

MINUTES OF MEETING
OF
THE METROPOLITAN DEVELOPMENT AND HOUSING AGENCY

The regular meeting of the Board of Commissioners of the Metropolitan Development and Housing Agency was held on Tuesday, May 9, 2017, at 11:30 a.m. in the Collaboration Room of the Gerald F. Nicely Building, 701 South Sixth Street, Nashville, TN.

PRESENT: Ralph Mosley, Chair
 Melvin Black, Vice Chair
 Jimmy Granbery
 Minniimah Basheer
 Antoinette Batts
 Charles Robert Bone

ABSENT: Emily Thaden

ALSO PRESENT: James Harbison, Secretary-Treasurer and Executive Director
 James Thiltgen, Deputy Executive Director
 Saul Solomon, Legal Counsel
 Tremecca Doss, General Counsel
 Melinda Hatfield, Director of Finance
 Will Biggs, Director of Affordable Housing
 Joe Cain, Director of Urban Development
 Martha Gregory, Director of Administrative Services
 Angie Hubbard, Director of Community Development
 Norman Deep, Director for Rental Assistance
 Ed Shewmaker, Director of Construction
 Michael Wegerson, Director of Recapitalization
 Jamie Berry, Director of Communications
 Jean Merkle, Administrative Assistant to the Executive Director
 Angela Wesson, President, Cumberland View Resident Association
 Gail Taylor, Property Manager, Cumberland View
 Keith Melton, Walker & Dunlop
 Councilman John Cooper
 Steve Reiter

The Chair called the meeting to order and requested approval of the Minutes of the Meeting of April 11, 2017. Commissioner Black moved adoption of the following resolution:

Resolution No. 27-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the Minutes of the Meeting of April 11, 2017, as submitted.”

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

The Chair introduced Angela Wesson, President, Cumberland View Resident Association, and Gail Taylor, Property Manager, Cumberland View, both of whom would be called on later in the meeting for remarks.

Chair Mosley recognized Steve Reiter who had also requested to speak. Mr. Reiter presented his comments regarding the February shooting incident at Cayce Place and the upcoming release of findings in the incident by District Attorney General Glenn Funk.

Mr. Harbison gave an update on agency programs and activities. He said that Angie Hubbard recently attended the Chamber’s Inner City visit to Denver and he had attended PHADA’s annual meeting in Chicago. He thanked Jim Thiltgen for his role in providing agency information for the recent lawsuit brought against the Department of Housing and Urban Development by the PHADA organization. Mr. Harbison said Barrett Manor is the proposed name for the nearly completed 70 one bedroom units of new public housing under construction on Summer Place and South 5th Street. George Barrett was General Counsel for MDHA and an early Civil Rights leader in Nashville. Current residents will be provided an opportunity to apply for the units.

Commissioner Bone reported on the Housing and Community Resources Committee meeting held on April 11, 2017. He said Norman Deep presented proposed changes to the Housing Choice Voucher Administrative Plan. The first change was to incorporate provisions under the Rental Assistance Demonstration program that allows a family residing in a RAD property to exercise their right to move from the RAD property and request a tenant based housing choice vouchers the later of 24 months from the RAD HAP contract executive, or 24 months after their move-in date. The second proposed amendment was to the Waiting List Management section to amend the point total for current residency preference from one – two points and to add a preference for applicants whose application is purged due to MDHA not reaching their name in the most recent two year period. Commissioner Bone said that after discussion the committee unanimously approved the proposed amendments for submittal to the full Board.

Commission Bone said Mr. Harbison presented an update on the Continuum of Care where stakeholders have held a series of meetings with Cloudburst to analyze the current CoC makeup and roles of each to make recommendations on ways to improve and enhance the CoC. Mr. Harbison summarized the initial Cloudburst report that provided options for improving the responsibilities of the CoC.

Commissioner Black reported on the Finance and Audit Committee held on May 4, 2017. He said the committee was presented the March 31, 2017 net asset summary by Melinda Hatfield who

highlighted unrestricted and restricted reserves by category. Public housing reserves and unobligated capital funds that total \$34 million as of March 31, 2017 are earmarked for 15 RAD conversions. Ms. Hatfield said Rental Assistance reserves as of March 31, 2017 amount to \$466,000 in HAP reserves and \$595,000 for administrative services. Admin fees for the period were prorated to 77% and the agency's HAP costs were \$25 higher than HUD funding both of which make reserves vital to the program. Commissioner Black said the mid-year budget review was presented as well as the Central Office Cost Center and Rental Assistance program budgets. The COCC budget has been revised to reflect the newly formed Recapitalization Department expenses in the amount of \$566,000. Commissioner Black said information on the renewal of the agency's health benefits was provided by Jim Thiltgen who said the renewal will cover an extended period from July 1, 2017 – December 31, 2018 to synchronize the renewal to a calendar year. Mr. Thiltgen said the agency will renew its medical and dental coverage with CIGNA in addition to adding the vision coverage with CIGNA. The committee approved the recommendation for submittal to the Board at its next meeting.

Commissioner Black presented the minutes of the joint meeting of the Finance & Audit, Development and Management Review committees held on May 4, 2017. Commissioner Black said the purpose of the meeting was to hear from Alan Richman and Jonathan Stern with Innovative Capital on their recently completed Strategic Assessment of the agency. He said Mr. Stern presented his findings and conclusions citing financing options that are available and recommending a financial advisor be retained to assist in making determinations on the best loan products for the agency's upcoming projects.

Martha Gregory, Director of Administrative Services, requested Board approval of the insurance providers for the agency's medical, dental and vision plans beginning July 1, 2017 – December 31, 2018. The agency is transitioning to a standard calendar year basis. Ms. Gregory detailed the process taken by staff in making the determination to continue with Cigna for the agency's medical benefits, as well as dental and vision. The total insurance cost to the agency including continuation of the Health Reimbursement Account for employees is estimated to be \$4,315,062. Commissioner Black moved adoption of the following resolution:

Resolution No. 28-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves entering into a contract with Cigna for employee medical, dental and vision benefits, effective July 1, 2017, as presented and detailed in a memorandum to the Board of Commissioners from Martha Gregory, Director of Administrative Services, dated May 3, 2017, herein referred to and made a part of these minutes by reference; and

BE IT FURTHER RESOLVED, That the Health Reimbursement Account as proposed for employees covered by the Cigna plan is approved.”

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

Norman Deep, Director of Rental Assistance, presented two amendments to the Housing Choice Voucher Administrative Plan, both of which were approved by the Housing and Community Services Committee on April 11, 2017. Mr. Deep said the first amendment would add Section 4.2.2 Accepting Applications from RAD PBRA Residents. The second amendment would make two changes in the point system under Section 5.2 MDHA Preferences. Commissioner Basheer moved adoption of the following resolution:

Resolution No. 29-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves changes to the Housing Choice Voucher Section 8 Administrative Plan as outlined in detail in a memorandum to the Board of Commissioners from Norman Deep, Director of Rental Assistance, dated May 9, 2017, made a part of these minutes by reference and filed with other documents of this meeting.”

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

Mr. Deep next requested Board approval to award project based vouchers to Affordable Housing Resources for four new construction, micro homes for Persons with Disabilities. He said AHR has received a grant from TennCare to construct the four micro homes. Commissioner Black moved adoption of the following resolution:

Resolution No. 30-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the award of four project based vouchers to Affordable Housing Resources for four new construction, micro homes for Persons with Disabilities;

BE IT FURTHER RESOLVED, That this award is contingent upon clearance of an Environmental Review and Subsidy Layering Review as required; and

BE IT FURTHER RESOLVED, That the Executive Director is hereby authorized to execute any, and all, documents necessary to implement the award of the project based vouchers.”

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

Mr. Deep also requested Board approval of a second award of project based vouchers to LDG Multifamily LLC. The entity proposes two new construction developments – Bellshire Reserve and Buena Vista Downs. Mr. Deep said the request for Bellshire Reserve is 33 two bedroom and 33 three

bedroom project based vouchers, and 27 two bedroom and 27 three bedroom for Buena Vista Downs. After discussion, Commissioner Basheer moved adoption of the following resolution:

Resolution No. 31-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the award of project based vouchers to LDG Multifamily LLC for the following new construction:

Bellshire Reserve – 33 two bedroom units and 33 three bedroom units
Buena Vista Downs – 27 two bedroom units and 27 three bedroom units

BE IT FURTHER RESOLVED, That this award is contingent upon clearance of an Environmental Review and Subsidy Layering Review as required; and

BE IT FURTHER RESOLVED, That the Executive Director is hereby authorized to execute any, and all, documents necessary to implement the award of the project based vouchers.”

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

Chair Mosley called on Ms. Wesson who said she was the newly elected President at Cumberland View. Ms. Wesson said the Resident Association provided activities during spring break for 75 children that included a hot lunch each day. Ms. Taylor said staff is working with residents to improve the curb appeal at Cumberland View.

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

Secretary

APPROVED:

This _____ day of _____, 2017.

Chair