

**Minutes of the Affordable Housing Council (AHC) Meeting**  
**Tuesday, December 8, 2020**  
**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 2:34 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 855-9252801, 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: Taken by Secretary Diane Bill. She asked each person to introduce themselves after she called their name.

Members Present: Angie Liddiard, Diane Bill, Hugh Gordon, Jason Wiley, Kandy Alexander, Malcolm Furgol, Mark Long, Mary-Ellen Mitchell, Patricia Galloway

Members Absent: Bruce Zavos, Kimberly Ashkenazi, Linda Duckett

Public Officials/Staff Liaisons Present: Milton Baily, Director DHCD; Ryan Trout, DHCD; Christine Kay, Director Citizen Services; Derek Shackelford, Frederick City Alderman; Robin Inskip, Frederick County Finance; Monica Bearden, Deputy CAO Frederick County

Guests and Visitors Present: Brian Lopez, President Osprey Properties; Roger Sobkowiak, Jodie Ostoich, CEO IHA; Diana Fulchiron, Director Community Foundation of Frederick; Veronica Henry, Frederick City Housing Authority; James Baker, Frederick City Housing Authority

Agenda: Chairperson Mark Long announced a change to the agenda. Ron Cramer is not able to attend and give his presentation. A video about eviction prevention will be presented as an alternative in his agenda spot. Hugh made a motion to approve the amended agenda. Mary-Ellen seconded the motion. The agenda was approved unanimously.

Minutes for November 10<sup>th</sup>, 2020 Meeting: Mark noted that the word “minutes” should replace the word “agenda” in the Agenda portion of the minutes. Malcolm made a motion to approve the minutes with the correction. Hugh seconded the motion. The minutes were approved unanimously.

Crestwood Manor Presentation: Brian Lopez, President of Osprey Development, presented information about this proposed twinning 4% and 9% LIHTC community. Osprey Development and Pax Edwards are partnered in this proposed project. Osprey Development, the sponsor of this project, has developed numerous affordable housing projects in the Mid-Atlantic including

several in Frederick county. Crestwood Manor would be south of downtown Frederick, adjacent to the intersection of New Design Road and Crestwood Boulevard. It is to be located on the west side of New Design Road on an undeveloped parcel of land with an existing building on it. The building has historic value and will be preserved and used as community center for the community. Crestwood Manor will consist of one elevator served building, the 4% portion, and 3 garden style buildings, the 9% portion. This building combination will make a total of 120 1-, 2-, and 3-bedroom units. Amenities include a fitness center, cybercafé, laundry, tot lot and green space/dog park. Questions that arose: Was a non-profit involved in this collaboration? No but a minority business was on the team. How does this compare to Victoria Park in Walkersville? Similar but fewer units. What is the rent range? If 9% 60 units will be \$620-1400 with 10 at market rate. If 4%, \$1200-1700. How will it be phased in? 16 months build out schedule starting at the back of the property and moving forward. Was an APFO study done? Yes, the project meets the school capacity standards until 2022. What is the access to transportation? Several bus stops are within walking distance. Mark Long proposed that the AHC send a letter of support to Secretary Holt. It was unanimously approved.

Video Presentation: Mary-Ellen Mitchell, CEO Housing Frederick, presented a video promoting distribution of eviction prevention funds available from the CARES Act. This video was produced in order to educate and promote the public about these funds. The Religious Coalition, Legal Aid and the Spanish Speaking Community of Maryland participated in creating this video. It was funded by community member donations. To date, the video has been shared 234 times, had 8,000 views and reached 16,000 people. She is awaiting an updated report from The Religious Coalition and Legal Aid as to the number of persons accessing the funds to date.

Mark asked to move the MPDU Workgroup review farther down the agenda after the Policy Committee update. Ryan agreed.

Climate Emergency Workgroup Survey: Mark gave explanation and background to this work group and survey. It stems from the creation of resolutions by the city and county to reduce carbon emissions and mitigate climate change. The Workgroup is asking the AHC to complete a survey and give input regarding surveying housing challenged community members. Mark previously shared this information with the Executive Committee and they were agreeable to the workgroup surveying the housing challenged community. He will share the survey with AHC members.

Committee Meeting Updates: **Messaging/Education**-Hugh stated a meeting is scheduled 12/11. He noted the agenda would include getting the word out to the appropriate people to see that CARES act funds be distributed and address the issue of educating landlords about raising rents and evicting peoples inappropriately. Ryan offered the name of a website, NextDoor, to use to as an educational tool. He also said he had seen evidence of evictions and that landlords were possibly using loopholes to get around the CDC and Governors eviction rules. Hugh invited all AHC members to attend the meeting Friday. **Policy**-Mark stated that they met last week. Some items discussed were rental increases during covid restrictions and how they were being

addressed by the city and county; the city is organizing a rental unit registry, the policy committee felt this might be a good idea but might be better to implement when the pandemic is lessening; the city is working on an ADU ordinance and will continue to workshop this ordinance in the new year, the AHC is in support of this proposed ordinance; a change in the rehab loan program brought the eligibility income cap from 50% to 70% AMI; the county PILOT policy was revised; Malcolm shared the United Way platform. The committee will be watching these topics and discussing them at future meetings.

MPDU Review Workgroup: Ryan stated the workgroup is meeting again 12/18 for ~6<sup>th</sup> time. They have been looking at other jurisdiction's use of inclusionary zoning, MPDUs and handling of alternatives to PILs. The upcoming meeting will be a wrap up of collected knowledge and determining which pieces work for Frederick County. Hoping to have a draft policy by February.

Staff Liaisons/Public Officials Updates:

**Milton Bailey**- He would like to have Shelly Toms, Director of Child and Family Services, who is working on integrating interdepartmental info sharing, to make a presentation to AHC in Jan/Feb; the two school site RFPs decision is imminent; County Executive revised the PILOT policy, the annual cap has been removed; completed the income averaging amendments for Sharpe Square in the city and county; budget appeals are happening and should be routine; a decision is in the works as to whether the housing fair will be held in June; the 9% LIHTC DLPs should be announced 12/18-12/25; amendments to impact fee exemptions are in process; pulling together info for a presentation to the County Executive and Council as to how to make program updates to advance affordable housing in the county. Ryan Trout added to Milton's update that CDBG covid relief funds, through a partnership with SHIP, are being used for hotel/motel housing and PPE for at risk peoples; the emergency rental assistance grant CDBG portion received a waiver to use the monies without a deadline of the years end; since July 1<sup>st</sup>, the homebuyer assistance program has provided over \$500,000 to first time homebuyers.

**Derek Shackelford**- He is working on completing the ADU draft ordinance by meeting with city administration to refine details and will be conducting another workshop with the aldermen; the city is reviewing its comprehensive plan, concentrating on transportation and housing at the next few workshops through January; the city has added water and sewer bill assistance in addition to the utility and rental assistance through the CARES act funds.

Public Comments- Jodie Ostoich mentioned the IHA's year-end campaign and that specific donors have pledged to give \$3 for every dollar contributed to IHA through January 31<sup>st</sup>.

Council Members Comments: **Malcolm**-E-mailed 2021 advocacy platform for the United Way which includes new items regarding covid-19 pandemic and also that the United Way will provide the VITA free income tax prep program starting in January.

The meeting was adjourned at 3:56 pm

The next meeting will be Tuesday, January 12, 2020 at 2:30