



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

March 4, 2019 2-4pm

Members Present: Chair K. Friskics-Warren, G. Emmanuel, J. Schmitz, L. Kuhlman

Staff Present: H. Davis (Mayor's Office ECD), M. Amos (Metro Legal), A. Ladd (Mayor's Office ECD)

- I. **Welcome by Kaki**
- II. **Review and Approval of Minutes:** prior meeting minutes (January 22nd, 2018) unanimously approved
- III. **Monthly Financial Report:** Staff presented the monthly financial report provided by Finance which included a confirmation of \$10 million in funds for FY19 (\$9million from the General Fund and \$1million from fees from short term rentals). Staff reported that expenses would come in under budget due to understaffing in 2018.
 - a. **Public Comment Period:**
 - i. Lee Stewart from Metro Social Services shared about the social services grant from the Community Partnership Fund. The focus is financial prosperity for Davidson County families. Applications are due March 11th, 2019.
 - ii. Dominique Pryor Anderson shared an update on the Community Land Trust (CLT). The Housing Fund is preparing a community engagement campaign to connect with stakeholders and the broader public on the community land trust model and the value that the homes bring to communities.
 - iii. Eddie Latimer shared about the reason that Affordable Housing Resources needed an extension. He requested that the committee be aware of the challenges with back-tax lots as they review previous performance in the spring Barnes round. He also asked if back tax properties would be posted with the new application. Staff noted that these properties will be made public.
 - iv. Kay Bowers shared a mission moment from New Level CDC to encourage the commission of the value of the Housing Trust Fund and the support the city provides.
- IV. **Updates:**
 - a. **Legislation Status:** Staff shared about the three resolutions that moved through council in the last month: the CLT property portfolio, the "claw back" measure proposed by CM Sledge, and the extensions for Round 3 Barnes recipients. All resolutions passed.
 - b. **Projects in Process- overview and tracking:** Staff shared about the Habitat for Humanity ribbon cutting on 3 Barnes houses in south Nashville. Dismas is prepared to

break ground on their project, though the groundbreaking ceremony was delayed due to weather.

V. New Business

- a. **Spring 2019 Round:** Staff announced that a spring round of 9.8m is ready to be let based on commission approval. There were three documents for commission review: the FY2020 budget, the RFP timeline, the 2019 Spring application. Staff also updated the commission that the entire back tax portfolio has been made available for the spring round of funding. Staff shared that there are no major changes to the application and that the application reflects incorporated feedback from past rounds. Pending commission approval, the application will go live March 5th. Staff requested application related questions from the applicant community by March 8th in order to post a Q+A on the Barnes website.
- b. **Contract Extensions:** Some projects are behind schedule and will need extensions to their contracts in order to remain in compliance. For Round 4 funding, there are five contracts to extend: Dismas, Woodbine, Be a Helping Hand, Affordable Housing Resources and New level CDC. Chair motioned for approving these extensions and the commissioners all approved. These extensions will be filed with Council and approved in March. Projects in Round 5 have been identified as also needing extensions and these will be presented at future meetings. It may be that the standard contract period of 24 months will need to be extended for certain larger or complex projects.
- c. **Updated Policies and Procedures:** Staff provided the commission with a simplified 2019 FAQ and priorities guide to address many applicants' questions and clearly communicate best practices. Staff and the commission will work to create a long-term policies and procedures document based on the strategic planning outputs.
- d. **2019 Planning Discussion:** Chair shared plans to host a strategic planning session with the commission in early summer. There will be a doodle poll sent to determine a date and a survey to determine the relevant topics. Based on additional conversation regarding the strategic planning funding in the budget, the commission unanimously approved the budget.

VI. Announcements

Next meeting: April 26th, 2019

VII. Meeting was adjourned.

The Barnes Housing Trust Fund

<http://barnes.nashville.gov>

Metro Housing Trust Fund Commission

<http://www.nashville.gov/Government/Boards-and-Committees/Committee-Information/ID/123/Housing-Trust-Fund-Commission.aspx>