

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
FEBRUARY 12, 2019

Roll Call:

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:33 p.m. Members present were Mr. Bryan Cole, Dr. David Dubofsky, Mr. Lance Gilbert, Rev. Geoffrey Ellis, Ms. Thelma Martin and the Mayor's Designee, Ms. Mary Ellen Wiederwohl. Absent were Ms. Lisa Nicholson (excused) and Mr. Cary Hearn (excused).

Others present were: Ms. Lisa Osanka, Executive Director; Mr. Wavid Wray, Deputy Executive Director; Directors; Mr. Richard Nash, II, Attorney; Ms. Vickie Fields, Executive Secretary; Staff, Laura Kinsell-Baer, Grant Shomer, Jack Howell and Rev. Loris Caldwell.

Announcements:

Ms. Osanka mentioned that Rose Livingston, the Executive Director of the Beech, came to LMHA and offered a cookie tray as well as two photographs of the Beech to be included in our Beecher Terrace archives. Ms. Livingston also presented a lovely letter that Ms. Osanka read.

Committee Reports:

None.

Approval of Minutes:

Ms. Martin made a motion to approve the minutes of LMHA's regular meeting held on January 15, 2019, Dr. Dubofsky seconded. Motion carried by unanimous vote.

Resolutions:

Mr. Gilbert made a motion to adopt Resolution 5a "Approval of Beecher Phase I Development Proposal". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 11-2019 (2/12/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has received a Choice Neighborhood Initiatives Implementation Grant (CNI) award from the Department of Housing and Urban Development in the amount of \$29,575,000; and

WHEREAS, the LMHA conducted a competitive procurement process for a Project Developer and subsequently contracted with McCormack Baron Salazar (MBS) as the Developer of the Beecher Terrace Public Housing redevelopment effort as prescribed within the HUD-CNI Grant award; and

WHEREAS, the redevelopment of the Beecher Terrace development will consist of several on-site rental development phases; and

WHEREAS, the Developer (MBS) has contracted with Messer Construction Company as the General Contractor for the construction of the Beecher Phase I redevelopment project; and

WHEREAS, the Developer has emphasized that time is of the essence in obtaining all the required Beecher Phase I approvals in order for the actual construction process to commence not later than March 1, 2019;

WHEREAS, funds, have been identified within the attached Beecher Phase I Development Budget to provide for the successful construction and completion of the Beecher Phase I Development project in the total amount of \$38,566,815; and

WHEREAS, the LMHA will contribute \$20,889,715 to the Beecher Phase I Development project build-out as provided within the attached Beecher Phase I Development Budget; and

WHEREAS, the Beecher Phase I Development Proposal has been submitted to the Department of Housing and Urban Development for their review and anticipated approval not later than March 1, 2019.

NOW THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Beecher Phase I Development Proposal and the Beecher Phase I Development Budget in the total amount of \$38,566,815 are approved.

BE IT FURTHER RESOLVED that the LMHA's total contribution to the Beecher Phase I Development Budget in the amount of \$20,889,715 is also approved.

BE IT FURTHER RESOLVED that LMHA's Executive Director and Contracting Officer, Lisa Osanka, is authorized to sign any and all documents/agreements relative to the Beecher Phase I Development Proposal.

Dr. Dubofsky made a motion to adopt Resolution 5b "Approval for Restating Retirement Plan". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 12-2019 (2/12/19)

WHEREAS, the Louisville Metro Housing Authority (Authority) is a participating Employer in the Housing Agency Retirement Trust (HART) for the benefit of its employees; and

WHEREAS, the Authority has the right pursuant to Section 8.1 of the Plan to amend its Joinder Agreement and Plan Specifications as of the first day of any month; and

WHEREAS, effective February 1, 2019 the Authority desires to amend its Joinder Agreement and Plan Specifications to allow participants to elect to take in-service distributions at age 59 ½, provided that the minimum distribution is \$500 or more.

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Authority's Restated Joinder Agreement and Plan Specifications, a copy of which is attached hereto and incorporated herein by reference, is hereby approved and adopted effective February 1, 2019.

BE IT FURTHER RESOLVED that the Executive Director, Lisa Osanka, is authorized to sign the Restated Joinder Agreement and Plan Specifications for and on behalf of the Authority, and to take any and all actions necessary or appropriate to carry into effect the Resolutions herein approved.

Mr. Gilbert made a motion to adopt Resolution 5c "Approval of Contract for Lease Enforcement/Eviction Legal Services". Mr. Cole seconded. Motion carried by unanimous vote.

10 February 12, 2019

RESOLUTION NO. 13-2019 (2/12/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is in need of legal counsel to represent the agency for the purposes of eviction due to non-payment of rent and other breaches of the residential lease; and

WHEREAS, specifications were developed for these services and the contract advertised for bids on March 1, 2016 which resulted in the Law Firm of Avery & Schurman P.L.C., in submitting the only bid; and

WHEREAS, staff reviewed the bid and determined Avery & Schurman P.L.C., to be a responsive bid for legal services, at an hourly rate of a \$100.00 per hour for lease enforcement and \$10.00 per issued late later; and

WHEREAS, LMHA entered into a one-year contract with Avery & Schurman P.L.C. with a renewal option of four (4) additional one-year renewal option; and

WHEREAS the initial, first and second one-year renewal options have expired; and

WHEREAS, LMHA and Avery & Schurman P.L.C. would like to exercise the third one-year renewal option at the same rate of pay of \$100.00 per hour for lease enforcement and \$10.00 per issued late later.

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 renewal for March 1, 2019 through February 28, 2020 for legal services for Lease Enforcement and Non-payment of Rent legal services with Avery & Schurman P.L.C.

Mr. Cole made a motion to adopt Resolution 5d "Approval to Extend Annual Contract Amount for Elevator Maintenance Service Contract". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 14-2019 (2/12/19)

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 previous elevator service contractor, Madden Elevator Company failed to provide adequate and satisfactory service; and

WHEREAS, LMHA 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; and

WHEREAS, LMHA has spent a total of \$178,214 within the current contract period and LMHA wishes to extend the current annual contract amount in an amount

not to exceed \$200,000, which will allow continued elevator maintenance as needed at various sites.

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 the extension of the contract amount to Abell Elevator International for elevator maintenance service for an amount not to exceed an additional \$200,000 annually.

Mr. Gilbert made a motion to adopt Resolution 5e "Approval of Rental Agreement to Lease Commercial Space at Parkway Place to Keystone Learning Academy". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 15-2019 (2/12/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns the commercial space located at 1705 S. 13th Street, in the Parkway Place Housing Development; and

WHEREAS, Keystone Learning Academy leases the commercial space from Louisville Metro Housing Authority (LMHA) for the purposes of operating a state funded child care facility; and

WHEREAS, Keystone Learning Academy provides services to 94 children of which 88 are Parkway residents who pay an income-based co-payment; and

WHEREAS, rent from Keystone Learning Academy is set at \$500 per month inclusive of utilities and systems maintenance; and

WHEREAS, Keystone is required to maintain legal liability insurance naming the Louisville Metro Housing Authority (LMHA) as an additional insured; and

WHEREAS, LMHA has agreed to lease commercial space to Keystone Learning Academy for a period of 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 hereby authorized to enter into a lease with Keystone Learning Academy.

Ms. Martin made a motion to adopt Resolution 5f "Award of Construction Contract for Roof Replacement for Parkway Place Maintenance Facility." Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 16-2019 (2/12/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for Roof Replacement at Parkway Place Maintenance Facility; and,

WHEREAS, Lockett & Associates and Engineers; developed construction documents for this project; and,

WHEREAS, the project was advertised for bids in The Courier-Journal and The Louisville Defender and on January 29, 2019 bids were received and tabulated for the contractor to perform the work; and,

12 February 12, 2019

WHEREAS, staff reviewed the bids received and determined that the bid submitted by Isaac Roofing and Sheet Metal in the amount of \$104,475.00 is the lowest responsive and responsible bid received and recommends award of the contract to them.

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 Isaac Roofing and Sheet Metal in the amount of \$104,475.00 for Roof Replacement at Parkway Place Maintenance Facility.

Ms. Martin made a motion to adopt Resolution 5g "Approval of Contract Amendment for Annual Architectural Contract with Sherman-Carter-Barnhart". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 17-2019 (2/12/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for architectural services when necessary in the course of agency operation; and

WHEREAS, in 2014, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Sherman-Carter-Barnhart Architects, PSC to provide the requisite services for an initial period of one year; and

WHEREAS, the contract awarded to Sherman-Carter-Barnhart Architects, PSC included an option provision whereby LMHA may extend the contract for up to four additional years; and

WHEREAS, the fourth and final option of the contract was implemented in April 30, 2018 in the amount of \$300,000 and it requires an amendment for additional funding to accommodate work associated with the Programmatic Agreement for the 1st Phase of Beecher Terrace, various capital improvement projects already started, the emergency work associated with the elevators at St. Catherine, Dosker Manor and Avenue Plaza, and the emergency work associated with the Dosker Manor Domestic Hot Water Heaters; and

WHEREAS, Sherman-Carter-Barnhart Architects PSC and the Louisville Metro Housing Authority agreed on a not to exceed amount of \$225,000 to perform the additional 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 an amendment to the contract with Sherman-Carter-Barnhart Architect PSC in a not to exceed amount of \$225,000 for additional funding required to complete additional work at various sites.

Rev. Ellis presented a Resolution to the Board to Honor and Celebrate African American Employees of the Louisville Metro Housing Authority.

Ms. Martin made a motion to adopt Resolution 5h "Honoring and Celebrating African American Employees of the Louisville Metro Housing Authority". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 18-2019 (2/12/19)

WHEREAS, in 1926 historian Carter G. Woodson and the Association for the study of Negro Life and History announced that the second week in February to be "Negro History Week". Since then in February 1976 the month of February was declared Black History month nationally; and

WHEREAS, across the nation, the month of February is used to remember and celebrate the important contributions and achievements of African Americans throughout our nation's history; and

WHEREAS, the Louisville Metro Housing Authority (LMHA) has in its employment several African Americans employees as Directors, Managers, and Supervisors serving a resident population that is predominately people of color with distinction.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS would like to recognize the dedication and service of these employees in this, "Black History Month".

Discussions:

Rev. Ellis stated that he would like a Representative from Urban Strategies to be present at the Board meetings to discuss and answer any questions. Laura Kinsell-Baer stated that she would be happy to invite Urban to the Board meetings.

Beecher Phase II Demolition and Infrastructure/Site Preparation was discussed by Ms. Kinsell-Baer.

Ms. Osanka stated that the table of legal contracts is in the Board packet and that the Board could digest the information and come back next board meeting with any questions.

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 4:29 p.m. The Board returned to Open Session at 4:45 p.m.

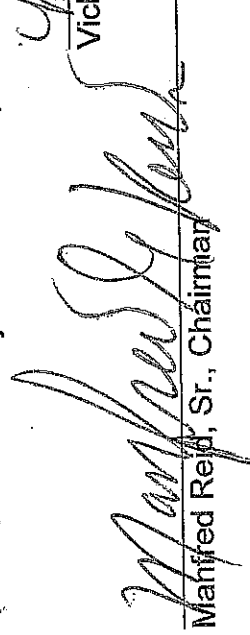
Other Business:

Mr. Gilbert asked if it would be possible to rotate the Board meeting to the developments so that residents could be involved. It was agreed that the Board meetings could be at remote locations every even month and that notice would be given. Ms. Osanka stated that the remote Board Meetings could start with April. Mr. Reid stated that transportation would also be needed for the remote meetings.

Mr. Gilbert also asked if it would be possible to have 5 minutes each Board meeting devoted to a different department in LMHA so that the Board could be educated on each Department's functions.

There being no further business to come before the Board, Mr. Gilbert motioned to adjourn, seconded by Dr. Dubofsky. Motion carried by unanimous vote.

The Board adjourned at 4:50 p.m.


Manfred Reid, Sr., Chairman


Vickie J. Fields, Executive Secretary