



## METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

Tuesday, October 25, 2022  
2 – 4 pm

**Members Present:** K. Friskics-Warren, J. Schmitz, M. Jackson, P. Westerholm, CM Suara, J. Simmons

**Members Absent:** G. Emmanuel

**Staff Present:** A. Brown (Planning Dept – Housing Division), M. Amos (Metro Legal), A. Rivera (Metro Legal), A. Hubbard (Planning Dept – Housing Division), K. Ensign (Planning Dept – Housing Division), A. Dickerson (Metro Legal)

**Guests Present:** Eddie Latimer (Affordable Housing Resources), A. Haddock (The Housing Fund)

**I. Welcome**

**II. Review and Approval of Minutes**

- a. CM Suara motioned to approve, Simmons seconded. Friskics-Warren absent.

Unanimous Approval.

**III. Director of Housing Update**

- a. ARPA \$50M passing and Johnson substitute re: the gap loan financing \$25M
- i. Hubbard mentioned this a good way to leverage Barnes units for permanent supportive housing and roll some of those PSH units into existing Barnes proposals.
- b. ARPA \$30M request & upcoming allocations to Barnes if passed

- i. Hubbard said this will be heard at Metro Council at the second meeting in November.
- c. CCA PILOT update
  - i. Hubbard noted that this will be on 3<sup>rd</sup> reading in November.
  - ii. Suara stated that these monies will still need to be appropriated through Council for the Barnes budget and needs to be requested every year regardless of the legislation. She added that the Director of Finance will assess affordable housing needs and can reappropriate if the need is assessed lower than the requested budget.
- d. Stadium moving & East Bank update
  - i. Hubbard shared that this was passed through the Planning Commission in October.

#### **IV. Project Progress and Financial Update**

- a. Legislative Update
  - i. RS2022-1809
    - 1. Brown stated that this was approved unanimously at Metro Council on 10/18/2022. She shared that she has gotten the development firm in contact with ITS and Financial Officers to complete the donation by ACH. Brown noted that these funds will be available for allocation at future meeting.
  - ii. Round 10 Grants Council Update
    - 1. Brown said that these contracts are in the legislative pipeline and undergoing mandatory referral. She stated that she hopes for all contracts to be heard in November at Metro Council.

b. Draw Updates

i. Habitat for Humanity of Greater Nashville

1. Brown stated that Habitat for Humanity made two first draws on their Rounds 8 and 9 grants for Village by the Creek. She noted that they have \$917,218.88 remaining on their \$1,999,580 grant from Round 8 and \$1,915,945.23 left to draw on their \$2,990,007 Round 9 grant.

ii. Rebuilding Together Nashville

1. Brown shared that RTN made a draw on their Round 9 grant for the rehabilitation of homes in the Bordeaux area. She added that they have \$1,731,194.45 left of their \$1,849,173 grant.

iii. Crossroads Campus

1. Brown shared that Crossroads Campus completed their first and second draws on their development on 16<sup>th</sup> Avenue. She stated that they have \$625,000 left of their \$1,000,000 grant from Round 5.

iv. Westminster Home Connection

1. Brown said that WHC made a \$7,056 final draw on their Round 7 grant which signals the completion of that contract. She noted that they have completed the final report and all liens have been recorded and filed.

**V. New Business**

**a. Affordable Housing Resources Round 4 Extension Request 4**

i. Discussion

1. Brown stated that the Round 4 grant was originally approved in November 2017. She added that since then, AHR has received 3 extensions on this grant.

a. She added that the 1<sup>st</sup> extension was 12 months; 2<sup>nd</sup> extension was 12 months; 3<sup>rd</sup> extension was 12 months.

2. She also stated that there is only one property still in the pre-development stage out of the 13 units that were originally contracted in this grant round. She added that the 141 Elmhurst Ave. property has not yet been insured due to title issues.

a. Brown went on to say that the most recent extension expires on November 22, 2022. Brown noted that AHR was able to receive quiet title judgement through the court process, but they are still having issues finding a title company that will insure the property to allow AHR to get a construction loan and be able to sell the home. Brown shared that AHR has contracted with an adjacent developer to build two affordable homes on the property instead of one.

b. Eddie Latimer joined to share additional progress on the property and title issues. He stated that it takes time to clear title and depending on the lot it can take years to go through and contact all the appropriate heirs. He added that they have spent over \$12,000 clearing this one title at this time.

ii. Vote

1. Friskics-Warren moved approval of the extension request. Westerholm seconded. Unanimous approval.

**b. Barnes Housing Trust Fund Commission & Planning Department MOU**

i. Discussion

1. Brown stated that three items changed in the edits approved by the Planning Department as requested from members of this body.
  - a. She listed Number 7 (in roman numerals) of Section II (Division of Duties) adds the Housing Director as the single point of contact for the Planning Department and Housing Trust Fund Commission. She said that this also adds that additional duties will be reported to the Commission.
  - b. Brown added that Number 3 of Section A. Adds reporting language so that the Housing Trust Fund Commission is made aware of other duties as assigned in the employment supervision provision. She stated that it also adds language that the commission be updated on hiring and termination decisions.
- ii. Alex Dickerson from Metro Legal joined to explain the changes in further detail because he represents the Planning Department. He stated that there would be issues with including the Housing Trust Fund Commission in hiring and firing duties because this is not outlined in Metro Code as part of their duties and responsibilities. Macy Amos concurred and confirmed this.
- iii. Dickerson stated that the MOU is intended to be a flexible document.
- iv. Friskics-Warren asked if there should be an additional clause that allows the Housing Trust Fund Commission to terminate the agreement since the Planning Department has more power than the Housing Trust Fund Commission at this point. She stated that it is not the best model long-term but that she is pleased with the changes made to the document.
- v. Vote

1. Friskics-Warren moved approval with an added clause that states either party may terminate the agreement. Simmons seconded. Unanimous approval.

**c. Updated Round 11 Timeline & Allocation**

- i. Based on funding allocations and final fund balance calculations
  1. Brown reminded the commission that they are only voting on the allocations, timeline, priority bonus points, and eligibility changes today.
- ii. Brown presented recommendations for Funding Round 11:
  1. Brown noted that there was additions to the eligibility requirements around zoning and increase of rents during the term of the lease. She stated that both are reflected in the grant policy document.
- iii. Vote
  1. Friskics-Warren moved to approve the eligibility requirement changes. Suara seconded. Unanimous approval.
- iv. Brown shared the prospective timeline for funding Round 11 to open January 16, 2023. She stated that that timeline is available in the grant policy document.
  1. Friskics-Warren moved approval of the timeline. Simmons seconded. Unanimous approval.
- v. Brown stated that the available allocation for Round 11 was \$13,213,262 with a priority subsection of 20% (\$2,642,652) for small organizations.
  1. Friskics-Warren moved approval of the grant allocations. Westerholm seconded. Unanimous approval.
- vi. Brown shared that the bonus points for Round 11 are outlined in the grant policy document and are tiered based on the highest priority. These points are

available for DEAI, Deeply Affordable Housing, Health Equity, Sustainability/Resiliency, Urban Zoning Overlay developments, and Disaster Zones.

1. Schmitz cautioned that too many barriers may prevent actual unit development as these points move into the threshold scoring.
2. Suara stated that affordable housing shouldn't be subpar and that since we cannot mandate certain things in Tennessee, these points are helpful in moving the needle.
3. Simmons moved approval of the recommended bonus priorities and point allocations. Friskics-Warren seconded. Unanimous approval.

## **VI. November & December Meeting**

### a. Discussion

- i. Brown proposed to combine the November and December meetings to have a longer work session rather than two meetings that are often difficult for many to attend given the end of year holidays.
- ii. Suara stated that she would like the Housing Trust Fund Commission to consider and vote on the sunset provision of the small organization subsection in the Metro Code that was added in 2021.
- iii. Hubbard stated that the Housing Division would be working on a DEAI outreach plan to increase participation in all their Metro-incentivized programs.

- b. Amos stated that the commissioners were not required to vote on this item. However, the Commission did vocalize approval.

## **VII. Public Comment (Limit 2 Minutes per Community Member)**

- a. None.

## **VIII. Community Land Trust Update**

- a. Alisha Haddock joined from The Housing Fund to share about progress on the properties donated to seed the community land trust.
- b. Haddock reminded the Housing Trust Fund Commission that Barnes assisted by granting 15 parcels and \$250,000 seed money to stand up the community land trust. The monies have since been expended on staffing of the CLT and the legal costs of clearing title. She added that there have been many issues with clearing titles on 11 parcels not currently in development. Haddock stated, however, that 4 of the 15 original parcels granted to THF are complete or in development. She said that the first home was completed in early 2022 for permanent affordability in North Nashville. The second home in North Nashville was purchased by an entrepreneur, single mom who was formerly incarcerated preventing displacement. Haddock mentioned that they have worked with Moody-Nolan to produce a legacy house project for South Nashville for the third home. She stated that a property on Booker Street is in pre-development and will be under construction by end of year. Additionally, she said that they are working to scale the CLT by adding property to the CLT program for more permanent affordability.

## **IX. Announcements**

- a. Housing Trust Fund Grants Analyst hiring update
  - i. Brown introduced Rasheedah Pardue in the audience:
    1. Brown stated that Rasheedah is coming to Barnes from Greater Nashville Regional Council where she oversaw various grant programs' administration including HOME repair grants. She added that Pardue has worked with several of our local community partners including Westminster and Rebuilding Together Nashville on these programs and



knows many of our nonprofit grantees. Brown noted that Pardue has a vast knowledge of grant administration and compliance as well as a customer service background, which makes her a great fit. Brown shared that Pardue will officially join the team on Monday, 10/31/2022.

b. Annual Report Update

i. Brown shared that she has finished the first draft of copy and engaged the same graphic designer from the 2021 report. She added that she met to discuss the first draft yesterday and will have a draft for the Commissioners to review by mid-November.

c. Brown stated that the next meeting location and date TBD based on the availability of the Commissioners for the combined November/December meeting.

**X. 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>