

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
JANUARY 18, 2022

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairman Manfred Reid Sr., at 3:35 p.m. Due to the COVID-19 Outbreak, participants may call in by way of Zoom Conference Video Call or attend In-Person. Members present were Commissioner Geoffrey Ellis, Commissioner Brian Evans, Commissioner Cary Hearn, Commissioner Mary Elizabeth Miles, and Commissioner Lisa Nicholson. Members absent were Commissioner Chad Collier (excused), Commissioner Gena Harris (excused), and Mayor's Proxy, Mary Ellen Wiederwohl (excused).

Others present were Lisa Osanka, Executive Director; Wavid Wray, Deputy Executive Director; Directors; Richard Nash, III, Attorney; Vickie Fields, Executive Secretary; Lance Gilbert, Emeritus; Lee Ann Waters, MCM CPA's; LMHA Staff and other individuals of the public.

On recommendation of LMPHW and the CDC guidelines on social distancing, LMHA is doing its part to prevent the spread of COVID-19 by using 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:

The Executive Director welcomed Jelisa Chatman, the Housing Authority's new Public Information and Open Records Coordinator.

It was agreed that a Discussion Item would be on the February 2022 Agenda to discuss the Supreme Court OSHA ETS most recent announcement.

Committee Reports:

Commissioner Ellis stated there is no written Security and Safety Committee report but the Committee is looking into several items. Since two deadly fires recently occurred in the nation, LMHA fire procedures are being reviewed.

Approval of Minutes:

Commissioner Ellis made a motion to approve the minutes of LMHA’s regular meeting held on December 21, 2021. Commissioner Miles seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Nicholson made a motion to adopt Resolution 5A “Approval of Membership Dues for the Council of Large Public Housing Authorities.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 01-2022 (1/18/2022)

WHEREAS; the Louisville Metro Housing Authority (LMHA) reinstated its membership with the Council of Large Public Housing Authorities (CLPHA) in FY 2020; and

WHEREAS; the CLPHA organization was established in the mid-1980’s to provide direct support to Large Public Housing Authorities in the form of administrative support and direction in addition to a liaison connectivity to the Department of Housing and Urban Development in Washington, DC; and

WHEREAS; the LMHA was a charter member within the CLPHA organization until 1999 when the membership was discontinued due to budgetary constraints; and

WHEREAS; the LMHA has determined the benefits received from the CLPHA organization exceed by far the amount of the annual dues membership fee; and

WHEREAS; the FY 2022 CLPHA annual dues assessment of \$37,186 is determined by the number of Public Housing units and the number of Housing Choice Vouchers currently in the LMHA portfolio and will be paid from LMHA non-federal Program Income funds; and

WHEREAS; the FY 2022 CLPHA membership may be discontinued and not renewed in subsequent calendar years without any financial penalty or consequence.

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Authority is authorized to renew its membership within the Council of Large Public Housing Authorities organization with the annual dues assessment of \$37,186; to be paid from LMHA Program Income non-federal funds.

Commissioner Ellis made a motion to adopt Resolution 5B “Approval of Procurement and Expenditure Threshold Revisions.” Commissioner Evans seconded. Motion carried by unanimous vote.

RESOLUTION NO. 02-2022 (1/18/2022)

WHEREAS; the current Louisville Metro Housing Authority’s (Authority) Procurement and Expenditure approval thresholds have not been revised or updated in several years; and

WHEREAS; the Department of Housing and Urban Development (HUD) and the Commonwealth of Kentucky (State) have recently revised their Procurement threshold requirements and limits; and

WHEREAS; the Authority historically has adopted the more restrictive Procurement threshold requirements (HUD vs State) to assure compliance with both the HUD and State Procurement requirements; and

WHEREAS; it is the Authority’s desire to adopt the State’s Procurement threshold requirements and also increase the Authority’s expenditure approval thresholds to accommodate the Procurement threshold revision.

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS; that the Authority’s Procurement threshold requirements are increased to coincide with the Commonwealth of Kentucky’s threshold requirements.

BE IT FURTHER RESOLVED; that the Authority’s expenditure approval thresholds are also increased and all respective Procurement and Expenditures revisions will be made to the Authority’s Procurement Policy document accordingly.

Commissioner Nicholson made a motion to adopt Resolution 5C “Approval of Renewal of Litigation Legal Services Contract.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 03-2022 (1/18/2022)

WHEREAS, the Louisville Metro Housing Authority has an ongoing need for general litigation legal services; and

WHEREAS, the Authority issued Request for Proposals on November 19, 2019 and received and publicly opened responses on December 10, 2019 from two (2) responders; and

WHEREAS, the Procurement Evaluation Committee determined that Phillips Parker Orberson & Arnett, PLC was the most responsive and responsible bid received; and

WHEREAS, the Contract for Litigation Legal Services with Phillips Parker Orberon & Arnett law firm will satisfactorily complete the year two renewal period on January 22, 2022; with three remaining annual renewal options subject to the LMHA Board of Commissioners' approval.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the renewal of the Contract for Litigation Legal Services with the Phillips Parker Orberon & Arnett law firm for the period of January 22, 2022 to January 22, 2023 is approved in an amount not to exceed \$150,000 per claim/lawsuit.

BE IT FURTHER RESOLVED, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to execute the Contract for Litigation Legal Services with Phillips Parker Orberon & Arnett.

Commissioner Ellis made a motion to adopt Resolution 5D "Authorization to Award a Contract for Solid Waste Collection and Disposal." Commissioner Evans seconded. Motion carried by unanimous vote. Since LMHA received sole-source verbal approval from HUD on this resolution, Commissioner Nicholson motioned to amend this resolution to state that the contract is not to be signed unless written HUD approval is received. Commissioner Evans seconded. Motion carried by unanimous vote.

RESOLUTION NO. 04-2022 (1/18/2022)

WHEREAS, the Louisville Metro Housing Authority has identified funds for the solid waste collection and disposal services contract for all LMHA properties in the 2022 Operating Budget; and

WHEREAS, specifications were developed for these services and the contract advertised for bids in The Courier-Journal, The Louisville Defender and LMHA's E-Procurement Marketplace on November 9, 2021; and

WHEREAS, LMHA Management staff reviewed the one bid received on November 30, 2021 and determined Anytime Waste Systems to be a responsive and responsible bid at a monthly amount of \$15,154.96 and an annual price of \$181,859.52; and

WHEREAS, procurements greater than \$20,000 with only one response require HUD approval, as such a request was submitted and approved by HUD to award this contract; and

WHEREAS, LMHA would like to enter into a one-year contract with Anytime Waste Systems, with the option for four (4) additional one-year renewals.

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 one-year contract with Anytime Waste Systems to provide dumpster pick-up and disposal services to all LMHA properties for an amount not to exceed \$181,859.52 (\$15,154.96 each month) beginning the month of January 2022.

Discussion Items:

6a. Lee Ann Waters, with MCM CPA's, reviewed LMHA's financial audit results for the period of July 1, 2020 – June 30, 2021. Ms. Waters stated MCM issued an unmodified opinion which is the highest level of opinion that could be given. Also, the LMHA had a good strong financial year with no adjustments needing to be made and no issues of non-compliance with no internal control findings.

Executive Session:

Commissioner Miles motioned to go into Executive Session, seconded by Commissioner Evans. Motion carried by unanimous vote. The Board retired to Executive Session at 5:06 p.m.

The Board returned to Open Session at 5:13 p.m.

Other Business:

There being no further business to come before the Board, Commissioner Ellis motioned to adjourn, seconded by Commissioner Evans. Motion carried by unanimous vote. The Board adjourned at 5:14 p.m.

Vickie J. Fields, Executive Secretary

Manfred G. Reid, Sr., Chairman