

AFFORDABLE HOUSING TRUST FUND COMMISSION
MEETING SUMMARY
January 23, 2024
6:00 PM – 8:00 PM

Members Present: Kevin Daniels, Tisha Guthrie, Catherine Stokes, Matt Hill, Amy McClain, Staci Griffin, Ramsey Harris

Staff Present: Stephani Estrada-El - Program Manager, DHCD
Paul Stanford - Director of Grants, DHCD
Ebony Rector - Program Coordinator, DHCD
Krystle Word – Program Coordinator, DHCD
Brian Lasan – Public Information Officer, DHCD

1. Call to Order

The meeting was called to order at 6:07 p.m. by President Daniels.

2. Approval of the December 2023 Meeting Summary

President Daniels requested a motion to approve the December meeting summary. Commissioner Guthrie motioned that the Commission adopt the December 2023 meeting summary and Commissioner Hill seconded the motion. President Daniels called for a vote to adopt the December meeting summary. All other present Commissioners voted in favor and the motion carried.

3. City Agency Updates

Affordable Housing Trust Fund Program Manager, Stephani Estrada El, provided the following updates:

- a) Affordable Housing Trust Fund (AHTF) December's monthly revenue was \$418,046. Total revenue collected to date is \$78, 424, 553 and revenue for FY '24 is \$10,088,453. For FY '24 we have received \$3,088,453 in tax revenue, and \$7 million for City's anticipated contribution. Administration costs have increased to \$2.6 million.

- b) Project Status Updates:
 - total projects awarded: 49
 - due diligence: 35
 - grant agreements drafted to date: 28
 - under audit review: 21
 - approved: 20
 - BOE requested: 20
 - BOE approved: 19
 - Disbursed: 10

- c) NOFA Updates: New Construction NOFA, Rounds 1, 2, and 3, and 4 are in the middle of deal structuring, presenting agreements to BOE for approval, and preparing for settlement. Round 5: rental NOFA is up right now for public comment. The public comments will be accepted until December 19. The NOFA Round 5 will open February 2, 2024. DHCD will be making up to seven million available. One million of that money will be set aside for Community Land Trust projects.
- d) CLT Updates:
- CLT Single-Family Home Ownership NOFA, Round 1, 2, and 3, are in the middle of deal structuring. We're presenting agreements to BOE and preparing for settlement.
 - CLT Rental NOFA, Round 1, currently deal structuring.
 - The Operating NOFA, Round 1, all agreements have been approved by the BOE, and grantees are drawing down on the funds.
 - The Operating NOFA for Round 2, kickoff meetings were held and we are now in the middle of drafting grant agreements for BOE approval.
 - CLT, Single-Family Homeownership NOFA, Round 4, is a rolling NOFA. It opened on June 30th. DHCD made up to 4 million available. Community Land Trust projects can request up to a million. The NOFA will run until June 30, 2024, or until the funds run out. If funds don't run out, they will roll over to the next FY bucket of money.
- e) Long-term Voucher: The DHCD team is working on the consultant RFP for the Long-Term Voucher Program and will send the RFP draft around to the Commissioners for review, and discuss it in our next workgroup meeting. The proposed issue date is April 1, 2024.
- f) Commission Bylaws: If you signed up for the Bylaws workgroup, share your availability. We still have room for two more commissioners to join this group.

4. Inclusionary Housing

Inclusionary Housing legislation was passed on January 22, 2024. The bill was unanimously approved by the Baltimore City Council. Commissioner Guthrie shared brief updates/remarks on the significance of this bill.

5. Other Business

There was no additional business introduced for discussion.

6. Adjournment

Commissioner Guthrie moved to adjourn the meeting. All present Commissioners were in favor. President Daniels adjourned the meeting at 6:32 p.m.