

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
JUNE 16, 2020

Roll Call:

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:35 p.m. Due to the COVID-19 Outbreak, participants were encouraged to call in by way of Zoom Conference Call. Members present were Mr. Bryan Cole, Rev. Geoffrey Ellis, Mr. Lance Gilbert, Ms. Gena Harris, Mr. Cary Hearn and Ms. Mary Elizabeth Miles and Ms. Lisa Nicolson. Absent was Ms. Mary Ellen Wiederwohl (excused).

Others present were Ms. Lisa Osanka, Executive Director; Mr. Wavid Wray, Deputy Executive Director; Directors; Mr. Richard Nash, III, Attorney; Ms. Vickie Fields, Executive Secretary; Staff; and Janet Dakan, a member of the public.

On recommendation of LMPHW and the CDC guidelines on social distancing, LMHA is doing our part to prevent the spread of COVID-19 by using the available technology to conduct the necessary and vital business of the agency. All public meetings will be held adhering to federal and state standards while maintaining the health and well-being of LMHA staff, residents and partners.

Announcements:

Ms. Osanka made the Board aware of Heath Rico-Storey, LMHA Compliance Manager, hosting a Public Hearing on Tuesday for the ACOP and Admin Plan. Mr. Rico-Storey will be sending out invites to the Board members asking if they need any additional information regarding changes to the Plan.

Ms. Osanka advised the Board that LMHA is getting close to receiving the approval of the HUD FY 2020-2021 MTW Plan.

Ms. Osanka mentioned that new to the Board report this month was a CARES Act summary which was requested by the Board in the May Board meeting.

Ms. Osanka stated that Rev. Vincent James contacted her to have a conversation with the Rainbow Push Coalition. Conversations led towards what efforts LMHA can play on responding to the unrest in our community. Hopefully LMHA can be part of that team to provide long term stability to the residents.

Committee Reports:

Mr. Gilbert advised the Board that he led a Choice Subcommittee last week and progress was made on the following subjects:

- 1) Park DuValle and the Management Company-Homeownership is strong
- 2) Phase IV – Debt will be retired soon and a Resolution to the Board will be forthcoming in the next few months
- 3) Downtown Edge – Start getting something going on empty lots
- 4) Liberty Green – Doing a good job
- 5) Sheppard Square Presbyterian – Discussing options. Homeownership are not as good as planned

Mr. Gilbert stated that Strategic Planning is going well, and a meeting is coming up to talk more about the process with our Facilitator, Stan Quy. Plans are to detail expectations and a framework for the process.

Rev. Ellis asked Matthew Swain to speak about the Safety and Security efforts with the Agency. Mr. Swain mentioned the civil unrest and that the LMHA added additional security. Only one incident occurred and that was at the United Building with two broken windows and some graffiti. Mr. Swain stated the Housing Authority seems to be ahead of the game and being proactive has helped weather this storm.

Mr. Swain also mentioned the criminal incident at Dosker Manor and that an unauthorized guest of a resident has been charged with the electrical issue which shut off power to “B” Building and caused an evacuation of the building where residents had to be housed at many local hotels. Mr. Swain said there were no injuries and gave props to the LMHA Staff and Red Cross for all they accomplished during this incident.

The Board asked Mr. Swain to discuss the unfolding shooting incident at Parkway Place. Mr. Swain stated that last night at approximately 9:30 p.m. a shooting occurred. Two persons were shot; one non-life threatening and one fatal. LMHA staff will be working to obtain emergency residence for the household of the Parkway resident.

Approval of Minutes:

Rev. Ellis made a motion to approve the minutes of LMHA’s regular meeting held on May 19, 2020. Ms. Harris seconded. Motion carried by unanimous vote.

Resolutions:

Ms. Harris made a motion to adopt Resolution 5a “Authorization to Renew Fire Alarm System Testing, Inspection and Service Contract”. Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 45-2020 (6/16/20)

WHEREAS, the Louisville Metro Housing Authority is required by HUD to provide full maintenance service on all fire alarm equipment at Beecher Terrace, Parkway Place Management Office and Maintenance Shop, Dosker Manor-Buildings “A”, “B”, and “C”,

St. Catherine Ct., Avenue Plaza, Lourdes Hall, Will E. Seay Plaza, Keystone Learning Academy, Parkhill Recreational Center, Mabel W. Wiggins Family Investment Center, 801 East Broadway, Baxter Community Center, Beecher Terrace Recreation Center, St. Martin Apartments, 500 Jefferson St., H. Temple Spears, Vine Street Office, Porter Paint Plant and the United Building; and

WHEREAS, the Authority has allocated funds for a fire alarm system testing, inspection and service contract in its fiscal year 2020 Operating Budget; and

WHEREAS, Johnson Control (Simplex Grinnell) holds the state contract (MA #758-1600000955) for this type of service.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to renew the fire alarm system testing, inspection and service contract with Johnson Control (Simplex Grinnell) for the period beginning July 1, 2020 through June 30, 2021 in the amount of \$117,053.00.

Ms. Miles made a motion to adopt Resolution 5b "Authorization to Award a Contract for Fire Sprinkler Service. Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 46-2020 (6/16/20)

WHEREAS, the Louisville Metro Housing Authority is required by HUD to provide full maintenance service on all fire sprinklers at 1101-1107 Payne (Basement Area), 1536-1538 Garland (Rear In Basement Area), 2213-2215 Bolling (Basement Area), 302-314 N. 19th St. (Basement Area), 328 N. Birchwood Ave., 500 East Jefferson Street, 520 West Breckinridge, 801 E. Broadway Bldg., 906 & 908 S. 6th Street, 922, 924 & 926 Ormsby, Avenue Plaza (400-420 S. 8th Street – High Rise), Will E. Seay Plaza (4314 Bishop Lane - High Rise), California Day Care (1705 So. 13th Street), Dosker Manor A (413 E. Muhammad Ali Blvd - High Rise), Dosker Manor B (409 E. Muhammad Ali Blvd – High Rise), Dosker Manor C (415 E. Muhammad Ali Blvd – High Rise), Lourdes Hall (735 Eastern Parkway - High Rise), Mabel Wiggins Family Investment Center (1411 Algonquin Parkway), St. Catherine Court (1114 S. 4th St. - High Rise), The United Building (Section 8 Building), Vine Street Office, Parkway Community Center Office, and Maintenance Shop; and

WHEREAS, the Authority has allocated funds for a fire sprinkler testing, inspection and service contract in its fiscal year 2021 Operating Budget; and

WHEREAS, specifications were developed, advertised April 18, 2018, and bids were received on May 8th, 2018 for fire sprinkler service at various sites; and

WHEREAS, staff reviewed the bids received and determined Johnson Control (Simplex Grinnell) to be the most responsive and responsible bid received; and

WHEREAS, Johnson Control (Simplex Grinnell) was awarded the contract for one (1) year, with four (4) one-year renewal options; and

WHEREAS, the initial one year and first one-year renewal has expired and LMHA and Johnson Control (Simplex Grinnell) would like to exercise the second one-year renewal option.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with Johnson Control (Simplex Grinnell) for fire sprinkler testing, inspection and service for the period beginning July 1, 2020 through June 30, 2021 in the amount of \$33,764.

Mr. Gilbert made a motion to adopt Resolution 5c “Approval of Security Contract for Uniformed Security Services and Uniformed Armed Security Services for Dosker Manor, Avenue Plaza, St. Catherine Court, Will E. Seay Plaza, Lourdes Hall and United Building”. Rev. Ellis seconded. The Board asked for Mr. Swain to provide, in writing, a Use of Force Policy to the Board Members. Mr. Swain agreed. Motion carried by unanimous vote.

RESOLUTION NO. 47-2020 (6/16/20)

WHEREAS, for the past several years and this year, funding has been made available in the Capital Budget to provide security services at Dosker Manor, Avenue Plaza, St. Catherine Court, Will E. Seay Plaza, Lourdes Hall, United Building and at other locations on an as needed basis; and

WHEREAS, there continues to be concern by LMHA staff, city officials, and residents regarding the security at these locations, making it necessary that security guards are needed to provide ongoing monitoring and security coverage; and

WHEREAS, Morgan Security Services was awarded the Commonwealth of Kentucky State contract (MA-758-180000563) after Competitive Sealed Bidding for Armed and Unarmed Security Guard Services on March 15, 2018 and expires on April 14, 2021. At the rate of \$15.23 (ARMED Officer), \$15.75 (ARMED Supervisor) per hour and \$21.00 (ARMED Officer or ARMED Supervisor) for Overtime and Holiday rates. At the rate of \$12.86 (Un-Armed Officer) \$13.39 (Un-Armed Supervisor) per hour, \$17.85 (Un-Armed Officer or Supervisor) per hour for Overtime and Holiday rates.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director

and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a one-year contract with Morgan Security Services during the month of July 2020 through the month of June 2021 for uniformed security services and uniformed armed security services at Dosker Manor, Avenue Plaza, St. Catherine Court, Will E. Seay Plaza, Lourdes Hall, and United Building, and at other locations on an as needed basis not to exceed \$975,000.00.

Ms. Harris made a motion to adopt Resolution 5d “Authorization for Purchase of Replacement Vehicles”. Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 48-2020 (6/16/20)

WHEREAS, funds have been allocated in the Louisville Metro Housing Authority’s 2020 Capital Budget for the purchase of seven (7) 2020 Ford Transit 350 HR 148” WB DRW RWD 3.5L V6 Engine and seven (7) Adrian Steel General Starter Packages; and

WHEREAS, the purchase of seven (7) 2020 Ford Transit 350 HR 148” WB DRW RWD 3.5L V6 Engine and seven (7) Adrian Steel General Starter Packages will facilitate the efficient and cost-effective operation of LMHA’s Maintenance Crews; and

WHEREAS, these vehicles will be purchased by utilizing the state contract (MA # 758 1800000180) with Paul Miller Ford, Inc. for a total of \$285,040.00.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to issue a purchase order to Paul Miller Ford, Inc. in the amount of \$285,040.00 for the purchase of seven (7) 2020 Ford Transit 350 HR 148” WB DRW RWD 3.5L V6 Engine and seven (7) Adrian Steel General Starter Packages.

Mr. Gilbert made a motion to adopt Resolution 5e “Authorization to Enter into an Intergovernmental Agreement with the Louisville Metro Police Department for Community Policing Services”. Mr. Cole seconded. The Board asked Mr. Swain to provide more information. Mr. Swain agreed. Motion carried by unanimous vote.

RESOLUTION NO. 49-2020 (6/16/20)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has collaborated with the Louisville Metro Police Department (LMPD) to implement a Community Policing Program for LMHA communities; and

WHEREAS, the Housing Authority Liaison Officer (HALO) program has been operational for approximately 24 years; and

WHEREAS, LMHA has budgeted in the FY 2020 - 2021 Capital Fund Program to continue the HALO program; and

WHEREAS, the staff is requesting Board approval to enter into an intergovernmental agreement for one year.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is authorized to enter into an intergovernmental agreement with the Louisville Metro Police Department effective July 1, 2020 through June 30, 2021 in an amount not to exceed \$95,000 each year of the contract.

Rev. Ellis made a motion to adopt Resolution 5f "Approval of Low-Income Housing Tax Credit (LIHTC) Property Management Services". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 50-2020 (6/16/20)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns and operates (185) Low Income Housing Tax Credit (LIHTC)/HOME Units; and

WHEREAS, LMHA may own up to 110 of the Choice Neighborhoods Initiative (CNI) 442, off-site PBV Beecher Terrace Replacement Units; and

WHEREAS, LMHA prepared a Request for Proposal (RFP) for the Property Management services of the 185 existing LMHA owned Public Housing/LIHTC and/or HOME Units and up to 110 prospective off-site Beecher Terrace Replacement PBV units; and

WHEREAS, The RFP was advertised in The Courier Journal and The Louisville Defender, and on April 23, 2019 one proposal was received; and

WHEREAS, the proposal received was thoroughly reviewed and analyzed by LMHA staff and Ohio Capital Corporation for Housing (OCCH); and

WHEREAS, the proposal submitted by CT Associates, Inc. has been determined to be a responsive and responsible proposal; and

WHEREAS, CT Associates, Inc. currently manages Liberty Green and Sheppard Square, and LMHA is pleased with the management services they have provided; and

WHEREAS, LMHA would like to enter into a one-year contract with CT Associates, Inc., with the option for four (4) additional one-year renewals.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a Property Management Services Agreement with CT Associates, Inc. to perform the property management duties of LMHA's existing LIHTC/HOME units and potential off-site PBV Beecher Terrace replacement units at an amount not to exceed \$81,030.00.

Mr. Gilbert made a motion to adopt Resolution 5g "Approval of Change Order #3 for Office Fit Up-600 South Seventh Street". Ms. Miles seconded. Motion carried by unanimous vote.

RESOLUTION NO. 51-2020 (6/16/20)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Section 8 HUD Held Reserve Funds for the Office Fit Up at 600 South Seventh Street; and

WHEREAS, the contract with Martin Construction Company executed on July 10, 2019, in the amount of \$1,897,000.00 requires Change Order #3 to facilitate additional work and a contract time extension; and

WHEREAS, Martin Construction Company submitted a price increase of \$55,375.16 to perform the necessary work, and the project architect and Louisville Metro Housing Authority staff have reviewed the proposal and determined that it is a reasonable and acceptable proposal for the work.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to approve Change Order #3 with Martin Construction Company for an increase of \$55,375.16 for additional work.

Mr. Cole made a motion to adopt Resolution 5h "Authorization for Purchase of Vehicles". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 52-2020 (6/16/20)

WHEREAS, funds have been allocated in the Louisville Metro Housing Authority's 2020 CARES Act funds (Coronavirus Aid, Relief and Economic Security Act) for the purchase of seven (7) 2020 vehicles; and

WHEREAS, the purchase of seven (7) 2020 vehicles will facilitate the efficient delivery of disaster relief supplies to all sites for COVID-19 relief; and

WHEREAS, these vehicles will be purchased by utilizing the three (3) bid process not to exceed \$231,212.00.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to issue a purchase order not to exceed the amount of \$231,212.00 for the purchase of seven (7) 2020 vehicles for the distribution of disaster relief supplies.

Ms. Harris made a motion to adopt Resolution 5i "Authorization for the Emergency Procurement for Electrical Repairs and Power Outage Reimbursement Expenses at Dosker Manor "B" Building". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 53-2020 (6/16/20)

WHEREAS, funds have been identified from the U.S. Department of Housing and Urban Development to award a contract to Payne Electric Company for the emergency repair of the electrical system that provides power to the Dosker Manor "B" building and to reimburse vendors for expenses incurred resulting from the subsequent power outage; and

WHEREAS, a sprinkler head was damaged inside a residential unit, flooding the ninth floor down, causing the bus duct to catch fire and resulting in an electrical power outage to the entire "B" building; and

WHEREAS, Executive Director, Lisa Osanka deemed an emergency procurement as a result of the power outage to the building; and

WHEREAS, the sealed bid process was not followed due to this emergency and Property Management began soliciting contractors to perform the needed repairs; and

WHEREAS, Payne Electric Company was contacted and determined that the estimated repair time to restore power to the building would be between three (3) and five (5) days; and

WHEREAS, Red Cross and TARC were contacted to assist in the relocation of 187 residents to include transportation, lodging and food.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to award a contract to Payne Electric Company to repair the electrical system at Dosker Manor "B" building for the amount of \$17,423.40 and authorization of reimbursement expenses to Hilton Garden Inn for \$14,625.00, Home2 Suites for \$6,345.00, to Red Cross (food reference #445-20) in the amount of \$10,595.00 and Kroger gift cards in the amount of \$18,500.00 for a total amount of \$67,488.40.

Discussions:

None

Executive Session:

Mr. Gilbert motioned to go into Executive Session, seconded by Rev. Ellis. Motion carried by unanimous vote. The Board retired to Executive Session at 5:00 p.m.

The Board returned to Open Session at 5:48 p.m.

Other Business:

There being no further business to come before the Board, Ms. Harris motioned to adjourn, seconded by Ms. Nicholson. Motion carried by unanimous vote.

The Board adjourned at 5:48 p.m.

Vickie J. Fields, Executive Secretary

Manfred Reid, Sr., Chairman