

**HOUSING PRODUCTION TRUST FUND BOARD
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
GOVERNMENT OF THE DISTRICT OF COLUMBIA**

MEETING MINUTES

Thursday, May 21, 2020
12:30 pm
WebEx

WELCOME

Susanne Slater, Chairperson

The DHCD Housing Production Trust Fund Board convened in Room 318, 1800 Martin Luther King Jr. Ave. SE, Washington, DC., pursuant to notice at 12:39 pm, Susan Slater, Chairperson, presiding.

Board Members Present:

Susanne Slater
Jim Knight
Lynn French
Stan Jackson
Charles Lowery

Also present:

Polly Donaldson - DHCD Director
Sheila Miller – DHCD Deputy Director for Programs
Tsega Bekele – DHCD Interim Chief of Staff
Richard Livingstone - DHCD Interim Deputy Chief of Staff and Communications Director
Erin Wilson - DHCD DFD Deputy Manager
Reshma Holla – DHCD DFD Deputy Manager
Danilo Pelletiere – DHCD Housing Development/Policy Advisor
Reuben Forman- DHCD Special Assistant to the Director

MINUTES

Minutes from the February 2020 Housing Production Trust Fund (HPTF) board meeting were reviewed by members of the board. Charles Lowery motioned to approve the February 2020 minutes. The motion was seconded by Lynn French. The motion carried unanimously and was conducted by roll call vote.

DHCD UPDATE

Polly Donaldson, Director

Director Donaldson opened the meeting, updating the board on the agency's telework status, explaining that most employees are working from home. Still, some employees are coming in to process essential paperwork. Electronic signing is being used, and the Director comes in periodically to sign documents requiring a wet signature. The Director then discussed how the Tenant Opportunity to Purchase Act (TOPA) and District Opportunity to Purchase Act (DOPA) notices are paused due to emergency legislation. Director Donaldson emphasized that projects are still proceeding however the selection of new projects from the current Notice of Funding Availability (NOFA) are forthcoming once the agency is confident on future HPTF funding. The Director reported recent closings on significant projects such as the Old Hebrew Home, Spring Flats Senior Home, SOME scattered-site, Anna Cooper House, and Building 17 on the Walter Redd Campus; all since entering the public health emergency.

The Director continued the meeting by discussing the Fiscal Year (FY)21 budget. The budget calls for \$100 million in HPTF. The Director emphasized the budget wasn't final and discussed the possibility of additional federal funding in support of coronavirus recovery efforts. The Director mentioned the upcoming virtual budget hearings on Monday, June 8 for public testimony and Monday, June 15 for government witnesses.

The Director then discussed the government response to the COVID-19 Public Health Emergency. DCHD used Community Development Block Grant (CDBH) to fund a small business microgrant program. The Director continued explaining \$1.5 million in HOME funding was being used to create a Tenate Based Rental Assistance Program (TBRA). The new TBRA program aims to help renters in small buildings that have little extra subsidy. The Director then went into explaining other federal funds and budget priorities.

Susan Slater asked for specific funding numbers for the Employer Housing Assistance Program (EHAP) and Home Purchase Assistance Program (HPAP). The Director responded with numbers and mentioned that the projected needs for the upcoming year are expected to be less.

HOUSING PRODUCTION TRUST FUND UPDATE

Erin Wilson, DHCD

Erin Wilson reviewed the HPTF report. In summary, the Development Finance Division (DFD) is fully operational during COVID-19, highlighting the closing of multiple predevelopment loans. Erin then went over FY20 closing projects, including Building 17 on the Walter Reed campus. This project has been long-awaited and will produce 88 units of affordable housing for a high need population. The rest of the conversation consisted of projects that are still in the pipeline.

LEGISLATIVE UPDATE

Danilo Pelletiere, DHCD

Danilo provided brief legislative updates focused on recent Council legislation concerning COVID-19 related bills. The rest of the conversation focused on discussing the FY 21 Budget. James Knight expressed appreciation for the Administration's commitment to \$100 million in HPTF. The Director added that budget season was not over and encouraged those at the meeting to advocate to ensure the HPTF budget remains. Susan Slater complimented the agency's ability to be fully operational during the health emergency. She congratulated the Director for her leadership in these difficult times.

Lynn French motioned to adjourn the meeting. The motion was seconded by Charles Lowery. All voted in favor via roll call vote. The meeting was adjourned at 1:23 pm.

DRAFT