

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
JULY 17, 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, Rev. Geoffrey Ellis, Thelma Martin and Lance Gilbert was on speakerphone (so not present, not voting). Dr. David Dubofsky and Carey Hearn were absent.

Others present were: Wavid Wray, Deputy Executive Director; Directors; Staff and Vickie Fields, Executive Secretary; Julie Degraff, Kevin Fields, and Rev. David Snarden were also in attendance.

Rev. Ellis and Lisa Osanka updated the Board on the Safety Committee's efforts regarding the bedbug issue.

Ms. Martin made a motion to approve the minutes of LMHA's regular meeting held on June 19, 2018, Mr. Cole seconded. Motion carried by unanimous vote.

Mr. Cole made a motion to adopt Resolution 5a "Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Implementation Grant Services – Amendment #1). Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 45-2018 (7/17/18)

WHEREAS, on December 12, 2016 the U. S. Department of Housing and Urban Development (HUD) awarded the Louisville Metro Housing Authority (LMHA) and the Louisville Metro Government a \$29,575,000 Choice Neighborhoods Initiative (CNI) Implementation grant to redevelop the Beecher Terrace public housing site, to provide relocation and supportive services to Beecher Terrace households and to make other critical community improvements within the Russell neighborhood; and

WHEREAS, the work required to redevelop the Beecher Terrace public housing site and implement other aspects of the CNI Implementation grant involves Louisville Metro Government (LMG) held streets, sidewalks, properties and/or established governmental processes, and LMG can supply many of the research, technical, administrative, project management, consultant and contractor services needed to implement CNI redevelopment activities; and

WHEREAS, the Louisville Metro Housing Authority Board of Commissioners authorized the Louisville Metro Housing Authority to enter into an Interagency Governmental Agreement with the Louisville Metro Government on August 15, 2017 for the technical assistance and services needed to successfully implement the CNI Implementation grant in an initial amount not to exceed \$100,000 as outlined in the agreement and budget; and

WHEREAS, initial environmental review studies and archeological test excavations revealed historically significant data that must be recovered and/or mitigated through additional activities that were developed in conjunction with consulting parties; and

WHEREAS, additional expenses for LMG staff, consultants and contractors will be incurred to implement these mitigation activities above and beyond the initial \$100,000 estimate; and

WHEREAS, LMHA will be contributing an additional amount not to exceed \$250,000 to cover the cost of the projected additional environmental mitigation services; and

WHEREAS, LMG has indicated a willingness to seek budget authority from the Louisville Metro Government to reimburse LMHA for \$150,000 of the estimated additional costs.

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 increase the funding provided for the services and mitigation activities needed to successfully implement the CNI Implementation grant by \$250,000 for a total amount not to exceed \$350,000, in conjunction with Addendum #1 to the Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Implementation Grant Services.

Ms. Martin made a motion to adopt Resolution 5b "Approval of Supplemental Services Agreement and Budget for the People Component of the Beecher Russell Choice Neighborhood Implementation Grant". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO 46-2018 (7/17/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) received approval of the Beecher Russell Choice Neighborhood Initiative (CNI) Implementation Grant in the amount of \$29,575,00 on December 12, 2016; and

WHEREAS, the LMHA has negotiated a Master Development Agreement (MDA) with McCormack Baron Salazar (MBS) for the redevelopment effort with the Beecher Russell CNI Implementation Grant, subject to approval by the Louisville Metro Housing Authority's Board of Commissioners; and

WHEREAS, as described to HUD in the Housing Authority's successful CNI grant application, Urban Strategies will lead the People Component of the Beecher Russell CNI Implementation grant as a subcontractor to MBS, and provide a variety of services related to the grant's implementation including case management services and the coordination of supportive service provider network; and

WHEREAS, LMHA has contracted with MBS through the form of a Supplemental Services Agreement (SSA) to have their subcontractor, Urban Strategies, perform the required activities associated with implementation of the People Component of the CNI grant; and

WHEREAS, the monies to be paid to Urban Strategies will be expended on eligible expenses, which will be paid using CNI Implementation grant funds; and

WHEREAS, the attached Budget projections for the People Component have been approved by HUD and represent LMHA's, MBS' and Urban Strategies' best estimate of the costs required for implementation of the People Component of the CNI grant through September 30, 2023.

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING BOARD OF COMMISSIONERS that the attached Supplemental Services Agreement for People Component activities in an amount not to exceed \$4,436,250 is approved.

Rev. Ellis made a motion to adopt Resolution 5c "Authorization to Renew Excess Workers' Compensation Coverage". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 47-2018 (7/17/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has been successfully self-insured with excess coverage for workers' compensation claims; and

WHEREAS, the LMHA submitted requests for proposals for Excess Workers' Compensation Insurance on April 15, 2014; and

WHEREAS, proposals were received and publicly opened on May 6, 2014; and

WHEREAS, the original contract award to Arch Insurance Company included four, one-year renewal options; and

WHEREAS, staff is requesting approval of the fourth, one-year renewal option.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE LOUISVILLE METRO HOUSING AUTHORITY, that the Louisville Metro Housing Authority purchase Excess Workers' Compensation Insurance with a self-insured retention of \$600,000 offered by Arch Insurance Company, through Underwriters Safety and Claims, Inc. for a one-year deposit premium of \$90,366 for the policy year of August 1, 2018 to July 31, 2019.

Ms. Martin made a motion to adopt Resolution 5d "PHA Resolution in Support of Disposition of Beecher Terrace Housing Development Site". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 48-2018 (7/17/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) was awarded a Choice Neighborhood Implementation grant in December 2016 to revitalize the Russell Neighborhood which includes the Beecher Terrace public housing development ; and

WHEREAS, in conjunction with the Revitalization of the site the LMHA Board of Commissioners needs to authorize disposition of the Beecher Terrace housing development site; and

WHEREAS, LMHA will submit a disposition application to the HUD Special Applications Center (SAC) for disposition approval.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that disposition of the Beecher Terrace housing development site as part of the Choice Neighborhood Implementation Activities is approved and the Interim Executive Director and Contracting Officer, Lisa Osanka is hereby authorized to execute documents necessary to dispose of the Beecher Terrace housing development site.

Rev. Ellis made a motion to adopt Resolution 5e "Authorization to Sell 4 Properties to Rehan Alhadad". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 49-2018 (7/17/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns the properties located at 1836 Grand Avenue, 2709 Virginia Avenue, 3111 Virginia Avenue and 2635 Virginia Avenue; and

WHEREAS, the above listed properties have undergone extensive lead and mold abatement and rehabilitation of the properties would be too costly for LMHA to justify; and

WHEREAS, LMHA advertised for sale the above mentioned properties on June 13, 2018 and only one bid was received on 1836 Grand Avenue, 3111 Virginia Avenue and 2635 Virginia Avenue. Two bids were received on 2709 Virginia Avenue; and

WHEREAS, Rehan Alhadad was the high bidder and has agreed to purchase the properties for a sum of \$26,000.00.

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 execute documents necessary to sell 1836 Grand Avenue, 2709 Virginia Avenue, 3111 Virginia Avenue and 2635 Virginia Avenue to Rehan Alhadad for \$26,000.00.

Ms. Martin made a motion to adopt Resolution 5f "Award of Construction Contract for 2914 Annie Avenue Renovation". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 50-2018 (7/17/18)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban development under the Capital Fund Program for the renovation of 2914 Annie Avenue; and

WHEREAS, Sherman Carter Barnhart Architects developed construction documents for this project; and

WHEREAS, the project was advertised for bids in The Courier-Journal and The Louisville Defender, and on June 5, 2018 bids were received and tabulated for the contractor to perform the work; and

WHEREAS, the term of the construction contract will be for 150 calendar days; and

WHEREAS, staff reviewed the single bid received and determined that the bid submitted by Howell & Howell Contractors, Inc. in the amount of \$260,000.00 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 Interim Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with Howell & Howell Contractors, Inc. in the amount of \$260,000.00 for the 2914 Annie Avenue Renovation, subject to HUD concurrence.

Ms. Martin made a motion to adopt Resolution 5g "Award of Construction Contract for Trash Compactor Replacement at Dosker Manor (Buildings A, B, & C), St. Catherine Court, and Avenue Plaza". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 51-2018 (7/17/18)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for the Trash Compactor Replacement at Dosker Manor (Buildings A, B, and C), St. Catherine Court, and Avenue Plaza; and

WHEREAS, Luckett & Associates Architects 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 June 5, 2018 bids were received and tabulated for the contractor to perform the work; and

WHEREAS, staff reviewed the bids received and determined that the bid submitted by Howell & Howell Contractors, Inc., in the amount of \$468,000.00 is the lowest responsive and responsible bid received, and staff recommends award of the contract to them.

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 contract with Howell & Howell Contractors, Inc. in the amount of \$468,000.00, subject to HUD concurrence.

Mr. Cole made a motion to adopt Resolution 5h "Authorization for Renewal of Employment and Income Verification Service Contract". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 52-2018 (7/17/18)

WHEREAS, The U.S. Department of Housing and Urban Development (HUD) requires that all Public Housing & Housing Choice Voucher participants be certified initially and annually, for eligibility, and

WHEREAS, U.S. Department of Housing and Urban Development (HUD) requires all Public Housing & Housing Choice Voucher providers to obtain income and employment verifications for all Public Housing & Housing Choice Voucher eligible participants; and

WHEREAS, TALX Corporation provides an employment verification service, "The Work Number"; and

WHEREAS, the data on the service may be accessed by LMHA to verify employment status and/or income; and

WHEREAS, the verification service requires membership agreement; and

WHEREAS, TALX Corporation holds the state contract for this type of service for a total price of \$123,370.00 annually.

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 TALX Corporation to provide employment verification services in an amount not to exceed \$123,370.00 annually.

Rev. Ellis made a motion to adopt Resolution 5i "Authorization for Payment of Employment and Income Verification Service Contract Overage". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 53-2018 (7/17/18)

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that all Public Housing & Housing Choice Voucher participants be certified initially and annually for eligibility, and

WHEREAS, U.S. Department of Housing and Urban Development (HUD) requires all Public Housing & Housing Choice Voucher providers to obtain income and employment verifications for all Public Housing & Housing Choice Voucher eligible participants; and

WHEREAS, TALX Corporation provides an employment verification service, "The Work Number"; and

WHEREAS, the data on the service may be accessed by LMHA to verify employment status and/or income; and

WHEREAS, the verification service requires membership agreement; and

WHEREAS, TALX Corporation issues a baseline number each year for transactions; and

WHEREAS, the baseline number for the previous year was exceeded during the last three months of the contract; and

WHEREAS, the amount billed for the excess transactions is billed at a higher price instead of the discounted price which totaled \$57,031.50.

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 pay the outstanding amount to TALX Corporation for excess use of its employment verification services in an amount not to exceed \$57,031.50

Mr. Cole made a motion to adopt Resolution 5j "Approval of Revisions to the Public Housing Admissions and Continued Occupancy Policy and Public Housing Lease". Ms. Martin seconded. Rev. Ellis motioned to table this Resolution. Ms. Martin seconded. Motion carried by unanimous vote.

Mr. Cole made a motion to adopt Resolution 5k "Approval of Revisions to the Housing Choice Voucher Program Administrative Plan". Ms. Martin seconded. Rev. Ellis motioned to table everything in this Resolution except pages 35 and 36. Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 54-2018 (7/17/18)

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 to said document must 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 1C, 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, Sexual Assault, or Stalking" (Appendix 3E), "Emergency Transfer Request for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking" (Appendix 3F) and "Special Referral Programs" (Appendix 9);

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.

Mr. Cole made a motion to adopt Resolution 51 "Approval of Updated Family Self-Sufficiency Program Action Plan". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 55-2018 (7/17/18)

WHEREAS, Section 554 of the National Affordable Housing Act mandated public housing authorities implement a Family Self-Sufficiency (FSS) Program beginning with fiscal year 1993; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) required each PHA to operationalize its FSS Program via an Action Plan that was submitted to HUD for approval; and

WHEREAS, the current HUD-approved Louisville Metro Housing Authority FSS Action Plan was recently updated; and

WHEREAS, the Louisville Metro Housing Authority's Board of Commissioners must approve the updated FSS Action Plan prior to the Plan's submission to HUD.


NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the updated Family Self-Sufficiency Action Plan dated July 1, 2018 is approved.

Discussions:

Ms. Osanka made the Board aware that Lisa H. Nicholson accepted an appointment from the Mayor to serve out the term Wesley Ringo vacated, so she will be joining us at the next board meeting.

Rev. Ellis stated that we are losing staff and thought that maybe LMHA could offer an incentive so that employees would hang around. Chairman Reid stated that the issue is the retention of staff and we have been watching the transitions and we would like to do everything we can to ensure the staff we have remain. Chairman Reid asked that if anybody had suggestions to please make their ideas available to the Executive Director so that the Safety Committee could review.

There being no further business to come before the Board, Ms. Martin motioned to adjourn, seconded by Rev. Ellis. Motion carried by unanimous vote. The Board adjourned at 4:45 p.m.



Vickie J. Fields, Executive Secretary



Manfred Reid, Sr., Chairman