

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
FEBRUARY 18, 2020

Roll Call:

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:34 p.m. Members present were Mr. Bryan Cole, Rev. Geoffrey Ellis, Mr. Lance Gilbert, Ms. Gena Harris, Ms. Mary Elizabeth Miles and Ms. Lisa Nicholson. Absent were Mr. Cary Hearn (excused) and 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; Talonda Holland, Brock Armstrong and Ashley Foell.

Announcements:

Ms. Osanka introduced Ms. Courtney Lewis as the new LMHA Public Information and Open Records Coordinator.

Committee Reports:

Rev. Ellis announced no Safety Committee Meeting was held during the month but wanted the Board to know that James Thomas, Supervisor of Safety and Investigations, resigned his position with the Louisville Metro Housing Authority.

Approval of Minutes:

Ms. Miles made a motion to approve the minutes of LMHA's regular meeting held on January 21, 2020. Ms. Harris seconded. Motion carried by unanimous vote.

Resolutions:

Mr. Gilbert made a motion to adopt Resolution 5a "Approval of Beecher Phase III General Construction Contractor and the Choice Master Budget Revision". Mr. Cole seconded. Motion carried by unanimous vote.

Mr. Gilbert stated the Finance Committee reviewed this and are very comfortable with the decisions. Mr. Wray explained the budget revision and also introduced Mr. Brock Armstrong, CFO of McCormack Baron. Ashley Foell, with McCormack Baron spoke about exceeding goals and outreach.

RESOLUTION NO. 07-2020 (2/18/20)

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

WHEREAS, as a result of a formal procurement process, LMHA procured McCormack Baron Salazar (MBS) as the Master Developer for the Beecher Russell CNI project; and

WHEREAS, MBS is currently in the construction process for the Beecher Phase I and the Beecher Phase II projects; and

WHEREAS, MBS conducted a formal Request for Proposals process for the General Construction contractor and Public Improvements contractor for the proposed Beecher Phase III project; and

WHEREAS, MBS, in conjunction with LMHA and Louisville Metro Government (LMG) have reached agreement that the General Construction contract proposal submitted by Messer Construction Company for the Beecher Phase III construction; and also for the Public Improvements/Infrastructure, as outlined in the attached Summary Analysis is the most responsive submission to the Request for Proposals effort; and

WHEREAS, the attached Beecher Russell Master Budget has been revised to include the Messer proposal amount for the Beecher Phase III construction and public improvements build-out; and

WHEREAS, as a result of LMHA’s recent award of the HUD Supplemental Choice Grant Funds in the amount of \$4 million, in conjunction with the increased construction costs for Beecher Phase III, the attached Beecher Choice Master Budget reflects a reduction in the additional LMHA funding requirement from the previously approved amount of \$12,521,860 to \$10,702,985; or a net reduction of \$1,818,875.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the proposed Beecher Phase III General Construction contract between Messer Construction Company and McCormack Baron Salazar in the amount of \$39,420,747 is approved. BE IT FURTHER RESOLVED, that the revised Beecher Russell Choice Master Budget to include the revised additional LMHA budget funds in the amount of \$10,702,985 is also approved.

Mr. Cole made a motion to adopt Resolution 5b “Approval of Beecher Phase III Additional Services Agreement and Budget”. Mr. Gilbert seconded. Motion carried by unanimous vote. Ms. Osanka mentioned that the Audit Finance also met and discussed and reviewed the numbers. Mr. Gilbert stated that we have exceeded goals again.

RESOLUTION NO. 08-2020 (2/18/20)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has negotiated a Master Development Agreement (MDA) with Mc Cormack Baron Salazar (MBS) for the re-development effort for the on-site Beecher Russell Choice Neighborhood Implementation Grant; and

WHEREAS, the negotiated MDA requires that LMHA provide a clean and buildable site to the Developer for the construction of the on-site replacement housing units; and

WHEREAS, LMHA has contracted with MBS through a form of Additional Services Agreement to perform the required Beecher demolition and public improvements/infrastructure activities; and

WHEREAS, LMHA has previously approved the Beecher Phase I Additional Services Agreement on January 15, 2019 in the total amount of \$3,826,602; and also, the Beecher Phase II revised Additional Services Agreement on September 19, 2019 in the amount of \$7,309,445; and

WHEREAS, the proposed Beecher Phase III Additional Services agreement in the amount of \$5,717,811 represents the third and final demolition phase and also the public improvements (infrastructure) component for the Beecher Phase III; and

WHEREAS, Developer has proposed to continue the Beecher Phase III demolition efforts with the current Beecher Phase II contractor (Messer Construction Company) and also to contract with Messer for the Beecher Phase III public

improvements component as a result of the recent competitive Request for Proposals bid response for the Beecher III construction phase and Public Improvements components.

NOW THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Beecher Phase III Additional Services Agreement and Budget in the amount of \$5,717,811 is approved.

Ms. Harris made a motion to adopt Resolution 5c “Authorization to Sign HUD Supplemental Grant Agreement for Russell Choice Neighborhood Initiative”. Ms. Miles seconded. Motion carried by unanimous vote.

RESOLUTION NO. 09-2020 (2/18/20)

WHEREAS, the Louisville Metro Housing Authority applied to the U.S. Department of Housing and Urban Development (HUD) in November 2019 for a Choice Neighborhoods Supplemental Funding Grant; and

WHEREAS, on December 27, 2019, an announcement was made that HUD had selected the Louisville Metro Housing Authority’s application as one of five previous Choice Neighborhoods Implementation grantees nationally who had been selected to receive a \$4,000,000 FY2019 Choice Neighborhoods Supplemental Grant; and

WHEREAS, Supplemental Grant funds can only be used for the construction of replacement housing in mixed-income developments; and

WHEREAS, LMHA has received from HUD grant documents confirming the award of Choice Neighborhood Supplemental Grant KY4I001CNG119 and it is necessary to execute the documents and return them to HUD before any money can be transferred; and

WHEREAS, all funding will be put in the Dwelling Structures Budget Line Item (BLI 1460) of the Choice Neighborhoods Implementation Grant budget form and cannot be used for any other activity.

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 sign the official Choice Neighborhoods Supplemental Grant documents to begin transfer of \$4,000,000 for the Russell Choice Neighborhoods Initiative.

Ms. Miles made a motion to adopt Resolution 5d “Authorization for Approval of an Annual Fire Extinguisher Maintenance Service Contract”. Mr. Cole seconded. Mr. Gilbert abstained. Motion carried by majority vote.

RESOLUTION NO. 10-2020 (2/18/20)

WHEREAS, the Louisville Metro Housing Authority is required by local, state and federal government codes and regulations to provide and adequately maintain fire extinguishers for all applicable LMHA Properties; and

WHEREAS, due to the age of the existing fire extinguisher equipment, replacement and updating of equipment was deemed necessary; and

WHEREAS, Johnson Control who currently holds the state contract for this type of work, (Master Agreement MA7581700000002, expiration June 30, 2020), was awarded the contract.

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 Johnson Control for Annual Fire Extinguisher Maintenance Service for an amount not to exceed \$60,000 annually.

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

RESOLUTION NO. 11-2020 (2/18/20)

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

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

WHEREAS, Keystone Learning Academy is a high performing, nationally accredited early learning center; and

WHEREAS, Keystone Learning Academy provides services to 89 children of which 82 are Parkway residents who pay an income-based co-payment; and

WHEREAS, rent from Keystone Learning Academy is set at \$512 per month inclusive of utilities and systems maintenance, representing a \$12 increase based on the 2019 Consumer Price Index; 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.

Mr. Gilbert made a motion to adopt Resolution 5f “Authorization for the Emergency Procurement for Boiler Repairs at Dosker Manor “A” and “B” Buildings. Mr. Cole seconded. Motion carried by unanimous vote. Ms. Osanka explained that she declared an emergency after LG&E blew out Dosker Manor’s gas lines after working on their own lines. Ms. Osanka said the LMHA team were fantastic and that outside contracting had to be secured because the job was just too big.

RESOLUTION NO. 12-2020 (2/18/20)

WHEREAS, funds have been identified from the U.S. Department of Housing and Urban Development to award a contract to HMC Service Company for the emergency

repair of the boiler system that provides heat and hot water to the Dosker Manor “A” and “B” buildings; and

WHEREAS, between January 31, 2020 through February 7, 2020 there were multiple leaks on gas lines feeding the boiler system resulting in the mandatory shut down of the heat system and hot water until the gas lines could be repaired; and

WHEREAS, the Executive Director deemed an emergency procurement as a result of the condition of the gas lines and the heat and hot water shut down; and

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

WHEREAS, a plumbing company was called, however after observing the scope of work they determined the job to be too big; and

WHEREAS, HMC Service Company was contacted next and work began immediately to make the required repairs.

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 HMC Service Company to repair the boiler system at the Dosker Manor “A” and “B” buildings for the amount of \$46,046.14.

Ms. Harris made a motion to adopt Resolution 5g “Approval of Strategic Planning Consultant Contract”. Ms. Nicholson seconded. Motion carried by unanimous vote. Mr. Gilbert and Mr. Farrell spoke regarding the process of selecting a Facilitator for Strategic Planning. Rev. Ellis wanted to go on record to thank the review panel for the good job.

RESOLUTION NO. 13-2020 (2/18/20)

WHEREAS, Louisville Metro Housing Authority (LMHA) and its Board of Commissioners have committed to developing a new comprehensive three-year plan for the agency; and

WHEREAS, LMHA staff prepared a Request for Proposals to acquire the needed strategic planning consulting services for a fee not to exceed \$30,000 and advertised the project in The Courier-Journal and The Louisville Defender, and on January 28, 2020 four proposals for providing the requisite services were received and evaluated; and

WHEREAS, a panel of staff and one Board Commissioner reviewed the four proposals and determined that The Organizational Leadership Edge was the most responsive to the criteria outlined in the request and the review panel recommends award of a contract to The Organizational Leadership Edge in the amount not to exceed \$30,000 for strategic planning consulting.

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 The Organizational Leadership Edge in the amount not to exceed \$30,000.00.

Discussions:

Ms. Osanka explained that since the Board was provided with the reports from Urban Strategies and McCormack Baron-Salazar that Representatives from both will

answer any questions from the Board instead of giving the report verbally. Ms. Talonda Holland, Urban Strategies, and Ashley Foell, McCormack Baron-Salazar, answered questions from the Board.

Mr. Gilbert briefed the Board on Secretary Ben Carson's round table discussion and tour of St. Theresa's building.

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 4:23 p.m.

The Board returned to Open Session at 5:30 p.m.

Other Business:

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

The Board adjourned at 5:31 p.m.

Vickie J. Fields, Executive Secretary

Manfred Reid, Sr., Chairman