

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, September 8, 2015, 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  
                  Melvin Black, Vice Chair  
                  Jimmy Granbery, Vice Chair  
                  Gif Thornton  
                  Anna Page  
                  Miniimah Basheer  
                  Antoinette Batts

ABSENT:           None

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  
                  Michael Evans, Manager, Cumberland View Apartments  
                  Kimberly Dotson, President, Cumberland View Apartments Resident  
                          Association  
                  Candace Hyde, Section 8 Specialist, Rental Assistance Department  
                  Nat King Cole, Maintenance Technician, Cayce Place  
                  Doug Collier, SEIU  
                  William Currie, SEIU

The Chair called the meeting to order and asked for approval of the August 12, 2015 minutes. Commissioner Page moved adoption of the following resolution:

Resolution No. 61-15

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the Minutes of the meeting held on August 12, 2015, as submitted.”

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

The Chair introduced Kimberly Dotson, President, Cumberland View Apartments Resident Association, and Michael Evans, Manager, Cumberland View Apartments; both would be given an opportunity to speak later in the meeting.

The Chair asked for public comments. Four persons requested to speak regarding a 3% cost of living raise for employees represented by the SEIU Local 205: Nat King Cole, Maintenance Technician and Chief Steward; Candace Hyde, Section 8 Specialist and Union Steward; Brad Rayson, SEIU Local 205 representative; and Doug Collier, President, SEIU Local 205. Mr. Cole and Ms. Hyde spoke as MDHA employees requesting the Board consider a 3% cost of living increase in the 2015-16 budget being presented to the Commissioners for approval. Mr. Rayson and Mr. Collier provided comments regarding review of the agency’s budget, the budgets of Metro departments, and the need for a 3% increase rather than a bonus for employees.

Commissioner Black presented the minutes of the Finance & Audit Committee meeting held on September 2, 2015. He stated Mr. Harbison presented information highlighting 2015 agency achievements and discussed the 2016 budget process along with efforts to decrease contract expenses by utilizing existing staff. He said Mr. Harbison also reviewed the RAD approval and conversion process with the HUD mandated timeline. Commissioner Black said the 2016 budget is projecting a \$914,000 negative cash flow in the Central Office Cost Center from operating expenses associated with the formation of the RAD implementation team. He said both he and Commissioner Thornton had questions during the presentation about the process, funding, planning and implementation of RAD and Envision Cayce. Commissioner Black said he recommended an across the board raise in lieu of a one-time bonus due to many employees having topped out at their pay grade. He stated the committee would meet again on September 8 prior to the Board meeting to discuss the detailed budget in depth prior to approval by the Board. Commissioner Black said the committee had met prior to the Board meeting and recommended approval of the budget.

Mr. Harbison presented the agency’s Low Rent Housing Operating Budget for Fiscal Year beginning October 1, 2015. He said Melinda Hatfield, Director of Finance, had presented the budget to the Commissioners. Commissioner Black moved adoption of the budget stating he was doing so still in opposition to the lack of a pay raise for employees:

Resolution No. 62-15

“WHEREAS, The Metropolitan Development and Housing Agency has committed to the proper management of funds it receives; and

WHEREAS, The agency has prepared an estimate of operating receipts and expenditures for the fiscal year beginning October 1, 2015; now, therefore, be it

RESOLVED, That the Operating Budget for each of the Low Rent Housing Asset Management Properties, the Central Office Cost Center, the Community Development Department, the Urban Development Department and the Rental Assistance Department for the fiscal year beginning October 1, 2015 are hereby adopted and approved; and

BE IT FURTHER RESOLVED, That the Executive Director will initiate the actions to implement this budget.”

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

Will Biggs, Director of Affordable Housing, requested approval for the continued removal of a two-bedroom unit from occupancy to be used for office space. Commissioner Granbery moved adoption of the following resolution:

Resolution No. 63-15

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves the continued removal from occupancy of 960 16<sup>th</sup> Avenue North, Andrew Jackson Courts, for a one year period beginning October 1, 2015 through September 30, 2016.”

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

An additional item from Mr. Biggs requested Board approval of the non-residential leases for public housing space beginning October 1, 2015. Commissioner Black moved adoption of the following resolution:

Resolution No. 64 -15

“RESOLVED by the Board of Commissioners of the Metropolitan Development and Housing Agency, That it hereby approves renewal of the non-residential leases as submitted to the Board of Commissioners,

by memorandum dated August 25, 2015, from Will Biggs, Director of Affordable Housing, for a period of one year beginning October 1, 2015, which documents are incorporated herein 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”.

The Chair called on both Ms. Dotson and Mr. Evans for comments. Ms. Dotson thanked the Board for the invitation to attend the meeting. Mr. Evans said he would be meeting with the RAD Team at the end of the month.

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

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Secretary

APPROVED:

This \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Chair