
**Affordable Housing Trust Fund
Board of Trustees
Meeting Minutes**

**Wednesday, March 29, 2023, 5:30 PM
Levi Lincoln Chamber, City Hall**

Virtual/remote participation via Webex:

Phone: 1-415-655-0001 **Access Code:** 2319 659 4898 #

<https://cow.webex.com/cow/j.php?MTID=me54d3814a1737f1744dc575eaa837b9c>

Affordable Housing Trust Fund Board of Trustees Present:

Victor Agudelo-Ortiz, Chair
James Brooks, Ex-Officio
Benetta Kuffour
Jackson Restrepo
Xaulanda Thorpe

Affordable Housing Trust Fund Board of Trustees Absent:

Lucelia DeJesus
Johanna Hampton Dance
Keith Krikorian
Gabriel Rodriguez

Staff Present:

Jeanette Tozer, Affordable Housing Trust Fund Manager

1. Call to Order

Mr. Agudelo-Ortiz called the meeting to order with a roll call at 5:37 PM.

2. Approval of Minutes from February 15, 2023, Meeting

Ms. Kuffour made a motion to approve the minutes. Mr. Brooks seconded the motion. The minutes were unanimously approved 5-0 on a roll call.

3. AHTF Application Review and Approval – The Black Equity Group, LLC, 49 West Street - Request for \$462,500 for Affordable Rental Housing Development Project

Mr. Agudelo Ortiz introduced the agenda item. Mr. Brooks provided an overview of the application from The Black Equity Group, LLC, who is seeking \$462,500 for the substantial rehabilitation of the property located at 49 West Street into seven (7) units of affordable rental housing. The applicant is proposing to restrict six (6) of the units for households earning 30% or less of the area median income, and one (1) unit for a household earning 60% or less of the area

median income. Ms. Brooks then directed the Board to their packet, which included a summary of the scores that the Board of Trustees gave to the 49 West Street application. Based on the scores submitted, the average total score was 120.2 out of a possible 150 points, or 80.5% of the potential points.

Fritzie Purverge, Dr. Gregory Benoit, and Cedric Richardson, representatives of The Black Equity Group, LLC, provided a project update to the Board of Trustees. Leah Bradley, Executive Director of the Central Mass Housing Alliance, also spoke about the Continuum of Care in relation to the proposed project.

The meeting was then opened for public comment. Hearing none, Mr. Brooks made a motion to close public comment. Mr. Restrepo seconded the motion, and the motion passed 5-0 on a roll call.

Mr. Agudelo Ortiz motioned that the Affordable Housing Trust Fund authorizes its chair to execute a letter of conditional commitment to The Black Equity Group, LLC, for ARPA Coronavirus State and Local Fiscal Recovery Fund funding in the amount of \$462,500 for the 49 West Street affordable rental housing development project. The conditional commitment shall be valid for nine months and subject to the approved Affordable Housing Trust Fund requirements. Mr. Restrepo seconded the motion. The motion passed 5-0 on a roll call.

4. Applicant Presentation – T.G. 24 Jackson LLC – 24 Jackson Street

Mr. Agudelo Ortiz introduced the agenda item. Ms. Tozer provided an overview of the application from T.G. 24 Jackson LLC, who is seeking \$580,963 for the construction of nine (9) rental units on the vacant lot located at 24 Jackson Street. The project is located in a Qualified Census Tract, and the applicant is proposing to restrict seven (7) units for households earning 80% or less of the area median income (AMI) and one (1) unit for households earning 60% or less of the AMI. The applicant has also stated that six (6) units will ADA accessible. The requested amount includes \$125,000 of bonus funding for the five (5) accessible units that exceed the minimum required 10%. Housing Division staff completed a review of the application and determined that it meets the minimum threshold criteria as described in the Application Review Guidance.

Steven Rothschild presented the 24 Jackson Street project. Debra Goldstein, Steve Stolberg, and Gabe Cohen-Glinick, members of the public, also provided comments on the project.

Mr. Agudelo Ortiz motioned to place the 24 Jackson Street project application on the next Affordable Housing Trust Fund agenda to review Trustees' scoring of the project and vote on a recommendation of funding. Mr. Brooks seconded the motion. The motion was approved 5-0 on a roll call.

5. Applicant Presentation – Habitat for Humanity MetroWest – Greater Worcester, Inc. – Affordable Home Build at 521 Sunderland Road

Ms. Tozer provided an overview of the application from Habitat for Humanity MetroWest - Greater Worcester, who is seeking \$276,000 for the construction of two (2) four-bedroom single-family first-time homeownership units on the lots located at 521 Sunderland Road. Each home will be sold to a household earning 30-60% AMI. Housing Division staff completed a review of the application and determined that it meets the minimum threshold criteria as described in the Application Review Guidance.

Debbie Maruca Hoak, Executive Director of Habitat for Humanity MetroWest/Greater Worcester, and Paul Rebello, Habitat for Humanity MetroWest/Greater Worcester's Construction Manager, presented the 521 Sunderland Road project to the Board.

Mr. Agudelo Ortiz motioned to place the application for the Affordable Home Build at 521 Sunderland Road project on the next Affordable Housing Trust Fund agenda to review Trustees' scoring of the project and vote on a recommendation of funding. Ms. Thorpe seconded the motion. The motion was approved 5-0 on a roll call.

6. Discussion – Schedule and Location for AHTF Board of Trustees Meetings

Ms. Tozer proposed to the Board that future meetings be held in Meeting Room A at the Parks Department Building located at 50 Officer Manny Familia Way in order to avoid being bumped from meeting rooms in City Hall. She also noted that the meeting originally scheduled for May 10, 2023, would be rescheduled because the AHTF was bumped from the reserved meeting room. The Board agreed to determine the next meeting date and location via email.

7. Financial Update

Ms. Tozer provided the Board with a financial update, stating that the City's new financial system launched in March 2023. The Budget Office has been working through challenges that come up when rolling out a new system, and a formal financial report should be available for the April 2023 meeting. Ms. Tozer then provided a summary of the AHTF's conditional commitments to date, which total \$4,212,500.

8. Potential Future Agenda Items

The Board discussed a future agenda item related to prioritizing housing for Worcester residents.

9. Announcements

Ms. Tozer provided the Board with an update regarding the March 23rd housing development applicant workshop for small-scale and emerging developers. The meeting was well-received with 30 in-person attendees and several more virtual attendees. Ms. Tozer also reminded Trustees to register for the April 20th virtual board training.

10. Adjournment

There being no further business, the meeting adjourned at 7:23 PM.