Members Present: Tamar Datan Johnston (Chair), Kim Hart, Michael Capretti, Bill Jones, Jim Anders, Al Smuzynski, Dave Summers, Dave Boyd, Kyra Brown, Jo-Ann Chase

Staff Present: Bob Chirles, Sarah Coyle Etro, Latasha Brim, Housing Development Manager, Jill Brady, Administrative Assistant, Kelly Marrocco, Karen Thorson, Cindy Keegan.

Public: Gloria Yates—Freddie Mac

The May meeting summary was unanimously approved with corrections.

Introduction of New Housing Staff: Latasha Brim, Housing Development Manager and Jill Brady, Administrative Assistant were introduced and welcomed as new staff of the Housing Policy Unit.

Introduction of New Housing Advisory Board Members: Kyra Brown, Dave Boyd and Jo-Ann Chase were introduced and welcomed as new members of the Housing Advisory Board.

Activity Update:

1. Housing Policy Plan Amendment (CPAM).
   The Policy Committee has been representing the Housing Advisory Board at the Planning Commission work sessions. The information going to public hearing is a set of policies that have been revised through work sessions. Michael Capretti, Policy Committee Chair, stated that the work sessions have been to more carefully craft the language than change the intent. The Housing Advisory Board has been treated with great respect by the Planning Commission. Kim Hart stated that the time spent going through the 50 Unit Development scenarios, really helped orient the Planning Commission as to what drives affordable housing projects at various levels of AMI. Mr. Hart asked if the Planning Commission was looking for the Housing Advisory Board to take action on changes to date. Cindy Keegan, Program Manager, stated that she did not think they were looking for action. Ms. Keegan stated the CPAM was ready to go to public hearing. The Housing Advisory Board should get back together when it comes out of public hearing and see where things stand. The Advisory Board recommended a joint Land Use and Human Services Committee meeting. Tamar Datan Johnston (as Chair) will speak with Steve Snow; Chair of the Board’s Human Services Committee and let him decide how he would like to proceed. Tamar Datan Johnston plans to attend the Public Hearing Monday July 16, 2007.

2. Conflict of Interest.
   Kim Hart reported on a meeting with County Attorney (Jack Roberts) regarding conflict of interest. Mr. Hart asked the County Attorney how far in the process can a HAB member participate before he needs to recuse himself from the discussion? The County Attorney said he would prepare a letter addressing the issues. He also stated that any member can come talk with him about the issue. He then will opine individually. Any issue of conflict of interest has to be addressed ahead of an HAB decision. Hart will follow this issue. Tamar Datan Johnston strongly advised that anyone who is affiliated with an organization that may benefit (either a non-profit or for-profit) to pursue this issue.

Committee Reports:

1. Joint Trust Fund.
   Bill Jones stated that a meeting should be scheduled as work has been done on the down payment and closing costs program available funds. Sarah Coyle Etro stated that staff had developed proposed changes for the Joint Trust Fund Committee to start with to put together a fund dispersal process. Discussions should include the procedures and policies for addressing ADUs that are going to exit the program, purchasing them, and keeping them in the program, which will be a key issue. The members of the Joint Trust Fund Committee should think about when they can meet as summer vacations are being scheduled. Three or four meetings could be scheduled and it would be ready to go forward. (Sarah Coyle Etro to send out an email with dates and times,) Michael Capretti asked if this needs to go to the Board of Supervisors. There is a check in with the Housing Advisory Board and the ADUAB then goes with a recommendation to the Board of Supervisors. The hope is to get it to the Board of Supervisors in September to go with the policies.

As no one chairs the Joint Trust Fund Committee, it was strongly recommended that someone do so. Or in the alternative, Co-Chairs be put in place.
2. **Education and Workforce.**
Gloria Yates, Expanding Markets Manager from Freddie Mac, briefed the HAB on Freddie Mac's Workforce Housing or Employer Assisted Housing (EAH) program. Freddie Mac could provide their expertise in assisting Loudoun County and some of the larger employers in the area with a comprehensive program that would benefit employees. The Committee has been gathering data from Howard Hughes, INOVA Loudoun, the County Government and Public Schools. The Housing Advisory Board is discussing getting a representative from each of the above groups to a meeting. Jim Anders will help facilitate this process as Chair of the Education and Workforce Committee.

Kim Hart asked what the lowest income is for the Freddie Mac program. Freddie Mac does not have an income restriction. Many localities set at approximately 80% AMI and above. This allows Freddie Mac to serve a larger income spectrum. A complementary down payment and closing cost program helps EAH work the best. Freddie Mac also recognizes that not everyone is ready for homeownership and has programs in place that will work with them to get them ready for homeownership.

The Committee drafted a survey to local employers so that we can start identifying the need better. Tamar Datan Johnston suggested that the Economic Development Commission and The Chamber of Commerce which have pledged to continue to be involved in this issue would be good distribution channels to get the survey out to the business community.

**Report on Housing Programs:**

1. **Eastern Loudoun Revitalization.**
Kelly Marrocco, Program Manager, briefed the HAB on the Eastern Loudoun Revitalization Program. The program is for low and moderate income homeowners to rehab homes. There are currently 14 loans in various stages of approval for both Home Improvement Programs. Eleven are for the CDBG-funded Home Improvement Program and 3 are for the Eastern Loudoun Revitalization Program. Both programs are serving the Eastern part of the County. At the end of the first year, $120,854 has been encumbered in the Eastern Loudoun Program. The Program started out with $280,000.

The Board of Supervisors approved the HAB recommendation to provide additional funding to the program. The HAB asked for a report of efforts to try to access outside funding sources as part of the fund draw down. The program is working and developing a local banks partnership to offer financing. The County Attorney and the Procurement office have been consulted to see if the County can structure this. There is a bank that is interested if the legal and procurement issues can be worked out. Other approaches include working with the Federal Home Loan Bank in Atlanta. This program is the CIP-Community Investment Program where 10% of their profit goes back into affordable housing.

2. **Housing Programs Matrix:**
Staff distributed a comprehensive of list of all of the County's Housing Programs and information on some of the new initiatives.

Meeting adjourned at 6:05