

## **Minutes of the Affordable Housing Council (AHC) Meeting**

**Tuesday, October 12th, 2021**

**Virtual via WebEx and**

**Facebook Live on Frederick County Boards and Commissions Facebook page**

### **Minutes of Meeting:**

Welcome and Call to Order: Mark Long call the meeting to order at 2:30.

Review of virtual meeting protocols: Mark 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 council 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.

### Attendance:

Members Present: Mark Long, Malcolm Furgol, Assan Sosseh, Kandy Alexander, Mary Ellen Mitchell, Hugh Gordon, Tiffany Fossett, Jason Wiley, Kimberly Ashkenazi, Bruce Zavos, Patricia Galloway, Angie Liddiad

Members absent: none

Public Officials/Staff Liaisons: Derek Shackelford, Liaison, City of Frederick Board of Alderman

Guests/Visitors: Christine Cambareri Kay, Division Director, Citizens Services of Frederick County; Ashli Morris, Family Services Coordinator, Habitat for Humanity; James Baker, Community Resource Impact Coordinator, Housing Choice Voucher Program; Alderwoman Donna Kuzemchak, City of Frederick; Kara Norman, Executive Director, Downtown Frederick Partnership; Ruth Waxter, Assistant Director, Housing and Human Services, City of Frederick; Veronica Henry, United Way of Frederick County; Megan Shanholtz, Grants Manager for the Department of Housing and Human Services, City of Frederick

Approval of Agenda: With no changes, Kandi made a motion to approve the agenda. Hugh seconded the motion. The agenda was approved.

Approval of Minutes for September 14, 2021 meeting: With no changes, Hugh motioned to approve the minutes. Assan seconded the motion. The minutes were approved.

## Business

1. Update of AHC meeting venue/format: Mark informs the council that Frederick County buildings are not open to the general public before November 1, 2021, so we will wait until at least then for in-person or hybrid committee meetings.
2. Presentation by Alderwoman Donna Kuzemchak: Proposed Rental Property Registration and Inspection Program for City of Frederick; Residential Rental Licensing Program and Rehab Program
  - a. Mary Ellen asks the Alderwoman a COVID supply chain question.
  - b. Malcolm asks the Alderwoman about applicable and non-applicable properties.
  - c. Ryan clarifies standards and the program does not replace self-reporting.
  - d. Kimberly asks the Alderwoman about data/evidence on issues and solutions.
  - e. Hugh asks the Alderwoman about details on how availability being based on need will work.
  - f. Malcolm points out the challenges of renters and landlords knowing how to find help.
  - g. Kandy agrees a portal for reporting is a good idea; points out conditions with current inspections leave some conditions “horrendous”; suggests landlords should provide living accommodations for tenants when dwellings are not habitable
  - h. Kimberly responds to Kandi’s suggestion with explaining some of tenant’s rights and stating a need for educating tenants of their rights.
  - i. Mark asks the Alderwoman about a timeline for the ordinance to be written.
  - j. Malcolm asks the Alderwoman how short term rentals are included in the program.
3. Discussion of proposed AHC Initiatives for 2021-2022
  - a. Mark displays/introduces list of possible AHC initiatives proposed by the policy committee.
  - b. Mary Ellen asks Mark why white paper regarding #2 has not been seen by the council.
  - c. Mary Ellen asks Mark for clarification on #4. Ryan clarifies.
  - d. Malcolm asks Mark for clarification on #8.
  - e. Ruth Waxter comments on #2.
  - f. Hugh suggests adding inventory of excess city properties to the initiatives.
  - g. Malcolm suggests adding parking requirements to the initiatives.
  - h. Ryan said two other initiatives brought up during the policy committee meeting were affordable housing on religious properties and components of single-family housing zoning (like parking requirements).
4. Updates from on-going committees
  - a. Policy Committee- Mark Long (see #3 Business above)

- b. Messaging/Education – Hugh Gordon
    - i. Would like AHC representation with other Boards, Commissions, organizations, projects, and events
  - c. Coalition of the Homeless, Housing Sub Committee – Mary Ellen/Malcolm
    - i. Project and grant updates
5. Brief discussion of Ideas for Future Meeting topics/presentations
- a. Mark requests for topic submittals by AHC members

Updates from Staff Liaisons and Elected Official Liaisons:

- Ryan Trout, DHCD Housing Program Manager
  - Homebuyer Assistance Program, Emergency Rehab Program, Emergency Rental Assistance Program
- Alderman Shackelford, City of Frederick
  - Next day's workshop on America's Rescue Plan
- Ruth Waxter, Assistant Director, Housing and Human Services, City of Frederick
  - New hire update

Public comment: No public comment

Comments and sharing by Council Members:

- Assan
  - Habitat for Humanity has funds for home repair
- Mary Ellen
  - Listening session for Frederick County on American Rescue Plan funds
- Malcolm Furgol
  - Public input for public health priorities will be in January of 2022
- Mark
  - Vacancy on AHC
    - Ryan asks about equitable representation on AHC when considering filling the vacancy

The meeting was adjourned at 4:10.

The next meeting will be November 9, 2021.