

JOINT APRIL 2016 MINUTES

**HOWARD COUNTY HOUSING AND COMMUNITY DEVELOPMENT BOARD
AND
HOWARD COUNTY HOUSING COMMISSION
APRIL 14, 2016
6751 Columbia Gateway Drive, First Floor Classroom 6, Columbia, MD**

HCDB Members Present

Caroline Harper, *Chairperson*
Maurice F. Zeitler, *Vice Chair*
Mitra Basu
Linda Skelton
Nancy L. Smith

HCDB Members Absent/Excused

David R. Vane
Ike E. Okoye

Staff Present

Thomas P. Carbo, *Director/Executive Director*
Ada D. Best, *Chief Financial Officer*
Kelly A. Cimino, *Chief, Housing Opportunities Program*
Nkechi M. Animashaun, *HOME Program Specialist*
Elizabeth Meadows, *Chief, Comm. Planning & Grants Mgmt.*
Brian Perry, *Grants Specialist*
Quanita K. Tubman, *Chief, Contracts Mgmt. & Tech Svc*
Samuel P. Tucker, *Chief, Rental Assistance Programs*
Famebridge Witherspoon, *Community Relations Specialist*
Constance A. Tucker, *Sr. Assistant County Solicitor*

HCHC Members Present

Ian Kennedy – *Acting Chairperson*
Maurice M. Simpkins
Donzella Curtis

HCHC Members Absent/Excused

Carole R. MacPhee
Regina Stone-Mitchell
Stacy L. Spann
Christopher W. Oxenham

Guest/Visitors Present

Tim Keane
Michael Pfau
Chuck Thomas

Recording Secretary

Linda F. Askew

I. Call to Order - 6:00 P.M.

The **April 14, 2016 Joint** meeting of the Housing and Community Development Board and the Howard County Housing Commission was called to order at 6:15 P.M., by HCDB Chairperson Caroline Harper. A quorum was present for the Board. There was no quorum present for the Howard County Housing Commission.

II. Approval of Agenda

The April Joint Agenda was approved as submitted.

III. Introduction of Guests and Comments

Invited guests included Michael Pfau and Builder Tim Keane with Trinity Homes. Chuck Thomas was present to observe this evening's meeting.

IV. Public Hearing: Five Year Consolidated Plan and FFY 2016 Annual Action Plan For Housing and Community Development

Elizabeth Meadows, Chief of Community Planning and Grants Management, provided a handout on the Annual Action Plan and discussion was held on the following:

- Background
- Top Need Identified – Housing Affordability
- Factors Impacting Affordability
- Concerns
- Populations/Households most affected
- Representative Data Identified in Plan
- Special Needs Populations – Homelessness
- Identified Priorities and Level of Priority
- Plan will be submitted to HUD through the 1st Year of the Action Plan for the following categories:
 - Community Development Block Grant (CDBG) – Program
 - FFY2016 CDBG
 - Home Investment Partnership (HOME) – Program
 - FYY2016 Program Activities

Executive Director Carbo commented on the great job in putting this plan together. He also pointed out that the idea of a community plan is to be inclusive as possible to address the needs of the community. This is how the department will spend these funds over the next five years. In order to spend these funds, the department will need to review the community plan and confirm how each expense can be tied back to the consolidated plan. There was a lot of input into the plan from various nonprofits in the community.

Executive Director Carbo also pointed out that there is a list of priorities. Where it says “Economic Development is a low priority,” does not necessarily mean Economic Development is a low priority for the County. It simply determines where the department is going to direct these particular funds each year. This year’s round of funding will be directed to some of the programs already in place and new ones such as Rebuilding Together and Making Change. Bridges Alliance will also be conducting the Fair Housing Services Landlord Education.

Executive Director Carbo also advised that once a vote is made to approve the Plan, it would be submitted to the County Council for review and approval. The Council will take a vote on this Plan Monday, May 2, 2016. A Public Hearing is scheduled for Monday, April 18, 2016.

V. HCD BOARD Action Item: Approval of Five Year Consolidated Plan and FFY16 Annual Action Plan

A copy of the Plan was distributed to all members. Following a brief review, a vote was taken to approve the Five Year Consolidated Plan and FFY16 Annual Action Plan. A motion was made and seconded to approve the Five Year Consolidated Plan and FFY16 Annual Plan as submitted. The motion passed unanimously.

VI. HCD Board: Approval of February 2016 Minutes

The HCD February 2016 Minutes were previously mailed to members for review and comment. The Minutes were approved as submitted.

VII. HCHC: Approval of March 2016 Minutes

There was no quorum present for the Commission. Therefore, a vote could not be taken. This item will be addressed at the next Commission meeting.

VIII. Director/Executive Director's Report

The Director's Report was included in the packets to Board members and Commissioners for review. Following a brief discussion the floor was opened for questions/answers. There were no comments made.

IX. MIHU Report

Kelly Cimino gave a brief summary of the MIHU Report. The March MIHU Report was included in the packets for Board members to review. Following a brief discussion, the floor was opened for questions/answers. There were no comments.

X. Housing Choice Voucher Program Coordinator's Report

Samuel P. Tucker, Chief of Rental Assistance Programs was present to discuss the Housing Choice Voucher Program Coordinator's Report. The current program utilization is at 101%. Staff anticipates issuing additional vouchers from the waiting list in another 3 to 4 months once program utilization comes down. The first 15 vouchers are reserved for homeless families. Staff will be contacting the various homeless agencies to obtain the names of families who are currently in the shelters or have a verified homeless status. Homeless Persons currently on the waiting list will have first preference, and the balance of the slots will be filled by a homeless lottery.

XI. HCHC Action Item: Personnel Policies and Procedures

With no quorum present, this item was tabled until the next Commission meeting.

XII. HCD Board Action Item: Request for Alternative Compliance

Kelly Cimino gave an overview on the Request for Alternative Compliance to Board members from Joseph's Courtyard, LLC. Mr. Michael Pfau from Trinity Homes was on hand to present the proposal. This will be a new 24-unit townhouse development and is not eligible for the MIHU fee in lieu option. One alternative compliance option allows a developer to provide a reduced number of units as LIHUs instead of MIHUs. The department is trying to encourage developers to consider the LIHU option. Thus far, two developers have done so.

Mr. Pfau stated that the project is located on the Harriet Tubman lot, next to Beth Shalom Temple on a quiet street. The MIHU requirement is 3 units. The developer stated that it is uneconomically infeasible to provide 3 MIHUs in such a small development. He also stated that the mixed income option is not really a good option for the small community. The developer would like to provide 1 LIHU instead of 3 MIHUs. The Department allowed Ryland Homes to use this alternative compliance method at Simpson Mill where the MIHU requirement was satisfied with 1/3 of the units as LIHUs. The floor was open for questions:

- **How many units will there be?**
There will be 24 units with a one-car garage. There are a number of MIHU townhomes in other communities that are available. The higher the price goes, the less people that are in the database can meet the minimum income requirement for those homes. Offering an LIHU townhome is something that the department would like the Board to consider.
- Executive Director Carbo stated that because there is relatively a small number of units in this subdivision, the economic impact of the MIHU requirement is greater on smaller subdivisions.
- **What will the LIHU price be?**
A 3 bedroom would be priced at \$206,000.00 as an LIHU versus \$268,000.00 as an MIHU. There were 53 applications submitted for the house offered at \$187,000 at the Come Home to Howard County Housing Fair. The house for \$206,000 is in that same price range, so we can reach more applicants in the database with lower household incomes for an LIHU. MIHUs at Dorset Gardens, Howard Square, Oxford Gardens are priced much higher and are all competing for the same higher income buyers in the database.

A motion was made and seconded to approve the Request for Alternative Compliance. The motion passed unanimously.

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XIII. Reminder: Financial Disclosure Statements

Quanita Kareem-Tubman, Chief, Contracts Management & Tech. Services, reminded Board members and Commissioners of the April 30, 2016, cut-off date to submit their financial disclosure statements.

XIV. Member Comments

There were no comments.

XV. ADJOURNMENT

A motion was made to adjourn the Joint meeting at 6:43 P.M. Motion was approved.

Respectfully submitted,

Linda Askew
Recording Secretary

Upcoming Meetings:

Housing and Community Development Board: May 12, 2016

Howard County Housing Commission: May 19, 2016