

AFFORDABLE HOUSING TRUST FUND COMMISSION
MEETING SUMMARY
January 28, 2020

Attending: Shannon Snow, Jalal Greene, Tiara Watkins, Matthew Hill, Vernadine Kimball, Ernst Valery, Tisha Guthrie, Damien Haussling, Iletha Joynes, Cindy Plavier-Truitt

1. **Call to Order.**

In the absence of the Commission Chairman, David Bowers, Commissioner Shannon Snow called the meeting to order at 6:08 pm. 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 December Meeting Synopsis.**

The following correction was noted to the December meeting Synopsis: Iletha Joynes was missing from the attending list. The summary of the December minutes was approved. Damien Haussling motioned that the Meeting Synopsis be accepted; Tiara Watkins seconded the motion.

3. **City Agency Updates.**

Assistant Commissioner for Project Finance & Development, Jim Majors, provided updates for the Department of Housing & Community Development. The Department had made an offer to a candidate for the vacant position of project coordinator. The candidate declined the offer and a second offer to the next available candidate was made. The Department is awaiting a response from the second candidate.

The Assistant Commissioner for Project Finance & Development presented the revenue reports as of December 31, 2019 which indicated the amount received as \$5,499,567.20. There's an additional allocation of \$2.0M from HCD for FY 19 & another allocation from HCD for \$2.0M for FY 20. With these two additional allocations, the total funds received to date is 9,499,567.20. Based on the public comments received, the revised and amended spending plan was presented. Jim Majors also updated the commission on the next steps for getting the Notice of Funding Availability (NOFA) on the street.

The Commission was informed that the Department has drafted a Request for Qualifications (RFQ) for a consultant to assist with the preparations of the NOFA for the Community Land Trust.

The Assistant Commissioner also addressed the commission's request for an official opinion on what constitutes a quorum and advised them that Department is working with the City's Law Department on the matter.

Matthew Hill asked Assistant Commissioner Majors to revise the spending plan to show the reallocation of funds to Rental Supplement and Senior Homeownership from the Preservation of Existing Rental and Flexible Funds in the FY 2021 and FY2022.

4. **Presentations.**

- a Matthew Hill reported on the Work Group meeting which was held on January 23, 2020. The work group reviewed the proposed spending plan and public comments. Mr. Hill informed the Commission that after reviewing the public comments, the work group agreed to support a reallocation of funds to the Rent Supplement and Senior Homeownership Repair allocation. Funds were reallocated from the preservation of Existing rental and the Flexible funds allocation. The Rent Supplement appropriation received an additional \$250,000.00 from the Flexible Fund appropriation. The Senior Homeownership Repair appropriation received an additional \$500,000.00 from the Preservation of Existing Rental appropriation. Mr. Hill updated the Commission about the timeline discussed with DHCD staff to have the draft NOFA on the street with a three-week public comment period starting some time during the first week of March 2020.
- b Shannon Snow asked for a motion to approve the AHFT proposed spending priorities. Cindy Plavier-Truitt motioned to approve the plan and Ernst Valery seconded the motion. All commission members approved.

5. **Other Business.**

Shannon Snow informed the commission that the workgroup proposed not to have a February meeting to allow the Department enough time to focus on preparing the draft he Notice of Funding Availability (NOFA). The commission agreed that they should keep the February meeting date and to bring in faith base organization speakers. The commission also agreed that the March meeting be scheduled for Monday April 6th to accommodate the public comment period for the NOFA.

The commission then opened the floor for public comments and questions.

6. **Adjournment.**

As there was no additional business, Commissioner Shannon Snow adjourned the meeting at 6:55pm