



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

Tuesday, May 28, 2024
2pm - 4pm

Members Present: P. Westerholm, G. Emmanuel, K. Friskics-Warren, A. Christianson-Galina, D. Moore

Members Absent: CM B. Taylor, M. Carmen-Jackson

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

I. Welcome

- a. Westerholm welcomed everyone and read the code of laws to open the meeting.

II. Public Comment

- a. Westerholm invited those who had signed up to speak to share comments. None signed up.

III. Approval of the Minutes

- Westerholm asked for a motion to approve minutes with a minor update of the date. Christianson-Galina motioned to approve. Emmanuel seconded. Passed unanimously.

IV. Financial Update and Legislation

a. Financial Update

- Weaver provided financial updates through April 30, 2024

b. Draw Report Update

- Pardue provided draw updates through April 30, 2024

V. Items for Vote

a) Appropriation of FY24 Surplus Funds (for R13 projects or previously submitted projects)

- Weaver provided the commission with the Round 11 grant award analysis.
- Friskics-Warren asked if there a role for the commission.
- Weaver noted Barnes Fund is tied to net new units.

- Friskics-Warren asked if fund could be used for rehabilitation to preserve existing units.
- Weaver responded the investment needs to yield net new units.
- Emmanuel asked if funding could be put into previously funded property later.
- Westerholm noted that as preservation is important and it being standard to rehab those homes to preserve existing affordable units; challenged the commission to determine what does that look like from a policy perspective. It's important to invest in existing stock to maintain that affordability.
- Weaver noted two types of aging stock, homeowner occupied and other previously Barnes funded units needing maintenance down the line. She noted to check where statute comes from.
- Friskics-Warren noted the commission mission statement or policy may need maintenance.
- Westerholm inquired if there was a need to update the policy.
- Ortiz-Marsh noted a code for HTFC broad regulating commission powers. It defines the commission role however the property rule is not codified.
- Westerholm noted the legislation created in 2015 did not offer detail.
- Friskics-Warren noted some units are older now since Barnes Fund is 10 years old.
- Westerholm asked the commission for a motion.
- Weaver reminded the commission that it was agreed that the 300K would be set aside from the budget to fund Clark UMC CDC and the remaining used to fund Round 13 awards.

Action: A. Christianson-Galina motioned to approve \$300K to Clark UMC CDC and approve the remaining balance for Round 13 awards. Emmanuel Seconded. Passed Unanimously.

b) Grant Contract Amendments

- Weaver shared Project Return requested Draw Schedule update and Contract Term extension for it's a Round 10 project located. Barnes policy is to automatically extend initial extension requests.

***Action:** Friskics-Warren motioned to approve. Emmanuel seconded. Passed unanimously.*

- Weaver shared that Urban Housing Solutions requested Draw Schedule change to their Round 9 contract. Barnes policy is to automatically extend initial extension requests.

***Action:** Friskics-Warren motioned to approve. Emmanuel seconded. Passed unanimously.*

- Weaver shared that Affordable Housing Solutions requested a Contract Term Extension for their Round

10 contract. Barnes policy is to automatically extend initial extension requests.

Action: Friskics-Warren motioned to approve. Emmanuel seconded. Passed unanimously.

- Weaver provided a recap to the commission. Urban Housing Solutions requested to change their Round 8 Property Location and Work Scope to the unfunded portion of their Round 11 application. Due to the fact that Round 8 project could not be completed and that Round 11 reviewers had recommended UHS receive only partial funding due to no net unit creation, staff recommendation was to decline request.

Action: Christianson-Galina motioned to decline. Emmanuel seconded the motion.

c) Funding Round 14 Materials

- Weaver provided a recap of the Round 14 Special Funding Grant Policy & Timeline
 - Funding includes a twenty percent small organization set-aside. The SO set-aside will go back into the large pool if not awarded to a qualifying organization.
 - ARPA deadlines apply.
 - Funding is specifically targeted development of housing for persons experiencing homelessness as defined by the Office of Homeless Services or persons needing deeply affordable housing (0 to 30% AMI).
 - Developments must agree to use OHS's coordinated entry process to place eligible applicants.
 - Two information sessions with Barnes and Office of Homeless Services will be held June 12th and June 18th.
 - Applications will open 6/4 and close 7/15.
- Friskics-Warren noted that better PSH background and definition for novice developers is needed. Weaver suggested that a link to resources could be added to the R13 application webpage.
- Development fee raised to and is capped at 25%.
- Hubbard noted the developer cap would not be evaluated in the application scoring. She noted that sometimes the fee is deferred and considered whether to evaluate moving forward as requiring an applicant to explain use is not feasible.
- Emmanuel asked if there were interest shown from potential applicants.
- Weaver confirmed some developers expressed interest.
- Warren-Friskics noted any flexibility provided to non-profits would be good.
- Friskics-Warren expressed she was glad folks are expressing interest in the program.
- Weaver noted staff is hopeful for successful projects and shared that the timeline was provided in the commission packet.

Action: Christianson-Galina motioned to approve the grant policy and timeline. Friskics-Warren seconded. Passed Unanimously.

VII. Items for Discussion

a. Update on R12 ARPA funds

- Weaver updated the commission on the status of Round 12 ARPA funding. She noted the Covid Oversight committee approved unawarded funding to be used to fund Round 13 request. Surveys were sent to Round 13 applicants to gage interest in the funding identified enough fundable projects to utilize the funding. She noted \$4.19M would go to OHS who would get money obligated and spent by timeline. \$1.2 M would remain available for housing for Older Adults.
- Friskics-Warren shared there was a story on News Channel 5 highlighting the Round 11 funding to AWAKE, the nonprofit schedule to create units for Older Adults soon. It aired on Memorial Day.

b. FY25 Budget Update

Director Hubbard shared that the proposed FY25 budget is \$30 Million and is comprised of the following: approximately \$7.5 million in ARPA funds reallocated to the Barnes Fund from MDHA's Affordable Housing Gap Financing program; \$6 million in operating funds to be available July 1; and the balance of approximately \$16.5 from surplus funds that would not be available until February or March 2025. Council will vote on the budget in June.

c. Transition update Transition update

- Hubbard and Westerholm are reviewing applications for the Barnes Manager and planning to conduct interviews June 12th and 14th and will provide an update at the next meeting.

d. Commissioner survey

- Weaver and Westerholm will create the survey, send out, and collect responses and plan to share survey results at the July meeting.

VIII. Announcements

- None

IX. Adjourn

- With no further comments, Westerholm 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>