

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
NOVEMBER 20, 2018

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairman Mr. Manfred Reid, Sr., at 3:38 p.m. Members present were Mr. Manfred Reid, Sr., Mr. Bryan Cole, Dr. David Dubofsky, Mr. Lance Gilbert, Rev. Geoffrey Ellis, Ms. Thelma Martin and Ms. Lisa H. Nicholson. Mr. Cary Hearn was absent.

Others present were: Ms. Lisa Osanka, Interim Executive Director; Mr. Wavid Wray, Deputy Executive Director; Directors; Mr. Richard Nash, III, Attorney; Staff, Ms. Vickie Fields, Executive Secretary; Mr. Kevin Fields, Rev. David Snarden, Rev. Greg Wright, Metro Council President, Mr. David James; Ms. Shalanna Taylor, Ms. Heather Hairgrove, Mr. Gabe Fritz, Mr. Clarence Doyal, Mr. Steve Clem, and Mr. Cecil Calhoun were also in attendance.

Announcements:

Ms. Osanka advised the Board that the Louisville Defender presented LMHA's Board Chairman, Manfred Reid Sr.; and retired Executive Director, Tim Barry; with Lifetime Achievement Awards.

Committee Reports:

Rev. Ellis reported that the Safety Committee is still a work in process. And that they are making headway on the rodents and bedbugs at Dosker Manor.

Lance Gilbert mentioned that later in the meeting the Auditor's Report will be given to the Board.

Approval of Minutes:

Ms. Martin made a motion to approve the minutes of LMHA's regular meeting held on October 16, 2018, Dr. Dubofsky seconded. Motion carried by unanimous vote.

Resolutions:

Mr. Gilbert made a motion to adopt Resolution 5a "Authorization for the Modernization/Upgrade of Elevators at St. Catherine Court". Mr. Cole seconded. After discussions, Rev. Ellis made a motion to amend the resolution for the amount not to exceed \$300,000. Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 83-2018 (11/20/18)

WHEREAS, funds have been identified from the U.S. Department of Housing and Urban Development to award a contract to Abell Elevator International for the modernization/upgrade of both elevators at St. Catherine Court; and

WHEREAS, both elevators have recently experienced mechanical failures. Due to the age of the equipment, parts are often obsolete resulting in unexpected downtime; and

WHEREAS, a request was made for Abell Elevator International, who has the annual service contract, to provide a proposal to upgrade both elevators; and

WHEREAS, Abell Elevator International presented a quote of \$252,372.00 to upgrade both elevators; and

WHEREAS, the consultants LMHA hired (VDA Inc.) recommended using a Gearless Hoist machine if possible, which would increase the cost to \$283,488.00; and

WHEREAS, Reverend Ellis issued an amendment to increase the resolution to not to exceed \$300,000.00.

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 award a contract to Abell Elevator International to upgrade both elevators at St. Catherine Court for the amount not to exceed \$300,000.

Mr. Gilbert made a motion to table Resolution 5b "Authorization to Sell 532, 534, 614, 621, 622, 624, 625, 626, 627, 628, 630, 632 East Breckinridge Street & 613, 615, 621, 623, 625, and 627 Coke Street to YouthBuild Louisville". Dr. Dubofsky seconded. Motion carried by unanimous vote.

Dr. Dubofsky made a motion to adopt Resolution 5c "Approval to Renew contract with Ahead Human Resources and Purcell Staffing to Provide Temporary Employment Services". Ms. Martin seconded. Motion carried by unanimous vote.

RESOLUTION NO 84-2018 (11/20/18)

WHEREAS, the current contract with Ahead Human Resources to provide primary temporary employment services to LMHA and Purcell Staffing to provide secondary temporary employment services to LMHA will expire November 26, 2018; and

WHEREAS, the procurement provisions for the Ahead and Purcell temporary service contracts provide for a one year contract with four subsequent annual one year renewal options without additional procurement. Renewal of the contracts will represent the first of the four one year renewal options; and

WHEREAS, the cost of temporary services provided by Ahead through October, 2018 was \$333,667.43. The cost of temporary services provided by Purcell through October, 2018 was \$108,172.32; and

WHEREAS, neither Ahead Human Resources nor Purcell Staffing have proposed an increase to their cost to provide temporary employment services for the November 27, 2018 – November 26, 2019 contract year.

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 authorized to enter into a contract with Ahead Human Resources and Purcell Staffing to provide temporary employment services to the LMHA for the period of November 27, 2018 - November 26, 2019.

Mr. Gilbert made a motion to adopt Resolution 5d "Approval of 2019 Health Insurance Contract Renewal with Anthem Blue Cross and Blue Shield". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 85-2018 (11/20/18)

WHEREAS, the current contract with Anthem Blue Cross and Blue Shield to provide employee health insurance coverage will expire on December 31, 2018; and

WHEREAS, the procurement provisions for the Anthem health insurance contract provides for a one year contract with four subsequent annual one year renewal options without additional procurement. Renewal of the contract for the 2019 calendar year will represent the second of the four one year renewal options; and

WHEREAS, the Anthem premium cost for the 2018 calendar year is estimated to be \$3,225,054. Premiums paid through October 2018 were \$2,687,545; and

WHEREAS, Anthem has proposed a 6.5% increase in the premium costs for the 2019 calendar year. Anthem initially proposed an 11.59% premium increase for the 2019 calendar year. Through staff conversations and negotiations with Anthem, the 11.59% proposed increase was reduced to 7.1% and then to 6.5%; and

WHEREAS, the proposed 6.5% increase in the premium costs results in an estimated increase of \$209,629 for calendar year 2019 and generates a total estimated 2019 health insurance cost of \$3,434,683, of which LMHA employees will contribute approximately \$371,289 (approx. 10.81%) and LMHA paying the remaining \$3,063,394 (89.19%); and

WHEREAS, the proposed 6.5% increase will be included in the FY 2019 AND FY 2020 operating budgets.

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 authorized to enter into a contract with Anthem Blue Cross and Blue Shield to provide health insurance coverage to LMHA employees for the period of January 1, 2019 through December 31, 2019 for an estimated amount of approximately \$3,434,683.

Ms. Martin made a motion to adopt Resolution 5e "Approval of Revisions to the Housing Choice Voucher Program Administrative Plan". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 86-2018 (11/20/18)

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; and

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; and

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; and

WHEREAS, the LMHA is proposing revisions to the following sections of the HCV Program Administrative Plan: "The Admissions Process: Non-Waiting List Admission" (Section 4E), "Determining Annual Income: Items Included in Annual Income" (Section 5B), "Leasing a Unit: LMHA Tenancy Approval" (Section 6G), "Rent

and Housing Assistance Payment: Change of Ownership” (Section 11.7), “Project Based Assistance: Selection of Properties for Receipt of Project-Based Assistance” (Section 17B), “Project Based Assistance: The Admissions Process” (Section 17E), “Project Based Assistance: Rent to Owner” (Section 17H), “Project Based Assistance: ensuring Units are Decent, Safe, and Sanitary” (Section 17J); and “Special Referral Programs” (Appendix 9); and

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 October 18, 2018 through November 16, 2018 and a public hearing was held on October 25, 2018; and

WHEREAS, the proposed revisions to Appendix 9 were added during the public comment period but after the public hearing.

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. Gilbert made a motion to adopt Resolution 5f “Approval of Amendment to FY 2019 Moving to Work Annual Plan (Approval of Version 3)”. Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 87-2018 (11/20/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA), as the Housing Authority of Louisville, executed a Moving to Work (MTW) Agreement on August 2, 1999 and an Amended and Restated Agreement on April 15, 2008, which provides the LMHA with the authority to investigate and adopt new policies and to flexibly use HUD funding; and

WHEREAS, as required by the Amended and Restated MTW Agreement with HUD, the Fiscal Year 2019 MTW Annual Plan (Version 1) was adopted by the LMHA Board of Commissioners on April 17, 2018 and submitted to HUD on April 18, 2018; and

WHEREAS, the LMHA made changes to the FY 2019 MTW Annual Plan (Version 1) in response to comments received from HUD and submitted a revised FY 2019 MTW Annual Plan (Version 2) to HUD on July 9, 2017; and

WHEREAS, the LMHA received HUD approval of the FY 2019 MTW Annual Plan (Version 2) on July 11, 2018; and

WHEREAS, the LMHA now finds it necessary to amend the FY 2019 MTW Annual Plan (Version 2) and submit a new FY 2019 MTW Annual Plan (Version 3) in order to propose new MTW activities and modify previously approved MTW activities that would increase housing options for relocating Beecher Terrace residents and for Special Referral Programs; and

WHEREAS, a Board Resolution approving the FY 2019 MTW Annual Plan (Version 3) and required Certifications of Compliance must be included in the submission provided to HUD; and

WHEREAS, the FY 2019 MTW Annual Plan (Version 3) was made available for public comment from October 18, 2018 through November 16, 2018, and a public hearing was held on October 25, 2018; and

WHEREAS, the proposed revisions to the Special Referral Programs were added during the public comment period but after the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the FY 2019 MTW Annual Plan (Version 3) is approved, and that the Interim Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to execute and submit the Plan to the U.S. Department of Housing and Urban Development; and

BE IT FURTHER RESOLVED that Board Chairman, Manfred Reid, is hereby authorized to sign the required Certifications of Compliance.

Ms. Martin made a motion to adopt Resolution 5g "Approval of Revisions to the Public Housing Admissions and Continued Occupancy Policy and public housing lease". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 88-2018 (11/20/18)

WHEREAS, The U. S. Department of Housing and Urban Development (HUD) requires that Public Housing providers adopt an Admissions and Continued Occupancy Policy (ACOP) to set local policies for administration of the program in accordance with HUD requirements and local priorities; and

WHEREAS, Public Housing providers must also adopt a Public Housing Lease that conforms with HUD requirements; and

WHEREAS, the ACOP and Public Housing Lease, and any revisions to these documents, must be formally adopted by the Louisville Metro Housing Authority (LMHA) Board of Commissioners; and

WHEREAS, the LMHA finds it necessary to revise the existing ACOP and Public Housing Lease in order to administer the program in a more effective and efficient manner and to remain in compliance with HUD rules and regulations; and

WHEREAS, the LMHA is proposing revisions to the following sections of the ACOP: "Income, Exclusions, and Deductions from Income: Income" (Section 11.1), "Income, Exclusions, and Deductions from Income: Deductions from Annual Income" (Section 11.3), "Verification: Acceptable Methods of Verification" (Section 12.1), and "Flat Rent Schedule" (Appendix D); and

WHEREAS, the LMHA is proposing revisions to the "LMHA Temporary Relocation Policy" addendum to the Public Housing Lease; and

WHEREAS, the full text of the proposed revisions are given as an attachment to this resolution; and

WHEREAS, these draft revisions were made available for public comment from October 18, 2018 through November 16, 2018 and a public hearing was held on October 25, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Public Housing

Program Admissions and Continued Occupancy Policy and Public Housing Lease revisions are adopted.

Mr. Gilbert made a motion to adopt Resolution 5h "Authorization to Sell 608 South 16th Street". Rev. Ellis seconded. Dr. Dubofsky and Ms. Nicholson opposed. Motion carried five votes to two.

RESOLUTION NO. 89-2018 (11/20/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns a lot at 608 South 16th Street, in the Russell neighborhood; and

WHEREAS, LMHA paid \$100,000 for the lot and deteriorated structure, which was acquired to accommodate potential replacement housing for the Beecher Terrace Choice Neighborhoods project and to eliminate an eyesore in the Russell neighborhood; and

WHEREAS, the deteriorated structure was demolished; and

WHEREAS, the need for the lot did not materialize and LMHA advertised the property for sale in the Courier Journal and Louisville Defender; and

WHEREAS, Baptized Pentecostal Church of Holiness, which adjoins 608 South 16th Street, submitted an acceptable offer of \$6000.00 for the property.

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 608 South 16th Street to Baptized Pentecostal Church of Holiness for \$6000.

Ms. Martin made a motion to adopt Resolution 5i "Approval for the Purchase of Replacement Appliances". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 90-2018 (11/20/18)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is required by its Resident Lease to provide appliances for each residential apartment unit; and

WHEREAS, funding for the purchase of the residential replacement appliances is provided each budget year within the LMHA Capital Fund Program; and

WHEREAS, LMHA released a Request for Proposals for the purchase of the residential appliances on September 11, 2018; and

WHEREAS, sealed bids were received from two vendors on the required receipt date of September 25, 2018; and

WHEREAS, the bid tabulation summary from the two proposals is attached that reflects each vendor's proposed pricing for each appliance unit requested; and

WHEREAS, all procurement requirements for this purchase have been satisfied through the Authority's sealed bid process.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the bid response received from the General Electric Company is approved in an amount not to exceed

64 November 20, 2018

\$250,000 for the 2019 calendar year for the purchase of replacement appliances for LMHA residential apartment units.

Mr. Gilbert made a motion to adopt Resolution 5j "Authorization for the Emergency Procurement to Reprogram Monitor and Service for Security, Fire, EMS and Keyless Access". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 91-2018 (11/20/18)

WHEREAS, The Louisville Metro Housing Authority is required to monitor and/or service Fire Panels, EMS, Burglary and Keyless Access of our Facilities; and

WHEREAS, Asonic Guard who has provided this service to the agency since the 1990's is no longer offering this service to LMHA; and

WHEREAS, Funds have been identified to award a contract to ADS for the emergency change over and monitoring of these systems; and

WHEREAS, Lisa Osanka deemed an emergency procurement as a result of Asonic Guard's sudden announcement; and

WHEREAS, the notice from Asonic Guard did not allow sufficient time to secure sealed bids without interruption of service three bids were sought. ADS was the lowest bid to monitor these systems; and

WHEREAS, ADS presented a quote of \$ 22,236.00 to provide monitoring/service.

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 ADS to monitor and service all alarm/keyless entry systems previously handled by Asonic Guard for the amount not to exceed \$ 30,000.00.

Mr. Gilbert made a motion to adopt Resolution 5k "Authorization to Proceed with HVAC Replacement at the Park Hill Recreational Center". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 92-2018 (11/20/18)

WHEREAS, the Louisville Metro Housing Authority is required to maintain air conditioning in the Park Hill Recreational Center; and

WHEREAS, the Authority has allocated funds from its 2018 Capital budget for Replacement of the existing HVAC system at the Park Hill Recreational Center; and

WHEREAS, specifications were developed and advertised August 22, 2018, and again on October 3, 2018 in The Courier Journal and The Louisville Defender; and

WHEREAS, no bids were received on September 18, 2018 and one (1) bid was received on October 30, 2018 for HVAC replacement at the Park Hill Recreational Center; and

WHEREAS, staff reviewed the bid received, \$371,000.00 and determined it to be over budget by \$128,347.70; and

WHEREAS, this one bid was unresponsive by failure to meet the MBE/Section 3 goals or request a waiver; and

WHEREAS, LMHA Staff was able to purchase the HVAC equipment from four (4) bids under our normal procurement policy at the cost of \$19,899.00; and

WHEREAS, LMHA has a Board approved annual contract with Innovative Concrete who will pour the needed concrete pad for an estimated cost of \$18,750.83; and

WHEREAS duct work, crane rental, permits, fork lift rental and other incidentals are estimated to cost \$7,000.00; and

WHEREAS both HVAC units can be replaced by our own employees at a projected labor cost of \$3,000.00.

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 proceed with the Park Hill Recreational HVAC Project in an amount not to exceed \$55,000.00.

Discussions:

Lee Ann Watters and Debbie Smith with MCM CPA's and Advisors LLP, updated the Board on the annual financial audit and certification of the Authority's financial statements for the period ending June 30, 2018.

Bernard Pincus updated the Board on the Sale of 643 Finzer Street.

Three citizens of Louisville registered to speak with the Board during the November Board Meeting. Metro Council President David James; Section 8 Landlord, [REDACTED]; and Section 8 voucher holder, [REDACTED]; all addressed the Board with varying concerns. In addition, several St. Catherine Court residents were allowed to voice their opinions at the meeting as well.


Executive Session:

LMHA Attorney, Richard Nash III, stated that he was tabling Executive Session.

Other Business:

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

The Board adjourned at 6:20 p.m.


~~MARCO P. PINCUS~~
MARTIN REID, Sr., Chairman
LANE GUNAGET, VICE CHAIR


Vickie J. Fields, Executive Secretary