

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
OCTOBER 16, 2018

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairman Manfred Reid, Sr., at 3:37 p.m. Members present were Manfred Reid, Sr., Bryan Cole, Dr. Dubofsky, Rev. Geoffrey Ellis, Ms. Thelma Martin and Lisa H. Nicholson. Mr. Gilbert and Mr. Hearn were absent.

Others present were: Lisa Osanka, Interim Executive Director; Wavid Wray, Deputy Executive Director; Directors; Richard Nash, III, Attorney; Staff and Vickie Fields, Executive Secretary; Kevin Fields, Rev. David Snarden, Walter Jones, Gretchen Milliken, Richard Watkins, Cecil Calhoun and Rev. Valerie Washington were also in attendance.

Announcements:

None.

Committee Reports:

Rev. Ellis reported that the Safety Committee met on October 11<sup>th</sup> and discussed bedbugs and pests in general, work order processes, and the cooperation of residents in the high-rises. Rev. Ellis mentioned that a sub-committee may be needed in the future to come up with strategies for these issues.

Approval of Minutes:

Rev. Ellis made a motion to approve the minutes of LMHA's regular meeting held on September 18, 2018, Ms. Martin seconded. Motion carried by unanimous vote.

Resolutions:

Dr. Dubofsky made a motion to adopt Resolution 5a "Authorization to Write-Off Notes Receivable due from Park DuValle III Partnership and Deferred Income". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 75-2018 (10/16/18)

WHEREAS, Louisville Metro Housing Authority (LMHA) made loans to Park DuValle III Limited Partnership (PDIII) to develop 108 units of rental housing in a mixed-income, mixed-finance development; and

WHEREAS, LMHA entered into a Ground Lease that has been recorded as deferred income and amortized annually; and

WHEREAS, those units have reached the end of their initial 15 year tax-credit compliance period and LMHA has acquired controlling interest in PD III; and

WHEREAS, the financial statements for LMHA and PD III are both part of LMHA's consolidated financial statements; and

WHEREAS, the notes in question have, in essence, become debt both due to and due from LMHA; and

WHEREAS, it is no longer necessary to amortize the deferred income annually.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that LMHA finance staff is authorized to write off \$12,055,254.73 in notes receivable due from Park DuValle III Limited Partnership as well as \$384,965.00 in deferred income.

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Ms. Martin made a motion to adopt Resolution 5b "Approval to Extend Russell Choice Neighborhood Financial Consultant/Advisory Services Second Contract Option". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO 76-2018 (10/16/18)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Choice Neighborhoods Initiative (CNI) program for the transformation of the Russell neighborhood; and

WHEREAS, in 2015, Louisville Metro Housing Authority (LMHA) staff, in accordance with LMHA procurement procedures, awarded a contract to Duvernay+Brooks LLC / Phares Consulting LLC Joint Venture to provide the requisite financial consulting services for an initial period to accommodate the Choice Neighborhood planning period or until January 17, 2017; and

WHEREAS, HUD awarded LMHA a Choice Implementation Grant in December, 2016, and the need for financial services continued; and

WHEREAS, the contract awarded to Duvernay+Brooks LLC / Phares Consulting LLC Joint Venture included an option provision whereby LMHA may extend the contract for up to four additional years; and

WHEREAS, the second option of the contract was implemented in January, 2018 in the amount of \$40,000.00; and

WHEREAS, the pace of the Choice Neighborhoods Initiative program has increased dramatically and the need for the services of Duvernay + Brooks LLC / Phares Consulting LLC has also incrementally increased; consequently, additional funding in the amount of \$25,000.00 is required to maintain the contract through the second option period, which expires in January, 2019.

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 exercise a contract modification increasing the second option period of the Russell Choice Neighborhood Financial Consultant /Advisory Services Contract with Duvernay+Brooks LLC / Phares Consulting LLC Joint Venture in an amount not to exceed \$25,000.00

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Ms. Martin made a motion to adopt Resolution 5d "Approval of Revisions to the Public Housing Admissions and Continued Occupancy Policy for Relocation due to Redevelopment". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 77-2018 (10/16/18)

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, the ACOP 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 in order to administer the program in a more effective and efficient manner; and

WHEREAS, the LMHA is proposing revisions to the following sections of the ACOP: "Tenant Selection and Assignment Plan: Preferences" (Section 10.1), "Tenant Selection and Assignment Plan: Bedroom Size Standards" (Section 10.2), and "Unit Transfers: Residents Relocated Due to Redevelopment and/or Revitalization" (Section 16.9); and

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

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Public Housing Program Admissions and Continued Occupancy Policy revisions are adopted.

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Mr. Cole made a motion to adopt Resolution 5e "Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Implementation Grant Services-Amendment #2". Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 78-2018 (10/16/18)

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, LMHA's Board authorized Amendment #1 to the Interagency Governmental Agreement on July 17, 2018 to cover up to \$250,000 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; and

WHEREAS, additional expense to reimburse LMG for staff time spent on the Beecher Terrace redevelopment project will be incurred above and beyond initial estimates; and

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 LMG staff costs, services and mitigation activities needed to successfully implement the CNI Implementation grant by \$ 114,000 for a total amount not to exceed \$464,000, in conjunction with Addendum #2 to the Interagency Governmental Agreement With The Louisville Metro Government For Choice Neighborhood Implementation Grant Services.

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Ms. Martin made a motion to adopt Resolution 5f "Approval to Amend Contract for Choice Neighborhood Initiative Action Grant Bus Stop Project". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 79-2018 (10/16/18)

WHEREAS, the Louisville Metro Housing Authority received a \$1,000,000 Action Grant on June 28, 2016 from the U.S. Department of Housing and Urban Development under the Choice Neighborhoods Initiative (CNI) program and the Louisville Metro Government committed an additional \$375,000 in general budget funds to complete selected "action activities" in the Russell neighborhood; and

WHEREAS, enhanced TARC bus stops that provide protection from the weather, along with seating, lighting, and artistic elements were determined by community members to be a priority project for this funding and \$250,000 has been allocated to design and install five Smart stop bus shelters in the neighborhood; and

WHEREAS, LMHA staff prepared a Request for Qualifications and advertised for services to design and construct approximately five bus stops in November, 2016 and awarded contracts to Schaefer General Contracting (1 bus stop shelter-\$50,000), VBNA, Inc. (2 bus stop shelters-\$100,000) and Luckett & Farley (2 bus stop shelters-\$100,000) to perform the work after receiving board approval in January 2017; and

WHEREAS, Schaefer General Contracting was not able to perform the work relative to its one assigned bus stop shelter and was released from its contract in July, 2018; and

WHEREAS, VBNA, Inc., along with Schaefer's sub-contractor (HDDS, Inc.), have agreed to assume responsibility for completing the design and installation of the bus stop contract originally assigned to Schaefer; and

WHEREAS, additional funds will be required by the new team to redesign the designated bus stop shelter to fall within the construction budget and to make necessary alterations to the site to accommodate the bus shelter.

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 Russell Choice Neighborhood action grant bus shelter amendment to the contract with VBNA, Inc. to design and construct one additional bus stop, and to make alterations to the shelter's site, for a total amount not to exceed \$93,000.

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Ms. Martin made a motion to adopt Resolution 5g "Authorization to Lease Parcel of Land at Iroquois Homes to the Louisville Metro Government Division of Community Forestry". Dr. Dubofsky seconded. Motion carried by unanimous vote.

RESOLUTION NO. 80-2018 (10/16/18)

WHEREAS, The Louisville Metro Housing Authority (LMHA) owns the property located at 1801 Cayuga Street in the former Iroquois Homes site; and

WHEREAS, LMHA plans to enter into a lease with the Louisville Metro Government Division of Community Forestry (DCF) for the property located at 1801 Cayuga Street; and

WHEREAS, the DCF plans to install three temporary gravel beds for tree production, which will be utilized for tree plantings events and giveaways to the residents of Jefferson County; and

WHEREAS, the DCF gravel beds project is a key component of a larger plan to help the City achieve the goal of increasing its tree canopy coverage by 45% by year 2055; and

WHEREAS, the lease is for an initial term of one year, with an option provision whereby LMHA and the DCF may renew the lease for up to four additional years; and

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 lease with the Louisville Metro Government Division of Community Forestry.

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Mr. Cole made a motion to adopt Resolution 5h "Approval of Contract to Purchase and Install a New Phone System at the United Building". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 81-2018 (10/16/18)

WHEREAS, Louisville Metro Housing Authority (LMHA) has purchased the United Building, 600 South 7<sup>th</sup> Street; and

WHEREAS, LMHA's Section 8 Department will be relocating to the United Building; and

WHEREAS, the current phone system at 801 Vine Street Office is at its end of life cycle; and

WHEREAS, the phone system at the Vine Street Office has an auto attendant feature that is used extensively; and

WHEREAS, LMHA desires to install a new phone system at the United Building prior to relocating the Section 8 office staff; and

WHEREAS, procurement will be satisfied by a purchase from an "All agency state contract".

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 Purchase Contract with Cincinnati Bell Technology Services (CBTS) in the amount of \$31,213.87.

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Ms. Nicholson made a motion to adopt Resolution 5i "Renewal of Computer Technical Services Contract". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 82-2018 (10/16/18)

WHEREAS, the Louisville Metro Housing Authority has determined that a service contract is necessary to maintain and enhance the current and future technological operations for the Authority; and

WHEREAS, the Authority has determined that upkeep of both hardware and software is essential to gain maximum benefit from the Authority's investment; and

WHEREAS, support from outside the agency is required to keep up with the constantly changing information technology field; and

WHEREAS, a contract was awarded in 2015 to Matrix Integration to provide Technical Support for the Louisville Metro Housing Authority with options for four one-year renewals; and

WHEREAS, Matrix Integration has provided good service to the Louisville Metro Housing Authority for the several years and staff recommends renewing their contract by exercising the second one-year renewal option.

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 execute the third one-year renewal option of the contract with Matrix Integration for a fee not to exceed \$70,000 for Computer Technical Support. The contract period will be December 1, 2018 through November 30, 2019.

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Discussions:

Julie Degraff with MBS (via speakerphone), along with Kevin Fields, LCCC, addressed the Board on the progress being made with the Beecher Terrace/Russell Neighborhood.

Executive Session:

Dr. Dubofsky motioned to go into Executive Session, seconded by Rev. Ellis. Motion carried by unanimous vote. The Board retired to Executive Session at 5:25 p.m.

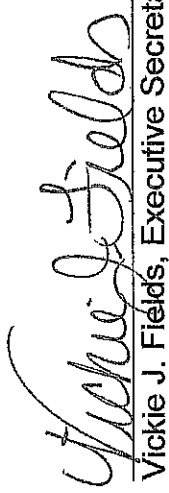
The Board returned to Open Session at 5:33 p.m.

Other Business:

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

The Board adjourned at 5:34 p.m.

  
Manfred Reid, Sr., Chairman

  
Vickie J. Fields, Executive Secretary