

COMMISSIONERS  
CALVIN LOCKETT, CHAIRMAN  
MARY FRANKLIN VICE CHAIRMAN  
TRINA HILL  
WILLIAM SUMMERS  
KAITLAN MCLAUGHLIN  
WAYNE WILKINSON



INTERIM EXECUTIVE DIRECTOR  
DAWN E. SANDERS-GARRETT

May 8, 2025

NOTICE OF REGULAR MEETING  
OF THE CLARKSVILLE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS

Pursuant to Article III, Section I of the Bylaws of The Clarksville Housing Authority, as amended 3/16/2016, The Clarksville Housing Authority board meeting for May 21, 2025 will take place at 3:30pm at 721 Richardson St. Clarksville, TN 37040.

THE CLARKSVILLE HOUSING AUTHORITY

Dawn E. Sanders-Garrett, Executive Director

**DIRECTORS**

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**INTERIM EXECUTIVE DIRECTOR**  
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**Agenda**  
**May 21, 2025**  
**3:30 PM**

1. Call to Order

2. Moment of Silence

3. Roll Call

Chairman Lockett  
Vice Chairman Franklin  
Commissioner Hill  
Commissioner McLaughlin  
Commissioner Summers  
Commissioner Wilkinson

4. Public Comment (3 min limit)

5. Review and Approve Minutes

6. Executive Directors Report

7. Old Business

8. New Business

9. Adjournment

**MINUTES OF THE BOARD MEETING  
OF THE CLARKSVILLE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
April 14, 2025**

The Board of Commissioners met at the Clarksville Housing Authority's main office on April 14, 2025. Chairman Lockett called the meeting to order at 3:34 PM, paused for a moment of silence, and upon roll call, the following were present and absent:

Present	Absent	CHA	Also Present
Calvin Lockett	William Summers	Dawn E. Sanders-Garrett	Marshall Albritton
Mary Franklin		Sedrick Blake	
Trina Hill			
Kaitlan McLaughlin			
Wayne Wilkinson			

Public Comment: None

The March board meeting minutes will be included in the May board packet.

**Executive Directors Report**

- Vacancy Update: There was a total of 3 move outs. Move-outs for this month can be attributed to nonpayment of rent. A total of 38 Recertifications were completed for March.
- Cameras: Camera installations have begun in Summit Heights, Lincoln Homes and Chapel/Market. CHA was notified that we are receiving additional funding from the Safety and Security grant. Additional funding will be used to install cameras in the Greenwood area.
- The Housing Authority was not awarded the Resident Opportunity and Self Sufficiency Program (ROSS) for Fiscal Year 2024. CHA has decided to appeal and is awaiting the decision.
- The Housing Authority has received a 9j violation connected to the obligation and expenditure of the 2018 Capital Funds Grant. The requested documentation has been sent to HUD and is currently under review.
- CHA has a meeting with County Mayor Wes Golden and TN State Representative Ronnie Glynn on Friday April 18, 2025, to discuss resources and funding for Nurture House and other programs for the residents of the housing authority.

**Motion: Review and Approval of Lincoln Homes 2 Entities**

Commissioner Wilkinson moved to review and approve the formation of *Lincoln Homes 2 Corporation* and *Lincoln Homes 2 LP* in connection with the rehabilitation and construction of Lincoln Homes. The motion was accepted with an amendment stipulating that any changes to the entities or their governing documents must be authorized by a minimum of two officers. The motion, as amended, was seconded by Commissioner McLaughlin and carried by the board.

**A. Resident Service Update**

- Easter Egg Hunt – April 19 @2pm
- HeadStart Sign Up Event – April 26 @12pm
- Mega Job Fair - April 15 & April 16 @10am

**B. Financials**

The motion to review and approve the CHA Financials for February 2025 was approved as presented by Commissioner McLaughlin and seconded by Commissioner Franklin.

AYES	NAYES	ABSTAIN	EXCUSED
Lockett			Summers
Franklin			
Hill			
McLaughlin			
Wilkinson			

The motion to review and approve the CHA Financials for March 2025 was approved as presented by Commissioner McLaughlin and seconded by Commissioner Franklin.

AYES	NAYES	ABSTAIN	EXCUSED
Lockett			Summers
Franklin			
Hill			
McLaughlin			
Wilkinson			

The motion to review and approve the CHA Concord Gardens Financials for February 2025 approved as presented by Commissioner Franklin and seconded by Commissioner McLaughlin.

AYES	NAYES	ABSTAIN	EXCUSED
Lockett			Summers
Franklin			
Hill			
McLaughlin			

Wilkinson

**C. Committee Reports - None**

**D. Old Business – None**

**E. New Business – None**

All documents related to the Public Hearing scheduled for June 17, 2025, will be sent out to commissioners prior to the board meeting on May 21, 2025

The meeting adjourned at 4:55 pm.

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Calvin Lockett, Chairman

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Dawn E. Sanders-Garrett, Secretary

MINUTES OF THE BOARD MEETING  
OF THE CLARKSVILLE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
March 19, 2025

The Board of Commissioners met at the Clarksville Housing Authority's main office on February 24, 2025. Vice Chairman Lockett called the meeting to order at 3:40 PM, paused for a moment of silence, and upon roll call, the following were present and absent:

Present	Absent	CHA	Also Present
Calvin Lockett		Dawn E. Sanders-Garrett	Brad Gilmore
Mary Franklin		Sedrick Blake	Marshall Albritton
Trina Hill			Betty Burchett
Kaitlan McLaughlin			Sandra Wallace
William Summers			Jerry Wallace
Wayne Wilkinson			Heather Ramos
			Shawn Morrow

Public Comment: None

A motion to approve the November 20, 2024 Board Meeting Minutes as presented was made by Commissioner Franklin and seconded by Commissioner McLaughlin. The motion carried unanimously. The minutes of the November 20, 2024 board meeting were approved as presented.

AYES	NAYES	ABSTAIN	EXCUSED
Lockett			
Franklin			
Hill			
McLaughlin			
Summers			
Wilkinson			

A motion to approve the December 11, 2024 Board Meeting Minutes as presented was made by Commissioner McLaughlin and seconded by Commissioner Summers. Motion carried with one abstention.

AYES	NAYES	ABSTAIN	EXCUSED
Lockett		Franklin	
Hill			

Mclaughlin  
Summers  
Wilkinson

A motion to approve the February 19, 2025 board meeting minutes as presented was made by Commissioner Summers and seconded by Commissioner Mclaughlin. Motion carried with one abstention.

AYES

Lockett

Franklin

Hill

Mclaughlin

Summers

NAYES

ABSTAIN

Wilkinson

EXCUSED

### **Executive Directors Report**

- **March 2025 Progress**

- Information Technology Contract- The transition begins with the contract kick off in April 2025. All existing systems begin the migration process after an initial monitoring period.
- Tsunami Surveillance System: Pole work will be completed by the end of the month and installation will begin in April.
- Annual Audit- The annual audit has been completed and there were no findings. A copy of the audit will be provided for the board.
- PH Eligibility / Unit Make Ready: 95 Families have been pulled from the waiting list and in varying phases of the leasing process. Eligibility support assistance will begin by the end of March early April 2025.
- LIHTC Application submission: The market, study, PNA and board member forms are in process. CHA will be submitting two applications for two phases in Lincoln Homes.
- Maintenance Support and Make Ready Services Resolution 02.24.25.01 was presented to the Board for consideration. Following discussion, the Commissioners voted to approve the resolution **subject to a review procedure for the associated contract**. Per the agreed process:

- The draft contract would be distributed to all Commissioners by email. Commissioners would review the contract and provide any comments to CHA General Counsel Brad Gilmore no later than **12:00 noon on the following Monday**. The resolution was **approved with this contingency**, and the condition was subsequently **fulfilled** when all Commissioners responded within the designated timeframe.

### **RAD Redevelopment Update**

Ron Clewer from Gorman presented a RAD Development Update via phone. CHA will be submitting two applications on Wednesday April 16, 2025.

### **Elections**

Attorney Brad Gilmore presided over the election of officers.

Whereas the position of Chairman of the Clarksville Housing Authority became vacant due to the passing of the late Chairman Hunt;

And whereas the CHA bylaws provide for the election of a new Chairman under such circumstances;

Be it moved that the CHA hereby acknowledges the nomination of Vice Chair Calvin Lockett for the position of Chairman, as made by Commissioner Wilkinson;

Be it further moved that, following a roll call vote conducted by CHA General Counsel Brad Gilmore, Calvin Lockett is duly elected as Chairman of the CHA by unanimous vote of the Commissioners present.

Whereas the position of Vice Chairman of the Community Housing Authority (CHA) became vacant upon the election of Calvin Lockett to the position of Chairman;

And whereas, in accordance with CHA bylaws, nominations were opened to fill the vacant Vice Chairman position;

Be it noted that Commissioner Wilkinson nominated Commissioner William Summers, and Commissioner Hill nominated Commissioner Mary Franklin;

Be it further noted that a roll call vote was conducted for each nominee:



- Commissioner William Summers received three votes in the affirmative (Commissioners Franklin, Wilkinson, and McLaughlin), two votes in the negative (Commissioners Lockett and Hill), and one abstention (Commissioner Summers himself);
- Commissioner Mary Franklin received three votes in the affirmative (Commissioners Lockett, Hill, and Summers) and three in the negative (Commissioners Franklin, Wilkinson, and McLaughlin);

Whereas neither nominee received a majority vote, and the result was a tie, deliberation followed;

Be it further noted that Commissioner Summers voluntarily withdrew his name from consideration;

Be it therefore resolved that, with no further nominees and no objection, Commissioner Mary Franklin is hereby declared Vice Chairman of the Community Housing Authority by consent of the body.

#### **Executive Session**

The Board entered into a continuation of the executive session from a previous meeting. No votes or actions were taken during the executive session.

There being no further business to come before the board, the meeting was adjourned.

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Dawn E. Sanders-Garrett, Secretary

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Calvin Lockett, Chairman