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BALTIMORE CITY DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT

AFFORDABLE HOUSING TRUST FUND COMMISSION MEETING

(Virtual/Remote)

Tuesday, January 23, 2024

BEFORE: KEVIN DANIELS, President

MEMBERS PRESENT:

- MATT HILL
- TISHA GUTHRIE
- CATHERINE STOKES
- STACI GRIFFIN
- AMY MCCLAIN
- RAMSEY HARRIS

Proceeding recorded by electronic sound recording;
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1 Also Present:

2 STEPHANI ESTRADA, Program Manager, Affordable Housing
Trust Fund, DHCD

3 CAROLYN WATSON, Community Aide/Administration, Affordable
4 Housing Trust Fund, DHCD

5 EBONY RECTOR EBONY RECTOR, Project Coordinator,
Affordable Housing Trust Fund, DHCD

6 KRYSTLE WARD, Project Coordinator
7 DHCD

8 BRIAN LASAN, Public Information Officer
DHCD

9 KRYSTLE OKAFOR, Director, Policy and Planning
10 SHARE Baltimore

11 PAUL STANFORD, Director of Grants
DHCD

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P R O C E E D I N G S

(6:07 p.m.)

1 PRESIDENT DANIELS: Edwards.

2 Commissioner Vernadine Kimball.

3 Commissioner Bree Jones.

4 Commissioner Iletha Joynes.

5 Commissioner Catherine Stokes.

6 Commissioner Staci Griffin.

7 COMMISSIONER GRIFFIN: Here.

8 PRESIDENT DANIELS: Thank you.

9 Commissioner Erika Fox.

10 Do we have the, do we have the quorum? Is
11 that --

12 MS. ESTRADA: Catherine is here. She just
13 didn't unmute herself.

14 PRESIDENT DANIELS: Oh, okay. I got you.
15 Thank you.

16 MS. ESTRADA: Yeah. We're kind of -- we do, we
17 do.

18 PRESIDENT DANIELS: Okay. Good. And let's --
19 so the meeting is called to order. Let's -- do we have a

1 motion for the December meeting summary?

2 Can someone make a motion?

3 UNIDENTIFIED SPEAKER: So moved.

4 PRESIDENT DANIELS: Can we get a second?

5 COMMISSIONER HILL: Second.

6 PRESIDENT DANIELS: Properly moved and second.

7 Any other further discussion?

8 All in favor?

9 COMMISSIONERS: Aye, aye, aye, aye.

10 PRESIDENT DANIELS: Any opposed?

11 The motion carries. Thank you.

12 Now we will have the DHCD updates.

13 MS. ESTRADA: Can you see the PowerPoint

14 presentation? Can you all see the screen?

15 UNIDENTIFIED SPEAKERS: No. No.

16 Yeah, can now.

17 Yeah, can see it now.

18 MS. ESTRADA: Okay. (Indiscernible) see how it
19 will work there. Sorry.

20 Okay. I'm Stephani Estrada, program manager
21 for the Affordable Housing Trust Fund, and this is

1 January's Commission meeting to discuss the program
2 revenue updates.

3 (Indiscernible).

4 UNIDENTIFIED SPEAKER: What?

5 MS. ESTRADA: Okay. We'll go through the Trust
6 Fund revenue, the commitments and expenditures, and the
7 Trust Fund's activities.

8 (Indiscernible).

9 All right. So this is the revenue to date that
10 has been collected. December we received \$418,046.
11 Revenue collected to date is 78 million, 424 thousand,
12 530 -- 553 dollars. Revenue for FY '24 is 10,088,453.
13 This is the type by year through December of '23. FY '24
14 we have received \$3,088,453 in tax revenue, and 7 million
15 for City's contribution. Again, this has not fully been
16 confirmed. So far they, they have not said that it's
17 going to be lower, but I'm still waiting for a goal from
18 fiscal.

19 Fund source revenue amount. Total to date is
20 -- total tax revenue collected to date is 53,174,548.
21 The City's contribution is \$25,250,005. Again, that's if

1 we get the 7 million.

2 This is the commitments and expenditures. I
3 had to do a correction from the last meeting for the CLT
4 projects commitments. The expended to date was -- is
5 actually 1.9. In the last month I had 2.5.

6 The rest of this is pretty much the same. Our
7 senior homeownership did not -- I do not have an update
8 for January. So that amount is still the same from last
9 month that was good through December.

10 The other changes, administration cost which
11 that increased to 2.6 million.

12 This is the project status. There we go.
13 Project status; awards to date is 49, due diligence 35,
14 final agreements drafted 28, audit review 21, audits
15 approved 20, BOE requested 20, 19 have been approved, and
16 10 have been disbursed, 3 are in compliance.

17 NOFA information for new construction. Rounds
18 1, 2, 3, and 4 are in the middle of deal structuring,
19 presenting agreements to the BOE for approval, and
20 preparing for settlement. Round 5 NOFA was up for public
21 comments. The public comments was expected up until

1 December the 19th. We drafted a public comment summary
2 that was sent around to all the Commissioners for their
3 review and comments. The NOFA Round 5 will open
4 February 2, 2024. DHCD will be making up to seven
5 million available. One million of that money will be set
6 aside for Community Land Trust projects.

7 Community Land Trust, Single-Family
8 Homeownership NOFA Rounds 1, 2, and 3. We're still in
9 the middle of deal structuring, presenting agreements to
10 BOE, and preparing for settlement.

11 Community Land Trust Rental NOFA Round 1, that
12 is still in the middle of deal structuring.

13 The Operating NOFA Round 1, all agreements have
14 been approved by the BOE, and grantees are drawing down
15 on the funds.

16 The Operating NOFA Round 2, we had kickoff
17 meetings, and we are now in the middle of drafting grant
18 agreements for BOE approval.

19 Community Land Trust Single-Family
20 Homeownership NOFA Round 4, the rolling NOFA opened on
21 June 30th. DHCD made up to four million available.

1 Community Land Trust projects can request up to one
2 million per project. The NOFA will run until June 30,
3 2024, until the funds run out. If the funds don't run
4 out, they will roll over to FY '25. The NOFA application
5 -- no application has been submitted. SHARE Baltimore is
6 continuing to work with CLTs to how to work their
7 submission.

8 For the Long-Term Voucher Program, DHCD is
9 working on the RFP draft to request a consultant to help
10 make a decision on what type of Long-Term Voucher Program
11 we will go with. We will send the RFP draft around to
12 the Commissioners for review, and discuss it in our next
13 workgroup meeting before posting it. The proposed issue
14 date is April 1, 2024.

15 The Affordable Housing Trust Fund Commission
16 Bylaws Meeting. We sent the draft out to everyone, and
17 Krystle sent out a message for the volunteers of the
18 workgroup to set up the first meeting. We can have two
19 more commissioners in this workgroup. Please send us
20 your -- and please send us your availability so that we
21 can set this meeting up. This can be done at any time if

1 you guys are available.

2 The Inclusionary Housing legislation was passed
3 on January 22, 2024. The bill was unanimously approved
4 by the Baltimore City Council.

5 If Matt or Tisha want to go into more detail
6 about it, let me know.

7 COMMISSIONER GUTHRIE: This is Tisha. The
8 biggest update is that the bill was actually signed
9 yesterday. The Mayor signed the bill. And it is
10 definitely a momentous -- it was a momentous occasion.
11 Councilperson Odette Ramos, who was -- as we have, been
12 indicated was the quarterback for the bill. And this is
13 really a significant step to undo a lot of the racial
14 harm, and economic harm that's been done in Baltimore.
15 So it is a, definitely a piece of this pipeline that we
16 are trying to build in Baltimore.

17 Thank you.

18 MS. ESTRADA: Thank you for your comments.

19 Commissioner nomination updates. I do not have
20 any new updates. This update is actually from the last
21 meeting that the Commissioner is working with MOHS to

1 identify representative for the (indiscernible).

2 And that is it.

3 PRESIDENT DANIELS: Can we have just
4 Commissioner comment?

5 Let me ask again. I know we talked about it
6 before, but of course it's a new year. And I think I
7 forgot everything from last year. I'm just kidding. The
8 awarded 49, disbursed 10, and compliance 3. Just explain
9 that. Explain that cycle for me again, and some of the,
10 the challenges and opportunities that that presents in
11 that, that process of awarded to disbursement to just
12 three compliant.

13 MS. ESTRADA: Yes.

14 PRESIDENT DANIELS: What normally happens in
15 that cycle?

16 MS. ESTRADA: So the awarded are probably still
17 in the middle of due diligence. A lot of them are in the
18 middle of due diligence where they are trying to get
19 their funding sources together. And before they can draw
20 down on the funds they have to have all their funding
21 sources. The 10 that has been in disbursement --

1 construction, and they are able to draw down or they were
2 able to obtain the advancement money. So some of them
3 can get the advancement money without having all their
4 funding sources, but (indiscernible) predevelopment cost.
5 So for the most part a lot of them have not started
6 construction. So we wait until they get closer to
7 getting all their funding sources, and then we'll
8 (indiscernible) to BOE, and then once they go to closing
9 on all of their fund's funds, then they can start drawing
10 down.

11 PRESIDENT DANIELS: Okay. Thank you.

12 Commissioner Guthrie.

13 COMMISSIONER GUTHRIE: Yes. Thank you.

14 Thank you, Stephani, for the report. I have a
15 couple questions. One which I know you indicated you
16 don't have an update for the, the commissioner seat
17 representing on house population, but I'm wondering about
18 the other seat that has been vacated for, well, over a
19 year now, and that the individual at 30 percent AMI
20 (indiscernible). Any update around that one?

21 MS. ESTRADA: I will follow-up with, with them,

1 if they found anybody for that. But I believe they had
2 someone for the seat, but then they just never showed up.
3 So commissioner seat for 30 percent AMI.

4 COMMISSIONER GUTHRIE: Okay. Thank you. I
5 think I can speak on behalf of most of the Commissioners
6 that that's -- it's definitely important to have as many
7 seats as possible filled so that we have a great
8 representation of the population that we -- that this
9 Fund serves. So if the Commissioners, if we can be of
10 any assistance with making recommendations or anything --

11 MS. ESTRADA: Oh, yeah, please, yes, um-hmm.

12 COMMISSIONER GUTHRIE: Thank you.

13 MS. ESTRADA: You can send me their
14 information, and I can forward that.

15 COMMISSIONER GUTHRIE: Okay. Okay. The other
16 question is with regards to the, the transaction report
17 in the Department's report. Initially, we received a lot
18 more information; namely, the amount for which the
19 property sold, and the, the name of the property, and/or
20 the address. And I'm just wondering what informed the
21 change in that information that's being provided.

1 MS. ESTRADA: I think it was the change the
2 Workday, and now the -- that whole transition into
3 Workday this is the report that kicks out now. I totally
4 agree. It's -- that the other report was way better than
5 this. I actually have a meeting coming up with BBMR, and
6 so we can discuss on if there's a way to get a more
7 detailed report that is similar to the old report.
8 Because that was a better report.

9 COMMISSIONER GUTHRIE: Yeah, yeah. Okay.
10 Thank you so much Stephani.

11 PRESIDENT DANIELS: Any other questions
12 Commissioners?

13 If not -- there be none. I think we can open
14 -- is that -- did you raise your hand again,
15 Commissioner Guthrie?

16 (No audible response.)

17 PRESIDENT DANIELS: Okay. If not, do we have
18 anybody for public comment?

19 MS. ESTRADA: I don't see anything in the chat.

20 PRESIDENT DANIELS: Any other business to
21 discuss?

1 Okay.

2 COMMISSIONER GUTHRIE: One thing I -- I'm
3 sorry. There is something I wanted to discuss. So I
4 know we're at a timeframe of trying to get the, the Long-
5 Term Voucher Program up and running by April, but I'm
6 wondering if there's any way that -- if there's anything
7 that we as a Commission can do to try and expedite that.
8 Even though the, the -- I keep hearing this information
9 in the, in the news that things are starting to
10 stabilize, but people's rent is still what it is. It's
11 still very expensive. There are a lot of people who are
12 struggling. There are people who are counted in the
13 numbers of unhoused, but I think we all know that they
14 are -- those numbers are also pretty inaccurate due to
15 people not being qualified by the, by the census way of
16 qualifying people as unhoused, people couch surfing, and
17 living in hotels and things like that. So I'm just
18 wondering if there's anything that we as a Commission can
19 do to expedite this. Because April is -- I mean, it may
20 sound it's around the corner to just, but for those who
21 are unhoused or unstably housed, it's, it's not.

1 MS. ESTRADA: Yes -- no, I agree. And, really,
2 Tisha, the, the April is to get the RFP out. So it may
3 even be a little longer. The issue is that we, we don't
4 have the capacity to do this program without some help
5 from an outside source. And so that's why we're doing
6 the RFP to get the consultant in here to give us some
7 more guidance. There is nobody on our team that has ran
8 a Long-Term Voucher Program. And so I think right now
9 it's about getting the, the help that we need to, to get
10 it up and running. And so, yeah, the, the RFP I actually
11 will have a draft out to you guys hopefully by next week,
12 and then we can actually -- we can discuss like if I
13 captured everything that we're looking for in this RFP
14 for the consultant in the workgroup meeting, and then
15 after that Kate and Alice will go over, and then we can
16 get this, the final draft, out so that we can get it out.
17 I put April the 1st to give us some time, but it's
18 possible to have the -- it posted sooner than that. But,
19 really, that's just to get a consultant. So, no, I
20 understand the, the urgency behind it, but I don't have
21 anybody else that -- we don't have anybody that can take

1 it on where they can actually run a whole program inside
2 of DHCD right now. So definitely if the Commission has
3 more guidance, we can talk further in the workgroup
4 meeting. Because I believe Kate should be in attendance
5 for that one. We can talk a little further into it, but,
6 but now this is where we're at. We're just trying to get
7 some professional help.

8 COMMISSIONER GUTHRIE: Okay. Thank you. I
9 appreciate that. I mean, just, really, just to be on the
10 record, it -- and I don't know if you want to comment on
11 this, but it sounds like there's, there's a staffing
12 issue that seems to be kind of a chronic, a chronic
13 issue. And I feel like DHCD like you guys should have
14 someone so you don't have to go through this rigmarole of
15 constantly looking for a consultant or -- it's, it just,
16 it seems like a, it seems like a, a lack of, a lack of
17 having someone stably on staff. But I, I'm on the
18 outside looking in.

19 MS. ESTRADA: Yeah. I don't -- I'm not too
20 sure about that. I don't think the, like, the Affordable
21 Housing Trust Fund is to -- fund a lot of this, but the

1 stuff that we administer our staff is proficient enough
2 to, to do our part. But this part is more like a -- some
3 of us are like the Senior Homeownership. Senior
4 Homeownership we actually just transfer the funds over to
5 that department, and then we can go (indiscernible) and
6 kind of go with that. But Baltimore City, as far as I'm
7 concerned, we don't have a local voucher program, and
8 that's why we're -- that's why we have to build it from
9 scratch, and that's why a professional consultant needs
10 to be onboard.

11 The other voucher program HABT and that is
12 federally funded. So that's different. And our funds
13 allow us to be a whole lot more flexible than the federal
14 funds. So we've never had the program. So now it's just
15 building it from scratch. And, yeah, we need some
16 guidance. So, no, I don't think that we -- that we're
17 not staffed well enough for it. I just think that there
18 was never a program (indiscernible).

19 PRESIDENT DANIELS: Do we have anyone else?
20 Any comment?

21 There being none, the -- can we get a motion to

1 adjourn?

2 Commissioner Tisha Guthrie.

3 COMMISSIONER GUTHRIE: Here.

4 PRESIDENT DANIELS: No. Just the, I'm just
5 -- I'm doing the final roll call to adjourn. Is that a
6 yea?

7 COMMISSIONER GUTHRIE: I would never hold up
8 the adjournment, yes.

9 PRESIDENT DANIELS: Commissioner Matt Hill.

10 COMMISSIONER HILL: Yea.

11 PRESIDENT DANIELS: Commissioner Ramsey Harris?

12 (No audible response.)

13 PRESIDENT DANIELS: Commissioner --

14 COMMISSIONER HARRIS: I'm sorry, I was --
15 sorry. I was on mute.

16 PRESIDENT DANIELS: Okay.

17 COMMISSIONER HARRIS: President Daniels, that
18 is a yes and amen.

19 PRESIDENT DANIELS: Commissioner -- I'm not
20 sure if Commissioner Edwards came in or Commissioner
21 Vernadine Kimball, Commissioner Bree Jones, Commissioner

1 Iletha Joynes, Commissioner Catherine Stokes. Is that a
2 yea?

3 COMMISSIONER STOKES: Yes.

4 PRESIDENT DANIELS: Thank you, Commissioner.
5 Commissioner Stacy Griffin.

6 COMMISSIONER GUTHRIE: Yes.

7 PRESIDENT DANIELS: Thank you.

8 Commissioner Erika Fox.

9 PRESIDENT DANIELS: Properly moved and second.

10 COMMISSIONER MCCLAIN: Also Amy, Amy McClain.

11 PRESIDENT DANIELS: Oh, I'm sorry. I'm sorry,
12 Commissioner. Thank you Commissioner Amy McClain.

13 COMMISSIONER MCCLAIN: Yep.

14 PRESIDENT DANIELS: And the motion carries.

15 Thank you everybody for attending this meeting
16 today.

17 (Whereupon, at 6:32 p.m., on January 23, 2024,
18 the meeting was adjourned.)

19

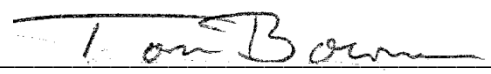
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This is to certify that the foregoing
transcript in the matter of:
AFFORDABLE HOUSING TRUST FUND COMMISSION MEETING
BEFORE: Kevin Daniels, President
DATE: January 23, 2024
PLACE: (Virtual/Remote)
Represents the full and complete proceedings of the
aforementioned matter as reported and reduced to
typewriting by Free State Reporting, Inc.


Roland Thomas Bowman, III
Court Reporter