



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

June 30, 2025
1:00 pm – 3:00 pm

Members Present: P. Westerholm; G. Emmanuel; CM B. Taylor; A. Christianson-Galina;
J. Thomas; D. Moore

Members Absent: M. Carmen-Jackson

Staff Present: C. Middlebrooks (Planning Dept – Housing Division); J. Dean (Planning Dept – Housing
Division); D. Hill (Planning Dept – Housing Division); T. Ortiz-Marsh (Metro Legal);
E. Jeter (Planning Department)

1) Welcome

Westerholm began the meeting at 1:11 p.m.

2) Approval of the Minutes

Westerholm called for approval of the May 27th minutes.

Vote: CM Taylor motioned to approve. Moore seconded. Passed unanimously.

3) Public Comment

Westerholm called for public comment.

Middlebrooks introduced the following four individual speakers who made comments on the Barnes fund, their current projects, and their opinions as to how funding, scoring, and awarding should be handled.

Terry Rappuhn- Westminter Home Connection
James Crockett II- The Rebecca James Company
Joshua Hasten- LDG Develop
Andy Zhu- MFX Ventures

4) Financial Update and Legislation

a) Financial Update

i) May Financials

(1) Budget to Actuals

Middlebrooks provided a financial update on the Barnes May financials and budget to actuals.

With no questions or comments from the Commission, Westerholm moved on to the next agenda item.

5) Items for Vote

a) Grant Contract Amendments

- i) AAA Residential Resources, Round 13, Contract Extension

Emmanuel motioned to approve. Thomas seconded. Passed unanimously.

- ii) Living Development Corporation, Round 10, Contract Amendment

Christianson-Galina motioned to approve. Emmanuel seconded. Passed unanimously.

b) Re-obligation of Unexpected Grant Funds

- i) Urban League of Middle Tennessee, Round 11

Emmanuel motioned to approve. Moore seconded. Passed unanimously.

- ii) Urban Housing Solutions, Round 11

Moore motioned to approve. Christianson-Galina seconded. Passed unanimously.

- iii) Appalachian Home and Health, Round 10

Emmanuel motioned to approve. Thomas seconded. Passed unanimously.

c) Round 15 Contract Templates

- i) Rental New Construction

Emmanuel motioned to approve. Moore seconded. Passed unanimously.

- ii) Homeownership

Emmanuel motioned to approve. Christianson-Galina seconded. Passed unanimously.

- iii) Co-operative Housing

Emmanuel motioned to approve. Christianson-Galina seconded. Passed unanimously.

- iv) Owner-Occupied Rehab

Moore motioned to approve. Thomas seconded. Passed unanimously.

6) Items for Discussion

- a) August Work Session
- b) Contract Extensions

Westerholm called on Middlebrooks to provide insight and other important information regarding the August work session and the contract extensions.

After substantial discussion between the Commission and members of staff, Westerholm moved on to the next agenda item.

7) Announcements

a) Guest Speaker – Gregory Claxton

Due to the initial June 2025 meeting having to be rescheduled, Gregory Claxton was unable to attend the meeting.

i) Housing and Infrastructure Study

Westerholm called on Daryl Hill, a Housing Division staff member, for information on the Housing and Infrastructure Study.

Hill informed the Commission and the public in attendance that they can visit their website and submit a request form for a presentation on the study.

8) Public Comment II

Westerholm held a second public comment period at the conclusion of the meeting to ensure that members of the public had the benefit of additional information before offering their remarks.

Middlebrooks introduced a total of eight individuals who addressed their opinions, concerns, and shared more about their own projects.

Following the closing comments, Christianson-Galina proposed a fair framework for determining how funds should be allocated to each grantee.

Council Member Taylor emphasized the importance of informing key decision-makers of the Barnes fundings and encouraged the public to contact their local Mayor's Office via email.

Thomas posed questions regarding partial funding.

Dean explained the various concerns that arise from partial funding, primarily with the full completion of grantees projects. He also mentioned that due to round 15 timeline the added logistics could have caused a timeline issue.

After further discussion between the Commission and members of staff, Westerholm concluded the agenda item and moved on to the next.

9) Adjourn

Before Chair Westerholm adjourned the meeting, Middlebrooks announced that the July 2025 meeting would once again be held in the Bransford Board Room, due to maintenance that Sonny West, the usual location, will be undergoing.

With no further business, Westerholm adjourned the meeting at 2:23 p.m.