

**Minutes of the Affordable Housing Council (AHC) Meeting**  
**Tuesday, February 9, 2021**  
**2:30-4:00 pm**  
**Virtual via WebEX and**  
**Facebook Live on Frederick County Boards and Commissions Facebook page**

**Minutes of Meeting**

Call to Order: Chairperson Mark Long called the meeting to order at 2:33 pm and reviewed virtual meeting practices and protocol. He stated: Public comments will be accepted on the AHC live portal located at [www.FrederickCountyMD.gov/Commissions](http://www.FrederickCountyMD.gov/Commissions), or by calling toll-free 855-925-2801, entering meeting code 9813, and leaving a voicemail comment to be played back to the board or entering into a queue to give live public comment. Written comments and transcribed voice messages will be included in the AHC record and minutes. Please note that personnel matters are confidential and cannot be received through this kind of forum.

Roll Call: Mark felt that since there were no guests present, a formal roll call was not necessary. A visitor did join momentarily then all introduced themselves. Diane took attendance via the WebEx meetings guest list.

**Members Present**: Angie Liddiard, Bruce Zavos, Diane Bill, Hugh Gordon, Jason Wiley, Kandy Alexander, Linda Duckett, Malcolm Furgol, Mark Long, Mary Ellen Mitchell

**Members Absent**: Kimberly Ashkenazi

**Staff Liaisons/Public Officials**: Milton Bailey, Director DHCD; Ryan Trout, DHCD; Monica Bearden, FC Deputy CAO; Robin Innskeep, FC Finance; Jessica Fitzwater, FC Council; Derek Shackelford, City Alderman

**Guests and Visitors**: Diana Fulchiron, Director Community Foundation; Kara Norman, Director Downtown Frederick Partnership, Seth Harry

Agenda: Mary Ellen made a motion to accept the agenda as presented. Hugh seconded the motion. The agenda was approved unanimously.

Minutes for January 12<sup>th</sup> 2021 Meeting: Bruce made a motion to approve the minutes as presented. Linda seconded the motion. The minutes were approved unanimously.

Liaison to Frederick County Coalition for the Homeless: Mark brought the appointment of Mary Ellen Mitchell serving as the AHC liaison to the Frederick County Coalition for the Homeless to the AHC. Hugh made a motion to approve Mary Ellen as the liaison. Patricia seconded the motion. The appointment was approved unanimously.

Frederick County Coalition for the Homeless Update: After familiarizing us with the FCCH, Mary Ellen updated us on their January meeting. The coalition membership is made up of folks from non-profits and city and county government. There are several standing committees that address issues of homelessness. The subjects that were covered at the January meeting were continuum of care, the homeless count, and CARES eviction spending.

MPDU Review Updates: Ryan spoke about the workgroup developing a criteria matrix and a list of potential policy changes. These have been developed over the past 6-8 month and are being reviewed by developers, relators, folks from housing focused non-profits and county and city housing and planning staff. Potential recommendations include increasing the PIL, changing the area median income definition, providing a community land trust option, geography based PIL and density bonuses, mandatory MPDUs at 5% and 7 1/2%, variable PILs, deferred loan program assistance, variable AMI criteria for and pricing of rental units, and progressive PILs based on square footage. The next meeting will take place February 19<sup>th</sup>.

Mark spoke regarding the consideration of a representative from one of Frederick County's municipalities to serve as a liaison to the AHC in hopes that the Frederick MD Municipal League might be informed of the County's MPDU ordinance and to develop their own MPDU ordinances for their respective municipalities. He will be in contact and start discussion to move this forward.

#### Committees:

**Nominating:** Diane reported that the nominating committee interviewed Tiffany Fossett on February 1<sup>st</sup>. She reviewed Tiffany's qualifications and announced that the nominating committee recommends Tiffany to become a council member. Malcom made a motion to accept the committee's recommendation. Hugh seconded the motion. The nomination was approved unanimously. Tiffany's membership will be official after the County Executive and County Council appoint her in the coming weeks. Mark mentioned that several members are up for reappointment in June.

**Messaging:** Hugh had no meeting report but wanted to discuss creating public access to and getting awareness out regarding recent affordable housing activity in Frederick County. Some ideas given were a public access web page, an AHC Facebook page, press releases, and member interviews on FCTV.

**Policy:** Mark reviewed the February 3<sup>rd</sup> meeting. They discussed the city comprehensive plan workshop outcomes in regard to housing and land use and that they seemed to be inline with the AHC position. The South Frederick Corridor Livable Frederick plan is being reviewed and the people involved will be encouraging public attendance in future planning ideas in the upcoming months. They would like to develop a process to encourage more timely notification for city housing issues in the future. City ADU workshops are continuing and AHC hopes the City will follow the County's ordinance. The AHC discussed townhouse definitions, square footage requirements, and leasing term minimums.

MD Municipal League Liaison: Mark discussed this item following the MPDU Review update

#### Staff Liaisons/Public Officials Update:

**Milton Bailey:** Noted he sent the housing needs assessment and strategic plan report to AHC members and would like all to share this report with interested parties. He believes the report may not reflect the real-world numbers that Covid may have changed since the report was put together. PILOT resolutions are being prepared to go the County Executive and then County

Council. Hearing dates for these resolutions will be scheduled in the future. Preparing a housing report as per County Council's request. It will be ready for presentation to CE and County Council next week. The ALICE Buydown recommendations should be ready in the next few weeks.

**Jessica Fitzwater:** Informed the AHC that Councilpersons McKay and Donald want to introduce legislation that may increase school mitigation fees. It was workshopped in 2019 and she believes it will be presented soon. The impact fee bill vetoed by the CE because of how it was amended may be brought up again soon because of new interpretations of legislation rules. Prior AHC discussion of a rent increase cap has been considered but no legislation planned at this time. It is County budget time and the Council will be working on it in April. If the AHC has any budgetary items for Jessica to share with the CE we should inform her in the coming weeks.

**Derek Shackelford:** He noted the ADU workshops points of discussion were parking, which entity would be approving ADUs and square footage. The legislation should come up for a vote in April. There will be a comprehensive plan discussion next Wednesday and a vote on the document soon.

Discussion of the State and Future of Affordable Housing in Frederick County: Mark wanted to reassess and discuss priorities of the AHC. He opened it up to the council members for comment. The number of Frederick County's affordable housing units needed was discussed but it was felt that the tracking of the progress on our shortfall is being skewed by current Covid conditions. Other matters of discussion focused on: Frederick County may never catch up with the demand for affordable housing; the biggest deterrent to more affordable housing was finding appropriate sites; find ways to incentivize builders to build more affordable housing; zoning, APFO and MPDU policies should make it easier and less cumbersome for builders to get building sites permitted; candidates who have a positive affordable housing position should be promoted and supported; there should be more subsidies to help people with fixed incomes or lower AMIs to bridge the gap between their incomes and the actual affordable housing rates; support proposed affordable housing that helps peoples with lower AMIs; provide legislators with more concrete and robust policies to move forward with; parking policies in the city and county seem to be a deterrent to affordable housing being built. Bruce reviewed AHC's action plan from several years ago and felt that we had not met nor improved upon many items. Mark reviewed 2019 workshop priorities and highlighted that many had been accomplished or were in the process of being completed. Some that need to be addressed were; an "elevator speech" for members to use, prepare a presentation to give to community groups, create informative public info pieces, get more funds into the HIF, explore ways to promote use of "tiny houses", identify more properties to be used for affordable housing either owned by the county or donated by faith groups and in the future hold another summit. He would like to refine and revise the priorities of the AHC and define them as long or short term. He tasked members with being proactive in taking action on AHC priorities.

Public comment: There was no public comment at this time.

The meeting was adjourned at 4:20

Our next meeting will be March 9<sup>th</sup> 20201 at 2:30