

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

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairperson Gena Harris, 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 Geoffrey Ellis, Commissioner Cary Hearn, Commissioner Mary Elizabeth Miles, Commissioner Nicole Nally, and Commissioner Lisa Nicholson. Absent were Commissioner Chad Collier (excused), Commissioner Leah Peale (excused) and the Mayor's Proxy, Mary Ellen Wiederwohl (excused). Others present were Manfred Reid, Emeritus Member; Lisa Osanka, Executive Director; Wavid Wray, Deputy Executive Director; Directors; Richard Nash, III, Attorney; Vickie Fields, Executive Secretary; LMHA staff, Rebecca Katz, 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 Board of Commissioners, staff, residents, and partners.

Announcements:

There were no announcements.

Ms. Rebecca Katz, Executive Director of the Dream Team and the representative of the Taylor/New Cut Network which is a group of neighbors, businesses, and government stakeholders working together to implement recommendations from the 2012 Taylor/New Cut Corridor study, addressed the Board. Ms. Katz congratulated the Housing Authority on its exciting news of Senior Housing to the Community. Ms. Katz explained that a community engagement initiative was done and that approximately 400 people responded to a survey and those results will be released in a meeting on November 17th in which Ms. Osanka has agreed to attend. Ms. Katz stated she was grateful for the Housing Authority's partnership and looks forward to collaborating more.

Committee Reports:

None. Chairman Harris stated that she would like to see more Committee Reports at the next Board Meeting.

Approval of Minutes:

Commissioner Ellis made a motion to approve the minutes of LMHA’s regular meeting held on September 20, 2022. Commissioner Nicholson seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Nicholson made a motion to adopt Resolution 5A “Approval of New Flat Rent Schedule for LMHA Public Housing Developments.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 52-2022 (10/18/22)

WHEREAS, federal statute requires that Public Housing Program administrators establish flat rents that are equal to no less than eighty (80) percent of the jurisdiction’s Fair Market Rents by bedroom size; and

WHEREAS, the Louisville Metro Housing Authority is required to increase its public housing flat rents in response to increases to the jurisdiction’s Fair Market Rents; and

WHEREAS, the U.S. Department of Housing and Urban Development published increased Fair Market Rents for the Louisville, KY-IN metropolitan area that became effective on October 1, 2022; and

WHEREAS, the October 1, 2022 increases to Fair Market Rents caused the flat rents for LMHA public housing developments to fall below the established minimum threshold.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the public housing flat rent schedule for public housing developments is approved.

Commissioner Nally made a motion to adopt Resolution 5B “Authorization to Submit 3600, 3602, 2618 & 3620 Manslick Road to the Housing & Urban Development Special Applications Center (HUD SAC) for Disposition Approval.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 53-2022 (10/18/22)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is seeking authorization to submit property located at 3600, 3602, 3618 and 3620 Manslick Road

to the Housing & Urban Development Special Applications Center (HUD SAC) for disposition approval; and

WHEREAS, the vacant apartments are located in four (4) two story buildings, with each building consisting of four (4) 2-bedroom apartment units for a total of sixteen units; and

WHEREAS, based on the site review conducted on July 26, 2022, apartment unit interiors have deteriorated to a condition that will require substantial rehab of the apartment. Several units have had significant fire damage and others have been vandalized. The substantial rehab includes, but not limited to, removal of floor finishes to expose the subfloor, removal of all gypsum board on walls and ceilings to expose wood framing, remove all doors & hardware, remove all cabinets and appliances, remove all HVAC, plumbing and electrical systems, exterior siding, windows, and insulation; and

WHEREAS, the substantial rehab cost is estimated at \$3,545,600. This cost does not include reconfiguration of units, site remediation for drainage issues, mold remediation or materials that may be impacted due to environmental conditions. This property has been deemed too costly for LMHA to justify rehabilitation; and

WHEREAS, HUD SAC disposition approval will permit LMHA to advertise the sixteen units for sale at Fair Market Value as determined by an April 2022 appraisal and to dispose of the property to a successful bidder.

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 3600, 3602, 3618 and 3620 Manslick Road.

Commissioner Nicholson made a motion to adopt Resolution 5C “ Authorization to Execute Grant Documents, Allocate Project-Based Vouchers, and Commit Section 8 HUD-Held Reserve Funding to the Iroquois Senior Living Community.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 54-2022 (10/18/22)

WHEREAS, the Louisville Metro Housing Authority (LMHA) plans to develop the Iroquois Senior Living Community, a 60-unit affordable rental development at 1400 Bicknell Avenue on an approximately 3.8-acre portion of the 42-acre site formerly occupied by the Iroquois Homes public housing development; and

WHEREAS, the development will serve residents aged 55-plus and households that are very-low income (50% AMI) (13 units) and extremely low-income (30% AMI) (47 units) using Project-Based Voucher subsidy; and

WHEREAS, LMHA applied for and received an award from the Louisville Affordable Housing Trust Fund in the form of a forgivable construction/permanent project loan in the amount of \$11,750,000 for the development of the Iroquois Senior Living Community; and

WHEREAS, to receive and utilize these funds, LMHA must enter into a grant agreement and execute related documents with the Louisville Affordable Housing Trust Fund; and

WHEREAS, the budget for the development of the Iroquois Senior Living Community requires the commitment of \$12,125,500 of Section 8 HUD-held reserve funding.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Board authorizes the Executive Director, Lisa Osanka, to take such actions and execute any documents as needed in regards to the Louisville Affordable Housing Trust Fund grant.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that 60 Project-Based Vouchers be allocated for the Iroquois Senior Living Community as allowed under 24 CFR 983.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that \$12,125,500 of Section 8 HUD-held reserve funding be committed to the development of the Iroquois Senior Living Community.

Commissioner Nally made a motion to adopt Resolution 5D "Award of Contract for Pressure Washing at Park DuValle." Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 55-2022 (10/18/22)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is required to maintain, protect and preserve the integrity of its housing stock; and

WHEREAS, specifications were developed and advertised in The Courier-Journal, The Louisville Defender and E-Procurement Marketplace; and on September 13, 2022, bids were received and tabulated for the pressure washing at Park DuValle; and

WHEREAS, the Evaluation Committee reviewed the bids received and determined the bid submitted by All Clean Pressure Washing Service to be the most responsive and responsible bid received and recommends award of the contract to All Clean Pressure Washing Service.

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 All Clean Pressure Washing Service for the pressure washing at Park DuValle, in an amount not to exceed \$100,000 annually.

Commissioner Nicholson made a motion to adopt Resolution 5E “Approval for Amending and Restating the Retirement Plan.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 56-2022 (10/18/22)

WHEREAS, the Louisville Metro Housing Authority (Authority) is a participating Employer in the Housing Agency Retirement Trust (HART) for the benefit of its employees; and

WHEREAS, the Authority has the right pursuant to Section 8.1 of the Plan to amend its Joinder Agreement and Plan Specifications as of the first day of any month; and

WHEREAS, effective November 1, 2022, the Authority desires to amend and restate its Joinder Agreement and Plan Specifications to amend the eligibility requirements for participation in the Plan.

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Authority’s Restated Joinder Agreement and Plan Specifications, is hereby approved, and adopted effective November 1, 2022.

BE IT FURTHER RESOLVED that the Executive Director, Lisa Osanka, is authorized to sign the Amended and Restated Joinder Agreement and Plan Specifications for and on behalf of the Authority, and to take any and all actions necessary or appropriate to carry into effect the Resolutions herein approved.

Commissioner Ellis made a motion to adopt Resolution 5F “Authorization for Renewal of Computer Software.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 57-2022 (10/18/22)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has determined that renewal of Microsoft Office 365 subscription software is necessary; and

WHEREAS, this software is a critical business tool for Louisville Metro Housing Authority in the creation and editing of documents, spreadsheets, and email; and

WHEREAS, funds have been allocated within the 2023 Operating Budget for this plan; and

WHEREAS, the software that is recommended is available for renewal via State Government Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that Lisa Osanka, Executive Director and Contracting Officer is authorized to execute the renewal of Microsoft 365 Business Standard Agreement for 220 licenses, in an amount not to exceed \$33,000.00.

Commissioner Nicholson made a motion to adopt Resolution 5G “Renewal of Computer Technical Services Contract.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 58-2022 (10/18/22)

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 contract was awarded in 2019 to Matrix Integration to provide Technical Support for the Louisville Metro Housing Authority with options for four one-year renewals; and

WHEREAS, Matrix Integration has provided good service to the Louisville Metro Housing Authority for the several years and staff recommends renewing their contract by exercising 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 authorized to execute the first one-year renewal option of the contract with Matrix Integration for a fee not to exceed \$70,000 for Computer Technical Support. The contract period will be December 1, 2022 through November 30, 2023.

Commissioner Nicholson made a motion to adopt Resolution 5H “Approval of Clarksdale Rental I Limited Partnership Transition to Louisville Metro Housing Authority.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 59-2022 (10/18/22)

WHEREAS, the Clarksdale Rental I Limited Partnership (Partnership) completed its initial 15-year Low Income Housing Tax Credit (LIHTC) Compliance Period on December 31, 2021, and is within its first year of the LIHTC Extended Use Period; and

WHEREAS, the Louisville Metro Housing Authority Development Corporation (LMHADC) desires to acquire .01% of the total Partnership’s interest from the Partnership’s General Partner (Clarksdale I, Inc.), with Louisville Metro Housing Authority acquiring the remaining 99.99% from the Investment Limited Partner (PNC Multifamily Capital Institution Fund XXIX Limited Partnership) and the Special Limited Partner (Columbia Housing SLP Corporation) upon satisfaction removing itself; and

WHEREAS, the transition of the Partnership’s interest to LMHA and LMHADC will require LMHA funds go towards the payment of PNC Bank’s Promissory Note in the amount not to exceed \$697,775; and

WHEREAS, LMHA will purchase the Investment Limited Partner’s interest in the Partnership for \$10; and

WHEREAS, the transition of the Partnership’s interest to LMHA and LMHADC will also require the Partnership to pay accrued expenses and fees owed to the Limited Partner in an amount not to exceed \$33,053. Source of funds for the fees noted will be paid from Partnership funds; and

WHEREAS, all required approvals for the transition of the Partnership’s interest from the Kentucky Housing Corporation, Louisville Metro Government, and the Department of Housing and Urban Development will be obtained prior to the closing date in order to satisfy a condition to close.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the transition of the Clarksdale Rental I Limited Partnership's Investment Limited Partner interest to the Louisville Metro Housing Authority is approved.

BE IT FURTHER RESOLVED that, as required within the transition process, the use of LMHA funds to pay-off PNC Bank's Promissory Note and fund the \$10 Investment Limited Partner's purchase price in the amount not to exceed \$697,785 and the Partnership's payment of accrued fees and expenses owed to the Investment Limited Partner in an amount not to exceed \$33,053 are also approved.

BE IT FURTHER RESOLVED, that, the Executive Director of LMHA is hereby authorized, empowered, and directed to take any and all such related or ancillary actions necessary and appropriate to achieve the foregoing purposes including refinements to the terms and documents set forth in this resolution as may be reasonably determined by the Executive Director.

Discussion Items:

- September 2022 updated statement of facts on resolution 5E "Authorization to Amend the Sheppard Square Homeownership Development Agreement with Habitat for Humanity."

Executive Director Osanka explained that two points of clarification needed to be made on the Statement of Facts from resolution 5E from September's Board Meeting. No action is needed since the minutes are approved and the resolution remains unchanged but Executive Director Osanka wanted the Board to have the red-lined version for their informational purposes. Commissioner Nicholson thanked staff and the Executive Director for their clarification on the matter.

Executive Session:

Commissioner Ellis motioned to go into Executive Session, seconded by Commissioner Nally. Motion carried by unanimous vote. The Board retired to Executive Session at 4:25 p.m.

The Board returned to Open Session at 4:53 p.m.

Other Business:

There being no further business to come before the Board, Commissioner Nicholson motioned to adjourn, seconded by Commissioner Nally. Motion carried by unanimous vote. The Board adjourned at 4:53 p.m.

Vickie J. Fields, Executive Secretary

Gena Harris, Chairperson