859
Carryover from previous year	\$14,742,421	TBD
Total	\$34,113,767	\$18,711,859
Program Planning and Administration		
State Administration	\$381,802	\$374,237
State TA	\$190,901	\$187,119
Planning Grants	\$700,000	\$700,000
Total	\$1,272,703	\$1,261,356
Funding available for CDBG Grant Programs		
Competitive Grants	\$17,541,064	\$10,450,503
Open Submission Funds		\$6,000,000
Construction Ready Water and sewer	\$4,300,000	
Economic Development and Entrepreneurship	\$3,000,000	
Urgent Need	\$3,000,000	\$1,000,000
Regional Water/Wastewater	\$5,000,000	
Total	\$32,841,064	\$17,450,503

HOME Appropriation 2022-23 Proposed Uses	2021/2022	2022/2023 Estimate
DHCD's HOME appropriation	\$10,712,842	\$10,712,842
Program Income	\$650,000	\$1,316,637
Total	\$11,362,842	\$12,029,479
Proposed Uses		
Affordable and Special Needs Housing Program (ASNH)	\$8,726,558	\$8,766,531
Homeownership (Down Payment Assistance)	\$1,500,000	\$1,500,000
CHDO Operating	\$60,000	\$60,000
Homeowner Rehabilitation		\$500,000
State Administration (ten percent of appropriation and ten percent of program income)	\$1,136,284	\$1,202,948
Total	\$11,362,842	\$12,029,479

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