

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
SEPTEMBER 17, 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, Mr. Lance Gilbert, Ms. Gena Harris, Mr. Cary Hearn, Ms. Mary Elizabeth Miles, and the Mayor's Designee, Ms. Mary Ellen Wiederwohl (arrived late). Absent was 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; and Robert Jackson.

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

Announcements:

None.

Committee Reports:

The LMHA Boardroom sound/recording equipment malfunctioned and recorded the meeting with no audio; therefore, the Committee Reports were not able to be transcribed.

Approval of Minutes:

Rev. Ellis made a motion to approve the minutes of LMHA's regular meeting held on August 20, 2019, Mr. Hearn seconded. Motion carried by unanimous vote.

Resolutions:

Mr. Gilbert made a motion to adopt the Resolution 5a "Approval of Funding Commitment for Beecher Russell Phase III" Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 75-2019 (9/17/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has received a Beecher Russell Choice Neighborhood Initiatives Implementation Grant in the amount of \$29,575,000; and

WHEREAS, the Louisville Metro Housing Authority has contracted with McCormack Baron Salazar (MBS) as the Developer for the Beecher Terrace replacement housing component of the Choice Grant project; and

WHEREAS, MBS and LMHA have prepared a Beecher Russell Master Budget detail for all the development Sources and Uses of funds by project phase; and

WHEREAS, the Kentucky Housing Corporation requires a funding commitment letter from all the projected funding source providers for each Low-Income Housing Tax Credit application submitted; and

WHEREAS, the Beecher Russell Master Budget provides for a total estimated Beecher Russell Phase III development cost of \$56,818,434 to construct 185 housing units; and

WHEREAS, LMHA will contribute \$16,369,514 from its MTW Section 8 Reserves and Capital Fund Program; plus, another \$7,345,920 from the Beecher Russell Choice Neighborhood Initiatives Implementation Grant; for a total estimated LMHA funding commitment not to exceed \$23,715,434 for the Beecher Russell Phase III residential development project; and

WHEREAS, Louisville Metro Government has committed Community Development Block Grant funds for the Beecher Russell Phase II project to cover the \$3,125,000 of projected public improvements/infrastructure costs.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the LMHA funding commitment of \$16,369,514 from the MTW Section 8 Reserves and Capital Fund Program, plus the funding commitment of \$7,345,920 from the Beecher Russell Choice Neighborhood Initiatives Implementation Grant, for a total LMHA funding commitment not to exceed \$23,715,434 is approved.

Mr. Cole made a motion to adopt Resolution 5b "Approval of Beecher Phase II Additional Services Agreement and Budget Revision". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 76-2019 (9/17/19)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has negotiated a Master Development Agreement (MDA) with McCormack Baron Salazar (MBS) for the redevelopment effort with the on-site Beecher Russell Choice Neighborhood Implementation Grant; and

WHEREAS, the negotiated MDA requires that LMHA provide a clean and buildable site to the Developer for the construction of the on-site replacement housing units; and

WHEREAS, LMHA has contracted with MBS through the form of an Additional Services Agreement to perform the required Beecher Phase II demolition and the public improvements/infrastructure activities required for the delivery of the clean and buildable site; and

WHEREAS, the LMHA Board approved Resolution No 10-2019 (January 15, 2019) in the amount of \$3,905,346 (\$3,125,000 funded by Louisville Metro Community Development Block Grant funds, and \$780,346 funded with LMHA Capital funds); and also, Resolutions Number 40-2019 (April 16, 2019) in the amount of \$2,136,175 (funded with LMHA Capital funds) for the demolition and public improvements/infrastructure activities; and

WHEREAS, additional, and unforeseen, costs in the amount of \$1,267,924 are now necessary to complete the Beecher Phase II demolition and public improvements/infrastructure activities; and

WHEREAS, LMHA has provided for the additional Beecher Phase II funding requirement within its Capital Fund Program (\$904,099); and also, within the Louisville Metro Community Development Block Grant Phase II allocation (\$363,825); and

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Beecher Phase II Additional Services Agreement and Budget Revision in the amount of \$1,267,924 is approved.

Ms. Harris made a motion to adopt Resolution 5c "PHA Resolution in Support of Acquisition of 1638 West Kentucky Street, Unit #15". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 77-2019 (9/17/19)

WHEREAS, Louisville Metro Housing Authority staff has reviewed a condominium located at 1638 West Kentucky Street, Unit #15 which is affiliated with the HPP I Condo Association; and

WHEREAS, the apartment is owned by Charles E. Marshall III; and

WHEREAS, funding is available from the Capital Fund Program to purchase the aforementioned property; 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 purchase 1638 West Kentucky Street, Unit #15 for \$31,000 (appraised value) in accordance with HUD requirements and subject to HUD approval.

Mr. Gilbert made a motion to adopt Resolution 5d "Approval of Park DuValle Property Management Services". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 78-2019 (9/17/19)

WHEREAS, the Park DuValle Revitalization Project is a federal HOPE VI project consisting of four (4) individual Low-Income Tax Credit (LIHTC) phases (Park DuValle Limited Partnership I, Park DuValle Limited Partnership II, Park DuValle Limited Partnership III and Park DuValle Limited Partnership IV); and

WHEREAS, LMHA prepared a Request for Proposal (RFP) for the Property Management function of the PDV II with the option of including other Park DuValle Revitalization Project phases at the time they also exit their LIHTC 15-year compliance period requirement. The RFP was advertised in The Courier-Journal and The Louisville Defender, and on August 11, 2015 one proposal was received; and

WHEREAS, the proposal received was thoroughly reviewed and analyzed by LMHA staff; and

WHEREAS, the proposal submitted by Winterwood Property Management has been determined to be a responsive and responsible proposal; and

WHEREAS, LMHA is pleased with the management services Winterwood has provided; and

WHEREAS, the initial year and the first, second and third one-year renewal options have expired; and LMHA and Winterwood would like to execute the fourth (final) one-year renewal option.

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 Property Management Agreement with Winterwood Property Management to perform the property management duties at the Park DuValle development, in an amount of 9.8% Effective Gross Rental Income.

Mr. Hearn made a motion to adopt Resolution 5e "Authorization for Computer Technical Services Contract". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 79-2019 (9/17/19)

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 Request for Proposals was advertised in The Courier-Journal, LMHA's website, and mailed to prospective vendors, and on August 20, 2019, one bid was received; and

WHEREAS, staff reviewed the bid received and determined that the bid submitted by Matrix Integration is responsive and responsible and recommends award of the contract to them with the term of the contract being one year.

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 execute a contract, not to exceed \$78,000, with Matrix Integration for the technical support and service of the network system for the contract period of October 1, 2019 through September 30, 2020.

Mr. Gilbert made a motion to adopt Resolution 5f "Approval to Renew Special Projects Consultant Contract with Hairgrove Consulting". Mr. Cole seconded. Motion carried by unanimous vote.

Ms. Osanka made a floor amendment to recommend renewing the contract with an hourly fee increase of 10% (\$71.50 per hour) and a fee not to exceed \$100,000. Mr. Gilbert made a motion to amend Resolution 5f and Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 80-2019 (9/17/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Section 8 Program, which may be used for Program-related consulting services when necessary in the course of agency operation; and

WHEREAS, in 2017, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Hairgrove Consulting to provide consulting services for special projects for a period of one year; and

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WHEREAS, the contract awarded to Hairgrove Consulting included an option provision whereby LMHA may renew the contract up to four additional years.

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 exercise the second option to renew the contract for Special Projects Consultant with Hairgrove Consulting with an annual fee not to exceed \$100,000.

Mr. Cole made a motion to adopt Resolution 5g "Award of Construction Contract Sanitary Sewer Modification – 760 South Hancock Street Alley Repaving". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 81-2019 (9/17/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Sheppard Square Program Income for the Sanitary Sewer Modification – 760 South Hancock Street; and

WHEREAS, Luckett & Associates 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 August 14, 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 Innovative Concrete Design and Construction, Inc. in the amount of \$184,945.60 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 Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with Innovative Concrete Design and Construction, Inc. in the amount of \$184,945.60 for Sanitary Sewer Modification – 760 South Hancock Street.

Ms. Harris made a motion to adopt Resolution 5h "Award of Construction Contract for 760 South Hancock Street Alley Repaving". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 82-2019 (9/17/19)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for 760 South Hancock Street Alley repaving; and

WHEREAS, Luckett & Associates and Engineers, developed construction documents for this project; and

WHEREAS, the project was advertised for bids in the Courier-Journal and the Louisville Defender, LMHA's Website and the Housing Agency Marketplace (e-Procurement), and on June 25, 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 Contractors, Inc. in the amount of \$99,021.00 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 Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with Flynn Brothers Contracting, Inc. in the amount of \$99,021.00 for 760 South Hancock Street Alley Repaving.

Mr. Gilbert made a motion to adopt Resolution 5i ". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 83-2019 (9/17/19)

WHEREAS, the U. S. Department of Housing and Urban Development regulations require that Housing Choice Voucher (HCV) Program administrators maintain utility allowance schedules for all tenant-paid utilities; and

WHEREAS, these regulations require revision of the utility allowance schedules when rates increase or decrease by 10 percent (10%) or more from the rate(s) used in calculation of the previous utility allowance schedules.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the new utility allowance schedules, which were revised to incorporate current and/or proposed rates for gas, electric, water, sewer, drainage, propane and fuel oil are adopted for use in the HCV Program with leases/recertifications effective January 1, 2020.

Discussions:

None.

Executive Session:

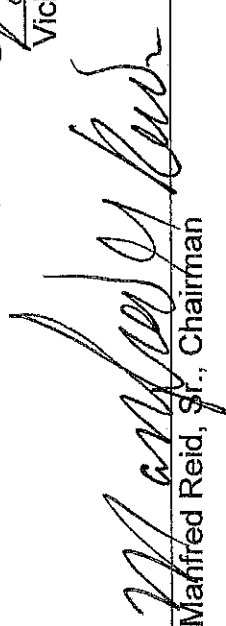
Mr. Gilbert motioned to go into Executive Session, seconded by Mr. Hearn. Motion carried by unanimous vote. The Board retired to Executive Session at 4:47 p.m.

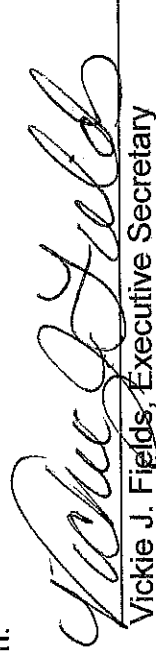
The Board returned to Open Session at 5:18 p.m.

Other Business:

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

The Board adjourned at 5:22 p.m.


Manfred Reid, Sr., Chairman


Vickie J. Fields, Executive Secretary