

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
MAY 21, 2019

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, Ms. Gena Harris (arrived at 3:38 p.m.), Mr. Cary Hearn, Ms. Thelma Martin, and Ms. Lisa Nicholson (arrived at 3:51 p.m.). Absent was Mr. Lance Gilbert (excused) and the Mayor's Designee, Ms. 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, Michael Gross, Ramona Vasta, Elijah Lacey, Rev. Greg Wright, Kevin Fields and Heather Hairgrove.

Announcements:

None.

Committee Reports:

None.

Ms. Osanka welcomed a new member of the Board, Ms. Gena Harris. Ms. Harris was appointed by the Mayor and was approved by the Metro Council Committee and full Council. Ms. Osanka stated that Ms. Harris is filling the unexpired term of David Dubofsky and after that term hopefully she will be reappointed on her own.

LMHA General Counsel, Attorney Richard Nash III, administered the Kentucky Oath of Officers to new LMHA Board Commissioner, Ms. Gena Harris.

Ms. Harris gave the Board some background information on herself and expressed herself as excited about being on the Board.

Approval of Minutes:

Ms. Martin made a motion to approve the minutes of LMHA's regular meeting held on April 16, 2019, Mr. Cole seconded. Motion carried by unanimous vote.

Resolutions:

Ms. Martin made a motion to adopt Resolution 5a "Approval of Intergovernmental Agreement between the Louisville Metro Housing Authority (LMHA) and the Department of Codes and Regulations (C&R) for Inspection Services". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 42-2019 (5/21/19)

WHEREAS, the Louisville Metro Department of Codes and Regulations (C&R) currently provides inspection services for privately owned units participating in the Louisville Metro Housing Authority's (LMHA) Housing Choice Voucher program; and

WHEREAS, the inspection services have been provided under an intergovernmental agreement that was put in place in 2003 as amended; and

WHEREAS, it has become necessary to negotiate a new intergovernmental agreement that more accurately reflects current conditions; and

WHEREAS, it is the desire of the parties to continue their arrangement in which LMHA utilizes certain inspection and administrative functions currently available within C&R.

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 an ongoing Intergovernmental Agreement with the Louisville Metro Department of Codes and Regulations (C&R) to provide inspection services, beginning July 1, 2019, for an annual amount of approximately \$1,234,000. The annual amount of the agreement will be adjusted and supported by a budget each year and will be reflective of estimated costs in providing the inspection services.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to extend this intergovernmental agreement for renewable one-year periods, as agreed to by both parties, and to negotiate all contractual documents with the Louisville Metro Department of Codes and Regulations (C&R) on behalf of the Louisville Metro Housing Authority.

Mr. Cole made a motion to adopt Resolution 5b "Approval of Loan to Louisville Metro Housing Authority Development Corporation for Acquisition of 1506 & 1508 West Market Street". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 43-2019 (5/21/19)

WHEREAS, Louisville Metro Housing Authority (LMHA) staff has evaluated an eight-unit complex at 1506 and 1508 West Market Street for purchase as part of the Project Based Voucher (PBV) program in conjunction with the Beecher Terrace Choice Neighborhoods replacement housing program; and

WHEREAS, the property owner is New Directions Housing Corporation; and

WHEREAS, the purchase price of 1506 and 1508 West Market Street is \$200,000; and

WHEREAS, HUD requires that PBV units not be owned by Public Housing Authorities; therefore, the funds to purchase the complex will come from the Section 8 HUD Held Reserve Fund and will be loaned to Louisville Metro Housing Authority Development Corporation (LMHADC) to implement the purchase; and

WHEREAS, Louisville Metro Housing Authority Development Corporation is a nonprofit 501(C)(3) that was created by LMHA to implement programs and projects that otherwise would be unfeasible; and

WHEREAS, LMHA will enter into a Project Based Voucher Housing Assistance Payment Contract with LMHADC for the acquired property, allowing the property to be counted as Beecher Terrace offsite replacement housing; 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.

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 loan LMHADC \$200,000 to purchase 1506 and 1508 West Market Street in accordance with HUD requirements.

Mr. Hearn made a motion to adopt Resolution 5c "Approval of Loan to Louisville Metro Housing Authority Development Corporation for Acquisition of 6600 Newbridge Place". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 44-2019 (5/21/19)

WHEREAS, Louisville Metro Housing Authority (LMHA) staff has evaluated a twenty-seven unit complex at 6600 Newbridge Place for purchase as part of the Project Based Voucher (PBV) program in conjunction with the Beecher Terrace Choice Neighborhoods replacement housing program; and

WHEREAS, the property owner is EMM3, LLC.; and

WHEREAS, the purchase price of 6600 Newbridge Place is \$1,900,000; and

WHEREAS, HUD requires that PBV units be owned by Public Housing Authorities; therefore, the funds to purchase the complex will come from the Section 8 HUD Held Reserve Fund and will be loaned to Louisville Metro Housing Authority Development Corporation (LMHADC) to implement the purchase; and

WHEREAS, Louisville Metro Housing Authority Development Corporation is a nonprofit 501(C)(3) that was created by LMHA to implement programs and projects that otherwise would be unfeasible; and

WHEREAS, LMHA will enter into a Project Based Voucher Housing Assistance Payment Contract with LMHADC for the acquired property, allowing the property to be counted as Beecher Terrace offsite replacement housing; 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.

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 loan LMHADC \$1,900,000 to purchase 6600 Newbridge Place in accordance with HUD requirements.

Ms. Martin made a motion to adopt Resolution 5d "Approval of Contract with the Lincoln Financial Group to Provide Long Term Disability, Group Term Life and Accidental Death & Dismemberment Coverages to LMHA Full-time, Non-Union Employees". Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 45-2019 (5/21/19)

WHEREAS, the Louisville Metro Housing Authority currently provides Long Term Disability (LTD), Group Term Life and Accidental Death & Dismemberment (AD&D) coverage to its full-time, non-union employees through Aetna Life Insurance Company (Aetna); and

WHEREAS, the coverage provided by Aetna has a renewal date of May 1, 2019 which has been extended to June 1, 2019 at no additional cost to the Louisville Metro Housing Authority; and

WHEREAS, the procurement provisions for the Aetna contract provides for a one-year contract with four subsequent annual one-year renewal options without additional procurement; renewal of the contract for the 2018-2019 plan year represented the fourth and final of the four one-year renewal options; and

WHEREAS; a Request for Proposal was issued to provide the coverage. Plan specifications were advertised and proposals to provide Long Term Disability, Group Term Life and Accidental Death & Dismemberment coverage were received on April 9, 2019 from the Lincoln Financial Group through Assured Partners Insurance Systems and the Underwriters Group; the Guardian Life Insurance Company through Reisert & Associates, Symetra Group Benefits through Assured Partners Insurance Systems and Lisa Marecki, and Anthem Life Insurance Company; and

WHEREAS; the proposal submitted by the Lincoln Financial Group through Assured Partners Insurance Systems was determined to be the lowest, most responsive bidder; and

WHEREAS; the procurement provisions for the Lincoln Financial Group contract provides for a one-year contract with four subsequent annual one-year renewal options without additional procurement; and

WHEREAS; funding for this contract will be factored into the FY 2019 and FY 2020 operating budgets.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Lisa Osanka, is authorized to enter into a contract with the Lincoln Financial Group to provide Long Term Disability, Group Term Life and Accidental Death and Dismemberment insurance coverage to Louisville Metro Housing Authority full-time, non-union employees for the period of June 1, 2019 through May 31, 2020 for an estimated amount of approximately \$85,077.91.

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

RESOLUTION NO. 46-2019 (5/21/19)

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

WHEREAS, one-fourth of the funds have been spent at St. Catherine Court to repair both elevators that were simultaneously inoperable.

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 \$200,000 of the initial \$200,000 contract amount awarded. In February the contract amount was extended for an additional \$200,000, in which LMHA has spent a total of \$142,654. LMHA is requesting a second extension of the annual contract amount, in an amount not to exceed \$250,000. This extension will allow continued elevator maintenance as needed at various sites through the end of the contract period, 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 approve the extension of the contract amount to Abell Elevator International for elevator maintenance service for an amount not to exceed an additional \$250,000 annually.

Rev. Ellis made a motion to adopt Resolution 5f "Authorization to Enter into a Memorandum of Agreement between the Louisville Metro Housing Authority and Louisville Central Community Centers for Utilization and Drawdown of Choice Neighborhood Critical Community Improvements Funds". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO. 47-2019 (5/21/19)

WHEREAS, on December 12, 2016, the Louisville Metro Housing Authority (LMHA) and the Louisville Metro Government (LMG), as co-applicants, were awarded a \$29,575,000 Choice Neighborhoods Initiative (CNI) implementation grant by the US Department of Housing and Urban Development (HUD). In addition to redeveloping the Beecher Terrace public housing site, and providing relocation, case management and other supportive services to Beecher Terrace households, a portion of the Choice Implementation grant can be used to make select Critical Community Improvements within the Russell neighborhood; and

WHEREAS, in addition to the information on Critical Community Improvements (CCI) included within the Choice grant application, LMHA was required to submit a Critical Community Improvements Plan to HUD as one of the Supplemental Submissions to the CNI grant agreement. LMHA's CCI plan included five proposed CCI projects. HUD completed their initial review of the CCI Plan and approved each proposed project in concept on May 15, 2018. The total amount of CNI funds currently allocated for CCI projects is \$2,436,250; and

WHEREAS, one of the CCI projects that received conceptual approval by HUD was the finishing of leasehold spaces in the Business Center located at the Louisville Central Community Centers' (LCCC) Old Walnut campus, 1300 W. Muhammad Ali Blvd, Louisville, KY, 40203; and

WHEREAS, on February 26, 2019, after requesting and reviewing further information, HUD provided final approval for LCCC to receive up to \$228,500 in CNI funds towards the implementation of their Business Center, subject to the successful completion of a Part 58 Environmental Assessment review, execution of an agreement outlining the conditions for use and release of CCI funds, and other specific conditions and terms outlined within HUD's approval letter; and

WHEREAS, Louisville Metro Government staff completed the Part 58 Environmental Assessment for this project on May 2, 2019 and determined that no further mitigation measures are needed.

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 Memorandum of Agreement subject to conditions in HUD's Approval Letter between LMHA and the Louisville Central Community Centers for the utilization and drawdown of CCI funds to complete their Business Center Project, in an amount not to exceed \$228,500.

Rev. Ellis made a motion to adopt Resolution 5g "Authorization to Enter into a Construction Agreement with River City Housing for New Home Located on Lot #15 at Sheppard Square". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 48-2019 (5/21/19)

WHEREAS, in June 2017, the Louisville Metro Housing Authority (LMHA) and the U.S. Department of Housing and Urban Development entered into an Addendum to the

HOPE VI Implementation Grant Agreement, which describes the Onsite Homeownership Phase for the Sheppard Square HOPE VI Revitalization; and

WHEREAS, as the developer for the Sheppard Square Homeownership Program, LMHA will make non-federal funds available for construction financing for homebuyers; and

WHEREAS, the funds will originate from developer fees earned by LMHA from Sheppard Square rental phases; and

WHEREAS, on February 8, 2017, LMHA issued a Request for Letters of Interest for Onsite Homebuilders for Sheppard Square HOPE VI Revitalization and River City Housing (RCH) was one of two respondents; and

WHEREAS, LMHA has identified a prospective purchaser for property located at 741 John Little Street, and would like to enter into a Construction Agreement with RCH for the construction of a new 1,100 square foot single-family accessible home on the property; and

WHEREAS, the Construction Agreement will be in the amount of \$125,000.00; and

WHEREAS, RCH will provide all labor, material, supervision, equipment, and all other things necessary to complete the work in 180 calendar days as described in the Construction Agreement;

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 construction agreement with River City Housing in the amount of \$125,000.00 for the construction of a new home located at 741 John Little Street.

Rev. Ellis made a motion to adopt Resolution 5h "Approval of Change Order No. 3 for Historic Porch Restoration at 1131 South 6th Street". Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 49-2019 (5/21/19)

WHEREAS, Capital funds have been allocated for the Historic Porch Restoration at 1131 South 6th Street; and

WHEREAS, the contract with Innovative Concrete Design & Construction executed on April 25, 2018 in the amount of \$125,000.00 requires Change Order No. 3 to facilitate additional work and a contract time extension; and

WHEREAS, Innovative Concrete Design & Construction submitted a price increase of \$925.00 to perform the necessary work, and the project architect and Louisville Metro Housing Authority staff have reviewed the proposal and determined that it is a reasonable and acceptable price for the 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 Change Order No. 3 to the contract with Innovative Concrete Design & Construction in the amount of \$925.00 for additional work.

Ms. Harris made a motion to adopt Resolution 5i "Approval of Project Based Voucher Award to UPD Brookside LP". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 50-2019 (5/21/19)

WHEREAS, Louisville Metro Housing Authority staff have reviewed a request from UP Development, LLC, for a Project Based Voucher (PBV) award for UPD Brookside LP, in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, the property is owned by UP Development, LLC; and

WHEREAS, the property is a 48-unit to be built multifamily development located at 8308 Watterson Trail, Louisville, 40299; and

WHEREAS, the scattered site property will provide up to 24 units of PBV 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.

Ms. Harris made a motion to adopt Resolution 5j "Approval of Project Based Voucher Award to Prospect Family Apartments". Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 51-2019 (5/21/19)

WHEREAS, Louisville Metro Housing Authority staff have reviewed a request from LDG Development, for a Project Based Voucher (PBV) award for Prospect Family Apartments, in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, the property is owned by LDG Development; and

WHEREAS, the property is a 160-unit to be built multifamily development located at 10500 & 10600 US-42, Prospect, 40059; and

WHEREAS, the scattered site property will provide up to 100 units of PBV 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.

Mr. Cole made a motion to adopt Resolution 5k "Approval of Project Based Voucher Award to Taylorsville Road Apartments". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 52-2019 (5/21/19)

WHEREAS, Louisville Metro Housing Authority staff have reviewed a request from LDG Development, for a Project Based Voucher (PBV) award for Taylorsville Road Apartments, in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, the property is owned by LDG Development; and

WHEREAS, the property is a 312-unit to be built multifamily development located at 11404, 11312, and 11314 Taylorsville Road, Louisville, 40299; and

WHEREAS, the scattered site property will provide up to 164 units of PBV 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.

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Discussions:

None.

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 4:15 p.m.

The Board returned to Open Session at 5:16 p.m.

Other Business:

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 5:16 p.m.


Manfred Reid, Sr., Chairman


Vickie J. Fields, Executive Secretary