MEMPHIS HOUSING AUTHORITY  
700 ADAMS AVENUE  
MEMPHIS, TN 38105  

February 28, 2019  

MEETING OF THE BOARD OF COMMISSIONERS  
MINUTES OF MEETING  

I. The meeting of the Memphis Housing Authority Board of Commissioners was held February 28, 2019 at 9:00 a.m. in the Board Room. The meeting was called to order by Commissioner Jenkins at 9:00 a.m. Commissioner Jenkins called for executive session at 9:59 a.m., and reconvened the meeting at 10:23 a.m.  

II. Attendees:  
Commissioners:  
Justin Bailey  
Janet Covington  
Dr. Laura Harris  
Lisa Wheeler-Jenkins  
Mickell Lowery  
Ms. Mary W. Sharp  
Mr. William Stemmler  

MHA Staff:  
Marcia E. Lewis, Chief Executive Officer  
Dexter Washington, Chief Operating Officer  
Vickie Aldridge  
Tomecia Brown  
Mike Swindle  
Barbara L. Deans  
Cheiktha Dowers  
Carolyn Greene  
Keisha Walker  
Forestine Carroll  
Tony Olden  
Lurethia Phillips  
Leon Shead  
Latonia Young  
David Walker  
Evelyn Suggs  

Residents:  
Rosie Meredith  

Media Presentation:  None  

Visitors/ Special Guest(s): Gail Tyree, AFSCME; Eva Mosby, Urban Strategies  

III. AGENDA  
The agenda was unanimously approved, after the addition of an executive session.  

IV. MINUTES  
January 24, 2019 minutes were approved.
V. RESOLUTION AND BOARD ACTION
Mrs. Lewis sought board approval for

RESOLUTION NO. 4556

HONORING RETIRING MEMPHIS HOUSING AUTHORITY BOARD OF COMMISSIONER JANET COVINGTON

WHEREAS, Janet Covington was sworn in as a Memphis Housing Authority Board of Commissioner on January 19, 2016; and

WHEREAS, Janet Covington faithfully and with honor, integrity and great distinction served the residents of Memphis Housing Authority as Board of Commissioner from January 19, 2016 until February 28, 2019; and

WHEREAS, during her three year tenure as a Board of Commissioner, Janet Covington served on various committees; and

WHEREAS, Janet Covington has actively contributed to enhance the work of the Memphis Housing Authority by providing outstanding leadership and guidance to the employees of Memphis Housing Authority; and

WHEREAS, Janet Covington has demonstrated a sincere desire to provide the residents of Memphis Housing Authority with professional service and an unfailing commitment to enhancing their lives through quality housing provision.

NOW THEREFORE BE IT RESOLVED, that the Memphis Housing Authority Board of Commissioners and Chief Executive Officer formally recognize the service of Janet Covington; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be presented to Janet Covington in recognition of her three-years of devoted service to the residents of the Memphis Housing Authority and its mission to provide affordable, decent, safe and sanitary housing to the citizens of Memphis and Shelby County.
Commissioner Jenkins called for a motion to approve Resolution 4556. A motion was made by Commissioner Stemmler and seconded. Commissioner Jenkins called for discussion.

Mrs. Lewis made a presentation of a plaque from the agency.

There being no discussion, Commissioner Jenkins called for the vote. The motion passed; Resolution 4556 was approved.
Mrs. Lewis sought board approval for

RESOLUTION NO. 4557

HONORING RETIRING MEMPHIS HOUSING AUTHORITY BOARD OF COMMISSIONER MICKELL K. LOWERY

WHEREAS, Mickell K. Lowery was sworn in as a Memphis Housing Authority Board of Commissioner on October 7, 2014; and

WHEREAS, Mickell K. Lowery faithfully and with honor, integrity and great distinction served the residents of Memphis Housing Authority as Board of Commissioner from October 7, 2014 until February 28, 2019; and

WHEREAS, during his four year tenure as a Board of Commissioner, Mickell has served as Chairperson and has served on various committees; and

WHEREAS, Mickell K. Lowery has actively contributed to enhance the work of the Memphis Housing Authority by providing outstanding leadership and guidance to the employees of Memphis Housing Authority; and

WHEREAS, Mickell K. Lowery has demonstrated a sincere desire to provide the residents of Memphis Housing Authority with professional service and an unfailing commitment to enhancing their lives through quality housing provision.

NOW THEREFORE BE IT RESOLVED, that the Memphis Housing Authority Board of Commissioners and Chief Executive Officer formally recognize the service of Mickell K. Lowery; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be presented to Mickell K. Lowery in recognition of his four years of devoted service to the residents of the Memphis Housing Authority and its mission to provide affordable, decent, safe and sanitary housing to the citizens of Memphis and Shelby County.
Commissioner Jenkins called for a motion to approve Resolution 4557. A motion was made by Commissioner Sharp and seconded. Commissioner Jenkins called for discussion.

Mrs. Lewis made a presentation of a plaque from the agency

There being no discussion, Commissioner Jenkins called for the vote. The motion passed; Resolution 4557 was approved.
Ms. Aldridge sought board approval for

RESOLUTION NO. 4558

RESOLUTION APPROVING CONTRACT WITH YARDI SYSTEMS INCORPORATED FOR THE APPLICATION SOFTWARE UPGRADE FROM VISUAL HOMES TO VOYAGER

WHEREAS, the Memphis Housing Authority is currently using the VisualHomes Public Housing Software, a product of Yardi Systems Incorporated, for the property management and accounting functions; and

WHEREAS, Yardi Systems Incorporated has communicated the VisualHomes application is no longer viable due to the older technology; and

WHEREAS, any software modifications, enhancements or fixes to the VisualHomes software is no longer being performed by Yardi Systems Incorporated effective January 1, 2019; and

WHEREAS, Yardi Systems Incorporated recommends Yardi Voyager as the upgrade path from VisualHomes; and

WHEREAS, Yardi Voyager is a browser-based application hosted within Yardi’s cloud, employs current technology, enhanced functionality, and an improved user experience; and

WHEREAS, the staff participated in the Yardi Voyager demonstration and has received positive feedback from other entities using this application; and

NOW, BE IT THEREFORE RESOLVED, that the Memphis Housing Authority Board of Commissioners hereby authorizes the contract execution with Yardi Systems Incorporated for the Yardi Voyager software application in the amount of $294,948.33 for the first year of implementation and annual fees and $239,200.00 in annual fees for subsequent years. The annual fee total will change based any changes in the total unit count.
Commissioner Jenkins called for a motion to approve Resolution 4558. A motion was made by Commissioner Lowery and seconded. Commissioner Jenkins called for discussion.

Mrs. Lewis added that the funds from the city would partially fund this upgrade. Commissioner Stemmler asked was there an app for this system; Ms. Aldridge responded that there is a resident portal that we would utilize. Commissioner Jenkins asked did we have an issue with Visual Homes in the past; yes but it was over 2 years ago and we have since created an additional safety measure for back-up. Commissioner Lowery asked how long is the contract. Three years; with a three year renewal period. We do have clause if we needed to terminate the contract if necessary. Currently we have been using Visual Homes for nine years. Commissioner Covington asked about waiting list. With this new system we can build wait list for each property as well as HCV and public housing, under one umbrella.

There being no further discussion, Commissioner Jenkins called for the vote. The motion passed; Resolution 4558 was approved.
Mr. Swindle sought board approval for

RESOLUTION NO. 4559

RESOLUTION AUTHORIZING THE MEMPHIS HOUSING AUTHORITY TO SUBMIT A DISPOSITION APPLICATION TO THE HUD SPECIAL APPLICATION CENTER FOR THE SALE OF REAL PROPERTY LOCATED AT 151 WEST PERSON AVENUE, 850 INEZ STREET AND 2416 VANDALE AVENUE MEMPHIS, TENNESSEE

WHEREAS, The Memphis Housing Authority (the "Authority") is the owner of certain real estate located at 151 West Person Avenue, 850 Inez Street and 2416 Vandale Avenue Memphis, Tennessee (See Exhibit A Legal Descriptions); and

WHEREAS, the Authority currently rent those properties as single family homes; and

WHEREAS, the Authority, pursuant to reorganization, desires to dispose of the homes through a real estate sale; and

WHEREAS, the sale of those properties would be a cost savings measure; and

WHEREAS, the Authority has determined that the following described real estate is no longer needed; and

WHEREAS, the homes have been appraised at fair market; and

WHEREAS, the Authority desires to sell the real estate to the highest and best bid of the appraised value of the real estate; and

WHEREAS, the Authority may hire a Real Estate Broker or Agent to assist in the sale of the properties; and

WHEREAS, the Authority is authorized to submit and execute all necessary documents to HUD to facilitate the sale.

NOW, THEREFORE, BE IT RESOLVED, that MHA is hereby authorized to submit a disposition application to HUD Special Application Center and negotiate the terms and conditions of a Purchase and Sales Agreement with the Buyer for real estate property located at 151 West Person Avenue, 850 Inez Street and 2416 Vandale Avenue Memphis, Tennessee for fair market appraised value or best offer and have such Agreement, with the advice and consent of Counsel, executed by the Chief Executive Officer.

BE IT FURTHER RESOLVED that MHA is hereby authorized and directed to execute the Deed and all other necessary and related documents/instruments necessary to affect the sale and closing of this property pursuant to this Resolution.
Exhibit “A”

Legal Description

850 Inez
Lot 15, J.T. Redding Subdivision in Memphis, Shelby County, Tennessee:
Beginning at a point in the east line of Inez Street 358.3 feet south of the present center line of Douglass Avenue, said point being located in the south line of Lot 14; thence eastwardly with the south line of Lot 14, 150 feet to a point in the west line of Lot 4; thence southwardly and parallel with Inez Street 50 feet to a point in the north line of Lot 16; thence westwardly with the north line of Lot 16, 150 feet to a point in the east line of Inez Street; thence northwardly with the east line of Inez Street 50 feet to the point of beginning.
This being the same property conveyed to Memphis Housing Authority by Warranty Deed recorded under instrument No. 0403378 in the Register’s Office of Shelby County, Tennessee.

151 West Persen
Lots 5, 6, 7 and 8, Block 2, South Fort Pickering Subdivision, as shown on plat of record in Plat Book 3, Page 61, in the Register’s Office of Shelby County, Tennessee, to which plat reference is hereby made for a more particular description of said property.
This being the same property conveyed to the Memphis Housing Authority by Warranty Deed recorded under instrument No. 04033780 in the Register’s Office of Shelby County, Tennessee.

2416 Vandale
Lot 38, Section K, of the East Hyde Park Subdivision, as shown on plat of record in Plat Book 8, Page 113, in the Register’s Office of Shelby County, Tennessee, to which plat reference is hereby made for a more particular description of said property.
This being the same property conveyed to Memphis Housing Authority by Warranty Deed recorded under instrument No. 04033779 in the Register’s Office of Shelby County, Tennessee.
Commissioner Jenkins called for a motion to approve Resolution 4559. A motion was made by Commissioner Lowery and seconded. Commissioner Jenkins called for discussion.

Commissioner Sharp asked what is a tenant protection voucher; this voucher maybe used to provide low income residents when there is change in the status of their assisted housing that would cause them to lose their homes. Commissioner Harris asked would these vouchers be included in our portfolio; yes. Commissioner Covington asked where these properties still being vandalized; yes. Commissioner Stemmler asked when the homes are put on the market, is there a public notice issued. It is not required to issue a public notice, but we do have to make advise residents that we are selling the property. The homes will be appraised and we will utilize a licensed realtor to show and sell the property.

There being no further discussion, Commissioner Jenkins called for the vote. The motion passed; Resolution 4559 was approved.
VI. SPECIAL PRESENTATION(S): James Chatman; Quadel; Qualtrack Presentation.
   - Customer Service Module presentation on power point of how calls can be logged and monitored to ensure we are responding to all customer inquiries.

VII. CHIEF EXECUTIVE OFFICER REPORT:
   - No formal report.

VIII. DISCUSSION ITEMS: Executive Session (personnel item)

IX. ANNOUNCEMENT(S):
   - Next Board of Commissioners’ meeting is March 28, 2019 at 9:00 a.m.
   - Board Committee meetings are March 13, 2019.

X. ADJOURNMENT:
   - Commissioner Jenkins adjourned the meeting at 10:26 a.m.

Lisa Jenkins, Board Vice-Chair

Marcia E. Lewis, Chief Executive Officer/Secretary