

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

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Chairperson Gena Harris, at 3:30 p.m. Participants may call in by way of Zoom Conference Video Call or attend In-Person. Members also present were Commissioner Nuchelle Beck, Commissioner Karen Crain, Commissioner Geoffrey Ellis, Commissioner Chartrael Hall, Commissioner Larnelle Harris, Commissioner Leah Peale, Commissioner John Rippy, and Mayor's Designee, David Kaplan. Others present were Lance Gilbert, Emeritus Commissioner, Lisa Osanka, Executive Director; Wavid Wray, Deputy Executive Director; Vickie Buckman, Executive Secretary; LMHA Directors, LMHA staff, Richard Nash, LMHA Attorney; Ann Anderson, Suzanne Arnzen, Bill Wells, Tony Manning, Enzo Intelligence, Tammy Hawkins, Chanelle Helm, Olivia Bennett, Rosalind Smith and Angelita Johnson.

**Announcements:**

LMHA Attorney Richard Nash administered the Oath of Office to new Commissioner Ms. Nuchelle Beck.

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

- Bill Wells – Moving to Work
- Tony Manning – Access to PCC Bldg. Community Room
- Enzo Intelligence – Dosker Manor Issues
- Tammy Hawkins – Living Conditions at Dosker Manor
- Angelita Johnson – Living Conditions at Dosker Manor

**Committee Reports:**

None.

**Approval of Regular Meeting Minutes Held On November 21, 2023:**

Commissioner Ellis made a motion to approve the minutes of the Regular Meeting held on November 21, 2023. Commissioner Hall seconded. Motion carried by unanimous vote.

**Resolutions:**

Mayor’s Designee, David Kaplan made a motion to adopt Resolution 5A “Approval of Renewal of Litigation Legal Services Contract.” Commissioner Harris seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 76-2023 (12/19/23)**

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 four renewal period on January 22, 2024; with one remaining annual renewal option.

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, 2024 to January 22, 2025 is approved in an amount not to exceed \$150,000 per claim/lawsuit.

BE IT FURTHER RESOLVED, that the Executive Director and Contracting Officer is hereby authorized to execute the Contract for Litigation Legal Services with Phillips Parker Orberon & Arnett.

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Commissioner Harris made a motion to adopt Resolution 5B “Approval of Amendment to FY2024 Moving to Work Annual Plan (Approval of Version 3).” Commissioner Rippey seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 77-2023 (12/19/23)**

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 2024 MTW Annual Plan (Version 1) was adopted by the LMHA Board of Commissioners on April 18, 2023 and submitted to HUD on April 24, 2023; and

WHEREAS, HUD provided comments on the FY 2024 MTW Annual Plan (Version 1) and LMHA submitted a revised FY 2024 MTW Annual Plan (Version 2) to HUD on June 23, 2023, which was approved by HUD on June 30, 2023; and

WHEREAS, LMHA now finds it necessary to amend the FY 2024 MTW Annual Plan (Version 2) and submit a new FY 2024 MTW Annual Plan (Version 3); and

WHEREAS, a Board Resolution approving the FY 2024 MTW Annual Plan (Version 3) and required Certifications of Compliance must be included in the submission provided to HUD; and

WHEREAS, the FY 2024 MTW Annual Plan (Version 3) was made available for public comment from November 16, 2023 through December 18, 2023, and a public hearing was held on December 4, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the FY 2024 MTW Annual Plan (Version 3) is approved, and that the Executive Director and Contracting Officer is hereby authorized to execute and submit the Plan to the U.S. Department of Housing and Urban Development.

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized to sign the required Certifications of Compliance.

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Commissioner Rippey made a motion to adopt Resolution 5C “Approval of Revisions to the Public Housing Admissions and Continued Occupancy Policy.” Commissioner Ellis seconded. Commissioner Ellis opposed. Motion carried by majority vote.

RESOLUTION NO. 78-2023 (12/19/23)

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 16, 2023 through December 18, 2023 and a public hearing was held on December 4, 2023.

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.

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Commissioner Hall made a motion to adopt Resolution 5D “Approval of Revisions to the Housing Choice Voucher Program Administrative Plan.” Commissioner Peale seconded. Commissioners Ellis and Beck abstained. Motion carried by majority vote.

RESOLUTION NO. 79-2023 (12/19/23)

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 16, 2023 through December 18, 2023 and a public hearing was held on December 4, 2023.

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 Peale made a motion to adopt Resolution 5E “Award of Construction Contract on Scattered Sites Group A Window Replacement.” Commissioner Rippy seconded. Motion carried by unanimous vote.

RESOLUTION NO. 80-2023 (12/19/23)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for the Scattered Sites Group A Window Replacement; and

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

WHEREAS, the project was advertised in the Courier-Journal, LMHA’s website and Housing Agency Marketplace on October 18, 2023 and November 8, 2023 and The Louisville Defender, on October 19, 2023 and November 9, 2023 and on November 21, 2023, the 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 Greenforce Restoration, LLC in the amount of \$210,000.00 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 \$210,000.00 for the Scattered Sites Group A Window Replacement.

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Commissioner Ellis made a motion to adopt Resolution 5F “Authorization to Sell 643 Finzer Street to Steam Exchange Community Arts Center, Inc.” Commissioner Peale seconded. Commissioner Rippy abstained. Motion carried by majority vote.

RESOLUTION NO. 81-2023 (12/19/23)

WHEREAS, the Louisville Metro Housing Authority (LMHA) purchased 643 Finzer Street, a former liquor store in the Smoketown neighborhood next to the revitalized HOPE VI Sheppard Square community, in May 2014 for approximately \$39,000 as part of an acquisition package that included six parcels; and

WHEREAS, in January 2015, LMHA subsequently leased the property to Steam Exchange Community Arts Center, LLC for the creation of a studio where the group could provide free after school and summer programming, including art classes supplemented by STEM (Science, Technology, Engineering and Math) content, for youth living at Sheppard Square and within the broader Smoketown neighborhood; and

WHEREAS, in February of 2019, Steam Exchange expressed interest in purchasing the property, but was unable to raise LMHA’s asking price at that time of \$39,000, which was based on the appraised value, adjusted by Steam Exchange’s investment in repairs and improvements when they renovated the building; and

WHEREAS, on November 16, 2023, Steam Exchange Community Arts Center, Inc. which became a non-profit 501(c)3 in July 2021, reached out to LMHA again to express interest in purchasing the property; and

WHEREAS, LMHA staff met with Steam Exchange on November 27, 2023, and based on the appraised value, along with consideration of the value of improvements, proposed a negotiated sale for \$39,000 - the amount of LMHA’s initial investment and the parcel’s current Property Valuation Assessment, pending approval from LMHA’s Board of Commissioners.

WHEREAS, Disposition of this property was included in the Louisville Metro Housing Authority FY2024 Moving to Work Plan, which was approved by the Department of Housing and Urban Renewal in June 2023.

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 documents necessary to sell 643 Finzer to the Steam Exchange Community Arts Center, Inc. for the price of \$39,000.00.

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Commissioner Ellis made a motion to adopt Resolution 5G “Approval of Change Order No. 1 for Baxter Community Center Renovation and Addition.” Commissioner Hall seconded. Motion carried by unanimous vote.

RESOLUTION NO. 82-2023 (12/19/23)

WHEREAS, funds have been received from Section 8 Reserves and Choice Neighborhoods Implementation Grant, along with American Rescue Plan funds from Louisville Metro Government and grant funds from James Graham Brown Foundation for the Baxter Community Center Renovation and Addition; and

WHEREAS, on January 5, 2023, a contract in the amount of \$8,978,000.00 was awarded to Churchill McGee, LLC for the renovation of the Baxter Community Center and Addition, and it now requires Change Order No. 1 to facilitate unexpected additional work due to unforeseen conditions discovered after the work started; and

WHEREAS, Churchill McGee, LLC submitted a net price increase of \$621,183.03 to perform the necessary work associated mostly to unforeseen conditions that were discovered after the work started, which is a common occurrence on a substantial rehabilitation project of this size, in particular with buildings that are several decades old; and LMHA staff and the project architect have reviewed the proposal and determined that it is a reasonable and acceptable price for the work to be performed; and

WHEREAS, the new contract amount will be \$9,599,183.03 which is slightly above the initial architect’s estimate of \$9,417,695.40, which represents an increase of approximately 6.9%.

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 approve Change Order No. 1 with Churchill McGee, LLC in the amount of \$621,183.03 for additional work in conjunction with Baxter Community Center Renovation and Addition.

**Discussion Items:**

None.

**Executive Session:**

Commissioner Ellis motioned to go into Executive Session, seconded by Commissioner Hall. Motion carried by unanimous vote. The Board retired to Executive Session at 4:33 p.m.

The Board returned to Open Session at 5:02 p.m.

**Other Business:**

There being no further business to come before the Board, Commissioner Ellis motioned to adjourn, seconded by Commissioner Rippey. Motion carried by unanimous vote. The Board adjourned at 5:03 p.m.

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Vickie J. Buckman, Executive Secretary

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Gena Harris, Chairperson