

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT**  
**Housing and Community Development Committee Meeting**  
**MEETING**  
**11:00 A.M., July 22, 2019**  
**Glen Allen, Virginia**

Members Present

Sonny Abbasi  
John Patrick Carr  
Susan Dewey  
Andrew Friedman  
Richard Gregory  
Abby Johnson  
Keith Johnson  
Earl Reynolds  
Steve Semones

Members Absent

Mimi Elrod  
Helen Hardiman

Call to Order

Mr. Andrew Friedman, Vice Chairman of the Housing and Community Development Committee, called the meeting to order at 11:00 a.m.

Roll Call

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

Public Comment

There was no public comment.

Approval of Minutes

A motion was made and properly seconded to approve the minutes of the May 13, 2019, meeting of the Board; the motion passed.

Rent-To-Own Best Practices

Mr. Erik Johnston, Director of DHCD, presented best practices approved by the General Assembly pertaining to Residential Executory Real Estate (Rent-To-Own) contracts. Mr. Johnston explained that the enabling legislation directs the Board to adopt the minimum standards and post them to the DHCD website.

Discussion ensued among committee members in regards to the extent to which the Board was intended to add to or alter the best practices approved by the General Assembly. Attorney General's Office representative, Mr. Justin Bell, indicated that that the directive of the General Assembly appears to set the minimum standards for best practices and leaves discretion to the Board to add to those guidelines.

Mr. Sonny Abbasi made a motion to adopt the best practices as approved in Code, noting that they are subject to change when posting on the website. The motion included direction to staff to develop a process to consider if any additional best practices may be applicable. The motion was properly seconded and passed.

Communities of  
Opportunity Tax Credits  
Program

Ms. Pamela Kestner, Deputy Director of Housing for DHCD presented changes to the Communities of Opportunity Tax Credit Program guidelines. The changes are a result of legislation passed by the General Assembly. The program gives state tax credits to landlords whose properties are in census tracts with less than 10% poverty and who accept housing choice vouchers. The proposed changes expand the program to include areas in the Newport News, Norfolk, and Virginia Beach Metropolitan Statistical Area (MSA).

Discussion ensued among the committee members regarding past program utilization. Ms. Kestner indicated that DHCD plans to perform additional outreach to increase the utilization of the program. Ms. Dewey indicated that VHDA would be willing to collaborate and reach out to their various partners to increase awareness of the program.

Ms. Dewey made a motion to approve the changes to the guidelines. The motion was properly seconded and approved.

Port Host Communities  
Revitalization Fund

Mr. Jay Grant, Deputy Director of Community Development for DHCD presented guidelines for the new Port Host Communities Revitalization Fund (PHCRF) program. The program aims to redevelop derelict structures within port host communities. Mr. Grant explained the technical details regarding what entities would be eligible to apply for and receive grant money.

Mr. Steve Semones motioned to pass the PHCRF guidelines. The motion was properly seconded and passed.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Adjournment

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