

MAY 2016 MINUTES

HOWARD COUNTY HOUSING AND COMMUNITY DEVELOPMENT BOARD

May 12, 2016

Gateway Building, Third Floor, Housing Conference Room

HCDB Members Present

Carolyn Harper, *Chairperson*
Maurice Zeitler, *Vice Chairperson*
Mitra Basu
David Vane

Staff Present

Kelly Cimino, Chief, Housing Opportunities Programs
Elizabeth Meadows, Chief, Community Planning & Grants Mgmt
Famebridge Witherspoon, Community Relations Specialist

Guests/Visitors

Jason C. Ridgell, The Ridgell Firm
Chris Phippen, Triangle Montgomery Associates, LLC

HCDB Members Absent/Excused

Ike E. Okoye
Linda Skelton
Nancy Smith

Staff Absent/Excused

Thomas P. Carbo, Director

Recording Secretary

Susie Schappell

I. CALL TO ORDER - 6:06 P.M.

With a quorum present, the May 12, 2016 meeting of the Housing and Community Development Board was called to order at 6:06 P.M. by Chairperson Carolyn Harper.

II. APPROVAL OF AGENDA

The Agenda was approved as submitted.

III. INTRODUCTION OF GUESTS & COMMENTS

Jason C. Ridgell, of The Ridgell Firm and Attorney for Triangle Montgomery Associates LLC was present this evening representing Chris Phippen of Triangle Montgomery Associates, LLC to discuss the Long Gate Overlook project – Item No. VIII.

IV. APPROVAL OF APRIL MINUTES

The April 2016 Minutes were e-mailed and mailed to all Board Members for review and comment. Following a brief review of the Minutes, Chairperson Harper entertained a motion to approve the Minutes. The April 2016 Minutes were approved as submitted. The Motion passed 4-0.

V. DIRECTOR'S REPORT

A copy of the Director's Report was e-mailed and mailed to each of the Board Members for review. Ms. Cimino noted that the Director was unable to attend this evening's meeting due to a prior commitment however she would be happy to answer any questions regarding the Report.

The table was opened for questions and concerns regarding the Director's Report. A copy of the Director's Report is attached.

VI. MIHU REPORT

Kelly Cimino, Chief of Housing Opportunities Programs, was present at the meeting to discuss the MIHU Report. A copy of the MIHU Report was provided to each of the Board Members for review. The Report consists of a very

detailed breakdown of categories on Program Summary, Homeownership, Rentals Resale, Release and Fee in Lieu. The Report was discussed highlighting contents of the Report. Several areas highlighted were as follows:

MIHU Report

- MIHU new pricing and standards became effective on January 1, 2016. The new pricing is available on the Housing website. MIHU pricing will be re-visited on July 1, 2016;
- April 2016 was open enrollment month for the MIHU homeownership programs;
- To date, 21 MIHU buyers have received SDLP loans for a total of \$422,124;
- The next MIHU Workshop is slated for July 2016;
- A copy of the MIHU Report is attached.

Homeownership

- Several MIHU buyers are approved and under contract for completion of their new homes at Dorset Gardens and Howard Square both located in Elkridge;
- Seven units at Howard Square, seven units at Dorset Gardens and one unit at Shipley's Grant are currently in priority periods. Letters have been sent to the prospective candidates. A lottery is set for May 3rd to award the available units at Howard Square;
- One previously purchased unit by the Commission has been re-awarded and is scheduled to close in late May;
- The Department has received an alternative compliance request from Triangle Montgomery Associates, LLC which is up for discussion and vote this evening under Item No. VIII. Guests are on hand to discuss their proposal; and
- The Department currently holds a monthly homebuyer education workshop for first-time homebuyers.

Rentals

- MIHU agreements have been signed for two new constructions projects – The Vine in Laurel and Brompton House II in Elkridge;
- The area median income decreased in 2016 causing the MIHU rents to also decrease;
- Rentals are offered year round on a first-come, first-served basis at all participating communities.

Resale

- A re-sale request was received from a homeowner at Shipley's Grant. There are two other pending re-sales at Oxford Square and Elkridge Crossing. Previous re-sale activity is included as part of the MIHU Report.

Fee-In-Lieu

- The County has prepared and executed Fee-In-Lieu Agreements with 26 developers for a total of 273 new units in 2015. A copy of the breakdown for 2016 is included as part of the MIHU Report.

The floor was opened to members for questions and comments pertaining to the MIHU Report.

VII. GRANTS REPORT & FFY 2016 ANNUAL ACTION PLAN SCHEDULE

Elizabeth Meadows, Chief of Community Planning & Grants Management was on hand to discuss Community Planning and Grants Management.

FFY2016-FFY2026 Consolidated Plan with FFY2016 Action Plan

The Five Year Consolidated Plan will describe Howard County's community development priorities and multi-year goals based on assessment of housing & community development needs, analysis of housing & economic market conditions and available resources. The Consolidated Plan is carried out through the Annual Action Plan and will

be used each year to address the priority needs and specific goals identified by the Consolidated Plan. It is our anticipation to show all achievements over the 5-year term and to bring all partners together.

The 30 day Public Comment Period concluded for the 5-Year Plan on April 29, 2016. The 5-Year Plan consists of new administration and new partnerships for a 5-year term. The Resolution regarding the Plan was voted on by the County Council on May 2, 2016. Submission of the final Consolidated Plan/Action Plan to HUD is May 13, 2106.

Community Development Block Grant (CDBG) – Timeliness Standard

As an Entitlement jurisdiction receiving funding through the CDBG program, Howard County is required by statute to use its funds in a timely manner. Under the provisions of 24 CFR 570.902 of the CDBG regulations, a grantee is considered to be timely if 60 days prior to the end of the grantee's program year providing the balance of its line-of-credit does not exceed 1.5 times the annual grant.

HUD feels that by running a timely local program, grantees can promote the goals of the CDBG program by improving the lives of residents of the community particularly those of low and moderate income. Prior to the end of the current program year and before the funding of the next annual grant, HUD will check the local jurisdictions line-of-credit to verify compliance with the 1.5 times award amount requirement. If the local jurisdiction is *not* in compliance with the CDBG requirement, HUD can institute grant reductions and require the grantee to implement a work plan to bring the CDBG program back into compliance.

Drawdowns

In anticipation of the timeliness test, the CDBG division has worked very hard to get eligible invoicing from CDBG funded programs in an effort to get invoices paid and then draw the funding down through HUD's web-based reporting system called IDIS (Integrated Disbursement and Information System). Close to \$875,000.00 worth of eligible CDBG project invoicing was processed, paid and draw down from IDIS. IDIS provides HUD with current information regarding the program activities currently underway across the nation including funding data. HUD uses this information to report to Congress and to monitor grantees. IDIS is the drawdown and reporting system used by Howard County for their CDBG and HOME programs.

Reprogramming

In an effort to keep the CDBG program moving forward and in compliance with the timeliness requirements, Howard County has recently reprogrammed prior and current year unused CDBG funding into eligible activities that were ready to begin expending funding. All funding prior to FFY2015 are up to date.

HOME Program

The Bickley House - An amount of \$420,321 of HOME funds will be granted to the Commission to assist with the purchase of the Bickley House located at 8515 Frederick Road of Ellicott City. The property requires \$25,000 of minor rehabilitation work. Settlement on the property is slated for June 30, 2016. The intent of the purchase is to provide for potentially vulnerable populations – individuals aging out of the foster care system. Young adults that age out of the foster care system are at an extremely high risk of becoming homeless. The prospective residents with each have his/her own room and share common spaces such as kitchen, bathroom, living room and dining area. The Housing Commission will manage the units. The Department of Social Services (DSS) will provide supportive services which include budget management, job training and other life skills. DSS will take the lead in identifying these individuals.

A copy of the Report was provided to all Board members for review and discussion. The table was open for a question and answer period.

VIII. ACTION ITEM: REQUEST FOR ALTERNATIVE MIHU COMPLIANCE – LONG GATE OVERLOOK

James C. Ridgell of The Ridgell Firm was on hand representing Chris Pippen as the Attorney for Triangle Montgomery Associates LLC. Mr. Ridgell is requesting the Board’s support on a proposed project known as Long Gate Overlook. The 79-unit townhome development located on Route 103 by Long Gate Shopping Center in Ellicott City is slated for construction in March 2017 and possibly early fall of 2016 for the models and will begin marketing to the public once the models become available. Triangle is currently seeking a builder for the proposed project.

This would be the only LIHU townhomes to be located in Ellicott City. Triangle is proposing they be permitted to provide five(5) LIHUs with a sales price of up to 60% of the area median income. Triangle also believes that substituting five(5) LIHUs for eight(8) MIHUs will make more economic sense to the builder, the developer and the ultimate homebuyer.

Some areas highlighted are as follows:

- Market sales price will be mid to upper \$400s for these extremely large 2400 square foot townhomes;
- Base purchase price of \$226,162 for LIHU;
- Zoned RA15 – 10% MIHU requirement;
- Roads and common areas of the development will be privately owned by the homeowner’s association;
- Approximately \$100/month dues for road and grounds maintenance as well as upkeep; and
- Amenities include a lighted and enclosed tennis court, basketball court and athletic area.

Following a brief presentation, the floor was opened to members for questions and comments. Chairperson Harper entertained a motion to approve the Request for Alternative MIHU Compliance for Long Gate Overlook. The Motion was approved as requested. The Motion carried 4-0.

IX. MEMBER COMMENTS

There were no Board Member comments.

X. ADJOURNMENT

The May 12, 2016 monthly meeting of the Housing and Community Development Board adjourned at 6:46 P.M.

Respectfully submitted,

Susie Schappell

Recording Secretary

Upcoming Meetings:

Housing and Community Development Board: Thursday, June 9, 2016

Howard County Housing Commission: Tuesday, June 21, 2016

6:00 P.M