

**MINUTES OF THE AFFORDABLE HOUSING TRUST  
FUND BOARD OF TRUSTEES REGULAR MEETING ON  
TUESDAY, NOVEMBER 15, 2022, AT 6:30 PM  
THROUGH A WEB AND PHONE MEETING**

Present for the Affordable Housing Trust Fund Board of Trustees: Ralph Blessing (Chair), Laura Burwick, Sharona Cowan, Frances Lane, Rob Roqueta, and David Stein.

Present for staff: Emily Gordon, Director of Housing and Community Development.

Chairman Blessing called the meeting to order at 6:37pm.

Chairman Blessing stated that this meeting is being conducted through “Zoom” video conference. He then gave instructions on how the meeting will be run and described the meeting information and access via weblink or dial-in instructions could be found on the meeting agenda posted on the City of Stamford’s website.

An overview of the planned meeting agenda was then provided.

**1. Approval of March 8, 2022 Minutes**

Ms. Cowan moved that the Board approve drafted minutes from the March 8, 2022 meeting. Mr. Stein seconded this motion which carried 4-0-2 (Cowan, Mannis, Roqueta & Stein) with two abstentions (Blessing & Burwick).

**2. Approval of June 14, 2022 Minutes**

Ms. Lane moved that the Board approve drafted minutes from the June 14, 2022 meeting. Mr. Roqueta seconded this motion which carried 4-0-2 (Cowan, Mannis, Roqueta & Stein) with two abstentions (Blessing & Burwick).

**3. Approval of 2023 Meeting Schedule**

Mr. Roqueta moved that the Board approve the 2023 Meeting Schedule. Ms. Lane seconded this motion which carried 6-0 (Blessing, Burwick, Cowan, Lane, Roqueta & Stein).

**4. Balance of the Affordable Housing Trust Fund**

City is currently switching over to a new ERP system.

The original Linkage and Fee in Lieu accounts have been closed out and consolidated into the new Affordable Housing Trust Fund account.

The Linkage and Fee in Lieu funds will still be kept separated within the Affordable Housing Trust Fund account since they are restricted for different purposes.

The account is estimated to have about \$190,000 but that is being reviewed as part of the consolidation of funds and change over to the new ERP system.

**5. Presentation and Discussion – Stamford’s Housing Affordability Plan and Implementation Priorities for the Affordable Housing Trust Fund**

The purpose is to gain a common understanding of where the Housing Plan is and define what the role of the Affordable Housing Trust Fund will be in the implementation process.

Key housing issues identified included Rental Affordability, Homeownership Opportunities, Housing Diversity, and Racial Inequities.

The housing tools identified included Land Use, Subsidy, and Tenants Rights.

Recommendations included Consolidating Management of Housing Programs, Scaling up Investments in Housing, and Using Land More Effectively to Create Housing.

Now that the planning process is complete the City will work to identify quantifiable goals and base policy decisions (to support prioritized income brackets or housing types) on meeting those goals.

The Area Median Income increased substantially in the last year and although programs and funding are tied to this number, it's important for staff and the Board to understand how these changes are affecting real families.

Lack of housing supply is the main reason why rents are increasing so quickly. There is demand and need for housing at all income levels.

Implementation progress has been made under all key recommendations of the Plan so far.

The Affordable Housing Trust Fund's role is to preserve existing and create new affordable renter and homeownership in the City.

The City has a number of entities that play important roles in housing planning and policy and key programs and processes that will be important in the implementation of the Plan. It is important for the different entities to understand their unique roles and coordinate with each other.

There are a wide variety of sources to fund the development and redevelopment of housing. The highest funding potential is through the State's Low Income Housing Tax Credit program and the State Department of Housing, followed by the Affordable Housing Trust Fund.

The Affordable Housing Trust Fund will have an opportunity to set priorities in line with the Plan.

The Connecticut Affordable Housing Conference is taking place November 14-16 and sessions recordings can be found here: <https://www.pschohousing.org/CAHC2022>.

Next steps have been identified including initiating board trainings, setting annual production goals, and making improvements to the RFP process.

6. **New Business**

None.

7. **Old Business**

None.

**ADJOURNMENT**

Ms. Lane called for adjournment of the meeting at 8:17pm, seconded by Mr. Roqueta and carried on a vote of 6 to 0 (Blessing, Burwick, Cowan, Lane, Roqueta & Stein).

**NOTE:** These proceedings were recorded on video and are available for viewing through the City of Stamford's web page – [www.stamfordct.gov](http://www.stamfordct.gov).