

Metropolitan Housing Trust Fund Commission Meeting October 27, 2016 Meeting Minutes

Present Commissioners: A. Bodenhamer, C. Ferrell, K. Friskics-Warren
Present Staff: E. Cole, A. Harris, M. Mansa; Metro Legal: M. Murray

Vice Chair Ferrell called the meeting to order.

The Commission did not have a quorum therefore the minutes of the August 25, 2016 meeting was not approved.

Old Business

Harris introduced the new Housing Program Manager of The Barnes Fund, Morgan Mansa.

Harris also announced that Commission Member, Martha Silva, has resigned from the Commission. The Mayor is in the process of filling this position on the Metropolitan Housing Trust Fund Commission.

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.