


Government of the District of Columbia  
Office of the Chief Financial Officer



Jeffrey S. DeWitt  
Chief Financial Officer

**MEMORANDUM**

**TO:** The Honorable Phil Mendelson  
Chairman, Council of the District of Columbia

**FROM:** Jeffrey S. DeWitt  
Chief Financial Officer 

**DATE:** January 30, 2018

**SUBJECT:** Fiscal Impact Statement – Office to Affordable Housing Task Force  
Establishment Act of 2018

**REFERENCE:** Bill 22-289, Draft Committee Print sent to the Office of Revenue  
Analysis on January 29, 2018

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**Conclusion**

Funds are not sufficient in the fiscal year 2018 through fiscal year 2021 budget and financial plan to implement the bill. The bill will cost \$35,000 in fiscal year 2018 and \$43,000 over the four-year budget and financial plan.

**Background**

The bill creates the Office to Affordable Housing Task Force, which will determine whether converting vacant commercial office space to affordable housing can help address the District's affordable housing crisis. The Task Force's 12 members will include representatives from the office of the Deputy Mayor of Planning and Economic Development (DMPED), the Office of Zoning (OZ), and the Department of Housing and Community Development (DHCD). The Mayor must nominate the members of the Task Force within 90 days of the effective date of the Act. Members will not be compensated.

DMPED will provide administrative support for the Task Force and may reimburse members for expenses incurred while serving.

Within 120 days of the appointment of its members, the Task Force will have to submit to the Mayor and Council a report with its findings and recommendations. The Task Force will dissolve once it has submitted the report.

The Honorable Phil Mendelson

FIS: Bill 22-289, "Office to Affordable Housing Task Force Establishment Act of 2018," Draft Committee Print sent to the Office of Revenue Analysis on January 29, 2018

### Financial Plan Impact

Funds are not sufficient in the fiscal year 2018 through fiscal year 2021 budget and financial plan to implement the bill. The bill will cost \$35,000 in fiscal year 2018 and \$43,000 over the four-year budget and financial plan.

It will cost DMPED \$43,000 to hire a consultant to manage the Task Force, provide administrative support, and produce the required report. The cost estimate is based on the consultant being retained for 162 days (which includes six weeks' prep before the Task Force convenes), and spending a quarter of his or her time on administrative duties, a quarter on management, and half on gathering and analyzing information and writing the report.

Because the consultant managing the Task Force is expected to begin work in mid-May 2018, and the Task Force is expected to be active through the end of October 2018, the budget for the consultant spans fiscal years 2018 and 2019.

DMPED believes it has sufficient resources in its budget to cover expenses typically incurred when convening a Task Force, such as creating handouts and reserving meeting space.

There will be no cost for DHCD and OZ to have staff serve as members of the Task Force.

<b>Cost of Bill 22-289, the Office to Affordable Housing Task Force Establishment Act of 2018, FY 2018 - FY 2021</b>					
	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Four-Year Total</b>
Cost of consultant	\$35,000	\$8,000	\$0	\$0	\$43,000

Table assumptions:

- Consultant will be retained for 162 days (includes six weeks' prep time before the Task Force convenes).
- Prep for Task Force will begin mid-May 2018, the Task Force will begin to convene in July 2018, and it will dissolve by November 2018.