

November 9, 2017 MINUTES

HOWARD COUNTY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT BOARD

Gateway Building, Third Floor, Housing Conference Room

HCDB Members Present

Caroline Harper, *Chairperson*
Maurice Zeitler, *Vice Chairperson*
Grace Morris
Linda Skelton
Mike Sloan
Nancy Smith

HCDB Members Absent

Mitra Basu

Staff Present

Kelly Cimino, *Director*
Quanita Kareem, *Compliance Officer*
Tom Wall, *Fiscal Specialist II*
Lisa Wiseman, *Chief, Housing Opportunities Programs*

Staff Absent/Excused

Guests/Visitors

Recording Secretary

Tracy Deik

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

- With a quorum present, Vice Chairperson Zeitler called the November 9, 2017 meeting of the Department of Housing and Community Development Board to order at 6:08 P.M.

II. APPROVAL OF AGENDA

- *Board Member Smith motioned, seconded by Board Member Skelton, to approve the November 9, 2017 Agenda as submitted. Motion passed.*

III. INTRODUCTION OF GUESTS

- No guests were present at the board meeting.

IV. APPROVAL OF SEPTEMBER 2017 MINUTES

- The September 2017 Minutes were e-mailed and mailed to all board members for review and comments. *Board Member Morris motioned, seconded by Board Member Smith, to approve the minutes as submitted. Motion passed.*

V. DIRECTOR'S REPORT (attached)

- All board members received a copy of the October 2017 Director's Report in

advance.

- The Reinvest*Renovate*Restore (RRR) Housing Repair Program launched in October and has received a positive response.
- Funding for the RRR program is budgeted at \$350,000, which is expected to last through June 30, 2018.
- DHCD staff attended a Wilde Lake Village Board Meeting to promote the RRR program. Qualified homeowners could use the RRR program to make necessary home improvements, as well as address any HOA violations that may be outstanding.
- As of October 31, the Settlement Downpayment Loan Program has helped MIHU homebuyers with loans totaling close to \$300,000, and non-MIHU homebuyers with loans totaling around \$242,000.
- The fifth and final property of the Neighborhood Stabilization Program sold in September to an income-eligible household. The Department will work to close-out the NSP grant with the State before the end of 2017.
- In October, the Community Development Block Grant Program awarded FFY17 funds to nine organizations (see attached report).

VI. MIHU REPORT (attached)

- Board members received a copy of the October 2017 MIHU Report at the meeting.
- The Department received 90 MIHU homeownership applications during the open enrollment period in October.
- October's outreach efforts included participating in the 50+ Expo at Wilde Lake High School; partnering with Making Change to offer the Homebuyer Money Matters workshop series; and hosting two homeownership information sessions and one rental information session.
- As of October 31, 2017, 46 Developers have signed fee-in-lieu agreements for 594 units this year.

VII. ACTION ITEM

- The Board discussed changing the HCDB meeting schedule from 12 to 6 meetings per year. *Board Member Morris motioned, seconded by Board Member Sloan, to change the monthly meeting schedule to 6 times per year. Motion passed.*

VIII. PRESENTATION- TRACK HOWARD

- Tom Wall gave a brief report on TRACK Howard, a measurement tool that will help the County improve collaboration, accountability and transparency.
- TRACK Howard will use key performance indicators (KPIs) to measure how well the Department is meeting its goals. Housing KPIs will be tracked quarterly, and grant KPIs will be tracked annually.
- TRACK Howard will allow the public to better understand what the Department is

doing, as well as help the County improve the effectiveness and efficiency of services.

IX. MEMBER COMMENTS

- The Board discussed Open Howard, a search engine that allows residents to access data on various County services. DHCD will use this platform to share information regarding MIHU fee-in-lieu agreements such as the number of units, zoning designation and zip codes.
- The Board discussed the results of the Howard County Council voting on the updated Adequate Public Facilities Ordinance, which would have made affordable housing projects exempt from the School Capacity Test and Allocations Test. The Board commented on how this issue significantly impacts affordable housing efforts in the County.

X. ADJOURNMENT 6:49 P.M.

- *Board Member Morris motioned, seconded by Vice Chairperson Zeitler, to adjourn the November 9, 2017 HCD Board Meeting at 6:49 P.M. Motion passed.*

Respectfully submitted by,

Tracy Deik

Recording Secretary

***Next Meeting:
Housing and Community Development Board
December 14, 2017***