



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

Tuesday, November 24, 2020
2-4pm

Members Present: L. Kuhlman, C. Ferrell, C. Sledge, G. Emmanuel, J. Schmitz, J. Simmons

Staff Present: H. Davis (Mayor's Office Housing), A. Brown (Mayor's Office Housing), N. Eke (Metro Legal)

- I. Welcome**
- II. Electronic Meeting Rules Notice**
- III. Review and Approval of Minutes** – Schmitz motions to approve, Sledge seconds, unanimous approval
- IV. Project Progress and Financial Update**
 - a. Two draw requests have been processed and fulfilled since October.
 - i. On 10/27/20 Be a Helping Hand submitted their final draw request for their 1240 Thomas Street location.
 - ii. On 10/30/20 Urban Housing Solutions submitted their first draw on their Skyliner Project.
 - iii. Two other invoices were additionally submitted but are currently awaiting a completed inspection so they will be included in the next meeting update.
 - b. Two Barnes grantees hosted groundbreaking events this month.
 - i. New Level CDC hosted a groundbreaking for the project funded in Round 7 – 51 Townhomes in Madison.

- ii. Renewal House hosted a groundbreaking for the project funded in Round 6 – 36 units on Clarksville Pike at their current headquarter location.

V. Public Comment (via Q+A feature) – No comments or questions submitted

VI. Best Practice Share

- a. Unable to share during the meeting, Emmanuel included a link to a PDF about Housing Choice & Access to Capital from American Institute for Architects Chattanooga.
 - i. [Link to presentation here](#)

VII. New Business

- a. Grant timeline update
 - i. The grant deadline is January 15, 2021. The tax referendum will not be on the ballot for the foreseeable future and we are moving forward with the Barnes funding round.
 - ii. Davis reviewed the timeline for application review and asked for feedback about the timing of the review round. Ferrell commented that we should move ahead with the current timeline as submitted and alter based on any future review obstacles due to COVID-19. Others unanimously agreed.

VIII. Staffing

- i. Davis re-introduced the new Affordable Housing Program Manager to the Commission and community and discussed the onboarding timeline and division of responsibilities. Ashley can be reached at Ashley.Brown2@nashville.gov
- ii. Davis will be out on maternity leave beginning 12/15 and will return in February.

IX. Contract Extensions

- a. Two grantees are requested grant contract extensions

- i. Affordable Housing Resources is seeking an extension on the grant approved by RS2017-965 and previously extended by RS2019-1655. The following addresses are requested for a 12-month extension. AHR has continued cleaning up the titles on the donated lots. They have the financing in place to begin construction.
- ii. Fifteenth Avenue Baptist is seeking an extension on the grant approved by RS2018-1088 and previously extended by RS2020-242. Fifteenth Avenue is requesting a 12-month extension. Currently, they do not have the financing in place to move forward with construction. They are considering using debt to finance construction.
- iii. Davis mentioned that there is no current review form for contract extensions and requested feedback from the Commission about questions that should be included in a future form to make extensions more objective in the future.
- iv. After much deliberation about both contract extensions, Simmons asked if Barnes had ever revoked funding prior to these two requests. Davis answered no. Based on that feedback, the Commission voted to grant the two extensions separately with Schmitz voting nay for both requests. All Commissioners mentioned they would like future updates on both projects and agreed that a contract extension form should be put in place for future extension requests.

X. Announcements

- a. The Electronic Meeting Agreement has not yet been extended by the Tennessee Governor and expires on 12/31/20. However, Sledge mentioned that it is likely to be renewed before that date.

- b. The December meeting is cancelled based on unanimous agreement among Commission members.

XI. Adjourn

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>