

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
SEPTEMBER 15, 2020

Roll Call:

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:36 p.m. Due to the COVID-19 Outbreak, participants were encouraged to call in by way of Zoom Conference Call. Members present were Mr. Bryan Cole, Rev. Geoffrey Ellis, Mr. Lance Gilbert, Ms. Gena Harris, Mr. Cary Hearn, and Ms. Mary Ellen Wiederwohl. Absent were Ms. Mary Elizabeth Miles and Ms. Lisa Nicolson.

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; LMHA Staff, Skip Lochte, Julio Rodriguez and other individuals of the public.

On recommendation of LMPHW and the CDC guidelines on social distancing, LMHA is doing our part to prevent the spread of COVID-19 by using the available technology to conduct the necessary and vital business of the agency. All public meetings will be held adhering to federal and state standards while maintaining the health and well-being of LMHA staff, residents and partners.

Announcements:

None.

Committee Reports:

Mr. Gilbert reported that LMHA was a recipient of CARES funding for Public Housing and Choice Voucher Programs and the Finance/Audit Committee is reporting regularly to the Board on how funds are being used.

Mr. Gilbert also informed the Board that a Strategic Planning session was held on Saturday (September 12<sup>th</sup>) with Mr. Quy (Facilitator), four Board Members and LMHA staff. Mr. Gilbert thanked everyone for contributing greatly. A second and third meeting with the remaining Board members and staff are forthcoming.

Approval of Minutes:

Rev. Ellis made a motion to approve the minutes of LMHA's regular meeting held on August 18, 2020. Mr. Cole seconded. Motion carried by unanimous vote.

Resolutions:

Mr. Gilbert made a motion to adopt Resolution 5a "Authorization to Fund Member Equity Contribution to Louisville Area Governmental Insurance Trust". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 74-2020 (9/15/20)

WHEREAS, the Housing Authority of Louisville, and subsequently the Louisville Metro Housing Authority, elected to participate in the Louisville Area Governmental Self Insurance Trust (LAGIT) effective January 1, 1987, for General Liability Coverage in excess of \$150,000 with a limit of \$7 million for all exposures except Pollution, Underground Storage Tank, Lead Based Paint, and other exposures which have a limit of \$5 million; and

WHEREAS, the Department of Housing and Urban Development has authorized the Authority's participation in the Self Insurance Trusts; and

WHEREAS, several large claims from other trust members in recent months have become material and measurable compelling the Trusts' audit firm to advise recording on the June 30, 2020 audit report and subsequently reducing the net worth reported to the Kentucky Department of Insurance; and

WHEREAS, the LAGIT Board of Trustees unanimously voted to collect a required Members' Account equity contribution from the four largest members.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Louisville Metro Housing Authority shall fund an equity contribution to their Members' account of \$160,870.

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Mr. Hearn made a motion to adopt Resolution 5b "Authorization to Extend Contract for Information Technology Consulting Services". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 75-2020 (9/15/20)

WHEREAS, the Louisville Metro Housing Authority requires a complex and multifaceted computer network and software package to serve the needs and requirements of our staff, residents, landlords, and governing agencies; and

WHEREAS, the current software package has been in place for over 30 years and has reached the end of its useful life; and

WHEREAS, the current computer network was not designed to support the new environment of telework and web-based meeting platforms and LMHA must evaluate the network and software package and begin a search for an acceptable upgrade; and

WHEREAS, LMHA is currently under contract with MCM CPAs & Advisors to conduct the financial audit and other projects as assigned; 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 execute a project extension to the current MCM CPAs & Advisors contract to include Information Technology Consulting Services to assist in the assessment of the current system functionalities and procurement of a replacement software package for a fee not to exceed \$70,000.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to negotiate all contractual documents with MCM CPAs & Advisors on behalf of the Louisville Metro Housing Authority including any additional services that may be required.

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Mr. Gilbert made a motion to adopt Resolution 5c "Interagency Governmental Agreement with the Louisville Metro Government for Choice Neighborhood Implementation Grant Services – Amendment #1 Critical Community Improvements Plan". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 76-2020 (9/15/20)

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 (LMG) 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, on 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/WiFi hotspot initiative, 3) redevelopment activities on and nearby the 18<sup>th</sup> Street Corridor, 4) the finishing of leasehold spaces at The Village @ 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 Environmental 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 \$2,538,000 in leverage contributions towards these projects; and

WHEREAS, MOLO Village CDC requires \$30,000 to close the gap in their budget to demolish the distressed rear annex of St. Peter's United Church of Christ. The demolition of this structure will make way for needed tenant improvements to The Village @ West Jefferson including the addition of a playground area for Head Start students, and an Interactive Teller Machine (ITM) for a Credit Union; and

WHEREAS, LMG has agreed to contribute an additional \$30,000 in cash leverage to MOLO's The Village @ West Jefferson project towards demolition costs, which would pass through LMHA in the same manner as LMG's other leverage contribution to the project; and

WHEREAS, LMG agrees to continue to provide needed research, technical, administrative and project management services needed to successfully implement all CNI CCI projects on an in-kind basis; 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 amend the IGA between LMHA and LMG to increase LMG's leverage contribution to CNI CCI projects by \$30,000, for a revised total of \$2,568,000 and for LMHA to continue to provide CCI funding to LMG in a total amount not to exceed \$1,936,250 for the services needed to successfully implement the CCI Plan activities.

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Mr. Gilbert made a motion to adopt Resolution 5d "Memorandum of Agreement Between the Louisville Metro Housing Authority and MOLO Village CDC CO. for

Utilization and Drawdown of Choice Neighborhood Critical Community Improvements Funds Amendment #1". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 77-2020 (9/15/20)

WHEREAS, on December 3, 2019, the Louisville Metro Housing Authority (LMHA) entered into a Memorandum of Agreement with MOLO Village Community Development Corporation Co. for the utilization and drawdown of \$331,000 in CNI grant funds, \$70,000 in Louisville Metro Government (LMG) funds and \$230,000 in LMHA funds, for a total of \$631,000 being jointly contributed to The Village @ West Jefferson project, and

WHEREAS, an amendment to the MOA with MOLO Village CDC Co. is needed to account for an expanded scope of work consisting of demolition of the distressed rear annex of St. Peter's United Church of Christ to make way for needed tenant improvements to The Village @ West Jefferson including the addition of a playground area for Head Start students, and an Interactive Teller Machine (ITM) for a Credit Union at a total cost of \$213,356, and

WHEREAS, LMG has agreed to contribute an additional \$30,000 in cash leverage to MOLO's The Village @ West Jefferson project towards demolition costs, which would pass through LMHA in the same manner as LMG's other leverage contribution to the project.

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 Amended Memorandum of Agreement between LMHA and the MOLO Village CDC Co. for the utilization and drawdown of CNI grant funds and LMHA and LMG leverage commitments to construct leasehold spaces at The Village @ West Jefferson, in an amount not to exceed \$661,000, to be funded using \$331,000 in CNI grant funds for Critical Community Improvements, \$230,000 from LMHA Program Income funds, and \$100,000 from Louisville Metro Government funds.

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Rev. Ellis made a motion to adopt Resolution 5e "Approval of Revisions to the Housing Choice Voucher Program Administrative Plan". Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 78-2020 (9/15/20)

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that Housing Choice Voucher (HCV) providers adopt an Administrative Plan to set local policies for the 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 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: "Payment Standards" (Appendix 1); and

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

WHEREAS, LMHA will utilize HUD issued Notice PIH 2020-13 (HA), REV-1; Waiver – HCV-1: Administrative Plan – in implementing revised fair market rates (FMR); and

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.

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Rev. Ellis made a motion to adopt Resolution 5f “Approval for Designation of 24 Housing Units for Special Purposes”. Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 79-2020 (9/15/20)

WHEREAS, the U.S. Department of Housing and Urban Development has initiated a public housing utilization improvement program; and

WHEREAS, this program is designed to account for all public housing units and their specific usage; and

WHEREAS, the Louisville Metro Housing Authority has historically designated public housing units for special purposes with approval of the Board of Commissioners (Resident Council offices, Administrative offices, MTW Services, Resident Amenities, Self Sufficiency etc.); and

WHEREAS, the U.S. Department of Housing and Urban Development is requiring that the Board of Commissioners approve these designations on a triennial basis; and

WHEREAS the attached document identifies all 24 designations.

NOW THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the attached special designations are approved and that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to submit this item to the U.S. Department of Housing and Urban Development

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Mr. Gilbert made a motion to adopt Resolution 5g “Second Amended and Restated Development Agreement Extension for Liberty Green”. Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 80-2020 (9/15/20)

WHEREAS, the Louisville Metro Housing Authority and Downtown Edge, LLC entered into the Second Amended and Restated Development Agreement on August 19, 2015; and

WHEREAS, the Second Amended and Restated Development Agreement is set to expire on September 20, 2020; and

WHEREAS, it is advantageous to extend the agreement to allow the Authority sufficient time to evaluate the Developer’s current plans for the completion of all approved projects currently in process and to review plans and projections for future development phases to be developed.

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 extension of the Second Amended and Restated Development Agreement with Downtown Edge, LLC through November 20, 2020.

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

RESOLUTION NO. 81-2020 (9/15/20)

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, the property management agreement was executed on October 1, 2016; 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.

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Mr. Hearn made a motion to adopt Resolution 5i "Authorization of Additional Funding for COVID-19 August/September 2020 Rent Relief for LMHA/LIHTC Public Housing Residents". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 82-2020 (9/15/20)

WHEREAS, COVID-19 pandemic has caused worldwide disruption and economic loss for families served by LMHA and LMHA / LIHTC affiliates; and

WHEREAS, LMHA was approved to waive public housing resident rental payments for the month of August in the amount of \$520,000.

WHEREAS, LMHA was approved to waive public housing/LIHTC resident rental payments for the month of September in the amount of \$190,000.

WHEREAS, the actual resident rent for August LMHA and September LMHA/LIHTC combined totaled \$775,212 compared to the approved August and September rent waiver amounts totaling \$710,000 for an average of \$65,212.

WHEREAS, LMHA has identified additional non-federal funds to be used to offset this rent waiver overage for August and September. The identified funds to be used for this overage in the August and September Rent Relief program are in addition to the funds previously utilized for the Rent Relief program applied to LMHA owned / managed and LIHTC Public Housing properties.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Board authorizes Lisa Osanka, the Executive Director, to take such actions and execute any documents as needed to implement the COVID-19 Rent Relief Additional funding in the amount of approximately \$65,212.

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Ms. Harris made a motion to adopt Resolution 5j "Approval of Project Based Voucher Award to 29<sup>th</sup> and Magazine Apartments". Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 83-2020 (9/15/20)

WHEREAS, Louisville Metro Housing Authority staff have reviewed a request from LDG Development, for a Project Based Voucher (PBV) award for 29<sup>th</sup> and Magazine 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 283-unit to be built multifamily development located at 2929 Magazine Street (Multiple Parcels), Louisville, 40211; and

WHEREAS, the scattered site property will provide up to 127 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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Rev. Ellis made a motion to adopt Resolution 5k "Modification of Approval of Project Based Voucher Award to Opportunity East, LLC". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 84-2020 (9/15/20)

WHEREAS, the LMHA Board of Commissioners approved a Board Resolution on March 17, 2020 to award Opportunity East, LLC, a Project Based Voucher (PBV) award for Opportunity East Apartments, in conjunction with the Russell Choice Neighborhoods Initiative Program; and

WHEREAS, the property is under contract by Opportunity East, LLC; and

WHEREAS, the original award was for an eight-unit existing multifamily scattered-site development located at 2505 Lindsay Avenue, Apartments 1 and 15, Louisville, 40206; 2503 Lindsay Avenue, Apartment 2, Louisville, 40207; 809, 904, 905 and 701 La Fontenay Court, Louisville, 40223; and 1312 Herr Lane, Louisville, 40222; and

WHEREAS, the owner would like to modify the approved Resolution by substituting three units located at 213, 216 and 218 Middletown Square, Louisville, 40243 for the two units located at 2505 Lindsay Avenue, Apartments 1 and 15, Louisville, 40206; and the one unit located at 2503 Lindsay Avenue, Apartment 2, Louisville, 40207; and

WHEREAS, the property will provide up to eight 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

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 a Housing Assistance Payment Contract.

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Mr. Gilbert made a motion to adopt Resolution 5l "Authorization for Video Camera Surveillance Systems, Alarm Systems and Access Control Systems/Doors at Avenue Plaza, Dosker Manor, St. Catherine Court, Lourdes Hall, Will E. Seay Plaza, United Building, Central Stores and Central Maintenance". Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 85-2020 (9/15/20)

WHEREAS, funds have been allocated in the Louisville Metro Housing Authority's 2020 CARES Act Funding and the Capital Fund Program



to upgrade and expand the video camera surveillance systems, alarm system, and access control/doors at Avenue Plaza, Dosker Manor, St Catherine Court, Lourdes Hall, Will E. Seay Plaza, United Building, Central Stores, and Central Maintenance; and

WHEREAS, there continues to be concern by LMHA staff, city officials, and residents regarding incidents of criminal activity and security at the above locations. The surveillance camera system currently has outdated failing and broken cameras, making it necessary for an updated & expanded video surveillance camera system capable of providing integrated monitoring and security coverage for Avenue Plaza, Dosker Manor, St Catherine Court, Lourdes Hall, Will E. Seay Plaza, United Building, Central Stores, and Central Maintenance. Access control systems/doors and alarm systems are antiquated and no longer offer compatibility and LMHA system integration; and

WHEREAS, Advanced Digital Solutions, LLC was awarded the Commonwealth of Kentucky State contract after Competitive Sealed Bidding for security equipment, installation and maintenance on September 1, 2020 and expires August 31, 2021.

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 Advanced Digital Solutions, LLC. in the amount of \$1,081,260.29 for Video Surveillance Camera Systems, Alarm Systems, and Access Control Systems/Doors at the Avenue Plaza, Dosker Manor, St Catherine Court, Lourdes Hall, Will E. Seay Plaza, United Building, Central Stores, and Central Maintenance sites.

Discussions:

None.

Executive Session:

Ms. Harris motioned to go into Executive Session, seconded by Mr. Cole. Motion carried by unanimous vote. The Board retired to Executive Session at 4:50 p.m.

The Board returned to Open Session at 5:05 p.m.

Other Business:

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

The Board adjourned at 5:05 p.m.

  
Vickie J. Fields, Executive Secretary

  
Mawired Reid Sr., Chairman