



METROPOLITAN HOUSING TRUST FUND COMMISSION MINUTES

March 24, 2025

2:00 pm – 4:00 pm

Sonny West Conference Center

Members Present: P. Westerholm; L. Goddard; J. Thomas; CM B. Allen; C. Dunning

Members Absent: A. Christianson-Galina

Staff Present: A. Hubbard (Housing Director); J. Dean (Planning Dept – Housing Division);
T. Alsbrooks (Planning Dept – Housing Division); T. Miller (Planning Dept – Housing Division);
D. Hill (Planning Dept – Housing Division); E. Foley (Planning Dept – Housing Division);
J. Pennington (Planning Dept – Housing Division); E. Jeter (Planning Department)

1) Welcome

Chair Westerholm called the meeting to order at 2:02 p.m.

The Chair reminded attendees that anyone wishing to provide public comment should sign the speaker sign-up sheet and the attendance sheet.

Pursuant to Section 2.68.030 of the Metropolitan Code of Laws, the Chair stated that decisions of the Metropolitan Housing Trust Fund Commission may be appealed to the Chancery Court of Davidson County for review under a common law writ of certiorari. Any appeal must be filed within sixty (60) days after entry of a final decision by the Commission.

2) Approval of the Minutes

- a. Approve Minutes from 02/24/2026

Vote: Thomas motioned to approve. Dunning seconded. Passed unanimously.

3) Public Comment (those wishing to speak must sign in at the beginning of the meeting)

Ten individuals addressed the Commission during the public comment period. Speakers broadly expressed appreciation for the Commission and staff and emphasized the importance of the Barnes Fund as a critical source of early gap financing for affordable housing, preservation, and home repair projects. Public commenters consistently urged support for full funding of the Barnes Fund at \$30 million, citing rising land, infrastructure, and construction costs, the need for predictability in funding,

the importance of preserving and producing housing at greater scale, and the substantial amount of additional public and private investment that Barnes funding helps leverage. Comments also highlighted the role of Barnes funding in supporting homeownership, rental development, preservation, repairs for older adults and residents with disabilities, and continued affordability in historically underserved communities.

4) Financial Update

a. Financial Update

i. February 2026 Budget to Actuals

Director Hubbard presented the February 2026 budget-to-actuals report.

It was stated that a significant number of invoices are currently being processed and that more substantial expenditure figures are expected to be reflected at the next meeting as grantees continue submitting draw requests. No questions were raised by the Commission.

5) Items for Vote

a. Inspiritus, Re-grant Contract

Staff presented a re-grant contract for Inspiritus and explained that an administrative error from the prior month required the item to return to the Commission. Staff noted that the previously discussed contract amendment had been described incorrectly and that, due to timing, the original contract would expire before council approval could be obtained. As a result, a new re-grant contract was needed rather than an amendment. Staff explained that the original award totaled \$2.5 million, of which \$1.5 million had already been expended, leaving a remaining balance of \$1 million to be awarded through the re-grant contract. Staff also reported that the project is progressing and that construction activity is visible on site.

A motion was made by Thomas and seconded by Goddard to approve the re-grant contract for Inspiritus. The motion passed unanimously.

6) Items for Discussion

a. Quarterly Progress Report Presentation

Director Hubbard introduced Jamie Pennington, the new Housing Trust Fund Coordinator, who presented a summary of the quarterly progress report.

Commissioners commented that the quarterly report was helpful and well organized. A question was raised regarding the total amount of leveraged funding associated with Barnes awards, and staff stated that this data is available and can be provided. Staff also highlighted the department's housing dashboard, noting that it includes additional Barnes performance data and geographic information on project locations and is currently being improved by a new data analyst.

b. FY 2027 Budget Request

The Commission discussed the Barnes Fund budget request. Staff confirmed the request has been submitted through the Planning Department and clarified the Commission's role in the process.

The chair concluded by acknowledging the importance of Barnes funding, thanking staff for including the full Unified Housing Strategy recommendation in the department's request, and encouraging commissioners to advocate individually if they felt compelled to do so. A final question was raised about

whether data exists showing avoided public spending when residents are safely and securely housed; staff stated that such analysis has not been completed and is beyond current staff capacity, though future efforts may include a broader look at Metro’s housing-related investments.

7) Announcements

a. Round 16 Application Release Update

Staff reported that the Round 16 application release is expected within the next several weeks. Staff also noted that the release will be publicized on the department’s website.

b. CHIP Presentation: Travis Miller with the Metro Housing Division will present on the Connecting Housing to Infrastructure Program (CHIP).

Miller presented an overview of the CHIP program, which supports infrastructure improvements associated with affordable housing developments. The presentation covered eligibility, the application process, and coordination with Metro and NDOT.

c. Next Meeting: April 28, 2026; 2:00-4:00 p.m.; Sonny West Conference Center

8) Adjourn

With no further questions or comments from the Commission, a motion to adjourn was made by Thomas and seconded by Councilmember Allen. The meeting was adjourned at 3:06 p.m.

YouTube: [03/24/26 Metropolitan Housing Trust Fund Commission](#)