



## METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

Tuesday, December 19, 2023  
2pm - 4pm

Members Present: P. Westerholm, G. Emmanuel, K. Friskics-Warren, Antone Christianson-Galina  
Members Absent: CM Brandon Taylor, M. Carmen-Jackson

Staff Present: A. Hubbard (Planning Dept- Housing Division), K. Weaver (Planning Dept – Housing Division),  
R. Pardue (Planning Dept – Housing Division), T. Ortiz-Marsh (Metro Legal)

### I. Welcome

- Emmanuel welcomed everyone and introduced the new commission members Anton and Brandon, started the meeting.
- Emmanuel introduced new Commissioner Christianson-Galina and shared that new Commissioner CM Taylor could not attend.

### II. Approval of the Minutes

- Emmanuel asked for a motion to approve minutes. Westerholm motioned to approve. Friskics-Warren seconded. Passed unanimously.

### III. Public Comment

- Terry Rappuhn, Westminster Home Connection, presented to the Commission that WHC has made 230-240 repairs, at around \$3,000 per home. And a donor just funded 80 additional homes per year for 3 years. WHC is hiring 2 positions.
- Andy Zhu asked if the donated Metro property is the preferred land. Hubbard responded that both donated property and applicant-owned property will both be considered.

### IV. Financial Update and Legislation

- **Financial Update**
  - Weaver shared Budget to Actuals 10.30.23
  - Monthly Barnes Financial Report
    - \$383,300 operations budget for the year
    - \$73,406 operations spent YTD 10.31.23
    - Total FY24 Budget including Grants \$80,573,700
    - \$785,999 grants made to agencies
    - Total FY24 Expenses YTD \$859,405

## Draw Updates

- Pardue shared the draw updates for November- see attached.

## V. New Business

### A. Discussion: HTF Commissioner appointment/expiration

- Weaver welcomed both Christianson-Galina and CM Taylor (absent) to the commission- see attached for bios.
- Weaver shared how new commission member appointments shifted current membership. The former chair Jim Schmitz's seat had expired, and he was replaced by Antone Christianson-Galina by Metro Council election. MDHA will appoint, the Mayor and Council will each appoint two members, and Homeless Planning Commission will appoint a member when the next seat is available. Warren-Friskics seat is scheduled to be filled next followed by Emmanuel.
- Friskics-Warren advised a discussion be held about commission member qualifications, and defining needed skills for each upcoming seat could help to ensure that a candidate with those skills is nominated.
- Westerholm asked how and when qualifications are communicated by the Commission to the appointing body.
- Weaver will schedule time for discussion at the next commission meeting.

### B. Vote: Changes to Grantee Contracts

- Weaver shared extension request as follows:
  - Pathway/TVA- Round 9 RS2022-1444 requesting a 12-month initial extension.
- Buntin spoke for Pathway and explained the Home Uplift partnership weatherization program underwent program updates to improve efficiency and therefore needed additional time to expend funding.
- Friskics-Warren noted the first extension was common and automatic due to Metro's generic 24-month contract timeline and per Emmanuel's request voted to approve the request. Westerholm seconded. Passed unanimously.

## VI. Old Business

### A. Vote: Round 12- ARPA Special Funding Round New Revisions- Round 12 Policy

- *1. Weaver requested to change FY24 to FY23 to reflect date of Council allocation of funds.*
- *2. Weaver requested to extend the grant Application deadline to 1/22/24 to allow for the inclusion of newly available donated property to be included in the grant application. Both the Shared Equity and Co-op applications now have the option of a property to be requested by a developer. The related properties are 136 Jacksonian Dr. and 0 Hagan St., respectively. More information can be found on the Barnes webpage.*

- Emmanuel asked if there were applicants.
- Weaver responded that more folks showed up for Shared Equity information session than the Homesharing info session. She furthered new sessions are scheduled to allow interested developers to learn more and will be posted on the Barnes webpage.
- Friskics-Warren expressed excitement about shared equity development and agreed that new ideas always have a learning curve and cost, but will be an great example of new ways.
- *3. Weaver asked commission approval for the release of two new surplus properties donated by Metro Water.* The properties are not back tax and will not be conveyed to the developer but instead will utilize a ground lease or community land trust.
  - Westerholm asked about the zoning for the surplus property and if there would be a more aggressive approach to rezoning if needed.
  - Christianson-Galina asked if the commission encouraged certain zoning.
  - Hubbard responded that we don't take an active position. Water specified this property needs to be used as housing, some other divisions are hopefully thinking of making surplus available.
- *4. Weaver requested to remove funding caps (maximum grant limits) for all Round 12 grants.* She explained the change is an effort to make it easier for applicants to have a successful ARPA project and considering there was no funding cap for the same program previously.
- Christianson-Galina asked if previous applicants would be allowed to update applications. Weaver affirmed.
- Christianson-Galina asked if we reached out to Former CM Sledge. Hubbard indicated he was aware of the project.
- Friskics-Warren commented that it is nice that it's not back tax, and Emmanuel seconded that it would avoid title issues.
- Hubbard reminded the commission that hiring process is beginning for position to start a land bank, and that the first priority will be to establish title clearing services to work with open grantees experiencing title issues with Metro donated property.
- Weaver shared that the requirement to limit the funding request to be less than or equal to the small organizations operating budget was limiting to non-profits and advised policy should allow for both the non-profit and its development partners budgets to be considered.
- *5. Barnes staff is asking commission to discuss and vote to remove requirement.*

- Emmanuel moved to vote on each request separately:
  - 1. *To change FY24 to FY23 to reflect date of Council allocation of funds.* Westerholm moved to approve. Friskics- Warren seconded. Pass Unanimously.
  - 2. *To extend the grant Application deadline to 1/22/24.* Westerholm moved to approve. Christianson-Galina seconded. Pass Unanimously.
  - 3. *Approval for the use of two new surplus properties donated by Metro Water in Round 12.* Westerholm moved to approve. Christianson-Galina seconded. Pass Unanimously
  - 4. *To remove funding caps for all Round 12 grants.* Westerholm moved to approve. Christianson-Galina seconded. Pass Unanimously.
  - 5. *To remove requirement that nonprofit operating budget equal or exceed grant request.* Westerholm moved to approve. Christianson-Galina seconded. Pass Unanimously.

B. Discussion: Round 13 Barnes General Fund

- Weaver shared R13 land may be available. Since these will not be ARPA funds, the site planning process can play out with developer and the CM.

**VII. Announcements**

- Weaver announced the new compliance monitor position has been offered.

**VIII. Adjourn**

- With no further comments, Emmanuel concluded the meeting.

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>

Org	Round	Legislation	Grant Amount	Approved Date	Draw Amount	Total Draw to Date	Fund Balance
Rebuilding Together Nashville	R9	RS2022-1443	\$ 1,849,173.00	4/6/2022	\$ 70,242.95	\$ 627,763.19	\$ 1,221,409.81
Aphesis House	R9	RS2022-1443	\$ 599,000.00	4/6/2022	\$ 38,113.86	\$ 573,814.29	\$ 25,185.71
Be a Helping Hand	R9	RS2022-1443	\$ 642,099.00	4/6/2022	\$ 75,744.80	\$ 301,531.80	\$ 340,567.20
Mending Hearts	R8	RS2021-936	\$ 374,398.00	5/19/2021	\$ 96,644.00	\$ 335,642.75	\$ 38,755.25
New Level CDC	R7	RS2020-443	\$ 2,000,000.00	7/22/2020	\$ 20,800.00	\$ 2,000,000.00	\$ -
New Level CDC	CS	RS2022-1506	\$ 77,640.73	5/10/2022	\$ 77,640.73	\$ 77,640.73	\$ -
Urban League of Middle TN (Madison Station)	R11	RS2023-2914	\$ 3,000,000.00	5/21/2023	\$ 192,712.55	\$ 192,712.55	\$ 2,807,287.45
William Franklin Buchanon	R10	RS2022-1857	\$ 334,822.00	11/17/2022	\$ 41,852.75	\$ 41,852.75	\$ 292,969.25
Living Development Concepts	R9	RS2022-1443	\$ 250,000.00	4/6/2022	\$ 34,375.00	\$ 34,375.00	\$ 215,625.00
Pathway	R9	RS2022-1444	\$ 1,000,000.00	4/19/2022	\$ 72,839.40	\$ 309,374.58	\$ 690,625.42