

Metropolitan Housing Trust Fund Commission Meeting

August 25, 2016 Meeting Minutes – to be approved by Commission

Present – Commissioners Jemison, Sledge, Silva, Tucker, and Friskics-Warren.

Staff – Cole, Harris; Metro Legal –Murray; Consultants –Lawrence

Chair Jemison called the meeting to order.

The Commission unanimously approved the minutes of the July 28, 2016, meeting.

Old Business

Lawrence presented Barnes funded projects from Round 1. She also discussed nonprofit capacity building sessions. The first session was 7/29/16 at Regions Bank and three other sessions were provided by staff and consultants.

Harris also provided the organizational structure of the Metro Housing Trust Fund Commission's staff, which is currently staffed by the Mayor's Office of Economic Opportunity and Empowerment (OEOE). An administrative contract with The Housing Fund, a nonprofit/community development financial institution, is also available to assist with the administration and management of the Barnes Fund.

Commission Orientation

Metro Legal provided a review of the rules, ethics, and responsibilities of Commission members.

Policies & Procedures Revision

Harris provided revisions to the Policy and Procedures document including revised language regarding the make-up of the review committee and the income limit for rental development to 60% AMI and below.

Approved unanimously (Friskics-Warren moved, Sledge 2nd)

The revised document will be available online.

Round 3 Application Process

Melanie Lawrence provided copies of the application to the Commission for review and provided the dates that the application would be available online, a new process for the commission. The applications will be available on the Mayor's website with a question/answer period ending on October 12th. Applications will be emailed to the OEOE staff for initial review. The review committee will provide recommended proposals to the Commission for approval hopefully December, with Council approval in January.

New Business

There will be a position announced in late August/early September for a full-time position to manage and administer the Barnes Fund for Affordable Housing.

Meeting adjourned.