

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
DECEMBER 20, 2022

Roll Call:

The meeting of the Board of Commissioners was called to order by Vice Chairperson, Geoffrey Ellis, at 3:50 p.m. Due to the COVID-19 Outbreak, participants may call in by way of Zoom Conference Video Call or attend In-Person. Members also present were, Commissioner Mary Elizabeth Miles, Commissioner Lisa Nicholson, Commissioner Leah Peale, and Mayor's Proxy, Mary Ellen Wiederwohl. Absent were Chairperson Gena Harris (excused), Commissioner Chad Collier (excused), Commissioner Cary Hearn (excused), and Commissioner Nicole Nally (excused). Others present were Manfred Reid, Emeritus Chair; Lance Gilbert, Emeritus Member, 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 Board of Commissioners, staff, residents, and partners.

Announcements:

There were no announcements or public comment.

Committee Reports:

There were no committee reports.

Approval of Minutes:

Mayor's Proxy Wiederwohl made a motion to approve the minutes of LMHA's regular meeting held on November 15, 2022. Commissioner Nicholson seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Nicholson made a motion to adopt Resolution 5A “Approval to Renew Russell Choice Neighborhoods HUD & Miscellaneous Legal Consultant Services Contract with Stites & Harbison, PLLC.” Commissioner Peale seconded. Vice-Chair Ellis abstained from voting. Motion carried by all other members.

RESOLUTION NO. 64-2022 (12/20/22)

WHEREAS, the U.S. Department of Housing and Urban Development provided the Louisville Metro Housing Authority (LMHA) Capital Funds to be utilized in conjunction with the Russell Choice Neighborhoods program for HUD and miscellaneous legal services; and

WHEREAS, in 2020, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract for Russell Choice Neighborhoods legal services to Stites & Harbison, PLLC to provide the requisite legal services for a period of one year; and

WHEREAS, the contract awarded to Stites & Harbison, 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 second option to renew the contract for Russell Choice Neighborhoods HUD & Miscellaneous Legal Consultants Services Contract with Stites & Harbison, PLLC for one year with an annual fee not to exceed \$100,000.

Commissioner Nicholson made a motion to adopt Resolution 5B “Approval to Renew Russell Choice Neighborhoods HUD & Miscellaneous Legal Consultant Services Contract with Reno & Cavanaugh, PLLC.” Mayor’s Proxy Wiederwohl seconded. Motion carried by unanimous vote.

RESOLUTION NO. 65-2022 (12/20/22)

WHEREAS, the U.S. Department of Housing and Urban Development provided the Louisville Metro Housing Authority (LMHA) Capital Funds to be utilized in conjunction with the Russell Choice Neighborhoods program for HUD and miscellaneous legal services; and

WHEREAS, in 2020, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract for Russell Choice Neighborhoods legal services to Reno & Cavanaugh, PLLC to provide the requisite legal services for a period of one year; and

WHEREAS, the contract awarded to Reno & Cavanaugh, 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 second option to renew the contract

for Russell Choice Neighborhoods HUD & Miscellaneous Legal Consultants Services Contract with Reno & Cavanaugh, PLLC for one year with an annual fee not to exceed \$100,000.

Commissioner Peale made a motion to adopt Resolution 5C “Award of Construction Contract for Dosker Manor Fire Alarm Replacement.” Mayor’s Proxy Wiederwohl seconded. Motion carried by unanimous vote.

RESOLUTION NO. 66-2022 (12/20/22)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Choice Neighborhoods Initiative (CNI) program for the transformation of the Russell neighborhood; and

WHEREAS, in 2021, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Duvernay+Brooks LLC/PBS Consulting to provide the requisite financial consulting services for an initial period to accommodate the Choice Neighborhood planning period or until January 17, 2023; and

WHEREAS, Housing and Urban Development (HUD) has awarded LMHA a Choice Implementation Grant in December 2016, and the need for financial services will continue; and

WHEREAS, the contract awarded to Duvernay+Brooks LLC/PBS Consulting included an option provision whereby LMHA may extend the contract for up to four additional years; 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 exercise the second option to renew the Russell Choice Neighborhood Financial Consultant/Advisory Services Contract with the Duvernay+Brooks LLC/PBS Consulting in the amount of not to exceed \$100,000 for up to one year.

Commissioner Nicholson made a motion to adopt Resolution 5D “Agreement with the Louisville Metro Government for Choice Neighborhood Action Grant Smart Stop Bus Shelter Repair.” Mayor’s Proxy Wiederwohl seconded. Motion carried by unanimous vote.

RESOLUTION NO. 67-2022 (12/20/22)

WHEREAS, the Louisville Metro Housing Authority was awarded a \$1,000,000 Choice Neighborhoods Initiative (CNI) Action Grant from the U.S. Department of

Housing and Urban Development on June 28, 2016 to complete several improvements within Russell that would enhance and accelerate the neighborhood's transformation; and

WHEREAS, the Louisville Metro Government contributed an additional \$375,000 towards these improvements, which included the design and construction of five SmART Stop bus shelters that cost approximately \$50,000 each; and

WHEREAS, due to vandalism and material failures, the bus shelter adjacent to St. Peter's United Church of Christ at 1407 W. Jefferson Streets is now in severe disrepair and requires extensive repairs to return it into use as a safe and attractive community amenity; and

WHEREAS, per the SmART Stop Maintenance Agreement executed on June 11, 2018, LMHA and LMG share joint ownership of the shelters, as well as the responsibility for their repairs; and

WHEREAS, LMG has agreed to contribute up to \$40,000 for repairs to this SmART Stop's, and LMHA staff can provide in-kind project management to implement these repairs.

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 Agreement with Louisville Metro Government where they agree to reimburse LMHA in an amount not to exceed \$40,000 for repairs to the bus shelter at 1407 W. Jefferson Street, and LMHA will contribute in-kind project management services.

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

RESOLUTION NO. 68-2022 (12/20/22)

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, the LMHA is proposing revisions to multiple sections of the ACOP; and

WHEREAS, a summary of the proposed revisions is included in this resolution; and

WHEREAS, these proposed revisions were made available for public comment from November 18, 2022 through December 18, 2022 and a public hearing was held on December 1, 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 is adopted. This policy will apply to all public housing developments except Liberty Green and Sheppard Square, which have negotiated site-level agreements with a limited partnership.

Commissioner Nicholson made a motion to adopt Resolution 5F “Approval of Revisions to the Housing Choice Voucher Program Administrative Plan.” Mayor’s Proxy Wiederwohl seconded. Executive Director Osanka stated that in response to special referral voucher requests received from non-profits during the public comment period, Resolution 5F will be amended as Churchill’s House of Hope will be allocated 10 vouchers and Option to Success will be allocated 8 vouchers. The amendment was motioned by Commissioner Nicholson and seconded by Mayor’s Proxy Wiederwohl. Amended motion carried by unanimous vote.

RESOLUTION NO. 69-2022 (12/20/22)

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 multiple sections of the HCV Program Administrative Plan; and

WHEREAS, a summary of the proposed revisions is included in this resolution; and

WHEREAS, these proposed revisions were made available for public comment from November 18, 2022 through December 18, 2022 and a public hearing was held on December 1, 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.

Commissioner Miles made a motion to adopt Resolution 5G "Authorization to Award a Contract for Solid Waste Collection and Disposal." Commissioner Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 70-2022 (12/20/22)

WHEREAS, the Louisville Metro Housing Authority has identified funds for the solid waste collection and disposal services contract for all LMHA properties in the 2023 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 11, 2022; and

WHEREAS, LMHA Management staff reviewed the two bids received on November 22, 2022 and determined Waste Management of Kentucky LLC to be a responsive and responsible bid at a weekly amount of \$3,570.55 and an annual price of \$185,668.60; and

WHEREAS, LMHA would like to enter into a one-year contract with Waste Management of Kentucky LLC, 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 Waste Management of Kentucky LLC to provide dumpster pick-up and disposal services to all LMHA properties for an amount not to exceed \$185,668.60 (\$3,570.55 each week) beginning the month of January 2023.

Commissioner Nicholson made a motion to adopt Resolution 5H "Authorization to Renew Floor Covering Repair and Replacement Contract." Commissioner Miles seconded. Motion carried by unanimous vote.

RESOLUTION NO. 71-2022 (12/20/22)

WHEREAS, funds for floor covering repairs and replacements are contained in the 2023 Operating Budget; and

WHEREAS, staff developed a bid proposal for floor covering repairs and replacements at various LMHA sites; and

WHEREAS, on October 22, 2019 bids were received and tabulated; and

WHEREAS, the Procurement Committee reviewed the bids received and determined William Greenwell to be the most responsive and responsible bid received; and

WHEREAS, the Procurement Committee recommends award of this contract to William Greenwell for one (1) year, with four one-year renewal options; and

WHEREAS, the initial year, the first and second one-year renewal contracts have expired and William Greenwell and LMHA would like to exercise the third one-year renewal.

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 William Greenwell for floor covering repair and replacement as needed for various LMHA sites, in an amount not to exceed \$180,000 annually.

Commissioner Nicholson made a motion to adopt Resolution 5I "Approval of Amendment to FY 2023 Moving to Work Annual Plan (Approval of Version 3)." Mayor's Proxy Wiederwohl seconded. Executive Director Osanka stated that in response to special referral voucher requests received from non-profits during the public comment period, Resolution 5I will be amended as Churchill's House of Hope will be allocated 10

vouchers and Option to Success will be allocated 8 vouchers. The amendment was motioned by Commissioner Nicholson and seconded by Mayor's Proxy Wiederwohl. Amended motion carried by unanimous vote.

RESOLUTION NO. 72-2022 (12/20/22)

WHEREAS, the Louisville Metro Housing Authority (LMHA), as the Housing Authority of Louisville, executed a Moving to Work (MTW) Agreement on August 2, 1999 and an Amended and Restated Agreement on April 15, 2008, which provides LMHA with the authority to investigate and adopt new policies and to flexibly use HUD funding; and

WHEREAS, as required by the Amended and Restated MTW Agreement with HUD, the Fiscal Year 2023 MTW Annual Plan (Version 1) was adopted by the LMHA Board of Commissioners on April 19, 2022 and submitted to HUD on April 22, 2022; and

WHEREAS, HUD provided comments on the FY 2023 MTW Annual Plan (Version 1) and LMHA submitted a revised FY 2023 MTW Annual Plan (Version 2) to HUD on June 23, 2022, which was approved by HUD on July 1, 2022; and

WHEREAS, LMHA now finds it necessary to amend the FY 2023 MTW Annual Plan (Version 2) and submit a new FY 2022 MTW Annual Plan (Version 3); and

WHEREAS, a Board Resolution approving the FY 2023 MTW Annual Plan (Version 3) and required Certifications of Compliance must be included in the submission provided to HUD; and

WHEREAS, the FY 2023 MTW Annual Plan (Version 3) was made available for public comment from November 18, 2022 through December 18, 2022, and a public hearing was held on December 1, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the FY 2023 MTW Annual Plan (Version 3) 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, Gena Harris, is hereby authorized to sign the required Certifications of Compliance.

Commissioner Nicholson made a motion to adopt Resolution 5J “Award of Construction Contract for Avenue Plaza Emergency Generator and Lighting Replacement.” Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 73-2022 (12/20/22)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for the Avenue Plaza Emergency Generator and Lighting Replacement; and

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

WHEREAS, the project was advertised for bids in the Courier-Journal, LMHA’s Website and Housing Agency Marketplace on October 12th, 2022; and on The Louisville Defender on October 13, 2022; and on November 8, 2022, one bid was received and tabulated for the contractor to perform the work; and

WHEREAS, staff reviewed the bid received and determined that the bid submitted by Howell & Howell Contractors, Inc. in the amount of \$1,671,000.00 is the lowest responsive and responsible bid received and recommends award of the contract to them.

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 Construction Contract with Howell & Howell Contractors, Inc. in the amount of \$1,671,000.00 for Avenue Plaza Emergency Generator and Lighting Replacement.

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

RESOLUTION NO. 74-2022 (12/20/22)

WHEREAS, the Louisville Metro Housing Authority has an ongoing need for general litigation 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 Orberon & 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 three renewal period on January 22, 2023; with two 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, 2023 to January 22, 2024 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 Nicholson made a motion to adopt Resolution 5L "Approval of Annual Environmental Hazard Abatement Contract-Region 1." Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 75-2022 (12/20/22)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for abatement of asbestos, lead, mold and other environmental hazards at Louisville Metro Housing Authority (LMHA) properties; and

WHEREAS, LMHA staff and LMHA's Environmental Consultant developed an RFP for an annual contract with a fee not to exceed \$200,000 to be utilized as needed for this project; and

WHEREAS, the project was advertised in The Courier-Journal, The Louisville Defender, and the Housing Agency Marketplace, and on December 6, 2022 proposals for providing the requisite services were received and evaluated; and

WHEREAS, staff reviewed the proposals and determined that the proposal submitted by Abatement Solutions Technologies, Inc. (AST) is the most acceptable proposal for the work to be performed, and staff recommends award to them; and

WHEREAS, this contract is for a period of one year, with an option to be extended up to four additional one-year terms.

WHEREAS, the Annual Environmental Abatement Contract for Region 1 includes Lourdes Hall, Parkway Place, Temple Spears, Will Seay Plaza and approximately 289 scattered sites units located at various locations throughout the city including Noltemeyer Wynde Court and Whips Mill Road.

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 Annual Environmental Hazard Abatement Contract – Region 1 with AST in the amount not to exceed \$200,000.

Commissioner Nicholson made a motion to adopt Resolution 5M “Approval of Annual Environmental Hazard Abatement Contract-Region 2.” Mayor’s Proxy Wiederwohl seconded. Motion carried by unanimous vote.

RESOLUTION NO. 76-2022 (12/20/22)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for abatement of asbestos, lead, mold and other environmental hazards at Louisville Metro Housing Authority (LMHA) properties; and

WHEREAS, LMHA staff and LMHA’s Environmental Consultant developed an RFP for an annual contract with a fee not to exceed \$200,000 to be utilized as needed for this project; and

WHEREAS, the project was advertised in The Courier-Journal, The Louisville Defender, and the Housing Agency Marketplace, and on December 6, 2022 proposals for providing the requisite services were received and evaluated; and

WHEREAS, staff reviewed the proposals and determined that the proposal submitted by National Environmental Contracting, Inc. (NEC) is the most acceptable proposal for the work to be performed, and staff recommends award to them; and

WHEREAS, this contract is for a period of one year, with an option to be extended up to four additional one-year terms.

WHEREAS, the Annual Environmental Abatement Contract for Region 2 includes Avenue Plaza, 500 Apartments, Dosker Manor, St. Catherine Court, United Building, Central Maintenance and Purchasing, and approximately 485 scattered sites units located at various locations throughout the city including 655 Country Club Road, 807 E. Gray Street and 1131 S. 6th Street.

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 Annual Environmental Hazard Abatement Contract – Region 2 with NEC in the amount not to exceed \$200,000.

Discussion Items:

None.

Executive Session:

Commissioner Nicholson motioned to go into Executive Session, seconded by Mayor's Proxy Wiederwohl. Motion carried by unanimous vote. The Board retired to Executive Session at 4:17 p.m.

The Board returned to Open Session at 4:50 p.m.

Other Business:

There being no further business to come before the Board, Mayor's Proxy Wiederwohl motioned to adjourn, seconded by Commissioner Peale. Motion carried by unanimous vote. The Board adjourned at 4:51 p.m.

Vickie J. Fields, Executive Secretary

Gena Harris, Chairperson