

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
MARCH 15, 2022

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairman Manfred Reid Sr., at 3:32 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 Gena Harris, and Mayor's Proxy, Mary Ellen Wiederwohl. Members absent were Commissioner Chad Collier (excused), Commissioner Cary Hearn (excused), Commissioner Mary Elizabeth Miles (excused) and Commissioner Lisa Nicholson (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; LMHA Staff, Yasmine Jumaa, Shemeeka Shaw, Erika Sommer, Rick Faulkner, Dominique Harris, Woody Pryor, Josh Poe, G. Fields, 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:

Rebecca Katz, of the Southwest Dream Team, discussed working on a project at the New Cut and Taylor Blvd Corridor for safety improvements and economic development near the Iroquois Home site.

Dominique Harris, resident of a Scattered Site, spoke about issues with her Landlord and inhumane treatment by an employee of the CT Group.

Rick Faulkner, resident of Sheppard Square, also voiced his concerns about an employee of the CT Group.

Committee Reports:

No Committee Reports.

Approval of Minutes:

Commissioner Ellis made a motion to approve the minutes of LMHA’s regular meeting held on February 15, 2022. Commissioner Evans seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Harris made a motion to adopt Resolution 5A “Award of Contract for Independent Public Accountant Annual Audits”. Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 09-2022 (3/15/2022)

WHEREAS, the U.S. Department of Housing and Urban Development requires an annual audit of the Louisville Metro Housing Authority records to be conducted by an independent public accountant; and

WHEREAS, Louisville Metro Housing Authority staff issued requests for proposals to conduct the annual audit; and

WHEREAS, the proposals were received and opened on February 8, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that MCM CPAs & Advisors, is awarded the contract to conduct the Louisville Metro Housing Authority financial audit for the 12-month period ending June 30, 2022, for a fee of \$50,800. This contract shall also contain four one-year renewal options for a fee of \$50,800 annually.

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 for a fee equal to the annual audit cost for each fiscal year.

Commissioner Evans made a motion to adopt Resolution 5B “Authorization to Submit 768 Barret Ave to the Housing & Urban Development Special Applications Center (HUD SAC) for Disposition Approval.” Commissioner Ellis seconded. Mayor’s Proxy, Mary Ellen Wiederwohl abstained. Motion carried by unanimous vote.

RESOLUTION NO. 10-2022 (3/15/2022)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is seeking authorization to submit property located at 768 Barret Ave, also known as 801 Vine Street, to the Housing & Urban Development Special Applications Center (HUD SAC) for disposition approval; and

WHEREAS, the above listed property is the former location of the LMHA Housing Choice Voucher (HCV) Office, a non-dwelling office space. The HCV Office was relocated in 2019 due to the poor condition of the structure. The building remains vacant pending disposition; and

WHEREAS, this disposition would permit LMHA to sell the property to allow for redevelopment of the former Urban Government property, a 9.784-acre complex that includes 801 Vine St/768 Barret Avenue as well as properties owned by Louisville Metro Government (LMG). The redevelopment plans include mixed-income housing and several commercial and community uses; and

WHEREAS, LMG's procurement will require that the developer pay the Fair Market Value of LMHA's property, which is estimated at \$1,666,500. In the event that LMG is not able to finalize a procurement with a development partner, LMG plans to pay fair market value for 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 execute documents necessary to submit to HUD SAC for disposition approval of 801 Vine St/768 Barret Avenue.

Commissioner Harris made a motion to adopt Resolution 5C "Approval of General Counsel Legal Service Contract with Richard H. Nash III." Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 11-2022 (3/15/2022)

WHEREAS, the Louisville Metro Housing Authority (LMHA) Operating Budget provides funding for General Counsel Legal Services; and

WHEREAS, LMHA requires general counsel legal services, and staff prepared a Request for Proposals (RFP) to acquire the needed legal services for a fee not to exceed \$75,000. The RFP includes an option provision whereby LMHA may renew the contract up to four additional years for the same amount each extension.

WHEREAS, LMHA advertised the project in The Courier-Journal, The Louisville Defender, LMHA's Website and the Housing Agency Marketplace, and on March 1, 2022, a proposal was received from Richard H. Nash III, Attorney at Law for providing the requisite services, and it reviewed and evaluated; and,

WHEREAS, the evaluation process determined that the proposal submitted by Richard H. Nash III, Attorney at Law was the only proposal received and subsequent review by LMHA staff found it acceptable for the work to be performed, and staff recommends award of the contract to this firm.

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 the General Counsel Legal Services Contract with Richard H. Nash III, Attorney at Law in the amount not to exceed \$75,000.

Commissioner Evans made a motion to adopt Resolution 5D "Award of Construction Contract on 1131 South 6th Street – Renovation Proposal #1557." Commissioner Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 12-2022 (3/15/2022)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for 1131 South 6th Street Renovation; and

WHEREAS, Sherman Carter Barnhart Architects and Engineers developed construction documents for this project; and

WHEREAS, the project was advertised in the Courier-Journal on January 26, 2022, LMHA's website and Housing Agency Marketplace and The Louisville Defender, on January 27, 2022, and on February 22, 2022, the bid was received and tabulated for the contractor to perform the work; and

WHEREAS, one bid was received, and following the procurement policy, a letter was sent to HUD on February 23, 2022, to request approval for award, and;

WHEREAS, staff reviewed the bid received and determined that the bid submitted by Howell & Howell Contractors, Inc. in the amount of \$1,600,000.00 is the lowest responsive and responsible bid received and recommends award of the contract to them, subject to HUD approval.

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, once HUD sole source procurement is approved, to enter into a Construction Contract with Howell & Howell Contractors, Inc. in the amount of \$1,600,000.00.

Commissioner Harris made a motion to adopt Resolution 5E “Approval to Extend the Annual Architectural Services Contract with Sherman-Carter-Barnhart Architects, PLLC.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 13-2022 (3/15/2022)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for architectural services when necessary in the course of agency operation; and

WHEREAS, on May 1, 2019, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Sherman-Carter-Barnhart Architects, PLLC to provide the requisite services for an initial period of one year; and

WHEREAS, the contract awarded to Sherman-Carter-Barnhart Architects, PLLC 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 third option to renew the annual architectural services contract with Sherman-Carter-Barnhart Architects, PLLC one additional year with an annual fee not to exceed \$500,000.

Commissioner Evans made a motion to adopt Resolution 5F “Approval to Extend the Annual Architectural Services Contract with Luckett & Associates.” Commissioner Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 14-2022 (3/15/2022)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for architectural services when necessary in the course of agency operation; and

WHEREAS, on May 1, 2019, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Luckett & Associates to provide the requisite services for an initial period of one year; and

WHEREAS, the contract awarded to Luckett & Associates 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 third option to renew the general annual architectural services contract with Luckett & Associates one additional year with an annual fee not to exceed \$500,000.

Commissioner Ellis made a motion to adopt Resolution 5G “Authorization for Contract Renewal of Lawn Maintenance Services for Park DuValle.” Commissioner Harris seconded. Motion carried by unanimous vote. The Board agreed that the lawn maintenance services contract for Park DuValle would go out for bid next year.

RESOLUTION NO. 15-2022 (3/15/2022)

WHEREAS, funds are allocated in the Park DuValle II, III and IV Partnership Operating Funds for lawn maintenance services for Park DuValle; and

WHEREAS, staff developed a bid proposal for lawn maintenance services for Park DuValle; and

WHEREAS, on February 19, 2019, bids were received and one bid tabulated; and

WHEREAS, staff reviewed the bid received and determined U.S. Lawns to be the most responsive and responsible bid received; and

WHEREAS, LMHA received approval from HUD to award sole source contract to U.S. Lawns; and

WHEREAS, LMHA entered into a one (1) year contract with U.S. Lawns with a renewal option of four (4) additional one-year renewal options; and

WHEREAS, U.S. Lawns has exercised the initial contract, first one-year renewal and second one-year renewal option; and

WHEREAS, LMHA and U.S. Lawns would like to exercise the third 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 contract with U.S. Lawns for lawn maintenance services for Park DuValle in an amount of \$121,599 annually.

Discussion Items:

The Board of Commissioners discussed possibly formulating a customer service satisfaction survey to the residents of the LMHA in which the Governance Committee will examine.

In addition, Commissioners also spoke about staying on top of the formalized Strategic Plan.

Executive Session:

Commissioner Ellis motioned to go into Executive Session, seconded by Commissioner Harris. Motion carried by unanimous vote. The Board retired to Executive Session at 4:49 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 Harris motioned to adjourn, seconded by Commissioner Ellis. Motion carried by unanimous vote. The Board adjourned at 5:14 p.m.

Vickie J. Fields, Executive Secretary

Manfred G. Reid, Sr., Chairman