

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
AUGUST 21, 2018

The meeting of the Board of Commissioners was called to order by Chairman, Manfred Reid, Sr., at 3:35 p.m. Members present were Manfred Reid, Sr., Bryan Cole, Dr. Dubofsky, Rev. Geoffrey Ellis, Lance Gilbert, Carey Hearn and Lisa H. Nicholson. Ms. Martin was absent.

Others present were: Wavid Wray, Deputy Executive Director; Directors; Staff and Vickie Fields, Executive Secretary; Laura Kinsell-Baer, Julie Degraff, Johnathan Coates, Kevin Fields, Rev. David Snarden, Richard Dean, William Perry Jr., Waymen Eddings, Cheri Bryant Hamilton, Rev. Greg Wright, Rev. Loris Caldwell, Barbara Sexton-Smith, David James, Clay Calloway, Pastor Troy E. Duncan Sr., Wayne Eddings and Cecil Calhoun were also in attendance.

Mr. Reid welcomed a new member of the Board and to show approval and support of the Mayor's nominee, Mr. Gilbert motioned for the acceptance of Ms. Lisa H. Nicholson, Dr. Dubofsky seconded. Motion carried by unanimous vote.

Attorney Richard Nash III administered the Kentucky Oath of Officers to new LMHA Board Commissioner, Ms. Lisa H. Nicholson.

Rev. Ellis made a motion to approve the minutes of LMHA's regular meeting held on July 17, 2018, Mr. Gilbert seconded. Motion carried by unanimous vote.

Mr. Gilbert made a motion to adopt Resolution 5a "Approval of Master Developer Statement of Intent". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 56-2018 (8/21/18)

WHEREAS, in connection with the redevelopment of the Beecher Russell neighborhood, Louisville Metro Housing Authority (LMHA) procured McCormack Baron Salazar (MBS) as the master developer; and

WHEREAS, Louisville Central Community Center, Inc. (LCCC) is a 501c(3), private, non-profit community-based organization with deep roots in the Beecher Russell neighborhood that provides programs and services in support of children and families, including services related to housing; and

WHEREAS, LCCC and MBS are in discussions to explore the possibility of LCCC and its partner The Walnut Group (LCCC-Led Team) developing a portion of the Beecher Russell neighborhood subject to the approval of the U.S. Department of Housing and Urban Development (HUD) and LMHA, which has resulted in the Statement of Intent attached to the Board Resolution; and

WHEREAS, MBS and LCCC have requested that LMHA acknowledge the Statement of Intent.

NOW THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that, the Executive Director and Contracting Officer for the Louisville Metro Housing Authority is authorized to sign the acknowledgement to the Statement of Intent on behalf of the LMHA.

Mr. Cole made a motion to adopt Resolution 5b "Authorization for Upgrade of Computer Software". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO 57-2018 (8/21/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has determined that upgrading Microsoft Office software is necessary; and

WHEREAS, LMHA's current Microsoft Office software is outdated and will reach End-of-Life 2020; and

WHEREAS, the upgraded software meets the Authority's current needs as well as any future needs; and

WHEREAS, the current Email system will soon run out of space trying to accommodate the needs of the Authority; and

WHEREAS, LMHA staff have researched available options with Matrix Integration, our technical support contractor; and

WHEREAS, this software is a critical business tool for LMHA in the creation and editing of documents, spreadsheets and email; and

WHEREAS, funds have been allocated within the 2019 Operating Budget for this plan; and

WHEREAS, the software is available via State Government Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that Lisa Osanka, Interim Executive Director and Contracting Officer is authorized to execute the purchase of Microsoft Open Office 365 Subscription Licenses, in an amount not to exceed \$30,000.00.

Mr. Gilbert made a motion to adopt Resolution 5c "Authorization to Award a Contract for Siding and Gutter Repair/Replacement". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 58-2018 (8/21/18)

WHEREAS, the Louisville Metro Housing Authority is required by HUD to maintain the gutters and siding on all the properties that we manage at various sites throughout the agency; and

WHEREAS, the Authority has allocated funds from its 2019 operating budget for Siding & Gutter Repair/ Replacement; and

WHEREAS, specifications were developed and advertised June 20th, 2018 in The Courier Journal and The Louisville Defender; and

WHEREAS, bids were received and opened on July 10th, 2018 for Siding & Gutter Repair/Replacement; and

WHEREAS, staff reviewed the bids received and determined L. H. Barrett Co. LLC to be the most responsive and responsible bid received; and

WHEREAS, Management recommends award of this contract to L. H. Barrett Co. LLC for one year, with four one-year renewal options.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Interim Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a one-year contract with L. H. Barrett Co. LLC, with four one-year renewal options, for Gutter & Siding Repair/Replacement for the period beginning September 1, 2018 through August 31, 2019 in the amount of not to exceed \$80,000.00.

Mr. Hearn made a motion to adopt Resolution 5d "Authorization to Amend and Restate Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Action Activities Services". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 59-2018 (8/21/18)

WHEREAS, on June 28, 2016 the Department of Housing and Urban Development awarded the Louisville Metro Housing Authority (LMHA) a \$1,000,000 Choice Neighborhoods Initiative (CNI) Action Activity Grant to implement physical improvement projects within Russell that directly support the redevelopment of Beecher Terrace, and help create destination locations and place making initiatives throughout the neighborhood; and

WHEREAS, in alignment with the goals of the Vision Russell Transformation Plan and input received during a community-wide polling process of neighborhood residents, the CNI grant funds are being used to 1) repurpose four vacant lots held by the Louisville Metro Government ("LMG"); 2) make improvements to Sheppard Park which is part of the Louisville Metro Parks system; 3) create four neighborhood gateways on railroad overpasses that run between 13th and 15th Streets and 4) create five SMART Stops that will serve as both public art installations and TARC bus shelters within the Russell (the "Action Activities"); and

WHEREAS, the four Action Activities projects involve LMG-held properties, streets and/or established governmental processes, and LMG can supply many of the research, technical, administrative, project management, consultant and contractor services needed to implement these CNI Action Activities; and

WHEREAS, LMHA originally entered into an Interagency Governmental Agreement with LMG to assist with the completion of Action Activities which had an effective date of June 28, 2016, and an end date of June 30, 2018; and

WHEREAS, LMHA requested and received a grant deadline extension from HUD for the CNI Action Activities due to delays caused by weather and other factors; and

WHEREAS, LMG staff, consultant and contractor services are still needed to continue work on three of the four Action Activities, which are expected to be completed by mid-2019.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Interim Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to amend and restate the Interagency Governmental Agreement with the Louisville Metro Government for the technical assistance and services needed to successfully complete the Action Activities as outlined in the amended and restated agreement and the Action Activity budget, and approved in an amount not to exceed the \$1 million Choice Neighborhood Budget.

Dr. Dubofsky made a motion to adopt Resolution 5e "Approval of Revisions to the Housing Choice Voucher Program Administrative Plan". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 60-2018 (8/21/18)

WHEREAS, the U. S. Department of Housing and Urban Development (HUD) requires that Housing Choice Voucher (HCV) / Section 8 providers adopt an Administrative Plan to set local policies for administration of the program in accordance with HUD requirements and local priorities;

WHEREAS, the HCV Program Administrative Plan and any revisions were presented on July 17, 2018 and revisions to the "Special Referral Programs" (Appendix 9) were formally adopted. The remainder of the revisions to said document remains to be formally adopted by the Louisville Metro Housing Authority (LMHA) Board of Commissioners;

WHEREAS, the LMHA finds it necessary to revise the existing HCV Program Administrative Plan in order to administer the program in a more effective and efficient manner and to remain in compliance with HUD rules and regulations;

WHEREAS, the LMHA is proposing revisions to the following sections of the HCV Program Administrative Plan: "Introduction" (Section 1F and 1G), "Moves with Continued Assistance" (Section 7A and 7C), "Inspection Policies, Housing Quality Standards, and Damage Claims" (Section 13C, 13D, and 13E), "Notice to Applicants/Participants Regarding Their Rights Under the Violence Against Women Act" (Appendix 3C), "Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Appendix 3D), "Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Appendix 3E), and "Emergency Transfer Request for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Appendix 3F);

WHEREAS, the full text of the proposed revisions are given as an attachment to this resolution; and

WHEREAS, these proposed revisions were made available for public comment from June 1, 2018 through July 2, 2018 and a public hearing was held on June 12, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Housing Choice Voucher Program Administrative Plan revisions are adopted.

Dr. Dubofsky made a motion to adopt Resolution 5f "Approval of Revisions to the Public Housing Admissions and Continued Occupancy Policy and Public Housing Lease". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 61-2018 (8/21/18)

WHEREAS, The U. S. Department of Housing and Urban Development (HUD) requires that Public Housing providers adopt an Admissions and Continued Occupancy Policy (ACOP) to set local policies for administration of the program in accordance with HUD requirements and local priorities;

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WHEREAS, Public Housing providers must also adopt a Public Housing Lease that conforms with HUD requirements;

WHEREAS, the ACOP and Public Housing Lease, and any revisions to these documents, must be formally adopted by the Louisville Metro Housing Authority (LMHA) Board of Commissioners;

WHEREAS, the LMHA finds it necessary to revise the existing ACOP and Public Housing Lease in order to administer the program in a more effective and efficient manner and to conform to new HUD regulations;

WHEREAS, the LMHA is proposing revisions to the following sections of the ACOP: "Required Postings" (Section 6), "Preferences" (Section 10.1), "Annual Income" (Section 11.2), "Categories of Transfers" (Section 16.2), "Lead-based Paint Requirements and Responsibilities" (Section 17.1), "Protections for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Section 20.3), "Protections for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Section 23), and "Protections for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Appendix F);

WHEREAS, the LMHA is proposing revisions to the "Protections for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" addendum to the Public Housing Lease;

WHEREAS, the full text of the proposed revisions are given as an attachment to this resolution; and

WHEREAS, these draft revisions were made available for public comment from June 1, 2018 through July 2, 2018 and a public hearing was held on June 12, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Public Housing Program Admissions and Continued Occupancy Policy and Public Housing Lease revisions are adopted.

Mr. Gilbert made a motion to adopt Resolution 5g "Amended Resolution in Support of Acquisition of 1327 West Muhammad Ali Boulevard". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 62-2018 (8/21/18)

WHEREAS, Louisville Metro Housing Authority approved Resolution #109-2017 on December 12, 2017, in conjunction with the Russell Choice Neighborhoods Initiative Program, utilizing Section 8 Funds, to acquire a property at 1327 West Muhammad Ali Boulevard (aka 400 South 13th Street), for the appraised value of \$1,190,000 and to provide a \$50,000 earnest money deposit; and

WHEREAS, the property is owned by PPG Architectural Finishes, Inc.; and

WHEREAS, the site will be made available for collateral development in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, LMHA staff will submit the necessary documentation to the U.S. Department of Housing and Urban Development for approval of the acquisition of the property; and

WHEREAS, Resolution #109-2017 is amended to include a credit of \$326,500 at closing to accommodate remediation costs associated with the property.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Interim Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to purchase 1327 West Muhammad Ali Boulevard for \$1,190,000 (subject to HUD approval) and will receive a credit of \$326,500 at closing for an actual sales price of \$863,500.

Rev. Ellis made a motion to adopt Resolution 5h "Authorization for the Emergency Procurement for Elevator Maintenance Services Contract". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 63-2018 (8/21/18)

WHEREAS, the Louisville Metro Housing Authority is required to provide maintenance service on all elevator equipment at Dosker Manor, Building "A", "B", and "C", St. Catherine Court, Avenue Plaza, Lourdes Hall, 801 Vine St., St. Martin's, H. Temple Spears and Will E. Seay Plaza for passenger elevators; and

WHEREAS, our current elevator service contractor, Madden Elevator Company has not provided adequate and satisfactory service; and

WHEREAS, LMHA has decided not to renew the contract with Madden Elevator Company; and

WHEREAS, Lisa Osanka deemed an emergency procurement as a result of the non-renewal of the existing elevator contract; and

WHEREAS, Abell Elevator International who currently holds the state contract for this type of work, presented a quote of \$63,336 annually for limited maintenance service, \$203/regular hour and \$304.50/overtime hour for callbacks.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Interim Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to award a contract to Abell Elevator International for elevator maintenance service for an amount not to exceed \$200,000 annually.

Mr. Gilbert made a motion to adopt Resolution 5j "Approval of Beecher Russell Master Development Agreement". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 64-2018 (8/21/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) was awarded a \$29.5 Choice Neighborhoods Implementation Grant for the redevelopment of the Beecher Russell neighborhood; and

WHEREAS, the Louisville Metro Housing Authority procured McCormack Baron Salazar (MBS) as the Master Developer for the redevelopment of the Beecher Terrace public housing site; and

WHEREAS, the LMHA Staff and the Louisville Metro Government (LMG) Staff have negotiated a Master Development Agreement (MDA) with MBS for the Beecher Terrace redevelopment effort; and

WHEREAS, the LMHA and LMG negotiations were assisted by LMHA's counsel from Stites & Harbison and Reno & Cavanaugh in addition to LMHA's Financial Advisor from Duvernay & Brooks; and

WHEREAS, the negotiated MDA is intended to clarify the terms and conditions under which LMHA and MBS will carry out the implementation of the Beecher Terrace redevelopment initiative; and

WHEREAS, the MDA applies only to any Beecher redevelopment phase not yet closed with the Department of Housing and Urban Development (HUD) in which the Evidentiary closing documents will govern the activities of the Beecher redevelopment phases closed with HUD.

NOW THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that, the Beecher Russell Master Development Agreement is approved as submitted. BE IT FURTHER RESOLVED that, the Executive Director and Contracting Officer for the Louisville Metro Housing Authority is authorized to sign the Master Development agreement on behalf of the LMHA.

Discussions:

None.

There being no further business to come before the Board, Mr. Gilbert motioned to adjourn, seconded by Mr. Cole. Motion carried by unanimous vote. The Board adjourned at 4:29 p.m.


Manfred Reid, Sr., Chairman


Vickie J. Fields, Executive Secretary