

## 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, June 13, 2017, at 11:30 a.m. in the Collaboration Room of the Gerald F. Nicely Building, 701 South Sixth Street, Nashville, Tennessee.

PRESENT:           Ralph Mosley, Chair  
                      Melvin Black, Vice Chair  
                      Jimmy Granbery, Vice Chair  
                      Miniimah Basheer  
                      Charles Robert Bone  
                      Emily Thaden

ABSENT:            Antoinette Batts

ALSO PRESENT:   James Harbison, Executive Director  
                      James Thiltgen, Deputy Executive Director  
                      Saul Solomon, Legal Counsel  
                      Tremecca Doss, General Counsel  
                      Melinda Hatfield, Director of Finance  
                      Martha Gregory, Director of Administrative Services  
                      Joe Cain, Director of Development  
                      Will Biggs, Director of Affordable Housing  
                      Norman Deep, Director of Rental Assistance  
                      Michael Wegerson, Director of Recapitalization  
                      Ed Shewmaker, Director of Construction  
                      Angela Harrell, Senior Development Specialist  
                      Jamie Berry, Director of Communications  
                      Connie Martin, Assistant Director for Affordable Housing  
                      Pat Thicklin, Assistant Director for Human Resources  
                      Jean Merkle, Administrative Assistant to the Board of Commissioners  
                      Tamara Burnett, Training/EEO Specialist  
                      Jim Conner, Fair Housing Intern  
                      Candice Murphy, Leasing Assistant  
                      Michael Jordan, Sr., RA President, J. Henry Hale Apartments  
                      Lorna Richardson, Property Manager, J. Henry Hale Apartments  
                      Kelli Huff-Jones, Manager, Cayce Place  
                      Michael Evans, Manager, Napier Place  
                      Mary Bradley, RA President, Parthenon Towers  
                      Adriane Harris, Mayor's Office  
                      Councilman John Cooper  
                      Hunter Nelson, Elmington Capital

Kay Bowers, New Level CDC  
Lucile Houseworth, Habitat for Humanity  
Elliott Geary, Central Labor Council  
Steve Reiter  
Ed Branding

Chair Mosley called the meeting to order and requested approval of the Minutes of the Meeting of May 9, 2017. Commissioner Granbery moved adoption of the following resolution:

Resolution No. 32-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the Minutes of the Meeting of May 9, 2017, as submitted.”

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

Chair Mosley introduced Michael Jordan, Sr., President, J Henry Hale Resident Association; and Lorna Richardson, Manager, J Henry Hale, who would be called on later in the meeting for comments.

Mr. Harbison stated that MDHA has fourteen public housing residents who are participating in a Summer Youth Intern Program where they will earn \$8 per hour, working 24 hours per week. He asked each student to stand as they were introduced: Nautica Harris, Cayce; Zion Lacy, Vine Hill; Jayla James, Cayce; Cornelius Kenner, Cheatham; Dalohn Blakely, Preston Taylor; Ontario and Dontario Graham, Cayce; Makayla Usher, Sudekum; Ryanshawn Dolce, Cumberland View; Aryona Ward, Andrew Jackson; Jamenita Lytle, Napier; Shavon Usher, Sudekum; Erille Majors, Cheatham; and Petrie Rice, Jr., Preston Taylor.

Mr. Harbison presented an update on current projects and said Commissioners and staff will be participating in a summer strategy session in July.

Commissioner Black reported on the Finance & Audit Committee’s meeting held prior to the Board meeting. He said RubinBrown auditors, Amy Broadwater and Andrew Schmitt, presented the Audited Financial Statements for Vine Hill, Preston Taylor, Ryman Lofts and Levy Place for the December 31, 2016 year end. Mr. Schmitt presented a high level summary of the four audits with an unmodified opinion issued on all four with no findings. Commissioner Black noted that the compliance period for Vine Hill Homes ended December 31, 2015; therefore, on December 20, 2016 the Investor Member sold its interest in Vine Hill Homes, LLC to MDHA for \$350,000 with the value held in the authority reserve account.

Mr. Harbison presented the first item of business requesting Board approval to name the newly construction Envision Cayce residential building Barrett Manor at Boscobel Heights and rebrand Cayce Place to Boscobel Heights. He said George Edward Barrett was best known as one of Nashville’s true civil rights crusaders and the agency’s attorney for 25 years. Mr. Harbison said that local historian, David Ewing,

had assisted with research in determining the name for the first new building of Envision Cayce. Commissioner Black moved adoption of a resolution naming the building Barrett Manor at Boscobel Heights, seconded by Commissioner Bone. Discussion followed regarding the rebranding and inclusion of "Boscobel Heights" in the name. It was determined that the rebranding of the Cayce name would be more appropriate at a later date. Commissioner Black withdrew his earlier motion and moved to adopt the following resolution:

Resolution No. 33-17

"RESOLVED, by the Board of Commissioners of the Metropolitan Development and Housing Agency that it hereby approves the naming of the first, newly constructed Envision Cayce residential building "Barrett Manor", named for George E. Barrett, civil rights crusader and agency attorney for 25 years."

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

Jim Thiltgen, Deputy Executive Director, requested Board approval of the agency's PHA Annual Plan for the year beginning October 1, 2017. He stated the required public hearing was held following the May 9th Board meeting with no comments received at that hearing. After questions and discussion of the contents of the Plan, Commissioner Basheer moved adoption of the following resolution:

Resolution No. 34-17

"RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby adopts 'PHA Certifications of Compliance with the PHA Plan and Related Regulations Resolution to Accompany the PHA Annual' and the 'Annual Civil Rights Certification and Board Resolution' as outlined in a memorandum to the Board of Commissioners from James E. Harbison, Executive Director, dated June 9, 2017, made a part of these minutes by reference and filed with other documents of this meeting."

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

Will Biggs, Director of Affordable Housing, requested Board authorization for the Executive Director to execute any and all documents required by the U S Department of Housing and Urban Development for the Phase 2 Rental Assistance Demonstration (RAD) transactions. Mr. Biggs explained this was the same process approved by the Commissioners for Phase 1 properties in November 2015. Commissioner Basheer moved adoption of the following resolution:

Resolution No. 35-17

"RESOLUTION OF THE METROPOLITAN DEVELOPMENT AND HOUSING AUTHORITY  
BOARD OF COMMISSIONERS

WHEREAS, the Board of Commissioner of said Agency has deemed it to be in the best interest of the Agency to accept Commitments to enter into Housing Assistance Payment (CHAPs); and

WHEREAS, each of the seven (7) Commissioner's is required to sign each HUD document related to closing all RAD phase 2 properties (Edgehill Apartments, Parthenon Towers, Carleen Batson Waller Apartments, Hadley Park Apartments, Cayce Place Apartments, Vine Hill Towers, Preston Taylor Neighborhood Housing, Historic Preston Taylor Apartments, and Neighborhood Housing); and

WHEREAS, HUD procedures allows the Board of Commissioners the option to grant one individual the authority to sign documents for a particular purpose on behalf of all Commissioners. This alternative procedure is authorized to promote efficiency and expediency of completing transactions, and to avoid acquiring the signature of each Commissioner on each document that requires execution at closing:

RESOLVED, that the Board of Commissioners agrees and acknowledges that the Executive Director, James Harbison, is hereby expressly authorized to execute any and all documents related to the phase 2 RAD conversions including by not limited to: notes, deeds of trusts, contracts, land use agreements, management documents, depository agreement, or any related HUD document."

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

Michael Wegerson, Director of Recapitalization, and Ed Shewmaker, Director of Construction, jointly requested Board approval to amend the existing Indefinite Delivery Contracts for architectural/engineering services to be more responsive for large scope design projects that are on a fast design schedule. After questions and discussion, Commissioner Bone suggested staff report on the Indefinite Delivery Contracts at the Development Committee meetings. Commissioner Black moved adoption of the following resolution:

Resolution No. 36-17

"RESOLVED, by the Board of Commissioners of the Metropolitan Development and Housing Agency that it hereby amends the Indefinite Delivery Contracts for architectural/engineering services by waiving the existing per year fee cap of \$1,000,000 and increasing the said cap to \$2,000,000; and

BE IT FURTHER RESOLVED, That the existing \$200,000 per project cap is eliminated; and

BE IT FURTHER RESOLVED, That no other requirements, rules or regulations are affected."

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 award 205 Project-Based Vouchers to ECG Old Hickory, LP for the new construction of Robinson Flats Apartments at 1205 Robinson Road in Old Hickory. Mr. Deep said this project requires an Environmental Review and Subsidy Layering Review the same as previously approved project based voucher project requests. After discussion, Commissioner Black moved adoption of the following resolution:

Resolution No. 37-17

"BE IT RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the award 175 one bedroom and 30 two bedroom project based vouchers to ECG Old Hickory LP for its proposed new construction of 205 senior LIHTC units to be known as Robinson Flats Apartments, 1205 Robinson Road, Old Hickory, TN; and

BE IT FURTHER RESOLVED, That this award is contingent upon clearance of an Environmental Review and a Subsidy Layering Review; 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 Basheer and upon vote Commissioners Black, Granbery, Thaden, Mosley and Basheer all voted "aye". Commissioner Bone recused himself from the vote citing his firm's relationship with the entity. None voted "no".

Joe Cain, Director of Urban Development, requested Board approval of a PILOT Agreement with ECG Old Hickory LP. The entity has applied for 4% low income housing tax credit for the construction of the new development as previously approved for project based vouchers in the preceding request from Norman Deep. The PILOT will enable the project to be affordable to households below 60% AMI for 20 years. Staff has reviewed and approved the request. After discussion and questions, Commissioner Black moved adoption of the following resolution:

Resolution No. 38-17

"BE IT RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the PILOT Agreement between MDHA and ECG Old Hickory, LP substantially in the form submitted, for its proposed project at 1205 Robinson Road; and

BE IT FURTHER RESOLVED, That the Executive Director is authorized to execute any and all necessary documents for implementing the PILOT, including property transfer, execution of leases, and any legislative

requirements including submission to the Metropolitan Council for its approval.”

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

Mr. Cain next requested Board approval to donate two vacant properties to New Level Community Development Corporation for construction of new affordable homeownership housing, and after questions and discussion, Commissioner Black moved adoption of the following resolution:

Resolution No. 39-17

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the donation of property located at 1001 11<sup>th</sup> Avenue South and 34 Shephard Street to the New Level Community Development Corporation for the construction of affordable homeownership housing; and

BE IT FURTHER RESOLVED, That the Executive Director is authorized to execute any and all documents necessary for this transaction.”

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

Chair Mosley called on Mr. Jordan who said he was planning a Father’s Day event as well as summer activities for the children at J Henry Hale and computer classes for senior adults. Ms. Richardson said the property is now fully converted to RAD and thanked the Board for the invitation to attend the meeting.

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

\_\_\_\_\_  
Secretary

APPROVED:

This \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Chair