

**AFFORDABLE HOUSING TRUST FUND COMMISSION**  
**MEETING SUMMARY**  
**June 27, 2023**  
**6:00 PM – 8:00 PM**

Members Present: Kevin Daniels, Tisha Guthrie, Catherine Stokes, Matt Hill, Vernadine Kimball, Stacy 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  
Tammy Hawley – Communications Director, DHCD

Public Comment: Betty Bland-Thomas

**1. Call to Order**

The meeting was called to order at 6:06 p.m. by Commission President Kevin Daniels.

**2. Approval of the May 2023 Meeting Summary**

President Daniels initiated the approval of the April 2023 meeting summary. Commissioner Guthrie requested that the May 2023 meeting summary include the observation of silence for late Commissioner Anthony Williams. Commissioner Griffin motioned to approve the minutes with the and Commissioner Guthrie seconded the motion. All other present Commissioners voted in favor of the motion to adopt the May 2023 meeting summary and the motion carried.

**3. In Memoriam: Anthony Williams**

Guest Rachel Kutler and Commissioner Vernadine Kimball delivered remarks in memoriam of late Commissioner Anthony Williams. He had an outstanding track record of including people with experience of homelessness, from policing to shelters, to social service programs and housing. He worked with unhoused people to document unjust patterns and practices they experienced preventing them from receiving or remaining in housing, and to identify solutions, and then organized to implement them.

**4. City Agency Updates**

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

1. Affordable Housing Trust Fund (AHTF) revenue collected in May was \$450,814. To date we've received \$67,298,716. For FY '23 we have received \$18,168,589.
2. Project Status Updates:

- total projects awarded: 37
  - due diligence: 27
  - grant agreements drafted to date: 21
  - under audit review: 17
  - approved: 17
  - BOE requested: 15
  - BOE approved: 13
  - disbursed 5
3. The New Construction Prioritization Existing Rental NOFA Round 1, 2 and 3 are still deal structuring. We're still presenting agreements to the BOE for approval and preparing for settlement. Round 4, the NOFA opened on February 10, 2023. DHCD made up to 10,750,000. The NOFA closed on March 17th. We received 36 applications. Total amount of trust funds requested was \$28,264,000. 28 applications have passed threshold. The review panel recommended 14 applications for approval.
  4. The CLT, Single-Family Homeownership NOFA Round 1, 2 and 3, deal structuring. We've presented agreements to BOE for approval and preparing for settlement. The Community Land Trust, Single-Family Homeownership NOFA Round 4 it will be a rolling NOFA. Public comments deadline was May 1st. The NOFA will go live June 30th, and run until June 30, 2024, or until the funds run out

**5. Public Comment**

Betty Bland-Thomas, the historic Sharp Leadenhall Community, shared that she was impressed with the work of the commission and eager to learn more about resources available to seniors.

**6. Other Business**

DHCD reminded the commission about the upcoming Robert's Rules of Order orientation and requested all commissioners respond to emails requesting they confirm their availability.

**7. Adjournment**

As there was no additional business, Commissioner Hill motioned to adjourn the meeting. Commissioner Lewis seconded the motion and all Commissioners present voted in favor. President Daniels adjourned the meeting at 6:59 p.m.