Affordable Dwelling Unit Advisory Board (ADUAB)
and Housing Advisory Board (HAB)
Joint Meeting Minutes
Tuesday – June 12, 2012
Shenandoah Room - Shenandoah Building

ADUAB Members Present: Michael Capretti, Chair; Joe Paciulli, Vice-Chair; Pamela McGraw, Steve Schulte, Ryan Sauder, Jim Anders, Dawn Billow, Rick Klusek

HAB Members Present: Michael Scheurer, Chair; Michelle Krocker, Davette Everly, Christine Windle, Greg Josephs, Betsy Self, Nicole de Lima-Morris

Staff Present: Kelly Marrocco, Program Manager; Jill Brady, Administrative Assistant, Ellen Grunewald, Director; Alex Arruda, HCDU Intern, Dorri O'Brien, Aide to Supervisor Ralph Buona.

Public Present: Kim Hart, Windy Hill Foundation, Inc.
James Bailey, Loudoun Habitat for Humanity

Public Comment: Kim Hart announced Windy Hill Foundation won their Virginia Housing Development Authority (VHDA), Low Income Housing Tax Credit (LIHTC) application for the 98 unit project in Brambleton. In addition, Mr. Hart stated he was in favor of the recommended revisions to the "Housing Funds Guidelines" that now offered clarity, but would like to have a scoring criteria as part of the application.

James Bailey reported on Habitat for Humanity's concerns regarding changes to the Housing Fund Guidelines. Mr. Bailey also reported that he sent Habitat's concerns in writing to Shaun Kelley. The comments were received Monday June 11, 2012.

CALL TO ORDER Michael Capretti and Michael Scheurer called the meeting to order at 9:10

Joint Trust Fund Committee (JTFC) Approved Recommended Revisions to the Housing Fund Guidelines: Staff reported that the Board of Supervisors (BOS) directed the Joint Trust Fund Committee to review the "Housing Funds Guidelines" as they apply to large scale developments and bring revisions back to the BOS for their consideration. The JTFC met on several occasions to work on the revisions and outreach to the community for input.

Members of the JTFC consist of three members of the HAB (Michael Scheurer, Michael Flannagan, Hobie Mitchell) three members of the ADUAB (Shaun Kelley, Chair; Ryan Sauder. Dawn Billow) and one member of the Industrial Development Authority (IDA) (Paul Bice). Shaun Kelley, Chair of the JTFC, and staff met with representatives of Arlington County's Department of Community Planning, Housing and Development to discuss Arlington's process and successes in managing a housing investment fund since 1987. In addition, the JTFC met with regional developers in an effort to get their input regarding the "Housing Funds Guidelines". Each meeting garnered excellent information regarding the needs of the community, needs of the developers regarding how to acquire more interest in the Housing Funds and how to efficiently manage the Housing Funds application process.

After extensive discussion, staff and members of the JTFC thanked members of the HAB and ADUAB for their support and thoughtful conversation. The JTFC will bring the recommendation to revise the "Housing Funds Guidelines" back to the Board of Supervisors - Finance, Government Services and Operations Committee at their July meeting.

Meeting adjourned at 10:00

FINAL