

**AFFORDABLE HOUSING TRUST FUND COMMISSION  
MEETING SUMMARY  
JULY 28, 2020**

Attending: David Bowers, Matt Hill, Shannon Snow, Jalal Greene, Iletha Joynes, Cindy Plavier-Truitt, Tisha Guthrie, Tiara Watkins, and Vernadine Kimball

1. **Call to Order.**

Commission Chairman, David Bowers, called the meeting to order at 6:40 p.m. It was determined that a quorum was present, and the Commission would be able to conduct official business, approve minutes, recommendations, etc.

2. **Approval of June Meeting Synopsis.**

The following correction was noted to the June 23, 2020 meeting Synopsis: Correct the meeting summary to reflect that Commission chair, David Bowers was present and in attendance. Commission member, Cindy Plavier-Truitt, motioned that the meeting synopsis be accepted with the correction. Commission member, Matt Hill, seconded the motion.

3. **City Agency Updates.**

1. John Mobley, Program Manager for the Affordable Housing Trust Fund, updated the Commission on adjustment proposals to the spending plan. Due to a significant shortfall in trust fund tax revenues, the Department is considering a percentage-based or priority-based budget modification approach to the spending plan. The Department and a majority of Commission members expressed their preference to focus on a priority-based budget approach.

2. Angela Whitaker, Director of the Community Action Partnership (CAP), Katie Yorick of the Mayor's Office of Homeless Services (MOHS), Tisha Edwards, Director of the Mayor's Office of Children and Family Success (MOCFS), and Valerie Piper, consultant to DHCD, provided updates on the agencies' collaborative partnership and homelessness prevention programs in response to the COVID-19 pandemic.

CAP staff is currently reviewing and processing applications for the Temporary Rental Assistance Program. Funding for that program will be ending soon. CAP, DHCD and MOHS are collaborating to implement and support additional programs after the Temporary Rental Assistance Program has ended. Affordable Housing Trust Funds have been identified as a potential source of funding for these ongoing efforts.

The next phase of homelessness prevention is intended to help residents who did not qualify for the Temporary Rental Assistance Program. Using local and state funding, this

portion of the program will have greater flexibility and will allow the City to make resources available to more families. The tentative roll-out date for this program is anticipated to be August 31, 2020.

3. Commission member, Matt Hill, proposed a “Motion for Recommendations,” intended to address barriers that have prevented families from qualifying for previous assistance programs. The motion encourages DHCD to adopt the recommended policies when distributing AHTF funds.

Tisha Edwards, Director of MOCFS, advised the Commission that many of the recommendations can be implemented but others will require legal counsel. Her staff will review the recommendations with legal counsel and follow up in writing with their findings.

4. Assistant Commissioner Jim Majors, provided updates on the NOFA for the Affordable Housing Trust Fund for DHCD. The deadline for the submission of applications for the New Construction and Preservation of Existing Rentals will be Friday, July 31, 2020, at 4 p.m.
5. The Community Land Trust Consultant Request for Proposals (RFP) was posted and the Department is currently in discussions and negotiations with the potential awardee. The Department intends to make a formal announcement by the next Commission meeting, which is scheduled for August 25, 2020.
6. Senior Advisor to the Chief Operations Officer, Stacy Freed, provided updates on the Community Land Trust (CLT) NOFA. The draft CLT NOFA has been posted for public comments. Along with feedback from the Workgroup Committee, the Department is working to publish responses to the public comments. The Department intends to post the official CLT NOFA towards the end of August 2020 or in early September 2020.
7. Stacy Freed also informed the Commission on the status of the two empty Commission positions that need to be filled. The Continuum of Care and City-Wide Realtor or Building Industry positions are currently open. Once nominations have been received, DHCD staff will move forward in requesting official nomination letters be sent out by the Mayor’s Office. If accepted by the Mayor, the official nominations will be introduced to the City Council for a formal approval.
8. The Commission opened the floor for public comments and questions.

#### **4. Other Business**

1. Commission chairman, David Bowers, provided a reminder to Commission members to submit financial disclosure forms.

5. **Adjournment**

As there was no additional business, Commission Chairman David Bowers adjourned the meeting at 7:54 p.m.