

April 11, 2019 MINUTES

HOWARD COUNTY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT BOARD

9820 Patuxent Woods Drive, Columbia, MD 21046

HCDB Members Present

Caroline Harper, *Chair*
Maury Zeitler, *Vice Chair*
Linda Skelton
Mike Sloan

HCDB Members Absent

Mitra Basu
Grace Morris

Staff Present

Kelly Cimino, *Director*
Quanita Kareem, *Compliance Officer*
Elizabeth Meadows, *Chief, Community Planning & Grants*
Lisa Wiseman, *Division Chief, Housing Opportunities Programs*

Staff Absent

Guests/Visitors

Recording Secretary

Tracy Deik

I. CALL TO ORDER 6:08 P.M.

- With a quorum present, Chairperson Harper called the April 11, 2019 meeting of the Department of Housing and Community Development Board to order at 6:08 P.M.

II. APPROVAL OF AGENDA

- *Vice Chairperson Zeitler motioned to approve the April 11, 2019 Agenda as submitted. Motion passed 4-0.*

III. INTRODUCTION OF GUESTS

- No guests were present at the board meeting.

IV. APPROVAL OF DECEMBER 2018 & JANUARY 2019 MINUTES

- The December 13, 2018 & January 25, 2019 Minutes were e-mailed and mailed to all board members for review and comments. *Board Member Sloan motioned to approve the minutes as submitted. Motion passed 4-0.*

V. DIRECTOR'S REPORT (attached)

- Board members received a copy of the March 2019 Director's Report in advance of the meeting.

- Kelly Cimino invited board members to attend upcoming meetings of the Housing Affordability Coalition. The organization, which advocates for more affordable housing in the County, meets on the second Thursday of each month at the Nonprofit Collaborative.
- A second Request for Proposals seeking lenders for the RENEW Howard Program was released on March 27th. The Department will be hosting a pre-proposal conference and Q&A session for its RENEW Program on April 16th.
- The Department met with Habitat for Humanity of the Chesapeake to discuss implementing a homeownership program that would help MIHU applicants with low income. Habitat's program, which offers zero percent mortgages to those who meet a 250- hour community service requirement, could make homeownership a possibility for many families that don't meet the minimum income limit requirements for current MIHU offerings.

VI. MIHU REPORT (attached)

- Board members received a copy of the March 2019 MIHU Report in advance of the meeting.
- As of March, almost 90% of MIHU homeowners have returned their annual compliance forms certifying owner occupancy of their homes.
- Five new MIHU homes were sold in the Oxford Square/River Overlook, Shipley's Grant and Waverly Grove communities, and one MIHU resale sold in the Oxford Square/Exeter Park community.
- LIHU/MIHU agreements were signed for ten new homes in the St. Charles Woods and Oxford Square/The Yards communities.
- The Department hosted an MIHU Employee Lunch & Learn on March 20th. Almost 50 Howard County employees attended the workshop. To accommodate employees at other worksites, the Department plans to host more lunch & learns throughout the County.

VII. ACTION ITEM: APPROVAL OF COUNCIL RESOLUTION CR48-2019 FOR FFY19 ANNUAL ACTION PLAN (attached)

- Board members received a copy of the Needs Hearing #1- FFY2019 Annual Action Plan Planning Session notes, FFY2019 Annual Action Plan Briefing Notes and FFY2019 Annual Action Plan Draft.
- Elizabeth Meadows explained how the County receives its annual allocations of the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME) Program funding from HUD. These grants, which are used for community development and affordable housing, serve low-income residents that earn between 0-80% of HC area median income (AMI). A list of FFY2019 CDBG & HOME Program activities can be found in the FFY2019 Annual Action Plan Draft.

- The County anticipates receiving \$1,257,864 in CDBG and \$491,376 in HOME funds for the FFY 2019 program year.
- On April 22, Kelly Cimino will testify at Public Hearing #5 in front of the County Council.
- *The Board voted unanimously to approve the Council Resolution CR48-2019 for FFY19 Annual Action Plan. Motion passed 4-0.*

VIII. DISCUSSION: COLUMBIA DOWNTOWN HOUSING CORPORATION ANNUAL REPORT (attached)

- The Board received a copy of the Seventh Annual Report of the Columbia Downtown Housing Corporation- CY 2018 in advance of the meeting.
- Kelly Cimino invited the Board to attend upcoming Columbia Downtown Housing Corporation (CDHC) Board meetings, which are held on the third Wednesday of the month.
- The Live-Where-You-Work Program, administered by the Department on behalf of CDHC, is scheduled to launch mid-2019. The Program will provide rental subsidies to eligible employees who live and work in Downtown Columbia.

IX. REMINDER: ANNUAL FINANCIAL DISCLOSURES DUE APRIL 30, 2019

- Quanita Kareem reminded board members that completed Annual Financial Disclosures are due by April 30th.

X. MEMBER COMMENTS

- The Department will begin scheduling its annual MIHU Rental Compliance Audits within the next few months.
- Chairperson Harper shared the news of Nancy Smith's resignation from the Board. The Department plans to invite Smith to the board meeting in June to officially thank her for serving on the Board. Kelly Cimino asked board members to send any names of potential board members to her.
- Kelly Cimino invited the Board to the 2019 ACS Humanitarian Awards on May 2nd. The awards ceremony will honor Roger Thibaudeau, HC Autism Society; Volunteer Ride Coordinator Team, Neighbor Ride; and the Day Resource Center, Grassroots Crisis Intervention Center.

XI. ADJOURNMENT 6:43 P.M.

- *Vice Chairperson Zeitler motioned to adjourn the April 11, 2019 HCD Board Meeting at 6:43 P.M. Motion passed 4-0.*

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Respectfully submitted by,

Tracy Deik

Recording Secretary

Next Meeting:
Housing and Community Development Board
June 13, 2019