



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

August 26, 2025
2:00 pm – 4:00 pm

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

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

Staff Present: A. Hubbard (Planning Dept – Housing Director); C. Middlebrooks (Planning Dept – Housing Division); J. Dean (Planning Dept – Housing Division); E. Jeter (Planning Department)

1) Welcome

Westerholm began the meeting at 2:00 p.m.

Commissioners were thanked for their continued work despite reduced staffing in the Housing Division. It was announced that all commission meetings will now be recorded and broadcast on the Metro Nashville Network. New meeting technology was introduced. Housing Director Angie Hubbard was welcomed and introduced.

2) Approval of the Minutes

Westerholm called for approval of the July 22nd minutes.

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

3) Public Comment

Seven individuals spoke during the public comment period. Speakers raised concerns about fairness and transparency in the grant scoring process. They emphasized the urgency of addressing affordable housing needs, particularly for residents at zero to thirty percent AMI. Several called for stronger collaboration between the commission, the Homelessness Planning Council, and the Continuum of Care.

Commenters also highlighted the importance of funding for owner-occupied rehabilitation, proportional awards, and clear scoring rubrics. They urged the commission not to overlook preservation and repair as cost-effective strategies. Suggestions were made to revise bonus point criteria so that homeownership projects are not disadvantaged compared to rental projects. One commenter described a project

proposal focused on affordable housing for artists. Broader issues of racial equity in homeownership and the need for private sector contributions were also raised.

4) Financial Update and Legislation

a) Financial Update

i) July 2025 Financials

(1) Budget to Actuals

Director Hubbard presented the July 2025 financials. She noted that administrative costs are now included in the Planning Department's operational budget, meaning one hundred percent of Barnes Fund appropriations go directly to projects.

In July, \$1,000 was recorded for deed costs and \$2,210 was paid for project management services. Grantee draws totaled more than \$200,000. The overall budget to actuals for July came to \$210,754. Commissioners expressed appreciation for the streamlined financial reporting process.

5) Items for Vote

a) Grant Contract Amendments

(1) Affordable Housing Resources, Round 10, Contract Extension

Extension request was withdrawn. Project will be finished before contract expiration. No vote needed.

(2) Urban Housing Solutions, Round 10, Contract Extension and Scope Change

Thomas motioned to approve. Christianson-Galina seconded. Emmanuel abstained. Motion passed.

(3) Habitat for Humanity of Greater Nashville, Round 10, Contract Extension

Emmanuel motioned to approve. Christianson-Galina seconded. Moore abstained. Motion passed.

(4) Woodbine Community Organization, Round 10, Contract Extension and Revised Draw Schedule

Thomas motioned to approve. Moore seconded. Passed unanimously.

b) Round 15 Awards

(1) TN Voices Round 15 Award Vote Recission

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

(2) Reallocation of \$4.5 Million Round 15 Grant Awards Funds

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

6) Items for Discussion

There were no items for discussion

7) Announcements

a) Recognition of Councilmember Taylor and Commissioner Emmanuel

b) November/December Meetings

The commission recognized Councilmember Taylor and Commissioner Emmanuel at the conclusion of their service terms. Certificates of appreciation were presented, and commissioners and staff expressed gratitude for their contributions. Councilmember Burkley Allen will serve as the new council representative.

It was noted that November and December meetings will be combined due to the holidays. A Doodle poll will be sent to confirm commissioner availability and notice the schedule changes.

c) August Work Session

(1) Round 15 Debrief

(2) Unified Housing Strategy

8) Adjourn

The meeting was adjourned. A 10-minute recess was given whereafter Commissioners then transitioned to the Round 15 debrief work session. No formal actions were taken during the work session.