

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
SEPTEMBER 19, 2023

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairperson, Gena Harris, at 3:31 p.m. Participants may call in by way of Zoom Conference Video Call or attend In-Person. Members also present were Commissioner Karen Crain, Commissioner Geoffrey Ellis, Commissioner Nicole Nally, Commissioner Leah Peale, and Mayor's Designee, David Kaplan. Member absent was Commissioner Mary Elizabeth Miles. Others present were Lisa Osanka, Executive Director; Wavid Wray, Deputy Executive Director; Richard Nash, III, Attorney; Vickie Fields, Executive Secretary; Directors, LMHA staff, Bill Wells, Al Mortenson, Veronica Blair, Ollie Dorsey, Frank Anderson, Ashby Green, Monica Thomas, Lula Sawyers, Danielle Laurd, Lois Windhorst, Victoria Murrell, Deborah Pennington, Phyllis Bolds, Gwendolyn Hopson, Sarah Norton, Heather Hairgrove, Treneice Walton, Tony Manning, Ann Anderson, Jason Buckner, Mary J. Taylor, and other individuals of the public.

Announcements:

None.

During the Public Comments Period, the following members of the public requested to speak in advance of the meeting:

- Ashley Johnson, an unidentified male took the place of registered speaker - Dosker Manor Concerns
- Bill Wells - Public Housing Concerns
- Cynthia Lee, not present
- Enzo Intelligence - Dosker Manor Concerns
- Sheila King - Dr. William G. Weathers Apartments Concerns
- Lois Windhorst - Dosker Manor Concerns
- Shemeka Shaw - Dosker Manor Concerns
- Tammy Hawkins, Jecory Arthur joined in - Dosker Manor Concerns

Committee Reports:

None.

Approval of Minutes:

Commissioner Ellis made a motion to approve the minutes of LMHA's regular meeting held on August 15, 2023. Commissioner Nally seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Ellis made a motion to adopt Resolution 5A “Approval of Memorandum of Understanding with the Louisville-Jefferson County Continuum of Care for Stability Voucher Administration and the Provision of Supportive Services.” Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 51-2023 (9/19/23)

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has allocated 22 Stability Vouchers (SV) to the Louisville Metro Housing Authority (LMHA) with an ACC funding increment effective date of October 1, 2023; and

WHEREAS, HUD requires that any public housing agency receiving SVs enter into a Memorandum of Understanding with the local Continuum of Care (CoC) for administration and the provision of supportive services; and

WHEREAS, the Louisville-Jefferson County CoC is the sole CoC operating in LMHA’s jurisdiction.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer is hereby authorized to enter into a Memorandum of Understanding with the Louisville-Jefferson County Continuum of Care for Stability Voucher administration and the provision of supportive services.

BE IT FURTHER RESOLVED that the Executive Director is authorized, empowered, and directed to take any and all such related or ancillary actions necessary and appropriate to achieve the foregoing purpose as may be reasonably determined by the Executive Director.

Commissioner Nally made a motion to adopt Resolution 5B “Authorization to Renew Income and Employment Verification Contract.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 52-2023 (9/19/23)

WHEREAS, U.S. Department of Housing and Urban Development (HUD) requires all Public Housing & Housing Choice Voucher providers to obtain income and employment verifications for all Public Housing & Housing Choice Voucher eligible participants; and

WHEREAS, in July 2020, LMHA staff, in accordance with LMHA's procurement procedures, awarded a contract to TALX Corporation (d/b/a Equifax Workforce Solutions); and

WHEREAS, the original contract awarded in 2020, to TALX Corporation (d/b/a Equifax Workforce Solutions) included the option for four (4) additional one-year renewals; and

WHEREAS, LMHA staff is requesting approval of 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 is hereby authorized to execute the third one-year renewal option of the contract with TALX Corporation (d/b/a Equifax Workforce Solutions) in the amount of \$249,120.

Commissioner Nally made a motion to adopt Resolution 5C "Authorization to Renew Contract for Park DuValle Property Management Services." Commissioner Ellis seconded. Mayor's Designee Kaplan voted no. Motion carried by majority vote.

RESOLUTION NO. 53-2023 (9/19/23)

WHEREAS, the Park DuValle Revitalization Housing is a federal HOPE VI development consisting of four (4) individual Low-Income Housing Tax Credit (LIHTC) phases (Park DuValle Limited Partnership I, Park DuValle Limited Partnership II, Park DuValle Limited Partnership III and Park DuValle Limited Partnership IV); and

WHEREAS, LMHA prepared a Request for Proposal (RFP) for the Property Management function of Park DuValle, with the assistance of LMHA's Financial Advisor, (Duvernay & Brooks). The RFP was advertised in The Courier-Journal, The Louisville Defender, and using the E-Procurement Marketplace and on June 22, 2021 two proposals were received; and

WHEREAS, the proposals received were thoroughly reviewed and analyzed by an evaluation committee comprised of three LMHA staff; and

WHEREAS, the proposal submitted by Winterwood Inc. has been determined to be the most responsive and responsible proposal; and

WHEREAS, LMHA entered into a one-year contract with Winterwood Inc., with the option for four (4) additional one-year renewals subject to LMHA Board approval; and

WHEREAS, LMHA is satisfied with the management services provided by Winterwood; and

WHEREAS, the initial and first year renewal has expired and LMHA and Winterwood Inc. would like to execute the second 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 is hereby authorized to enter into a Property Management Agreement with Winterwood Inc. to perform the property management duties at the Park DuValle development, in an amount not to exceed \$278,088 annually.

Commissioner Ellis made a motion to adopt Resolution 5D “Adoption of New Payment Standards Effective October 1, 2023.” Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 54-2023 (9/19/23)

WHEREAS, The U.S. Department of Housing and Urban Development (HUD) mandates that all Housing Choice Voucher (including Homeownership and Project-Based Voucher), Emergency Housing Voucher (EHV), Stability Voucher (SV), and Veterans Affairs Supportive Housing (VASH) Program providers utilize HUD’s Metro Area and/or Small Area Fair Market Rents as a basis for payment standards to determine the maximum amount of assistance that can be paid by the agency for gross rents (rent to owner + utility allowance) for Program participants; and

WHEREAS, HUD issued revised Metro Area and Small Area Fair Market Rents for FFY 2024, which will be effective on October 1, 2023; and

WHEREAS, HUD allows public housing authorities to use payment standards that are set between 90 and 110 percent of the published Metro Area Fair Market Rents as noted in the Quality Housing and Work Responsibility Act of 1998, and the Louisville Metro Housing Authority’s HUD-approved Moving to Work (MTW) Annual Plan allows for both Homeownership payment standards for exception rent areas at up to 120 percent of the Metro Area Fair Market Rents and for Project-Based Voucher payment standards that are the higher of 110% of Metro Area Fair Market Rent or Small Area Fair Market Rent; and

WHEREAS, in the Emergency Housing Voucher (EHV), Stability Voucher (SV), and Veterans Affairs Supportive Housing (VASH) programs, HUD allows payment standards to be set between 90 and 120 percent of Small Area Fair Market Rents.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that rental payment standards be adopted at 100 percent (and for exception payment census tracts at 110 percent) of Metro Area Fair Market Rents effective October 1, 2023; that Homeownership payment standards be adopted at 110 percent (and for exception payment census tracts at 120 percent) of Metro Area Fair Market Rents; and that Project-Based Voucher payment standards be adopted at the higher of 110% of the Metro Area Fair Market Rent or Small Area Fair Market Rent effective October 1, 2023.

Be it further resolved that the Emergency Housing Voucher (EHV), Stability Voucher (SV), and Veterans Affairs Supportive Housing (VASH) payment standards be set at 120 percent of the Small Area Fair Market Rents effective October 1, 2023.

Commissioner Ellis made a motion to adopt Resolution 5E “Approval of the Rehabilitation of 11 Public Housing Units.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 55-2023 (9/19/23)

WHEREAS, the Louisville Metro Housing Authority (LMHA) maintains a Public Housing portfolio of 3,723 dwelling units; and

WHEREAS, dwelling units are subject to routine wear and tear, and may also be subject to unanticipated detrimental events such as fire, flooding, vandalism, and environmental hazards; and

WHEREAS, such events can cause dwelling units to require substantial rehabilitation that makes them uninhabitable for a period of time; and

WHEREAS, LMHA now finds it necessary to substantially rehabilitate 11 Public Housing dwelling units, as described in Attachment A to this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Board authorizes LMHA staff to undertake the substantial rehabilitation of 11 Public Housing dwelling units.

Commissioner Nally made a motion to adopt Resolution 5F “Authorization to Purchase Cyber Security Protection.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 56-2023 (9/19/23)

WHEREAS, Louisville Metro Housing Authority is looking for a cybersecurity partner to provide monitoring, detection, triage and response with strategic guidance to improve overall security posture; and

WHEREAS, Louisville Metro Housing Authority is required by its current insurance policyholder to Endpoint Detection Remediation (EDR) compliant; and

WHEREAS, CrowdStrike Falcon Complete is a single agent solution to stop breaches, ransomware and cyber-attacks; and

WHEREAS, Carahsoft is an authorized reseller of CrowdStrike Falcon Complete, and holds the state contract (NASPO: KENTUCKY COT CONTRACT NUMBER: MA7581700001211; BASE CONTRACT NUMBER: AR2472).

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer is hereby authorized to purchase CrowdStrike Falcon Complete from Carahsoft for the amount of \$33,307.97 for Cyber Security Protection.

Commissioner Ellis made a motion to adopt Resolution 5G “Approval of Contract with McGriff Insurance Services LLC for Group Health Insurance Broker Services.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 57-2023 (9/19/23)

WHEREAS, the Louisville Metro Housing Authority (LMHA) desires to retain a group health insurance broker that will advise and assist the LMHA in obtaining affordable group health insurance coverage for LMHA employees and their dependents, to include alternatives to traditional health insurance plans; and

WHEREAS, a Request for Proposals (RFP) for the procurement of group health insurance broker services was released on July 5, 2023. One bid proposal to the RFP was received on July 25, 2023; and

WHEREAS, a total of eighteen companies reviewed the RFP through LMHA’s E-Procurement Marketplace, but only McGriff Insurance Services LLC submitted a bid proposal; and

WHEREAS, McGriff Insurance Services LLC proposes to provide health insurance broker services at an annual fee of \$36,000 with a fee guarantee for three years; and

WHEREAS, a request for approval of this single source procurement has been submitted to HUD and an approval by HUD is pending; and

WHEREAS, the procurement process provides for a one-year contract with McGriff Insurance Services LLC, with four additional one-year renewal options subject to the LMHA Board of Commissioner's approval for each annual contract renewal.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer is authorized to enter into a contract with McGriff Insurance Services LLC to provide Health Insurance Broker Services to LMHA for an annual fee amount of \$36,000 subject to approval by HUD of this single source procurement.

Commissioner Ellis made a motion to adopt Resolution 5H "Award of Construction Contract for H. Temple Spears Roof Replacement." Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 58-2023 (9/19/23)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for Temple Spears Roof Replacement; and

WHEREAS, Lockett and Associates developed construction documents for this project; and

WHEREAS, the project was advertised on LMHA's website and Housing Agency Marketplace and The Courier-Journal on August 16, 2023, and The Louisville Defender, on August 17, 2023, and on September 12, 2023, three bids were received and tabulated for the contractor to perform the work; and

WHEREAS, staff reviewed the bids received and determined that the bid submitted by Greenforce Restoration LLC. In the amount of \$180,000.00 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 is hereby authorized to enter into a Construction Contract with

Greenforce Restoration LLC. In the amount of \$180,000.00 for the roof replacement at H. Temple Spears.

Commissioner Peale made a motion to adopt Resolution 51 “Award of Construction Contract for East Pages Siding Replacement.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 59-2023 (9/19/23)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for East Pages Lane Siding Replacement; and

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

WHEREAS, the project was advertised on LMHA’s website and Housing Agency Marketplace and The Courier-Journal on August 16, 2023, and The Louisville Defender, on August 17, 2023, and on September 12, 2023, two bids were received and tabulated for the contractor to perform the work; and

WHEREAS, staff reviewed the bids received and determined that the bid submitted by Skynet Professional Solutions in the amount of \$120,000.00 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 is hereby authorized to enter into a Construction Contract with Skynet Professional Solutions in the amount of \$120,000.00 for the siding replacement at 4715 East Pages Lane.

Discussion Items:

None.

Executive Session:

Commissioner Peale motioned to go into Executive Session, seconded by Commissioner Nally. Motion carried by unanimous vote. The Board retired to Executive Session at 4:47 p.m.

The Board returned to Open Session at 5:32 p.m.

Other Business:

There being no further business to come before the Board, Commissioner Nally motioned to adjourn, seconded by Commissioner Ellis. Motion carried by unanimous vote. The Board adjourned at 5:32 p.m.

Vickie J. Fields, Executive Secretary

Gena Harris, Chairperson