

**AFFORDABLE HOUSING TRUST FUND COMMISSION
MEETING SUMMARY
NOVEMBER 16, 2021**

Attending: Cindy Truitt, Matt Hill, Iletha Joynes, Vernadine Kimball, Kate Edwards, Tisha Guthrie, Shannon Snow

1. Call to Order

Commission Co-Chair, Cindy Truitt, called the meeting to order at 6:00 p.m. It was determined that a Quorum was present, and therefore the Commission would be able to conduct official business, approve minutes, recommendations, etc. Commissioner Joynes motioned to make an amendment to the agenda, to address the nominations update prior to the Department updates. Commissioner Hill seconded the motion and all Commission members were in favor of the amendment.

2. Approval of the September 2021 Meeting Summary

Commission Co-Chair, Tisha Guthrie, initiated the approval of the September meeting summary. Commissioner Joynes, made a motion to approve the meeting summary. Commissioner Hill, seconded the motion. All Commission members were in favor of approving the September 2021 meeting summary.

3. City Agency Updates

Department of Housing and Community Development (DHCD) staff provided the following updates:

1. The Mayor's office has drafted nomination letters to be routed through the final review and signature process. Once letters have been sent to nominees, the City Council will hold a formal nomination hearing.
2. Trust Fund revenues have exceeded the budget projections thus far in FY 22. Through September 2021, the AHTF has collected revenues of \$33,463,693, consisting of \$20,963,693 in tax revenues and \$12.5 million in DHCD contributions. Revenues collected in September 2021 and August 2021 total \$1,063,654 and \$1,117,768, respectively. For FY 22, Trust Fund revenues of \$2,676,925 have been collected. AHTF operations expenditures total \$713,646 and \$17.4 million in funding has been committed as of September 2021.

3. DHCD continues to work with recipients of the Community Land Trust (CLT) Single Family Homeownership Notice of Funding Availability (NOFA) award, in structuring agreements for their respective projects. Award recipients, Charm City Land Trust, Northeast Housing Initiative (NEHI) and South Baltimore Community Land Trust, have each been awarded the maximum funding amount of \$750,000.
4. Round two of the CLT- Single Family Homeownership NOFA was released on September 1st with an application deadline of October 29th. Two preproposal conferences were held and questions and answers from the conference were posted online on October 15. Award announcements are to be made by January 25, 2022.
5. The Department continues its efforts with the Inclusionary Housing Consultant, Enterprise Community Partners, to improve the effectiveness of the City's Inclusionary Housing policy. The Inclusionary Housing Advisory Board meets every third Wednesday of the month from 3:00 p.m. – 4:00 p.m.
6. Award recipients for rounds one and two of the New Construction/Preservation of Existing Rental Housing NOFA continue to work with DHCD staff to structure agreements in preparation of Board of Estimates (BOE) approval and funding disbursement.

4. Other Business

1. Commissioner Joynes made a motion to put forth a list of Commission nominations as interpreted by the City Charter legislation, which empowers Commissioners to make vacancy nominations, if the Mayor has not submitted names within 120 days of a vacancy. After discussing the list of nominations, Commissioner Snow made a motion to put the nominations vote on hold to allow Commissioners more time for review and consideration of the list of nominees. Commissioner Hill seconded the motion. All Commissioners approved the motion to put the vote on hold and potentially vote on the list of nominations at the next meeting.
2. Commissioner Tisha Guthrie made a motion to schedule the next Commission meeting for Tuesday, December 14, 2021. Commissioner Joynes seconded the motion and all Commission members voted in favor of the motion.

5. Adjournment

As there was no additional business, Co-Chair Cindy Truitt adjourned the meeting at 6:53 p.m.