

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
APRIL 19, 2022

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Chairman Manfred Reid Sr., at 3:33 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 Chad Collier, Commissioner Geoffrey Ellis, Commissioner Brian Evans, Commissioner Gena Harris, Commissioner Cary Hearn, Commissioner Mary Elizabeth Miles, and Commissioner Lisa Nicholson. Absent was 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; 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 Board said their goodbyes to Commissioner Brian Evans, as April was his last board meeting due to his moving out of Jefferson County. The Board discussed the legality of Commissioners residency requirements and asked that Attorney Richard Nash research.

The Executive Director announced that LMHA received conditional approval from the Kentucky Housing Association (KHA) for 10 million dollars to assist in new family lease-up for the next three years. Ms. Osanka wanted to publicly thank KHA.

Ms. Osanka stated that equity in contracting work, as a Housing Authority, has shown great dividends. LMHA's peers in this area, are looking to us to see how we do it right. Great numbers were achieved in the final year end report to the Mayor. Osanka thanked the Staff, the Developer McCormack, Baron, Salazar and Messer Construction and the Board for encouraging everyone to do better.

The Executive Director also informed the Board that LMHA was one of 28 or so Housing Authorities across the nation that leased-up 95% of their Emergency Housing Vouchers (EHVs). And since the LMHA achieved this lease up by the goal date given

by HUD, the Agency received a phone call stating LMHA should receive an additional 30-35 more vouchers. The Agency is awaiting the official notice to this affect.

### **Committee Reports:**

Commissioner Nicholson, Chair of the Governance Committee, reported that the Committee held its first meeting in April of 2022. The Committee is tasked with coming up with a slate of nominees for Board elections of Officers as well as convening the election in July. The Committee is advancing the names of Ms. Gena Harris, as Chairman, Rev. Geoffrey Ellis as Vice Chair, and Mr. Brian Carey as Treasurer. Elections will be held for these positions and the Committee will work in consultation with the Mayor's Office on the nominations. Also discussed in the Governance Committee was a request to modify the Committee's responsibilities as set forth in the bylaws dated October 19, 2021, which will be presented by resolution on this date.

Commissioner Ellis informed the Board that a COPE Committee Meeting was also held in April with no formal decisions being made.

### **Approval of Minutes:**

Commissioner Nicholson made a motion to approve the minutes of LMHA's regular meeting held on April 19, 2022. Commissioner Ellis seconded. Motion carried by unanimous vote.

### **Resolutions:**

Executive Director Osanka informed the Board that a very small change was made to the public comment. Three of the partner agencies that partner with Kentucky Housing Corporation as well as the Commission on Supportive Housing came back and increased the number of special referral vouchers to 133. St. John's request increased from 10 to 68; Volunteers of America will increase from 50 to 70 and Wellspring increased from 33 to 88. Therefore, these changes will be reflected in the Administrative Plan for the Housing Choice Voucher Program and to the MTW Annual Plan.

Commissioner Harris made a motion to adopt Resolution 5A "Approval to Implement Beecher Terrace Recreational Amenities." Commissioner Ellis seconded. Motion carried by unanimous vote.

### **RESOLUTION NO. 16-2022 (4/19/2022)**

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 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, to make other

Critical Community Improvements within the Russell neighborhood and to provide certain recreational amenities; and

WHEREAS, these recreational amenities include the renovated and expanded historic Baxter Community Center (hereinafter “BCC”), and the newly created park that will support economic development, health, recreational and supportive services on a portion of the former Porter Paints site at 13<sup>th</sup> Street and Muhammad Ali Boulevard (hereinafter referred to as the “Park”, and together with BCC shall collectively be referred to herein as the “Amenities”); and

WHEREAS, the Louisville Metro Housing Authority (LMHA) and the Louisville Metro Housing Authority Development Corporation (LMHADC) have in hand or applied for funding sources to implement these Amenities, along with the leverage and staffing commitment of Louisville Metro Government to assist LMHA in implementing, operating and maintaining these two Amenities; and

WHEREAS, the designs and features of these Amenities reflect the needs and desires expressed during the robust community engagement and planning process that has been underway with residents and community stakeholders, including two LMHA Board members, over the past two 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 implement the renovation and expansion of Baxter Community Center for an amount currently estimated not to exceed \$11,615,000 and develop a Park on a portion of the Porter Paints Site for an amount currently estimated not to exceed \$3,685,000, for a combined total of \$15,300,000.

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Commissioner Nicholson made a motion to adopt Resolution 5B “Adoption of 2022-2023 Consolidated Budget.” Commissioner Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 17-2022 (4/19/2022)

WHEREAS, the Louisville Metro Housing Authority’s Consolidated Budget for fiscal year 2022 - 2023 has been prepared in accordance with PHA 7475.1 Low-Income Housing Management Handbook; and

WHEREAS, the Consolidated Budget is a component of the annual Moving to Work Plan; and

WHEREAS, all certification requirements have been met; and

WHEREAS, the 2022 – 2023 consolidated budget has been reviewed and recommended for Board approval by members of the Audit/Finance Committee.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY'S BOARD OF COMMISSIONERS, that the proposed expenditures in the Consolidated Budget for 2022 - 2023 are necessary for the appropriate delivery of resident services and efficient operation of the Louisville Metro Housing Authority. Additionally, the Executive Director is authorized to execute amendments to the Annual Contributions Contract (ACC) with HUD for the Capital Fund Program (CFP), Operating Fund, and Section 8 Housing Choice Voucher Program as needed.

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Commissioner Miles made a motion to adopt Resolution 5C "Authorization to Renew Annual Concrete Repair and Replacement Contract." Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 18-2022 (4/19/2022)

WHEREAS, funds for concrete repair and replacement are contained in the 2022 Operating Budget; and

WHEREAS, staff developed a bid proposal for concrete repair and replacement at various LMHA sites; and

WHEREAS, on March 13, 2018, bids were received and tabulated; and

WHEREAS, staff reviewed the bids received and determined Innovative Concrete Design & Construction, Inc. to be the most responsive and responsible bid received; and

WHEREAS, LMHA entered into a one-year contract with Innovative Concrete Design & Construction, Inc., with four one-year renewal options; and

WHEREAS, Innovative Concrete Design & Construction, Inc. has exercised the initial one-year contract, the first, second and third one-year renewals; and

WHEREAS, LMHA and Innovative Concrete Design & Construction, Inc. would like to exercise the fourth and 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 contract with Innovative Concrete Design & Construction, Inc. for concrete repair and replacement as needed for various LMHA sites, in an amount not to exceed \$100,000 annually.

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Commissioner Harris made a motion to adopt Resolution 5D “Authorization to Renew Annual Tree Trimming and Removal Contract.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 19-2022 (4/19/2022)

WHEREAS, funds are allocated in the 2022 Capital Fund Budget for tree trimming and removal at all LMHA sites; and

WHEREAS, staff developed a bid proposal for tree trimming and removal at all LMHA sites; and

WHEREAS, bids were received and tabulated on February 27, 2018; and

WHEREAS, staff reviewed the bids received and determined the Sang Corporation to be the most responsive and responsible bid received; and

WHEREAS, LMHA entered into a one-year contract with Sang Corporation with four one-year renewal options; and

WHEREAS, Sang Corporation has exercised the initial one-year contract, the first, second and third one-year renewals; and

WHEREAS, LMHA and Sang Corporation would like to exercise the fourth and 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 contract with the Sang Corporation for tree trimming and removal as needed for all LMHA sites, in an amount not to exceed \$100,000 annually.

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Commissioner Nicholson 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. 20-2022 (4/19/2022)

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, 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: "MTW Waiver Section; "Waiting List Organization - Preferences" (Section 4.C.2.b); "Special Purpose Vouchers" (Section 4.E.2); "Items Excluded from Annual Income" (Section 5.C); "Timing of Verification" (Section 10.E); "Frequency of Obtaining Verification" (Section 10.F); "Rent Reasonableness" (Section 11.A); "Interim Reexaminations" (Section 14.C); "Project Based Assistance" (Section 17.E.1.a, 17.E.1.b, 17.E.1.c, 17.K.1); "Homeownership Option" (Section 22.B, 22.C, 22.D.1); "Emergency Housing Vouchers" (Section 26.Q); "Medical Deductions" (Appendix 6); "Special Referral Programs" (Appendix 9); "Language Access Plan" (Appendix 4); and

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

WHEREAS, these proposed revisions were made available for public comment from March 18, 2022 through April 18, 2022 and a public hearing was held on March 31, 2022.

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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Commissioner Miles made a motion to adopt Resolution 5F "Approval of Revisions to the Public Housing Admissions and Continued Occupancy Policy." Commissioner Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 21-2022 (4/19/2022)

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 the administration of the program in accordance with HUD requirements and local priorities; and

WHEREAS, the ACOP and any revisions to said document must be formally adopted by the Louisville Metro Housing Authority (LMHA) Board of Commissioners; and

WHEREAS, LMHA finds it necessary to revise the existing ACOP to administer the program in a more effective and efficient manner and to remain in compliance with HUD rules and regulations; and

WHEREAS, LMHA is proposing revisions to the following sections of the LMHA ACOP: "Taking Applications" (Section 7.0); "Income, Exclusions, and Deductions from Income – Annual Income" (Section 11.2); "Discrepancies in Verified Income" (Section 12.8); "Determination of Total Tenant Payment and Tenant Rent" (Section 13.1); "Recertifications" (Section 15.1); "Recertification – Flat Rents" (Section 15.3); "Effective Date of Rent Changes for Regularly Scheduled Reexaminations" (Section 15.5); "Recertification and Interim Reexaminations" (Section 15.6); "Over Income Households in Public Housing" (Section 15.8); "Termination" (Section 20.2); "Medical Deduction" (Appendix D); "Language Access Plan"; and

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

WHEREAS, these proposed revisions were made available for public comment from March 18, 2022 through April 18, 2022 and a public hearing was held on March 31, 2022.

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

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Commissioner Harris made a motion to adopt Resolution 5G "Approval of FY 2023 Moving to Work Annual Plan." Commissioner Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 22-2022 (4/19/2022)

WHEREAS, the Louisville Metro Housing Authority (LMHA), as the Housing Authority of Louisville, executed a Moving to Work (MTW) Agreement on August 2, 1999; an Amended and Restated Agreement on April 15, 2008, which provides LMHA with some authority to investigate and adopt new policies and to flexibly use HUD funding and which extended participation in the MTW Program until June 30, 2018 and subsequently extended participation until June 30, 2028; and Amendment to the Amended and Restated Agreement on March 17, 2020, which authorized citations to waive an independent entity inspection; and

WHEREAS, as a part of the Amended and Restated MTW Agreement, an MTW Annual Plan for Fiscal Year (FY) 2023 must be developed and submitted to HUD to formally enable LMHA to fully use the policy and budget flexibility provided to public housing agencies participating in the MTW Program; and

WHEREAS, a Board Resolution approving the proposed FY 2023 MTW Annual Plan and required Certifications must be included in the submission provided to HUD; and

WHEREAS, the proposed FY 2023 MTW Annual Plan was made available for public comment between March 18, 2022 and April 18, 2022 and a public hearing was held on March 29, 2022 to discuss the Proposed FY 2023 MTW Annual Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the FY 2023 MTW Annual Plan is approved, and that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to execute and submit the Plan to the U.S. Department of Housing and Urban Development.

BE IT FURTHER RESOLVED that Board Chairman, Manfred Reid, is hereby authorized to sign the required Certifications of Compliance.

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Commissioner Harris made a motion to adopt Resolution 5H “Approval of Parkway Place Broadband Services.” Commissioner Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 23-2022 (4/19/2022)

WHEREAS, Louisville Metro Housing Authority (LMHA) is committed to bridging the digital divide among its residents; and

WHEREAS, the COVID-19 pandemic has further revealed the extent of the digital divide in public housing; and

WHEREAS, LMHA staff selected Spectrum Community Solutions dba Spectrum Mid-America, LLC (Spectrum) through a competitive RFP process to provide Broadband services to all Parkway Place households for two years; and

WHEREAS, LMHA entered into an installation and bulk services agreement with Spectrum for up to two years of Broadband services that began May 28, 2021; and



WHEREAS, LMHA wishes to continue the provision of Broadband to Parkway households for the second year of the agreement through Spectrum in the amount not to exceed \$237,683.00.

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 continue the agreement with Spectrum in the amount of \$237,683.00 for year two of the two-year agreement.

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Commissioner Nicholson made a motion to adopt Resolution 5I “Authorization to Transfer Logan Street Retention Basin.” Commissioner Miles seconded. Motion carried by unanimous vote.

RESOLUTION NO. 24-2022 (4/19/2022)

WHEREAS, the Louisville Metro Housing Authority (LMHA) took ownership of the Logan Street Basin located at 935 Logan Street in April 2018. Property was obtained from the Metropolitan Sewer District (MSD) through a no cost transfer; and

WHEREAS, MSD provided LMHA with a \$200,000 maintenance fee to accommodate the care of the basin surface area and perimeter fencing; and

WHEREAS, Louisville Metro Government (LMG) has expressed interest in taking over ownership and maintenance of the site; and

WHEREAS, LMHA has negotiated a transfer of the Logan Street Basin to LMG through a no cost transfer and will convey the remaining funds from the maintenance fee in the amount, not to exceed, \$121,840.15 to LMG; and

WHEREAS, LMHA did not use any Public Housing (PH) or Housing Choice Voucher (HCV) funds to acquire the site and no PH or HCV funds were used to maintain the site. Therefore, no approval is needed from the U.S. Department of Housing and Urban Development (HUD) to dispose of the property; 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 documents necessary to transfer the Logan Street Basin, 935 Logan Street, to LMG and remittance of maintenance fee.

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Commissioner Nicholson made a motion to adopt Resolution 5J “Approval of Modification of LMHA Bylaws.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 25-2022 (4/19/2022)

WHEREAS, the Louisville /Jefferson County Metro Government established the Louisville Metro Housing Authority (LMHA) in April 2003; and

WHEREAS, the LMHA Board of Commissioners adopted updated Bylaws in October 2021; and

WHEREAS, through the Local Ordinances on “Board and Commission Appointments” (ss. 32.001-32.004), and the establishment of the “LMHA” (ss. 32.350-32.353), the Mayor’s Office and the Metro Council provide for a process for all appointments to Louisville Metro’s Boards and Commissions – of which LMHA is subject.; and

WHEREAS, following discussions of the appointments process, the LMHA Governance Committee agreed to recommend to the full Board, adoption of a modification of ARTICLE IV, Section 1, with additional language concerning the annual election of officers and board vacancies.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the modification to the LMHA Bylaws are approved.

**Discussion Items:**

The Executive Director discussed that Staff is actively focused on working with CT & Associates, to transition 185 Scattered Site units back to the LMHA.

**Executive Session:**

Commissioner Evans motioned to go into Executive Session, seconded by Commissioner Nicholson. Motion carried by unanimous vote. The Board retired to Executive Session at 5:33 p.m.

The Board returned to Open Session at 6:11 p.m.

**Other Business:**

There being no further business to come before the Board, Commissioner Collier motioned to adjourn, seconded by Commissioner Miles. Motion carried by unanimous vote. The Board adjourned at 6:11 p.m.

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Vickie J. Fields, Executive Secretary

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Manfred G. Reid, Sr., Chairman