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BALTIMORE CITY DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT

AFFORDABLE HOUSING TRUST FUND COMMISSION MEETING

Virtual via Webex

Tuesday, June 25, 2024

BEFORE: KEVIN DANIELS, President

MEMBERS PRESENT:

- CATHERINE STOKES
- AMY MCCLAIN
- MATT HILL
- KATE EDWARDS
- TISHA GUTHRIE
- STACI GRIFFIN

Proceeding recorded by electronic sound recording;
transcript produced by Free State Reporting, Inc.

1 Also Present:

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

3 EBONY RECTOR EBONY RECTOR, Project Coordinator,
4 Affordable Housing Trust Fund, DHCD

5 KRYSTLE WARD, Project Coordinator
DHCD

6 SADAF OMAR, Compliance Officer
7 DHCD

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INDEX

Page

| | |
|-------------------------|----|
| Meeting Called to Order | 4 |
| Roll Call | 4 |
| Meeting Summary | 6 |
| DHCD Updates | 6 |
| Commission Q&A Dialogue | 11 |
| Public Comment | 24 |
| Other Business | 24 |
| Adjournment | 26 |

P R O C E E D I N G S

(6:07 p.m.)

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PRESIDENT DANIELS: Good evening everybody.
Welcome to the Affordable Housing Trust Fund meeting for
June 25, 2024. We're going to (indiscernible) the
meeting, call the meeting to the -- meeting to order.

Commissioner Matt Hill.

COMMISSIONER HILL: (Present.

PRESIDENT DANIELS: Thank you, sir.

Commissioner Bree Jones.

Commissioner Amy McClain.

Commissioner Tisha Guthrie.

COMMISSIONER GUTHRIE: Yes. Thank you.

PRESIDENT DANIELS: Commissioner Catherine
Stokes.

Commissioner Ramsey Harris.

Commissioner Kate Edwards.

Commissioner Ilthea Joynes.

Commissioner Vernadine Kimball.

Commissioner Stacy Griffin.

COMMISSIONER GRIFFIN: Yes, here.

1 PRESIDENT DANIELS: Commissioner Erika Fox.

2 I think that is -- is that -- do we, do we have
3 a quorum?

4 Please take a look at the, the meeting summary
5 minutes for -- and can I get a -- somebody to move a
6 motion or to accept those minutes.

7 UNIDENTIFIED SPEAKER: So moved.

8 UNIDENTIFIED SPEAKER: Second.

9 PRESIDENT DANIELS: Properly moved.

10 COMMISSIONER STOKES: I think there might be a
11 typo in point two unless Commissioner McClain is
12 president now as well.

13 PRESIDENT DANIELS: We wouldn't mind.

14 MS. ESTRADA: Okay. We will correct it. Thank
15 you Catherine.

16 PRESIDENT DANIELS: The amending, just amending
17 the minutes, amending making the correction to the
18 minutes, and we have an amendment to, amendment to the,
19 to the vote with the correction.

20 COMMISSIONER HILL: Second.

21 PRESIDENT DANIELS: Properly moved and second.

1 All in favor.

2 UNIDENTIFIED SPEAKERS: Aye, aye.

3 PRESIDENT DANIELS: Any opposed?

4 The motion carries.

5 I believe the -- this is the DHCD updates.

6 MS. ESTRADA: Okay. Hi, everyone. I'm
7 Stephani Estrada. I'm the program manager for the
8 Affordable Housing Trust Fund. Before we get started, we
9 just want to welcome our new employee. Her name is Sadaf
10 Omar, and she will be our compliance officer. Sadaf has
11 technical difficulty today so she can't turn on her
12 camera, but Sadaf just say hello.

13 MS. OMAR: Hi everyone. Happy to join.

14 PRESIDENT DANIELS: Wonderful. Welcome Sadaf.

15 MS. ESTRADA: Yes. All right. So we'll get
16 started with the program revenue updates, and the
17 activities.

18 So as usual we'll go through the revenue, the
19 commitment and expenditures, and the Trust Fund
20 activities.

21 Since we were here in March I have an update

1 from April's revenue which was \$1,099,743.57. And May's
2 revenue was \$236,731.95.

3 Revenue collected to date is \$81,529,281.
4 Revenue collected for FY '24 is \$13,193,181.

5 The revenue type by year for FY '24 the City's
6 contribution came in, and that is 6.5 million. The tax
7 revenue collected to date is 6.6 million. And the total
8 for the year again is \$13,193,181.

9 This is the revenue collected since inception.
10 Tax revenue is \$56,779,276, and the City's contribution
11 is \$24,750,005.

12 This is commitments and expenditures to date,
13 the CLT and the Rental NOFA had some changes. The CLT
14 has awarded one million, and that was adjusted in the
15 amount awarded and transferred, and the Rental NOFA
16 awarded 8.5 million. So that is the biggest difference
17 in this expenditure from the last time we were here.

18 The award status overview. We awarded an
19 additional 11 awards which put us at 65 awards to date.
20 42 of those are in the middle of terms and negotiations.
21 The grant agreement that has been drafted and sent to the

1 developers has been 35. 29 have gone through audit
2 review. 29 has been approved by audits. 29 have been
3 requested to BOE. And 24 have been approved.

4 NOFA information. The New Construction and
5 Preservation of Existing Rental Housing NOFA, Rounds 1,
6 2, 3 and 4 are all in the middle of deal structuring,
7 presenting agreements to BOE for approval, and preparing
8 for settlement. Round 5, the NOFA opened February 2nd.
9 The deadline for the submission was March 19, 2024. DHCD
10 made up to seven million available. One million of that
11 money was set aside for Community Land Trust rental
12 projects. We received 27 applications; 22 of the 27
13 passed threshold, and were forwarded for review. The
14 total amount requested was \$19,865,000. Awardees were
15 notified on June 7th.

16 The Round 5 awardees was HCH Real Estate
17 Company, GBAHC, Michaels JV LLC, Severn Development
18 Company, Baltimore Redlining and Blight Elimination
19 Community Development Corporation, CSI Support and
20 Development, Kairos Development, Cherry Hill Development
21 Corporation, Parity Homes, Women Homes Preservation, Home

1 for America, and NEHI.

2 These awards did come out to 8.5. We had our
3 -- one of the awards from the prior round had rescinded
4 is why we were able to get the additional money to add in
5 a extra project.

6 Community Land Trust NOFA. The Single-Family
7 Homeownership NOFAs Round 1, 2 and 3 in the middle of
8 deal structuring, and presenting agreements for BOE, and
9 preparing for settlement. The Community Land Trust
10 Rental NOFA Round 1 is in the middle of deal structuring.

11 The Operating NOFAs Round 1, all agreements
12 have been approved by the BOE, and majority of the funds
13 have been drawn down.

14 Operating NOFA Round 2, the grant agreements
15 have been submitted for BOE approval.

16 Community Land Trust Single-Family
17 Homeownership NOFA Round 4. The rolling NOFA opened on
18 June 30, 2023. DHCD made up to four million available.

19 Community Land Trust projects can request up to
20 one million per project. The NOFA will run until
21 June 30, 2024, or until the funds run out. If the funds

1 are left, it will roll over to the next fiscal year which
2 will be FY '25. One application has been awarded. SHARE
3 Baltimore has continued to work with CLTs to help with
4 their submission. The Community Land Trust awardee that
5 was awarded was NEHI for another Buyer's Choice in the
6 amount of one million.

7 Just some Affordable Housing Trust Fund
8 accomplishments. Woodland Gardens II completed
9 construction, and has already leased all of their units.
10 NEHI has completed its Round 2 project in the process of
11 -- and it is in the process of marketing the homes for
12 sale. NEHI Round 1 Buyer's Choice award is completed
13 which resulted in 10 buyers receiving subsidy to purchase
14 their first home. NEHI Round 2 and Round 3 Buyer's
15 Choice have started granting subsidy awards to buyers.
16 Round 2 will help another 10 buyers, and Round 3 will
17 help 15 buyers purchase homes.

18 Long-Term Voucher Program. DHCD posted the RFP
19 to request a consultant for a Long-Term Voucher Program
20 on April the 1st. The link was sent to all
21 Commissioners. We had the pre-proposal conference on

1 April the 5th. The deadline to submit proposals was
2 April the 29th. We received five applications. The
3 Review Panel met two times to discuss the applications.
4 DHCD has made a decision, and notified the awardees. The
5 Long-Term Voucher consultant awardee is Enterprise
6 Community Partners.

7 The Affordable Housing Trust Fund Commission
8 Bylaws. Again the first draft has been sent to all the
9 Commissioners for their review. We've had multiple
10 conversations on how we will proceed to draft bylaws that
11 is right for our Board, but we really need you all to
12 kind of respond to your availability so that we can
13 discuss this further in a workgroup.

14 Inclusionary housing. I do not have any
15 updates on this. It's the same. If there are any
16 Commissioners that is on the call that want to give an
17 update, you can at the end of this update.

18 Commissioner nominations. We received an
19 application from Matt Hill for the CLT representative,
20 and it has been submitted for review.

21 And that is it. I'll keep it up just in case

1 you want me to go back to any pages, but we can -- I can
2 take questions now.

3 PRESIDENT DANIELS: Yeah. Let me ask the, and
4 I know we talked about that before, but the -- around the
5 first slide where we talked about the City's
6 contribution, that six million, I know we talked about
7 this before but the -- it's not the -- I saw the six
8 million, but I didn't see -- is it towards the end of the
9 quarter that they add that their contribution in? I
10 can't remember. But it's glaring in, in I think it was
11 that it was six million, and I didn't see -- is that the
12 normal contribution every, every year?

13 MS. ESTRADA: It's between 6.5 and 7 million
14 that I've been seeing regularly now. So normally we do
15 get updates a little sooner than we have for FY '24, but
16 I think it's because of the change in employment in the
17 Fiscal Office is probably what delayed this year. I have
18 already got an update for FY '25 that we will be
19 receiving 6.5 in FY '25. So I just think it was probably
20 that in between stage of them coming in and out. So,
21 yes, but the, the number to get is normally seven

1 million, and but it varies depending on the budget.

2 PRESIDENT DANIELS: Oh, okay, okay. I just
3 thought that that -- I said it I saw it. I know we've
4 had discussions about it before, and I just saw that. I
5 saw that, and I wanted to just, just have some thoughts
6 about it.

7 Okay, Commissioners, any other dialog?

8 COMMISSIONER GUTHRIE: This is Commissioner
9 Guthrie.

10 PRESIDENT DANIELS: Yes, ma'am.

11 COMMISSIONER GUTHRIE: Thank you Stephani for
12 the presentation and the information. If you wouldn't
13 mind going back to the, the slide indicating the, the
14 revenue from May, April, and then I guess it was March.

15 MS. ESTRADA: I got you. Yes.

16 COMMISSIONER GUTHRIE: Yes. So I don't recall
17 the breakdown in March or April, but I'm wondering, I
18 mean, this is a huge, a huge disparity between those,
19 these months, especially like from April to May. I'm
20 just wondering if, if anyone has any kind of explanation
21 as to what could be causing that, that big gap.

1 MS. ESTRADA: I don't. Kate is on the call
2 now. Kate would know what would be the issue on why the
3 numbers are drastically different.

4 COMMISSIONER EDWARDS: I'm joining you -- phone
5 right now so I can't see it, but is this the revenue --

6 MS. ESTRADA: Yeah.

7 (Simultaneous comments.)

8 COMMISSIONER EDWARDS: -- from April to May?

9 MS. ESTRADA: Yeah. So April was 1,099,000,
10 and May was 236,000.

11 COMMISSIONER EDWARDS: I mean, it's probably
12 just transactions that occurred --

13 MS. ESTRADA: Yeah.

14 COMMISSIONER EDWARDS: -- in those months
15 (indiscernible) transactions over a million dollars --

16 MS. ESTRADA: Yeah.

17 COMMISSIONER EDWARDS: -- just could have been
18 more of those transactions that was higher.

19 COMMISSIONER GUTHRIE: Right. Okay. Okay.
20 The other, other thing I wanted to mention is with
21 regards to the inclusionary housing. And so where we are

1 right now is of course everyone knows that the bill
2 passed. It's officially law. And there, there has been
3 nominees presented or submitted as potential members for
4 the Inclusionary Housing Board, but we are currently in a
5 holding pattern, and there is a timeframe by which
6 they're supposed to be onboard, vetted, and seated, and
7 we are past that. So I wanted to bring that to the
8 attention of the Board, especially being that -- being
9 Commissioners on this Board we understand the importance
10 of being an advocacy activist, whatever position, and
11 having that as part of the process. There's really no
12 work that can be done until we have, at least from what I
13 understand, there's very little work that can be done
14 until we have that Board seated, and the proper
15 representation in line.

16 So I really wanted, I wanted to bring that to
17 the Commission as something to be informed on.

18 PRESIDENT DANIELS: And that's -- what is the
19 -- just a question. What is the -- what's been some of
20 the, again, some of the challenges that -- as far as
21 seating, seating the Board?

1 COMMISSIONER GUTHRIE: So we just, we, we --
2 the Inclusionary Housing Coalition which was
3 quarterbacked by Councilperson Odette Ramos, and which
4 works diligently to get the law passed. We submitted
5 the, the nominees to the appropriate entities, namely,
6 DHCD and the Mayor's Office. And we really can't do
7 anything until those parties make a move, and we're just
8 kind of in this holding pattern. And it's -- it really
9 is very important to be able to chew gum and walk at the
10 same time. I definitely understand that there's a lot
11 going on in the City. We just had a primary election,
12 and it
13 -- but this was in two years. I mean, this is -- we
14 waited for two years to get this law passed, and we --
15 the City really cannot wait much longer to put things in
16 place, and to make sure that this inclusionary housing
17 law is a part of this affordable housing pipeline.

18 So the more we can actually get in place so
19 that we can ensure that this law acts and functions as we
20 are hoping it does the better off the City of Baltimore.
21 So I just felt like everyone needed to be informed as --

1 the update.

2 PRESIDENT DANIELS: Commissioner Kate.

3 COMMISSIONER EDWARDS: Well, I was one of the
4 -- I was in a meeting (indiscernible) yesterday where
5 they were going over the kind of the program guidelines,
6 and to my understanding they're still getting things up
7 and going which should be in place very soon. So I think
8 that things are moving along, and I think it will make
9 sense for us to have a full update at the next commission
10 meeting of the progress has been made. I'm not sure if
11 we're at that point. (Indiscernible) people who are
12 actually more involved and directly working on it, but I
13 think it would make sense to get that update on where we
14 are overall with implementing.

15 COMMISSIONER GUTHRIE: Okay. And, Kate, if
16 there is, if there is work being done, and -- is it
17 possible to get those parties who have been really a part
18 of this whole process to get them updated? Because as --

19 (Simultaneous comments.)

20 COMMISSIONER EDWARDS: That's exactly what I
21 mean.

1 COMMISSIONER GUTHRIE: -- nobody's been --

2 (Simultaneous comments.)

3 COMMISSIONER GUTHRIE: -- haven't been kept in
4 the loop.

5 COMMISSIONER EDWARDS: Right. That's what I'm
6 proposing.

7 COMMISSIONER GUTHRIE: Yeah.

8 COMMISSIONER EDWARDS: Is to have the people
9 who are actually more involved who actually were working
10 on it --

11 COMMISSIONER GUTHRIE: Okay.

12 COMMISSIONER EDWARDS: -- give an update at the
13 next meeting.

14 COMMISSIONER GUTHRIE: Thank you.

15 COMMISSIONER EDWARDS: Um-hmm.

16 PRESIDENT DANIELS: Any other Commissioners
17 questions?

18 COMMISSIONER HILL: Yes. Hi. This is Matt
19 Hill. A few quick questions. First, for maybe for the
20 next meeting if it's possible I'd like to check in on the
21 issue of how much money is being spent on 30 percent AMI

1 units versus 50 percent AMI units. I think the charter,
2 if I remember correctly, says that half the money should
3 be spent on 30 percent AMI units. I'm just wondering
4 where we are on, on that metric.

5 Then the -- I don't know if there's going to be
6 a proposal on the FY '25 budget for the Trust Fund. I
7 thought -- I was kind of expecting that at this meeting,
8 but I could have been mistaken.

9 MS. ESTRADA: Yeah, no. I'm going to have it
10 by the July meeting.

11 COMMISSIONER HILL: Okay, great.

12 MS. ESTRADA: Yeah. I'm just waiting on
13 approvals is all.

14 COMMISSIONER HILL: Got it. Cool.

15 And then Ms. Blake she submitted, and I
16 forwarded it to you all, and I know you mention in your
17 PowerPoint, I appreciate that. Do we have any sense on
18 timeline? Just because it's been quite a long time
19 since, since Anthony passed away, and there's been nobody
20 representing folks who experienced homelessness on this
21 Commission. I think it's an important role, and so I'm

1 wondering if there's any way to expedite that
2 application. I know it's not all on you all. I know
3 it's the Mayor's Office who shepherds these things, but
4 is there any way to prioritize that?

5 MS. ESTRADA: Yes. I can follow-up with them
6 for sure.

7 COMMISSIONER HILL: Thank you. And then I
8 think this is my last one. On the voucher consultant
9 appreciate that that was that that took place, and I --
10 full disclosure, I got to be a part of the Review Panel
11 which was fantastic. So thanks for including me. And I
12 think Enterprise is a solid choice.

13 Do we have a sense on when they're going to
14 start their work, and what the timeframe is on completing
15 it and all of that? I just -- that's another one where
16 I'm just really anxious to move it forward.

17 MS. ESTRADA: Well, firstly, we're about to do
18 a kickoff meeting with them to get our first introductory
19 meeting with them, and then we'll start prepping the
20 contract to go through BOE. So that takes a little bit
21 of time. That's probably 6 to 8 weeks for sure. And

1 then I'm not -- I can't remember off the top of my head,
2 but I believe that their timeline was within 12 months.

3 COMMISSIONER HILL: Okay. Great. I think it
4 would be, it would be helpful as part of -- I know
5 there's some information gathering and outreach. Maybe
6 inviting them to come to one of these Commission
7 meetings, yeah. So we just so we can have some
8 participation on that, on that process.

9 MS. ESTRADA: Yeah. Because they -- that's a
10 part of the proposal was for them to attend some of the
11 Commission meetings --

12 COMMISSIONER HILL: Okay.

13 MS. ESTRADA: -- to update you all on the
14 progress and stuff. So, yes, once we get started that
15 absolutely will happen.

16 COMMISSIONER HILL: Great. Thank you.

17 PRESIDENT DANIELS: Any other dialog
18 Commissioners?

19 COMMISSIONER GUTHRIE: Yeah. So there is,
20 there's another seat that has not been filled. I think
21 that's the renter who earns I think 30 percent AMI. And

1 that seat has been vacant for probably two years now I
2 think, almost two years. And I'm not sure where we are
3 with that.

4 MS. ESTRADA: Okay. I'll have to follow-up
5 with the Mayor's Office on it. I don't -- yeah, we don't
6 normally do that part, but we've been trying to get more
7 involved with this especially since like Matt sent me
8 over an application. So we're trying to get involved
9 with it to see if we can get better updates on it. So
10 I'll make a note of that as well.

11 COMMISSIONER GUTHRIE: I mean, would it be
12 helpful if we submitted something to the Mayor's Office?
13 Because like again it's --

14 MS. ESTRADA: Sure.

15 COMMISSIONER GUTHRIE: -- been awhile.

16 MS. ESTRADA: Sure, absolutely. And if you
17 have any referrals, you can do like, like Matt had did
18 it, submit it to us, and we can get it to them. But,
19 yeah, absolutely, you can reach out to the Mayor's
20 Office.

21 COMMISSIONER GUTHRIE: All right. Thank you.

1 PRESIDENT DANIELS: Commissioner McClain.

2 COMMISSIONER MCCLAIN: Yes, thank you. Yeah.
3 I just wanted to check. Could you Stephani or Krystle
4 recirculate a calendar invite or poll to try and set
5 something up on the bylaws?

6 MS. ESTRADA: I'll send something out tomorrow.

7 PRESIDENT DANIELS: I thought those meetings
8 were -- were they combined with the --

9 MS. ESTRADA: Oh, not the bylaws.

10 PRESIDENT DANIELS: No, okay.

11 MS. ESTRADA: The workgroup and the agenda
12 setting is combined, but the bylaws we have separated
13 that out.

14 PRESIDENT DANIELS: Okay. Any other Q&A
15 dialog?

16 Now the -- let me just ask a question. The
17 NEHI they -- did they have some kind of celebration?
18 That was a great moment. Did they have any kind of
19 celebration? And, if so, in the future are there things
20 that we could attend, that some of the Commissioners
21 could attend?

1 MS. ESTRADA: Oh, yeah. So we, we attend a
2 couple of the closings, and they, they are absolutely
3 wonderful to see. Especially young people that are able
4 to become homeowners. And he takes some pictures, and
5 he's been posting it, and he has a newsletter and stuff
6 that he sends out. But definitely I can -- when he sends
7 me -- a lot of times he'll send us the closing dates just
8 in case that we want to attend. I can circulate that
9 around for sure.

10 PRESIDENT DANIELS: Okay.

11 MS. ESTRADA: Yeah. I think that would be nice
12 for you guys to attend. It is, it's nice to see.

13 PRESIDENT DANIELS: Is there any other dialog
14 before we move to public comment?

15 If not, do we have any, any public comment?

16 MS. ESTRADA: I don't see any public comment.

17 PRESIDENT DANIELS: Let's move to any other
18 business that we need to cover. I think I missed the
19 agenda setting for the -- this month. Did we have it? I
20 know I sent the text about it.

21 MS. ESTRADA: Yeah.

1 COMMISSIONER MCCLAIN: Yeah, we did.

2 MS. ESTRADA: I wasn't in attendance, but
3 Krystle and Ebony was.

4 PRESIDENT DANIELS: Oh.

5 MS. ESTRADA: And I can --

6 (Simultaneous comments.)

7 MS. MCCLAIN: Staci and I were --

8 MS. ESTRADA: -- who was --

9 MS. MCCLAIN: -- in attendance.

10 MS. ESTRADA: Okay.

11 MS. MCCLAIN: If I'm remembering.

12 PRESIDENT DANIELS: Okay. Okay.

13 UNIDENTIFIED SPEAKER: Yeah, you're correct.

14 It was a very small group, but we did have it.

15 PRESIDENT DANIELS: Oh, okay, okay.

16 Any other business Commissioners?

17 No, okay. It's a short night.

18 Any motion -- motion to adjourn?

19 (No audible response.)

20 PRESIDENT DANIELS: All right, let me do the
21 roll call.

1 Commissioner Guthrie.

2 COMMISSIONER GUTHRIE: Yes.

3 PRESIDENT DANIELS: Commissioner Stokes.

4 COMMISSIONER STOKES: Yes.

5 PRESIDENT DANIELS: Commissioner Edwards.

6 (No audible response.)

7 PRESIDENT DANIELS: Commissioner McClain.

8 COMMISSIONER MCCLAIN: Yes.

9 PRESIDENT DANIELS: Commissioner Hill.

10 COMMISSIONER HILL: Yes.

11 PRESIDENT DANIELS: Commissioner Griffin.

12 COMMISSIONER GRIFFIN: Yes.

13 PRESIDENT DANIELS: I believe that's everybody.

14 So the motion, the motion carries.

15 Thank you everybody, and we will see you next

16 month.

17 (Whereupon, at 6:36 p.m., on June 25, 2024, the

18 meeting was adjourned.)

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C E R T I F I C A T E

This is to certify that the foregoing transcript in the matter of:

AFFORDABLE HOUSING TRUST FUND COMMISSION MEETING

BEFORE: Kevin Daniels, President

DATE: June 25, 2024

PLACE: Virtual via Webex

Represents the full and complete proceedings of the aforementioned matter as reported and reduced to typewriting by Free State Reporting, Inc.

Reporter