

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
JULY 18, 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 Lisa Nicholson, Commissioner Leah Peale, and Mayor's Designee, David Kaplan (4:10 p.m.). Absent were Commissioner Cary Hearn (excused) and Commissioner Mary Elizabeth Miles (excused). 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, George Fitts, Tony Manning, Ann Anderson, Crawford Wells and other individuals of the public.

Announcements:

Executive Director Osanka reported that LMHA is hosting a "Lunch & Learn" tomorrow (July 19, 2023) at the LCCC which is an opportunity for MBE, WBE, DBE and other contractors to meet staff members and enjoy a boxed lunch and be able to talk about doing business with the Housing Authority. Presently over 60 people are confirmed and hopefully a few more walk-ins to the event will occur.

Executive Director Osanka stated that the LMHA hosted a Scholarship Ceremony last week with Chairperson Harris hosting, Commissioner Peale being the guest speaker, and Mayor Craig Greenberg presenting to the scholarship recipients. The Housing Authority was excited to be able to provide funds to the five scholarship recipients with each receiving \$1,500 from LMHA. Two of the five also received 4 years, \$3,000 per year scholarships from the Kentucky Housing Association, KHA.

Executive Director Osanka explained that the Oath of Office to Karen Crain was administered earlier at the annual meeting. Osanka welcomed Commissioner Crain to the Board.

Avenue Plaza Resident Council President Bill Wells addressed the Board during the public comment period regarding his concerns of quality of life at Avenue Plaza.

Avenue Plaza resident George Fitts spoke during the public comment period regarding resident safety and the upkeep of the building.

Committee Reports:

Commissioner Nicholson informed the Board that a Governance Committee meeting was held in preparation of the annual meeting for the election of officers. The Committee also recommended that the number of standing Committees would be reduced from seven to four which would include renaming and merging one committee and designating two existing standing committees as special committees, all of which will be forwarded in writing.

Commissioner Nicholson then gave notice to the Board that next month's meeting will be her last meeting since her term expires August 15th, 2023. Commissioner Nicholson explained that in the next couple of weeks she will forward a questionnaire to the Commissioners related to attendance so that the board can come to an agreement about the attendance policy going forward.

Approval of Minutes:

Commissioner Ellis made a motion to approve the minutes of LMHA's regular meeting held on June 20, 2023. Commissioner Nicholson seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Ellis made a motion to adopt Resolution 5A "Authorization to Sell 3600, 3602, 3618 and 3620 Manslick Road." Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 36-2023 (7/18/23)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns 3600, 3602, 3618 and 3620 Manslick Road; and

WHEREAS, the apartments are located in four (4) two-story buildings, with each building consisting of four (4) two-bedroom apartment units for a total of 16 units. 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; and

WHEREAS, LMHA Board of Commissioners gave authorization on October 18, 2022, to submit disposition application to the HUD Special Applications Center (SAC); and

WHEREAS, LMHA requested and received approval from the HUD Special Applications Center on April 10, 2023 to advertise the units for sale. LMHA advertised the units on May 10, 2023, and four bids were received; and

WHEREAS, JDOT, LLC was the responsive bidder and has agreed to purchase the units for a sum of \$425,600.00. The fair market value as determined by appraisal is \$425,000.00.

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 execute documents necessary to sell 3600, 3602, 3618 & 3620 Manslick Road to JDOT, LLC. for \$425,600.00.

Commissioner Nicholson made a motion to adopt Resolution 5B “Approval to Renew Special Projects Consultant Contract with Hairgrove Consulting, LLC.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 37-2023 (7/18/23)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Section 8 Program, which may be used for Program-related consulting services when necessary, in the course of agency operation; and

WHEREAS, in July 2020, LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Hairgrove Consulting, LLC for a period of one year to provide consulting services for special projects, including the development and implementation of the Project Based Voucher program that was launched in conjunction with the Choice Neighborhoods Implementation (CNI) grant program; and

WHEREAS, the contract awarded to Hairgrove Consulting, LLC 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 contract for Special Projects Consultant with Hairgrove Consulting, LLC with a not-to-exceed fee of \$110,000.

Commissioner Nicholson made a motion to adopt Resolution 5C “Authorization to Renew Rental Agreement for Leased Commercial Kitchen Space at H. Temple Spears.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 38-2023 (7/18/23)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns the commercial kitchen space at 1515 Cypress Street inside of H. Temple Spears; and

WHEREAS, Sincerely Yours Catering Services Inc. leases the kitchen from Louisville Metro Housing Authority (LMHA) utilities included, rent to Sincerely Yours Catering Services Inc. is set at \$608.00 per month; and

WHEREAS, LMHA has agreed to lease commercial kitchen space to Sincerely Yours Catering Services Inc.; and

WHEREAS, the current contract expired on June 30, 2023 and LMHA and Sincerely Yours Catering Services Inc. would like to exercise the renewal option for \$608.00 per month.

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 lease with Sincerely Yours Catering Services Inc.

Commissioner Ellis made a motion to adopt Resolution 5D “Authorization to Renew Fire Alarm System Testing, Inspection and Service Contract.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 39-2023 (7/18/23)

WHEREAS, the Louisville Metro Housing Authority is required by HUD to provide full maintenance service on all fire alarm equipment at Parkway Place Management Office and Maintenance Shop, Dosker Manor-Buildings “A”, “B”, and “C”, St. Catherine Ct., Avenue Plaza, Lourdes Hall, Will E. Seay Plaza, Keystone Learning Academy, Parkhill Recreational Center, Mabel W. Wiggins Family Investment Center, 801 East Broadway, Baxter Community Center, St. Martin Apartments, 500 Jefferson St., H. Temple Spears, Vine Street Office, United Building, and Sheppard Square; and

WHEREAS, the Authority has allocated funds for a fire alarm system testing, inspection, and service contract in its fiscal year 2024 Operating Budget; and

WHEREAS, Johnson Controls (Simplex Grinnell) holds the state contract (MA 758-210000966) for this type of 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 renew the fire alarm system testing, inspection, and service contract with Johnson Controls (Simplex Grinnell) for the period beginning July 1, 2023, through June 30, 2024, in the amount of \$182,331.29.

Commissioner Nicholson made a motion to adopt Resolution 5E “ Authorization to Award a Contract for Fire Sprinkler Service.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 40-2023 (7/18/23)

WHEREAS, the Louisville Metro Housing Authority is required by HUD to provide full maintenance service on all fire sprinklers at 1101-1107 Payne (Basement Area), 1536-1538 Garland (Rear In Basement Area), 2213-2215 Bolling (Basement Area), 302-314 N. 19th St. (Basement Area), 328 N. Birchwood Ave., 500 East Jefferson Street, 520 West Breckinridge, 801 E. Broadway Bldg., 906 & 908 S. 6th Street, 922, 924 & 926 Ormsby, Avenue Plaza (400-420 S. 8th Street – High Rise), Will E. Seay Plaza (4314 Bishop Lane - High Rise), California Day Care (1705 So. 13th Street), Dosker Manor A (413 E. Muhammad Ali Blvd - High Rise), Dosker Manor B (409 E. Muhammad Ali Blvd – High Rise), Dosker Manor C (415 E. Muhammad Ali Blvd – High Rise), Lourdes Hall (735 Eastern Parkway - High Rise), Mabel Wiggins Family Investment Center (1411 Algonquin Parkway), St. Catherine Court (1114 S. 4th St. - High Rise), The United Building (Section 8 Building), Vine Street Office, Parkway Community Center Office, Sheppard Square, and Maintenance Shop; and

WHEREAS, the Authority has allocated funds for a fire sprinkler testing, inspection, and service contract in its fiscal year 2024 Operating Budget; and

WHEREAS Johnson Controls (Simplex Grinnell) holds the state contract (MA 758-2100000883 for this type of 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 a contract with Johnson Controls (Simplex Grinnell) for fire sprinkler testing, inspection and service for the period beginning July 1, 2023, through June 30, 2024, in the amount of \$64,488.93.

Commissioner Nicholson made a motion to adopt Resolution 5F “Approval to Renew Security Contract for Uniformed Unarmed Security Services for Dosker Manor, Avenue Plaza, St. Catherine Court, Will E. Seay Plaza, Lourdes Hall, and United Building.” Commissioner Nally seconded. Motion carried by unanimous vote.

RESOLUTION NO. 41-2023 (7/18/23)

WHEREAS, for the past several years and this year, funding has been made available in the Capital Budget to provide security services at Dosker Manor, Avenue Plaza, St Catherine Court, Will E. Seay, Lourdes Hall, United Building, and at other locations on an as needed basis; and

WHEREAS, there continues to be concern by Louisville Metro Housing Authority (LMHA) staff, city officials, and residents regarding the continued safety and security at these locations, making it necessary that security guards are needed to provide ongoing monitoring and security coverage; and

WHEREAS, a Request for Proposal was advertised on June 9, 2022 and BWH Security was the most responsive and responsible bidder at a rate of \$20.25 per hour for Uniformed Unarmed Security Guards for a one-year period with the option for four (4) additional one-year renewals; and

WHEREAS, the initial year is set to expire August 1, 2023; LMHA staff and BWH Security would like to exercise the first renewal option at an increased rate of \$21.21 per hour for unarmed security.

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 BWH Security, during the month of August 1, 2023 through the month of July 31, 2024 for Uniformed Unarmed Security Guards at Dosker Manor, Avenue Plaza, St Catherine Court, Will E. Seay Plaza, Lourdes Hall, United Building, and at other locations on an as needed basis in an amount not to exceed \$1,686,513.75.

Discussion Items:

None.

Executive Session:

Commissioner Nally motioned to go into Executive Session, seconded by Commissioner Ellis. Motion carried by unanimous vote. The Board retired to Executive Session at 4:20 p.m.

The Board returned to Open Session at 4:59 p.m.

Other Business:

There being no further business to come before the Board, Commissioner Crain motioned to adjourn, seconded by Commissioner Nally. Motion carried by unanimous vote. The Board adjourned at 5:00 p.m.

Vickie J. Fields, Executive Secretary

Gena Harris, Chairperson