

**Minutes of the Affordable Housing Council (AHC) Meeting  
Tuesday, December 10, 2019**

2:30 pm to 4:00 pm

Citizens Services Division Building – Main Conference Room  
401 Sagner Avenue, Frederick, MD 21701

**MINUTES OF MEETING**

**Call to Order:** Kimberly Ashkenazi, Chair called the meeting to order at 2.36 P.M. and welcomed everyone.

**Members Present:** Kimberly Ashkenazi, Chair; Mark Long, Vice-Chair; Marva Younger, Secretary; Kandy Alexander; Hugh Gordon; Patricia Galloway; Mary Ellen Mitchell; Jason Wiley; Malcolm Furgol; and Linda Duckett.

**Absent:** Angie Liddiard; Diane Bill and Bruce Zavos.

**Public Officials/Staff Liaisons Present:** Kai Hagen, County Councilman; Milton Bailey, Director, DHCD; and Ryan Trout, Program Manager, DHCD.

**Visitors Present:** Roger Sobkowiak, Human Relations Commission; James Baker, Frederick Housing Authority and Willie Mahone, Frederick County NAACP.

**Minutes of November 12<sup>th</sup>:** Hugh moved to approve the minutes; seconded by Mark and unanimously approved.

**Agenda was approved:** Mark moved to approve the amended agenda with the addition of *Accessory Detached Dwelling Units (ADDUs) Ordinance for the City of Frederick*; seconded by Mary Ellen and unanimously approved.

**Public Comment:** None

**Housing Study Conducted in Collaboration with Mount Saint Mary's University** – Mary Ellen Mitchell, CEO of Housing Frederick plans to partner with the University to improve the community's understanding of nonprofit housing services in Frederick County. The study will be conducted in 2020 and will provide information on housing services to identify future funding opportunities for nonprofit organizations. Mary Ellen distributed a timeline of the tasks to be undertaken and potential discussion questions for nonprofits that will be conducted in the study. Mary Ellen also invited AHC to participate in focus groups which she hopes to start conducting in January. Ryan suggested that Mary Ellen work with the Systems Committee as a sub-focus group to gain a broader perspective of the housing gaps and funding needs.

**Committee Reports** -- AHC established the following three committees with specific goals, plans and actionable steps to work on over the next 12 months:

1. Education/Relationship Building – Convener is Hugh.

The committee will focus on spreading messages to the community about the need for more affordable housing in the Frederick area by coordinating with municipalities, educational leaders and faith-based congregations as points of contact. The committee plans to identify:

- Who is the audience?
- Where are they?
- How to get to them?

2. Systems – Convener is Kandy

The committee plans to develop a conceptual system to produce scalable solutions such as:

- Create a mapping system to see what is currently in place; identify gaps and thresholds that may be improved; utilize ALICE data, and research areas to maximize land use/development.
- Create a licensing for landlords for the upkeep of property repairs, building code violations, and safety inspections.
- Encourage City/County municipalities to work together on projects to maximize land use.

3. Policy – Convener is Mark

The committee met on December 4<sup>th</sup> and outlined the following policy matters:

- Assist and support DHCD on the MPDU ordinance;
- Raise the MPDU that is currently at 12 percent;
- Identify creative ways to incentivizing developers to build more MPDUs;
- Seek ideas and strategize comments for recommendations to County Council;
- The following statement was adopted by the AHC regarding MPDU Ordinance for the City of Frederick’s hearing on December 10<sup>th</sup>:

Given that the City of Frederick and the areas of Frederick County outside of other municipalities are the jurisdictions where most development occurs, it is the position of the Affordable Housing Council that it is most impactful and beneficial for all stakeholders, for the City and County to have Moderately Priced Dwelling Unit Ordinances that are similar and that complement each other.

Also, given that the City of Frederick has been considering revisions to its MPDU Ordinance and that the County’s Department of Housing and Community Development is undertaking a comprehensive review of the County’s MPDU Ordinance in the near term, the Affordable Housing Council invites the City of Frederick to enter into a collaboration with the County’s DHCD and other key stakeholders to engage in a comprehensive review of the County’s and City’s MPDU Ordinances. This review intends to develop MPDU Ordinances for the County and City that are similar and complementary, and that minimize their unintended consequences and maximize their policy goals.

**Triennial Review of MPDU-PIL Fee** – The County Executive and Milton met earlier this month to review the draft Triennial Review of MPDU-PIL Fee. It will be reviewed by the Legal and Permitting Division and submitted to the County Council during the week of December 23rd.

**Accessory Detached Dwelling Units (ADDU)** – Proposed legislation for the Accessory Detached Dwelling Units for the City of Frederick was received from Alderman Derek Shackelford. The ADDU will be discussed at a workshop on December 11<sup>th</sup>. Mark will attend the workshop to gather information and give input on behalf of the AHC. Mark reminded AHC to submit comments and concerns before the workshop.

**Public Liaison:** (Councilwoman Jessica Fitzwater and Alderman Derek Shackelford were not in attendance)

Kai Hagen reported that Montgomery has passed a social justice and racial equity legislation related to housing. Kai alerted the ACH that Frederick may also pass legislation on this subject in the future.

**Announcement** – Malcolm reported that the United Way's 2020 advocacy platform is recommending an expansion to the homebuyer program. Employees in the City and County who are first-time homebuyers may have their income status waived.

The meeting was adjourned at 4:05 P.M.

The next AHC meeting is on January 14<sup>th</sup>.

Minutes submitted by  
Marva Younger, Secretary