

**AFFORDABLE HOUSING TRUST FUND COMMISSION
MEETING SUMMARY
JULY 13, 2021**

Attending: David Bowers, Cindy Truitt, Matt Hill, Shannon Snow, Iletha Joynes, Vernadine Kimball,
Tisha Guthrie

1. Call to Order

Commission President, David Bowers, called the meeting to order at 6:05 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.

2. Approval of the May 25, 2021 Meeting Synopsis

Commission member, Iletha Joynes, motioned that the meeting synopsis be accepted. Commission member, Tisha Guthrie seconded the motion. All Commission members were in favor of approving the May 2021 meeting minutes.

3. City Agency Updates

Affordable Housing Trust Fund (AHTF) Program Manager, John Mobley, provided the following updates for the Department of Housing and Community Development (DHCD):

1. Through May 2021, the AHTF has collected \$25,341,868, consisting of \$17,841,868 in tax revenues and \$7.5 million in DHCD contributions. Revenues collected in April 2021 and May 2021 total \$180,536 and \$3,154,730, respectively. For FY 21, Trust Fund revenues of \$9.2 million have been collected as of May 2021, exceeding revised budget projections. Through May 2021, AHTF expenditures total \$703,514 in operations plus \$17.3 million in funding commitments.
2. The Department is working with recipients of the Community Land Trust (CLT) Single Family Homeownership Notice of Funding Availability (NOFA) awards, 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.
3. The second round CLT- Single Family Homeownership NOFA is under development. The Department will inform the Commission once the release date has been decided.

4. 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. The next Advisory Board meeting is scheduled for Wednesday, July 21, 2021.
5. Award recipients for round one 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.
6. The Department announced award recipients from round two of the New Construction/Preservation of Existing Rental Housing NOFA. This NOFA makes \$2.7 million available to support affordable housing projects. Sixteen applications were received for a total funding request of \$8.5 million. Of the sixteen applications, five applicants have been awarded project funding, for a total funding commitment of \$2.75 million. Award recipients for this round of funding are:
 1. Beacon House Square (Rental) - \$500,000 award
 2. Beacon House Square (Emergency) - \$500,000 award
 3. GEDCO Harford House - \$500,000 award
 4. Homes for America - \$500,000 award
 5. Schreiber Brothers - \$750,000 award

DHCD estimates that funding for the awardee's projects will produce 141 affordable housing units, of which, 94 units will target household incomes of 50% Area Median Income (AMI) and 47 units will target household incomes of 30% AMI. The cost per unit for the awarded projects is \$19,500 and will leverage AHTF funding at a 38.1 to 1 ratio. All NOFA applicants have been notified of the award announcement and applicants not receiving an award of funding have been offered a debriefing with DHCD staff.

7. DHCD Acting Commissioner, Alice Kennedy, presented to the Commission, DHCD's tax recovery projections and proposed budget for the AHTF in FY 22. Two notable adjustments in the proposed spending plan is a 10% transfer from the CLT line item to the new construction (5%) and preservation of existing (5%) rental housing line items. The proposed adjustment is an effort to meet the demand for funding, given the volume of applications received in round two of the New Construction/Preservation of Existing Rental Housing Notice of Funding Availability (NOFA).

Commissioners provided feedback on the proposal and inquired about potential funding from the American Rescue Plan Act (ARPA). Commissioners also expressed a desire to hold harmless, funding for the CLT line item in the spending plan. DHCD expressed support for the Commission's recommended adjustments to the inclusionary housing, flexible funds, new construction/preservation of existing rental housing and CLT line items in the spending plan. The Department and Commission will continue working to finalize a

consensus, with the intent of affirming the AHTF FY 22 spending plan at the August Commission meeting.

8. Acting Commissioner Kennedy provided information on DHCD's efforts in obtaining American Rescue Plan Act (ARPA) Federal funds. Based on the ARPA application process, Commissioner Kennedy advised the Commission that details of any potential funding may not be available until Fall 2021, and thus would like to proceed with finalizing a spending plan and make future adjustments if ARPA funds become available. DHCD is putting forth ARPA funding proposals to support affordable housing opportunities, such as right to counsel, home repair, community land trusts, affordable housing rental units and foreclosure prevention.
9. Commission President, David Bowers, requested more information from DHCD on a letter received from Westport CDC, that recommends a change in the required legal structure of a CLT, as specified in the CLT-Single Family Homeownership NOFA. DHCD is reviewing the recommendation and evaluating options internally. DHCD will follow up with Westport CDC and the Commission once a determination has been made.
10. Acting Commission Kennedy provided updates received from The Mayor's Office of Government Relations (MOGR), on the formal process for board and commission nominations and appointments. DHCD has been directed to submit a recommendations memo to MOGR for consideration by the Mayor. Commissioners interested in being reappointed, are asked to email DHCD staff, indicating their interest, why the reappointment is to be considered, along with a resume, and headshot photograph. Interested members will also be required to complete the City's ethics forms and provide biographic and demographic data.

Once compiled, the recommendations memo and nominee information will be submitted to MOGR. A formal written nomination letter will be sent to nominees selected by The Mayor, whom will be required to undergo a background check and income limit verification, prior to The Mayor's final nomination. Nominees will have their names provided to City Council for formal confirmation. DHCD intends to have final nominees introduced at the August 16, 2021 City Council hearing.

4. Other Business

The next Commission meeting is scheduled for Tuesday, August 24, 2021 from 6:00 p.m. to 8:00 p.m.

5. Adjournment

As there was no additional business, President David Bowers adjourned the meeting at 8:01 p.m.