

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
MEETING
September 17, 2012
Richmond, Virginia**

Members Present

Mr. John Ainslie
Mr. Ron Boothe
Mr. J. P. Carr
Mr. Anthony Clatterbuck
Mr. Bill Darden
Ms. Elaine Gall
Mr. Robert Kaplan
Mr. Tito Munoz
Mr. Steve Semones
Mr. Rick Witt

Members Absent

Ms. Susan Dewey
Mr. Jim Hyland
Mr. Roger McLellon

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. Steve Calhoun of the Department's Policy Office. Mr. Calhoun reported that a quorum was present for the meeting.

Public Comment

There was no one requesting to speak, the public comment session was closed.

Approval of Minutes

A motion was made to approve the minutes of the July 23, 2012 meeting of the Board. The motion was seconded and unanimously passed.

Report of the Codes and Standards Committee

Mr. Clatterbuck, Chairman of the Codes and Standards Committee, reported on the morning meeting of the Committee. Mr. Clatterbuck reported that the Committee discussed additional regulations to be considered for amendment during the current regulatory amendment cycle. The regulations discussed were the Manufactured Home Safety Regulations, the Virginia Certification Standards and the Standards Governing the Operation of Individual and Regional Code Academies. Mr. Clatterbuck reported that the Committee recommended initiating a NOIRA for the *Manufactured Home Safety Regulations*. The Committee recommendation was unanimously approved by the Board. Mr. Clatterbuck reported that the Committee recommended initiating a NOIRA for the *Virginia Certification Standards*. The Committee recommendation was unanimously approved by the Board. Mr.

Clatterbuck reported that the Committee recommended initiating a NOIRA for the *Standards Governing the Operation of Individual and Regional Code Academies*. The Committee recommendation was approved by the Board, Mr. Munoz voting against the recommendation.

Mr. Clatterbuck reported that there had been no public comment received regarding the periodic review of the Solar Energy Criteria for Tax Credit Regulation. Staff also had no recommendations for amending this regulation. A motion was made to retain the current regulation with no amendments. The motion was seconded and approved by the Board, Mr. Munoz voting against the motion.

Mr. Clatterbuck reported that the Board's proposed Memorandum of Agreement (MOA) between the Board of Housing and Community Development and the Virginia Fire Services Board has been approved by the Virginia Fire Services Board. The final MOA would be signed by the chairmen of the Boards following the Board meeting.

Virginia Housing
Partnership Fund

Mr. Bill Shelton provided an overview of the Virginia Housing Partnership Revolving Fund (the "Fund") and the reporting requirements for the Fund. Ms. Melody Barackman, Controller of the Virginia Housing Development Authority (VHDA) presented and reviewed the financial statements for the Fund. Ms. Barackman also presented financial statements for the Commonwealth Priority Housing Fund. A motion was made for the Board to approve the financial report for the Fund. The motion was seconded and unanimously passed.

VHDA Report

Mr. Bill Shelton, Director of the Department of Housing and Community Development, provided a report on the recent meeting of the VHDA Board of Commissioners. Mr. Shelton reported on the Low-Income Housing Tax Credit Program and Private Activity Bonds.

VFSB Report

Ms. Elaine Gall reported on the recent VFSB meeting in Hampton, Virginia. Ms. Gall also reported on ATL, VFIRS, fire deaths and injuries, the MOA between the BHCD and the VFSB. The next meeting of the VFSB will be in November in Richmond.

Report of the Director

Mr. Shelton reported on the state housing trust fund, the Virginia Housing Commission, 2013 agency legislation, the Housing Policy Workgroup and Advisory Committee, the DOJ settlement housing plan, recent CDBG awards, and the upcoming Governor's Housing

Conference in Roanoke.

Unfinished Business

None

New Business

None

Board Matters

Mr. Clatterbuck read proposed resolutions recognizing the years of service of retiring Board members Brian Mullins, Ed Whitmore, Nancy O'Brien and Ellen Robertson. The resolutions were unanimously approved.

Future Meetings

The next meeting of the Board will be held on Wednesday, **November 14, 2012** at the Governor's Housing Conference in Roanoke. A Codes and Standards Committee meeting will be held in Richmond on **December 20, 2012**.

Adjournment

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