



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

Tuesday, May 23, 2023
2pm - 4pm

Members Present: J. Simmons, P. Westerholm, G. Emmanuel, M. Carmen-Jackson

Members Absent: J. Schmitz, K. Friskics-Warren, CM Zulfat Suara

Staff Present: A. Hubbard (Planning Dept- Housing Division), A. Basham (Planning Dept – Housing Division), M. Amos (Metro Legal), T. Ortiz-Marsh (Metro Legal), O. Ranseen (Planning Dept), R. Zeigler (Metro Zoning), R. Pardue (Planning Dept – Housing Division)

I. Welcome

Basham introduced Karin Weaver as the new Housing Trust Fund Manager.

Weaver provided a brief biography- see attached.

II. Review and Approval of Minutes

Emmanuel asked for a motion to approve the April minutes. Carmen-Jackson moved to approve. Westerholm seconded. Passed unanimously.

III. Project Progress and Financial Update

a. Legislative Update

Basham shared that RS2023-2169 passed council 5/16/2023 and that staff are working on receiving the donation with the Community Foundation Donation.

Basham shared RS2023-2168 also passed on 5/16/2023 for the Woodbine Community Organization Round 10 Amendment.

Basham noted the Round 11 legislation without donated property is in progress to be filed. Legislation including property is in mandatory referral and expected to be ready 6/16/2023.

b. Draw Updates

Pardue shared the following draw updates for rounds five (5), eight (8) and nine (9).

1. Samaritan Recovery Community (R8) made a draw of \$861,322 for its 405 S. 4th St. development leaving a \$1,138,678 balance of the \$2M grant.
2. Aphesis House (R9) made a draw for 211 Walton Lane in the amount of \$152,353.73, leaving a balance of 151,715.39 in the \$599,000 grant.
3. Be a Helping Hand Foundation (R9) drew \$16,820 for 0 Batavia St. leaving a balance of \$567,891.60 of the \$642,099 awarded.
4. Rebuilding Together Nashville (R9) made a draw for its Various Bordeaux home repairs in the amount of \$ 99,671.86, leaving a balance of \$1,581,403.60 of the \$1,849,173 award.
5. Crossroads Campus (R5) made a draw for \$250,000 for 1757 16th Ave. N. leaving a balance of \$ \$125,000 of the \$1,000,000 award.

IV. New Business

a. Rebuilding Together Nashville Round 9 Amendment

Basham shared that Rebuilding Together Nashville requested an amendment to change the language in their contract description to include owner-occupied two-family homes. They have a unique situation where a duplex is co-owned by

a brother and sister who would otherwise qualify for Barnes except that the language in the contract states “single-family” only. Both own and reside in the units and there’s no A/B but instead one address. Basham pointed out this is situation is not addressed in the grant policy and that this exception should not be interpreted in the future as being intended for landlord properties where income is intended.

Westerholm moved for approval but supports a future conversation regarding the policy. Simmons seconded. Passed unanimously.

b. Thistle Farms Round 10 Amendment

Basham shared that Thistle Farms Round 10 Amendment will reduce the number of units from three (3) to two (2) to correct a clerical error. This amendment will not change the scope of work.

Carmen Jackson moved to approve. Westerholm seconded. Pass unanimously.

c. Living Development Concepts, Inc. Samuel’s Peak Update

- i. Basham shared that LDC could not be at the meeting but have been invited to attend the next commission meeting in June. She provided an overview of changes to Living Development Concepts project beginning with sharing that LDC would be shifting and finding a new guarantor for the Samuels Peak development. Considering the current shift and to enact reasonable stewardship, the housing fund contract has been put on temporary hold to allow staff time to notify the commission as well as allow time for a new guarantor to be chosen, reviewed, and approved by the commission. If LDC can secure a viable new partner the legislation for the contract may proceed as is in July; however, if the nonprofit cannot secure a partner there will be potential

for reapplication in the Fall. LDC will prepare to update the commission at the next meeting.

V. Housing Best Practice Share

- a. Robin Ziegler, Metro Historic Zoning Administrator, gave an overview of the rezoning process for historic sites and provide information about collaboration with the Metro Historic Zoning Commission. (See attached presentation)
- b. Olivia Ranseen, Metro Planning Department Planner, gave an overview of "Missing Middle Housing". (See attached presentation)
- c. Basham commented that Barnes could support projects that can overcome the Middle housing barriers. She furthered that as different policies come up, it is important to understand middle housing and take a step back and look at the landscape and how people are pushing for change.
- d. Emmanuel agreed with Basham and inquired about how planning currently supported middle housing. She asked what the community could do to support middle housing?
- e. Ranseen commented that planning was working through best approach and in the process of completing initial research to identify barriers. She stated planning may have more to share in future meetings and encouraged the community to share support with council members. She concluded by encouraging people to share their support with other Nashvillians and members of the zoning department.
- f. Hubbard shared there was a deep county wide marketing analysis currently underway which will identify barriers and how the barriers impact housing. The report may provide support for missing middle housing.
- g. Westerholm commented on the RS Residential Land use breakdown and inquired if there were areas recommended for middle housing.

- h. Hubbard commented that planning has obligated funding for three (3) real estate staff who would be responsible for analyzing Metro's land portfolio and make recommendations using current and historical Metro land data to set a standard. She stated this would be a great place to introduce new concepts.
- i. Basham stated that the Barnes commission would stay informed and could use their policy power to encourage middle housing developments if needed.

VI. Other Housing Updates

Hubbard provided other housing updates. She shared that the previous night's council meeting agenda included the housing division budget which is part of planning. She reminded the commission the meeting is posted on the Metro Council YouTube channel. During the council meeting the housing budget was presented and included \$22.25 million for operating and \$6.75 surplus. Also, the budget request for the general housing division of \$500K has been budgeted a title clearing services including a full-time employee. This will allow delinquent properties to be brought to market more efficiently by using a land bank model. The creation of the land bank will allow properties to be transitioned over and ready for development sooner. Hubbard also shared the division has been funded for eight (8) total positions including a development coordinator. This position will be a concierge or point person for the development community which will assist in the navigation for metro processes and assist developers in understanding available tools. Hubbard went on to express appreciation for Basham's service to the fund.

Basham shared her appreciation of the level of transparency and trust created during the past few years and noted that this year is the grants 10th year anniversary. She thanked the commission for the support in improving the program.

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

Branding shared the upcoming Affordable Housing & Growth Forum meeting- see below.

VIII. Announcements

The next monthly Affordable Housing & Community Growth Forum meeting was held

Thursday, May 25, 2023, at Woodbine Community Organization, 643 Spence Lane, Nashville,
TN 37217.

IX. Adjourn

With no further comments. The 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>