

**AFFORDABLE HOUSING TRUST FUND COMMISSION**  
**MEETING SUMMARY**  
**June 28, 2022**  
**6:00 PM – 8:00 PM**

Members Present: Bishop Kevin Daniels (President), Kate Edwards, Vernadine Kimball, Tisha Guthrie, Staci Griffin, Ramsey Harris, Bree Jones, Erika Fox, Catherine Stokes

Staff Present: Alice Kennedy – Commissioner, DHCD  
Stephani Estrada-El - Project Coordinator  
Staci Freed – Sr. Advisor to Chief Operations Officer  
Ebony Rector – Project Coordinator  
Carolyn Watson – Community Aide  
Jason Webb, DHCD Consultant

**1. Call to Order**

The meeting was called to order at 6:07 p.m. by President Daniels. It was determined that a Quorum was present and therefore the Commission would be able to conduct official business, approve minutes, recommendations, etc.

**2. Approval of the May 2022 Meeting Summary**

President Daniels initiated the approval of the May 2022 meeting summary. Commissioner Guthrie made a motion to amend the May meeting summary to include more detail of the conversations had at the meeting. Commissioner Griffin second the motion. All Commissioners present voted in favor of amending the May meeting summary.

**3. City Agency Updates**

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

1. DHCD staff and hire update. Paul Stanford, Director of Grants was introduced to the commission.
2. Affordable Housing Trust Fund (AHTF) portion of revenues collected in May 2022 total \$626,196 respectively. In FY22 year to date the Trust fund has collected \$18,201,765 in tax revenues plus \$4.25 Million, for total revenues of \$22,451,765. Through May 2022, the AHTF collected total revenues of \$48,258,376 consisting of \$36,508,371 in tax revenues and 11.75 million in Baltimore City Contributions. As of May 2022, Trust Fund revenues for FY22 exceed budget estimates by roughly \$8,835,095 Million dollars. DHCD made adjustments to the surplus spending plan since the May meeting increasing the administrative budget, and adding the remaining to the surplus balance which now totals to \$1.9 Million dollars.

3. Round 3 of the New Construction /Preservation of Existing Rental NOFA applications were due on June 10, 2022 at 4 pm, we received 27 applications. Total amount requested was \$16,557,240. Application are under review. New Construction/Preservation of Existing Rental Increased construction cost application notices were sent to all of the awardees from round 1 and 2 and the notice was posted on the website. Three requests were received and are under review.

The Community Land Trust, the CLT Rental and Homeownership applications will be open at the same time on July 20<sup>th</sup>, the pre-proposal conference will be on July 27<sup>th</sup> and July 28<sup>th</sup>. The CLT Rental NOFA will make 1.5 million available and the CLT Homeownership will make \$4 Million available to fund housing development projects. The CLT homeownership NOFA was posted for public comment and will close on July 1<sup>st</sup>. Comments will be reviewed and discussed in a workgroup meeting. Date will be set in the commission meeting workgroup meeting. The CLT Operating NOFA is still being worked on. A date has not been set yet.

4. The Inclusionary Housing Advisory Board meets every third Wednesday of the month from 3:00 p.m. – 4:00 p.m. Meeting details and Inclusionary Housing updates are available on DHCD's website.
5. The final remaining commission position was confirmed at council meeting. Amy McClain will be sworn as the representative of a homebuilders association. She is the remaining commission position that has been confirmed at the Monday's night Council meeting. Also, we have one committee remaining who has been confirmed, and who still needs to be sworn in, after which we will have seated the full commission.
6. FY 23 spending priorities, we came up with that the estimate for FY 23, the total will be for 25 million, and includes an estimate of \$12 million in tax revenue, \$6 million from fy22 surplus and \$7 million from the City's contribution. We proposed \$5 million for Community Land Trust; \$6.5 million for new construction; \$3.75 million for preservation existing rental; \$2.5 million for senior homeownership repair; \$2.75 million for Choice Neighborhoods, \$1.7 million for Rent supplement; \$250,000 for inclusionary housing \$250,000 and \$1.250 million for Flex Fund and \$1.250 million for administration giving us a total of \$25 million.
7. DHCD Commissioner Kennedy provided comments on continuing to grow the awareness of Community Land Trust, and continuing to work with SHARE Baltimore and the other Community Land Trusts in the City to elevate the awareness from residents that are potentially interested in purchasing property through their Community Land Trust or renting property through Community Land Trust rental projects. We recognize the Community Land Trust is an important part of our work, and an important part of our work in the City and create and provide that long-term stability. We have a significant demand right now on affordable housing for buyers that are looking to be built in the City of Baltimore that would create at 30 percent and below, and create at 50 percent below affordable housing projects also.

**4. Adjournment**

As there was no additional business, President Daniels requested from Commissioners, a motion to adjourn the meeting. Commissioner Edwards motioned to adjourn, Commissioner Hill seconded the motion. President Daniels adjourned the meeting at 6:54 p.m.