

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
JULY 16, 2019

Roll Call:

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:36 p.m. Members present were Mr. Bryan Cole, Rev. Geoffrey Ellis, Ms. Gena Harris, Mr. Cary Hearn, and the Mayor's Designee, Ms. Mary Ellen Wiederwohl. Absent was Mr. Lance Gilbert (excused), Ms. Thelma Martin (excused) and Ms. Lisa Nicholson (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; Heather Hairgrove and Talonda Holland.

Announcements:

None.

Committee Reports:

Rev. Ellis stated that a Safety Committee meeting was held in July and that conversations regarding the status of pests at Dosker Manor were discussed. Mr. Reid, who attended the Safety Committee meeting, stated that thanks to the Executive Director, staff are moving effectively as related to the issues at Dosker Manor.

Approval of Minutes:

Mr. Cole made a motion to approve the minutes of LMHA's regular meeting held on June 18, 2019, Rev. Ellis seconded. Motion carried by unanimous vote.

Resolutions:

Mr. Cole made a motion to adopt Resolution 5a "Authorization for Beecher Terrace Phase III Engineering Payments to McCormack-Baron-Salazar". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 60-2019 (7/16/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) approved McCormack-Baron-Salazar (MBS) as Developer for the Beecher Terrace component of the Choice Neighborhoods Grant in June, 2016; and

WHEREAS, to accommodate the Choice Neighborhoods schedule, MBS has proceeded with multiple design elements associated with Phase III of the Beecher redevelopment while concurrently developing the *Phase III Additional Services Agreement* with LMHA, to be funded by LMHA from the Capital Fund, and which is the mechanism for LMHA to pay MBS for the specific design services; and

WHEREAS, MBS contracted with Bryant Associates to provide engineering design services consisting of demolition, infrastructure, topographic layout, and site surveying for Phase III of the Beecher Terrace Project with invoices to date totaling \$41,483.00; and

WHEREAS, MBS does not have the mechanism to pay Bryant Associates, as LMHA cannot provide payment for the services of Bryant Associates to MBS until the *Phase III Additional Services Agreement* is executed.

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 utilize Capital Funds to pay MBS in the amount of \$41,483.00 for the to-date services of Bryant Associates with future amounts to be paid through the *Phase III Additional Services Agreement*.

Mr. Hearn made a motion to adopt Resolution 5b "Award of Excess Workers' Compensation Coverage". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 61-2019 (7/16/19)

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 June 12, 2019; and

WHEREAS, proposals were received and publicly opened on July 2, 2019; and

WHEREAS, all procurement requirements have been satisfied through the sealed bid process and advertisement in local newspapers; and

WHEREAS, the Department of Housing and Urban Development has reviewed the proposals received and has granted approval for LMHA to purchase Excess Workers' Compensation Insurance offered by Arch Insurance Company, through Underwriters Safety and Claims, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE LOUISVILLE METRO HOUSING AUTHORITY, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to 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 \$78,896 for the policy year of August 1, 2019 to July 31, 2020. This contract shall also contain four one-year renewal options.

Mr. Cole made a motion to adopt Resolution 5c "Award of Construction Contract for Parking Lot Paving, Repair and/or Sealing and Striping – Phase I". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 62-2019 (7/16/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for Parking Lot Paving, Repair and/or Sealing and Striping – Phase I; and

WHEREAS, Louisville Metro Housing Authority (LMHA) developed construction documents for this project; and

WHEREAS, the project was advertised for bids in The Courier-Journal, The Louisville Defender, LMHA Website and The Housing Agency Marketplace on June 12, 2019. On July 2, 2019 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 Flynn Brothers Contracting Inc. in the amount of \$158,797.00 is the most

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 Flynn Brothers Contracting Inc. in the amount of \$158,797.00 for Parking Lot Paving, and/or Sealing and Striping - Phase I.

Ms. Harris made a motion to adopt Resolution 5d "Award of Construction Contract for Parking Lot Paving, Repair and/or Sealing and Striping – Phase II". Mr. Hearn seconded. Motion carried with Rev. Ellis voting no.

RESOLUTION NO. 63-2019 (7/16/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for Parking Lot Paving, Repair and/or Sealing and Striping – Phase II; and

WHEREAS, Louisville Metro Housing Authority (LMHA) developed construction documents for this project; and

WHEREAS, the project was advertised for bids in The Courier-Journal, The Louisville Defender, LMHA Website and The Housing Agency Marketplace on June 12, 2019. On July 2, 2019 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 Flynn Brothers Contracting Inc. in the amount of \$204,783.17 is the most 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 Flynn Brothers Contracting Inc. in the amount of \$204,783.17 for Parking Lot Paving, and/or Sealing and Striping - Phase II.

Mr. Cole made a motion to adopt Resolution 5e "Award of Construction Contract for Parking Lot Paving, Repair and/or Sealing and Striping – Phase III". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 64-2019 (7/16/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for Parking Lot Paving, Repair and/or Sealing and Striping – Phase III; and

WHEREAS, Louisville Metro Housing Authority (LMHA) developed construction documents for this project; and

WHEREAS, the project was advertised for bids in The Courier-Journal, The Louisville Defender, LMHA Website and The Housing Agency Marketplace on June 12, 2019. On July 2, 2019 bids were received and tabulated for the contractor to perform the work; and

WHEREAS, the term of the construction contract will be for 180 calendar days; and

WHEREAS, staff reviewed the bids received and determined that the bid submitted by Flynn Brothers Contracting Inc. in the amount of \$141,098.00 is the most 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 Flynn Brothers Contracting Inc. in the amount of \$141,098.00 for Parking Lot Paving, and/or Sealing and Striping - Phase III pending HUD approval.

Mr. Hearn made a motion to adopt Resolution 5f "Authorization for Purchase of Envelopes, Forms and Printed Materials, Fourth Renewal Option". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 65-2019 (7/16/19)

WHEREAS, funds have been allocated in the Louisville Metro Housing Authority's Operating and Section 8 Budget for the purchase of printing and duplicating of various envelopes, forms and other materials; and

WHEREAS, the purchase of these printing and duplicating services will facilitate the efficiency and cost effectiveness of LMHA's operations; and

WHEREAS, specifications were developed and advertised in the Courier Journal and Louisville Defender on June 30, 2015, and bids received for the purchase of these services were publicly opened on July 14, 2015; and

WHEREAS, the lowest responsive and responsible bid was received from Farley Printing.

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 renewed agreement with Farley Printing for the purchase of envelopes, forms and other printed or duplicated materials, for an amount not to exceed \$90,000.00 (ninety thousand dollars) annually for the final contract renewal period July 1, 2019-June 30, 2020.

Rev. Ellis made a motion to adopt Resolution 5g "Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Implementation Grant Services – Amendment #3". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 66-2019 (7/16/19)

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, LMHA's Board authorized Amendments #1 and #2 to the Interagency Governmental Agreement on July 17, 2018 and October 16, 2018, respectively, to cover up to \$364,000 in additional costs for archaeological services and mitigation activities that were developed in conjunction with the State Historic Preservation Office and consulting parties during the environmental review process bringing the revised total not to exceed amount to \$464,000; and

WHEREAS, LMG has determined that it will require only \$234,000 of the total funding currently committed for the following LMG staffing costs and outside mitigation activity contracts:

- Gray & Pape historic preservation consulting firm - \$80,000
- Louisville Storybook Project - \$80,000
- Western Library Archives - \$70,000
- Previously Invoiced/Paid LMG Staffing - \$4,000; and

WHEREAS, LMG has elected NOT to utilize any of the remaining \$230,000 in LMHA funding previously authorized through Amendments #1 and #2 to this Agreement toward LMG staff time spent on the Beecher Terrace redevelopment project incurred as a result of mitigation and other CNI Implementation grant activities; and

WHEREAS, LMG has requested instead that LMHA shift the \$230,000 in previously committed funds to the Molo Village CNI Critical Community Improvements (CCI) project, reducing LMG's cash leverage commitment to this CCI project by the same amount; and

WHEREAS, LMG agrees to continue to provide needed research, technical, administrative and project management services needed to successfully implement all CNI redevelopment activities on an in-kind basis.

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 decrease the funding provided for the LMG staff costs and services needed to successfully implement the CNI Implementation grant by -\$230,000 for a total amount not to exceed \$234,000, in conjunction with Addendum #3 to this Interagency Governmental Agreement with the Louisville Metro Government For Choice Neighborhood Implementation Grant Services.

Ms. Harris made a motion to adopt Resolution 5h “Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Implementation Grant Services – Critical Community Improvements Plan”. Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 67-2019 (7/16/19)

WHEREAS, on December 12, 2016 the 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, in addition to the information that was provided within Exhibit F. 2 of the Choice Implementation grant application on Critical Community Improvements (CCI), LMHA was required to submit a CCI Plan that included extensive details on the proposed projects to the Department of Housing and Urban Development (HUD) as one of the supplemental submissions to the CNI grant agreement; and

WHEREAS, May 15, 2018 HUD completed its initial review of the CCI plan and approved our proposed CCI projects in concept which include: 1) the stabilization of the historic Quinn Chapel, 2) a Smart City public safety initiative, 3) redevelopment activities on and nearby the 18th Street Corridor, 4) the finishing of leasehold spaces at the Village at West Jefferson which will be constructed by Molo Village Community Development Corporation, and 5) the finishing of leasehold spaces within the Business Center at the Old Walnut campus which will be performed by Louisville Central Communities Centers. The total amount of CNI funds currently allocated to the CCI Plan is \$2,495,750; and

WHEREAS, the CCI projects involve 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 CCI Plan activities including but not limited to the required Part 58 environment reviews for these projects; and

WHEREAS, upon completion of the individual environment reviews and HUD’s final approval of the CCI projects, LMG will require up to \$1,936,250 in CNI funds to invest in and implement these CCI projects and will contribute approximately \$2,280,000 in leverage contributions towards these projects.

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 provide funding to the Louisville Metro Government for the services needed to successfully implement the CCI Plan activities for a total amount not to exceed \$1,936,250.

Mr. Cole made a motion to adopt Resolution 5i “Authorization for Lourdes Hall Video Camera Surveillance System Upgrade”. Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 68-2019 (7/16/19)

WHEREAS, funds have been allocated in the Louisville Metro Housing Authority’s 2019 Capital Funds Program to upgrade and expand the video camera surveillance system at Lourdes Hall; and

WHEREAS, there is concern by LMHA staff, and residents regarding incidents of criminal activity and security at this location. The surveillance camera system currently has outdated, failing and broken cameras, making it necessary for an updated and expanded video surveillance camera system to provide ongoing monitoring and security coverage for Lourdes Hall. This will also provide coverage for the maintenance building and vehicles that are stored at this location; and

WHEREAS, Alpha Mechanical Service, Inc. was awarded the Commonwealth of Kentucky State contract after Competitive Sealed Bidding for security equipment, installation and maintenance on September 1, 2018 and expires August 31, 2019.

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 Alpha Mechanical Service, Inc. in the amount of \$24,547.00 for Video Surveillance Camera System Upgrade at the Lourdes Hall location.

Rev. Ellis made a motion to adopt Resolution 5j "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". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 69-2019 (7/16/19)

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 after Competitive Sealed Bidding for Armed and Unarmed Security Guard Services on March 15, 2018 and expires on April 14, 2020. 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 for a period of one year, 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 one-year contract with Morgan Security Services during the month of July 2019 through the month of June 2020 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 \$1,122,796.60.

Ms. Harris made a motion to adopt Resolution 5k "Approval of Policy Regarding Persons Wishing to Address the Board of Commissioners". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 70-2019 (7/16/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) conducts regular meetings of the Board of Commissioners; and needs a policy for persons wishing to address the Board at those meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Board of Commissioners adopts the attached Policy for Persons Wishing to Address the Board.

Resolution 51 was a walk-on Resolution handed to the Board after Executive Session during Open Session.

Rev. Ellis made a motion to adopt Resolution 51 "Approval of Project Based Voucher Award to Zion Senior Housing II, LLP". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 71-2019 (7/16/19)

WHEREAS, Louisville Metro Housing Authority staff have reviewed a request from the Housing Partnership, Inc., along with Zion Community Development Corporation (Zion CDC), for a Project Based Voucher (PBV) award for Zion Manor Senior Housing II, in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, the property is owned by Zion CDC and or Zion Baptist Church; and

WHEREAS, the property is a 34-unit senior to be built multifamily development located at 2235 W. Muhammad Ali Blvd, Louisville, 40212; and

WHEREAS, the scattered site property will provide up to 34 units of PBV senior off-site replacement housing in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, per approved MTW Activity # 48-2018: Local PBV Program, PBV proposals may be selected per issuance of a Request for Proposals; and

WHEREAS, LMHA will not enter into an Agreement to Enter into a Housing Assistance Payment Contract until Louisville Metro Government or HUD has completed a satisfactory Part 58 or Part 50 Environmental Review; and

WHEREAS, LMHA will not enter into an Agreement to Enter into a Housing Assistance Payment Contract until Kentucky Housing Corporation has completed a satisfactory subsidy layering review; and

WHEREAS, LMHA will not enter into an Agreement to Enter into a Housing Assistance Payment Contract if construction has commenced after proposal submission; and

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 Preliminary Award Letter stating the applicable conditions and timeframes to enter into an Agreement to Enter into a Housing Assistance Payment Contract.

48 July 16, 2019

Discussions:

Lisa Osanka discussed the Property Disposal Report which detailed 13 sales transactions for the period January 1, 2019 through June 30, 2019. Ms. Osanka stated due to the LMHA Procurement Policy, the Agency staff shall submit a report to the Board twice a year.

Executive Session:

Mr. Hearn motioned to go into Executive Session, seconded by Ms. Harris. Motion carried by unanimous vote. The Board retired to Executive Session at 4:20 p.m.

The Board returned to Open Session at 4:46 p.m.

Other Business:

There being no further business to come before the Board, Mr. Hearn motioned to adjourn, seconded by Rev. Ellis. Motion carried by unanimous vote.

The Board adjourned at 4:55 p.m.



Manfred Red, Sr., Chairman



Vickie J. Fields, Executive Secretary