

MINUTES OF MEETING
OF
THE METROPOLITAN DEVELOPMENT AND HOUSING AGENCY

The Meeting of the Board of Commissioners of the Metropolitan Development and Housing Agency was held on Tuesday, April 12, 2016, at 11:30 a.m. in the Collaboration Room at the Gerald F. Nicely Building, 701 South Sixth Street, Nashville TN.

PRESENT: Ralph Mosley, Chair
 Jimmy Granbery, Vice Chair
 Gif Thornton
 Charles R. Bone
 Miniimah Basheer

ABSENT: Melvin Black, Vice Chair
 Antoinette Batts

ALSO PRESENT: James Harbison, Secretary-Treasurer and Executive Director
 James L. Thiltgen, Deputy Executive Director
 Margaret Behm, Legal Counsel
 Tremecca Doss, General Counsel
 Ben Bentley, COO
 Melinda Hatfield, Director of Finance
 Martha Gregory, Director of Administrative Services
 Will Biggs, Director of Affordable Housing
 Joe Cain, Director of Urban Development
 Angie Hubbard, Director of Community Development
 Norman Deep, Director for Rental Assistance
 Ed Shewmaker, Director of Construction
 Jamie Berry, Director of Communications
 Aaron Darden, COO, Affordable Housing
 Connie Martin, Assistant Director for Affordable Housing
 Steve Adams, Assistant Director for Human Resources
 Juanita Traughber, Assistant Director for Communications
 Jean Merkle, Administrative Assistant to the Executive Director
 Lorean Pointer, President, Madison Towers Resident Association
 Arthur Ford, Manager, Madison Towers
 Ava Christian, Manager, Cheatham Place
 Steve Reiter

The Chair called the meeting to order and asked for approval of the March 17, 2016 minutes. Commissioner Granbery moved adoption of the following resolution:

Resolution No. 23-16

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the Minutes of the Meeting of March 17, 2016, as submitted.”

The motion was seconded by Commissioner Basheer, and upon vote all voted “aye”. None voted “no”.

The Chair introduced Lorean Pointer, President, Madison Towers Resident Association, and Arthur Ford, Manager, Madison Towers; both would be given an opportunity to speak later in the meeting. Also in attendance was Ava Christian, Manager, Cheatham Place and former Madison Towers manager.

Chair Mosley recognized Steve Reiter who commented on the Consolidated Plan for Community Development that is currently in draft form and being vetted at public hearings. He also stated that he believed current new construction in the Trinity Lane is in the flood plan and suggested more information was needed on an agenda item regarding conversion of tenant based vouchers to project based vouchers.

Chair Mosley presented the minutes of the Management Review Committee meeting held on March 17, 2016. He said the committee reviewed the Executive Director’s contract and performance and recommended a one-time bonus of \$6,000. Commissioner Basheer moved adoption of the following resolution:

Resolution No. 24-16

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the recommendation of the Management Review Committee authorizing a one-time bonus of \$6,000 for the Executive Director.”

The motion was seconded by Commissioner Granbery, and upon vote all voted “aye”. None voted “no”.

Commissioner Black presented the minutes from the Housing and Community Resources Committee held on March 17, 2016. He stated Norman Deep, Director of Rental Assistance, presented a proposal to move 200 of the agency’s 7059 tenant based vouchers to project based vouchers. Subsidies for project based vouchers are tied to the unit for a 15-year period with options to renew for additional 15-year terms. Staff believes this to be an incentive for property owners and/or developers to make units available at an affordable price with a subsidy associated with the units for an extended period of time. Commissioner Black said the item was approved by the committee and is on the agenda for the Board’s consideration later in the meeting. He stated the committee next heard from Mr. Harbison who presented

recommendations relating to the Affordable Housing Department's waiting list managed for public housing. The recommendations consisted of eliminating the current system of applicant pools, creating individual waiting lists for each property, purging current waiting lists and opening the application process in April beginning with the family properties. Commissioner Black stated that after discussion, the committee voted to approve the proposed changes.

Chair Mosley reported on the Human Resources Committee meeting held on March 17, 2016. He said staff submitted two proposed changes to the agency's personnel policy. The first was an addition to Section 3.2 relating to job abandonment. The second was a new paragraph to Section 2.3 regarding student internships. During discussion, the committee recommended two changes to the student internships item. The committee approved the staff proposed changes with the added recommendations from the committee for submittal to the Board at a later date.

Commissioner Granbery reported that the Development Committee had met just prior to the Board meeting to discuss the parking garage amenity deck which was an agenda item. After discussion, he said the committee agreed to consider the request from 505 LLC to contract with R.C. Mathews Contractor for construction of the amenity deck atop the MDHA parking garage. The committee agreed there would be certain stipulations since R.C. Mathews Contractor is also constructing the parking garage.

Chair Mosley called on Mr. Harbison for the Executive Director's report. Mr. Harbison provided update on several programs and projects currently being undertaken by staff. He reported on the application process for public housing which is currently open for family developments and will be followed by opening applications for contemporary housing. Mr. Harbison said he held two All Hands meetings in March where employees were updated on personnel matters including the random drug testing pilot program. Mr. Harbison said that staff will soon kick off a new pilot program to help bridge the digital divide in Nashville. This pilot program, which is part of the ConnectHome initiative, will provide high speed internet to 100 families at Cayce Place who have school-aged children in the home. After enrollment, Cayce Place families will be required to attend two digital literacy sessions. Upon completion, they will receive a rebuilt Dell laptop and free Internet service for one year.

Steve Rutland, Senior Project Manager, requested Board approval to award a contract to RG Anderson Company for preconstruction services for Kirkpatrick Park. After discussion and questions, Commissioner Bone moved adoption of the following resolution:

Resolution No. 25-16

"RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby awards a contract to RG Anderson Company for preconstruction services for Kirkpatrick Park in an amount not to exceed \$30,000."

The motion was seconded by Commissioner Basheer, and upon vote all voted "aye".
None voted "no".

Norman Deep, Director of Rental Assistance, requested Board approval to move 200 projected based vouchers to tenant based vouchers. Proposals for project based units will be solicited and selected through a competitive basis. This item was discussed and approved by the Housing and Community Resources Committee on March 17, 2016. After discussion, Commissioner Basheer moved adoption of the following resolution:

Resolution No. 26-16

"RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the request to move 200 tenant based vouchers to project based vouchers in the Section 8 Housing Choice Voucher Program."

The motion was seconded by Commissioner Thornton, and upon vote all voted "aye".
None voted "no".

Joe Cain, Director of Development, stated 505 LLC has selected R.C. Mathews Contractor to construct the amenity deck on the top level of the MDHA parking garage currently under construction by the same contractor. In agreements between MDHA and 505 LLC, MDHA has the right to approve the amenity deck contractor. After discussion of specific conditions surrounding the approval of 505 LLS's selection of R.C. Mathews Contractor, Commissioner Granbery moved adoption of the following resolution:

Resolution No. 27-16

"RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That in accordance with the Declaration of Covenants and Easements made by the Metropolitan Development and Housing Agency and 505 LLC dated November 14, 2014 approval is given, with certain conditions, for R.C. Mathews Contractor to construct the amenity deck on the top level of the MDHA parking garage, 5th & Church Street, currently under construction by R.C. Mathews Contractor; and

BE IT FURTHER RESOVLED, That said approval does not adversely affect R.C. Mathews Contractor's obligation to MDHA to complete the parking garage by November 30, 2016 for building turnover and to open the parking garage by October 31, 2016 for partial occupancy."

The motion was seconded by Commissioner Basheer, and upon vote all voted "aye".
None voted "no".

The Chair called on Ms. Pointer who said that residents will soon have their 2nd Anniversary Show and Tell, and the 3rd Anniversary Pool and Dominos competition along with a dance contest. She invited everyone to attend. Mr. Ford said he is looking forward to working with Ms. Pointer and the residents at Madison Towers. Ms. Christian said that as she moves to Cheatham Place she is leaving Madison Towers in good hands.

There being no further business to come before the Board, the Chair declared the meeting adjourned.

Secretary

APPROVED:

This _____ day of _____, 2016.

Chair