

Minutes of the Affordable Housing Council (AHC)
Tuesday, March 13, 2018
2:30 pm to 4:00 pm
Citizen Service Division Building – Main Conference Room
401 Sagner Avenue, Frederick, MD 21701

MINUES of MEETING

Call to Order: Chairman Bruce Zavos called the meeting to order at 2:30PM. A quorum was established.

AHC Members Present: Bruce Zavos, Chair; Kimberly Ashkenazi, Vice Chair; Mark Long, Secretary; Diane Bill; Jason Wiley; Jay Mason; Malcolm Furgol; Marva Younger; Mary Ellen Mitchell; Shirley McDonald; and Kellye Murphy.

Council Members Absent: Angie Liddiard; and Kandy Joseph-Alexander.

Public Officials/Staff Liaisons Present: Jessica Fitzwater, County Council; Kathy Mitchell, Asst. County Attorney; Robin Inskeep, FC-Finance Department; Pat Fleet, Citizen's Services Division; Sarah Nelson, DHCD; and Milton Bailey, Director of DHCD.

Guests Present: Roger Sobkowiak, Human Relations Commission; Kia Hagen, Envision Frederick; Hugh Gordon, IHA; and James Baker, United Way Prosperity Center.

Order of Business:

1. **Approval of Minutes:** At approximately 2:35PM, Minutes from the January 9th meeting were approved.
2. **Approval of Agenda:** At approximately 2:36PM, the Agenda was approved.
3. **Introduction of Persons Attending Meeting.** Introductions were made at approximately 2:36PM.
4. **Public Comments.** None
5. **Welcome of New Members 2:37PM** — Ms. Kellye Murphy was welcomed as the newest member of the Board. Welcoming pandemonium was expressed by all.
6. **Report from Messaging Committee 2:40PM:** Mr. Hugh Gordon, Chair of the Messaging Committee provided an update on the status of his committee's development and execution of Public Service Announcements, of which AHC members will participate, that will be aired leading into the June 16, 2018 Housing Fair.
7. **Update on Housing Fair 2:45PM** — Mr. Milton Bailey and Ms. Pat Fleet provided updates on the planning and execution status of the Housing Fair. Ms. Fleet provided

examples of the ways and means by which ACH members could be involved in lining up sponsors, securing sponsor donations and advocating for exhibitor and public participating in the event. Ms. Fleet encouraged AHC members to rely on her as their coordinating intermediary.

- 8. Discussion Regarding Accessory Dwelling Unit (ADU) Legislation 2:50PM —** Chairman Zavos and Ms. Kathy Mitchell, County Attorney's Office, led a detailed discussion covering the status of the development of ADU legislation. It was established that the County Executive and the President of the County Council are supportive of legislation allowing for the development of such units. It was further established that the AHC recommendations offered by letter of January 24, 2018 to the President of the County Council are being factored into the development of the legislation. It was also established that further research into health, fire, sewer, and safety issues is needed to improve the legislation. Finally, while the current form of the legislation was recognized as a "work in progress," Chairman Zavos requested that the AHC be given an opportunity to review and comment on the Bill prior to its introduction.
- 9. Housing Community Coordinator 3:20PM —** Ms. Mary Ellen Mitchell presented and discussed a researched proposal to establish a Housing Community Coordinator (liaison) position. It was the consensus of the members present that the position was needed to ensure the coordination, input and actions of a broad range of Frederick County community stakeholders involved in the provision of housing and supportive services. Ms. Mitchell is developing the funding mechanisms for the position and will report her findings and recommendations to the board once complete. Secretary Long offered a motion in support of the position. The motion was seconded without further discussion and approved unanimously.
- 10. Board Terms of Service 3:25PM —** A brief general discussion was held on the need to stagger and bring uniformity to Board member terms of service, including increasing the terms from two (2) years to three (3) years. It was determined that an amendment to the bylaws was needed to effectuate the change and that such a change could be approved by the County Executive. The matter was tabled for further discussion pending the appointment of a committee to review the existing bylaws and make recommendation for their improvement.
- 11. State Qualified Allocation Plan and Need to Advocate for Funding 3:30PM —** Chairman Zavos provided an update and led a discussion on the volatile state of the Low Income Housing Tax Credit and 4% tax credit markets; the continuing need to actively encourage the State's investment in Frederick County; and draw on the Secretary's use of discretionary bonus points to support Frederick County housing developments.
- 12. Staff Liaison Reports 3:25PM —** Mr. Bailey ceded his time to Mr. Malcolm Furgol. Mr. Furgol provided a brief report on United Way's partnership with the Department of

Housing and Community Development toward the development and implementation of the Prosperity Center's *Prosperity Savings Homebuyer Program* (see Attachment 1 Fact Sheet).

13. Staff Liaison Reports 3:30PM — Councilperson Jessica Fitzwater provided an update and led a discussion on the status of the County's PILOT policies against the backdrop of those of surrounding jurisdictions (e.g., Howard County, Montgomery County and Baltimore City). Based on the County's response to her request for the analysis, it was determined that additional demographic, tax base, and developer incentive data was needed before an informed decision could be made as to whether to advance recommendations to modify the County's current PILOT policies. Ms. Fitzwater is working with the Executive toward receipt of such data and will report her findings and recommendations upon the conclusion of her analysis.

Ms. Fitzwater also provided an update and led a discussion on the County's use of recordation taxes. Of the approximate \$28 million collected annually, the following allocations are made: 16.7 % for School Construction; 12.5% for Agricultural Preservation; 12.5% for Parks and Recreation; and 58.3% for the County's general fund. While apportioning a percentage of these funds to promote housing preservation and production may prove difficult during this legislative cycle, Chairman Zavos offered to pen a letter to the County Executive on behalf of the AHC requesting consideration of a carve-out and to recommend additional development incentives.

Finally, Ms. Fitzwater recommended that the members of the AHC attend the County Executive's Public Hearing on the Budget scheduled for March 15, 2018 at 7:00PM at Winchester Hall; to and take the online Budget survey <https://www.frederickcountymd.gov/7287/Budget-Survey>; email the County Executive at countyexecutive@frederickcountymd.gov to state support for an enhanced affordable housing budget; include County Council Members on any correspondence councilmembers@frederickcountymd.gov; and to ask housing affiliates to follow suit.

4:00PM The AHC meeting was adjourned.

Attachment 1 (Prosperity Savings Homebuyer Program)

