

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
APRIL 16, 2024

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Vice-Chairperson Geoffrey Ellis, at 3:35 p.m. Members present were Commissioner Nuchelle Beck, Commissioner Karen Crain, Chairperson Gena Harris (late), Commissioner Larnelle Harris, Commissioner Leah Peale, and Commissioner John Rippy. Mayor's Designee, David Kaplan had an excused absence. Others present were Elizabeth Strojan, Executive Director; Wavid Wray, Deputy Executive Director; Vickie Buckman, Executive Secretary; LMHA Directors, LMHA staff, Richard Nash, LMHA Attorney; Janet Dakan, Bill Wells, Angeletta Johnson, Chanelle Helm, T.W., and Enzo Intelligence.

**Announcements:**

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

- Enzo Intelligence – Dosker Manor Issues
- Janet Dakan – Presented a \$250 check to LMHA from the League of Women Voters
- Angeletta Johnson – Dosker Manor Issues
- Bill Wells – Communication

**Committee Reports:**

Commissioner Larnelle Harris explained exactly what the COPE Committee stood for and explained how special programs remove obstacles for dreams to be fulfilled. Commissioner Harris also introduced Ms. Hope Turner who spoke about her experiences with the Homeownership program and being a FSS graduate. LMHA Special Programs Director, Dan Farrell also gave a report to the Board on LMHA's Special Programs department services.

**Approval of Regular Meeting Minutes Held On March 19, 2024:**

Commissioner Rippy made a motion to approve the minutes of the Regular Meeting held on March 19, 2024. Commissioner Harris seconded. Motion carried by unanimous vote.

**Resolutions:**

Commissioner Peale made a motion to adopt Resolution 5A “Approval of Section 8 Compliance Audit.” Commissioner Rippy seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 17-2024 (4/16/24)**

WHEREAS; the Louisville Metro Housing Authority (LMHA) has become aware of various Section 8 operating policies and procedures that are not appropriately aligned with the Department of Housing and Urban Development (HUD) prescribed regulations; and

WHEREAS; LMHA desires to engage the services of its current financial audit firm, Cherry Bekaert, LLC, to conduct a detailed review of the Authority’s Section 8 program’s current operating policies and procedures to identify areas for correction and improvement; and

WHEREAS; due to the time sensitivity of the Section 8 review, LMHA has entered into an Engagement Agreement with Cherry Bekaert dated March 20, 2024 in an amount not to exceed \$67,500 for the Section 8 review; and

WHEREAS; the proposed Cherry Bekaert hourly rates within the proposed Engagement Agreement have been determined by LMHA Staff to be reasonable and appropriate; and

WHEREAS; all LMHA procurement requirements have been satisfied within the prior procurement process for the Authority’s annual Financial Audit with Cherry Bekaert LLC.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS; that the Engagement Agreement with Cherry Bekaert, LLC dated March 20, 2024 in an amount not to exceed \$67,500 for the review of the Authority’s Section 8 program’s policies and procedures is approved.

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Commissioner Peale made a motion to adopt Resolution 5B “Approval of Revisions to the Housing Choice Voucher Program Administrative Plan.” Commissioner Rippy seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 18-2024 (4/16/24)**

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 March 16, 2024 through April 15, 2024 and a public hearing was held on March 26, 2024.

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

RESOLUTION NO. 19-2024 (4/16/24)

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 March 16, 2024 through April 15, 2024 and a public hearing was held on March 26, 2024.

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 Rippy made a motion to adopt Resolution 5D “Approval of FY 2025 Moving to Work Annual Plan.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 20-2024 (4/16/24)

WHEREAS, the Louisville Metro Housing Authority (LMHA), as the Housing Authority of Louisville, executed a Moving to Work (MTW) Agreement on August 2, 1999; an Amended and Restated Agreement on April 15, 2008, which provides LMHA with some authority to investigate and adopt new policies and to flexibly use HUD funding and which extended participation in the MTW Program until June 30, 2018 and subsequently extended participation until June 30, 2028; an Amendment to the Amended and Restated Agreement on March 17, 2020, which authorized citations to waive an independent entity inspection; and an Amendment on March 16, 2023 to allow participation in HUD’s Rental Assistance Demonstration program; and

WHEREAS, as a part of the Amended and Restated MTW Agreement, an MTW Annual Plan for Fiscal Year (FY) 2025 must be developed and submitted to HUD to formally enable LMHA to fully use the policy and budget flexibility provided to public housing agencies participating in the MTW Program; and

WHEREAS, a Board Resolution approving the proposed FY 2025 MTW Annual Plan and required Certifications must be included in the submission provided to HUD; and

WHEREAS, the proposed FY 2025 MTW Annual Plan was made available for public comment between March 16, 2024 and April 15, 2024 and a public hearing was held on March 26, 2024 to discuss the Proposed FY 2025 MTW Annual Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the FY 2025 MTW Annual Plan is approved, and that the Executive Director and Contracting Officer, Elizabeth Strojan, 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 Secretary of the Board, Elizabeth Strojan, is hereby authorized to sign the required Certifications of Compliance.

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Commissioner Ellis made a motion to adopt Resolution 5E “Renewal of Yardi System Annual License and Maintenance Fees.” Commissioner Rippey seconded. Motion carried by unanimous vote.

RESOLUTION NO. 21-2024 (4/16/24)

WHEREAS, Louisville Metro Housing Authority (LMHA) requires an integrated computer software solution to serve the needs and requirements of our staff, residents, landlords, and governing agencies; and

WHEREAS, on March 2021 LMHA staff, in accordance with LMHA procurement procedures, awarded a contract to Yardi Systems, Inc to provide conversion to and licensing of an enterprise software system; and

WHEREAS, the contract awarded to Yardi Systems included an agreement to Annual Subscription and Licensing fees of approximately \$389,000; and

WHEREAS, LMHA requested an increase in the original license count to accommodate additional Housing Choice Vouchers awarded, and additional Public Housing units to manage Sheppard Square; and

WHEREAS, LMHA requested to add optional software for rent comparisons of Housing Choice Voucher properties.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Elizabeth Strojan, is hereby authorized to enter into contracts with Yardi Systems Inc, in the amount of \$504,429.50.

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Commissioner Peale made a motion to adopt Resolution 5F “Approval of Annual Architectural Contract.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 22-2024 (4/16/24)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for architectural services, when necessary, in the course of agency operations; and

WHEREAS, Louisville Metro Housing Authority (LMHA) staff prepared a Request for Qualifications to acquire the needed consulting services for an annual fee not to exceed \$500,000 and advertised the project in The Courier-Journal on February 21, 2024, and The Louisville Defender on February 22, 2024, with additional notification on Housing Agency Marketplace, and on March 12, 2024 proposals for providing the requisite services were received and evaluated; and

WHEREAS, staff reviewed the five proposals and determined that both Sherman Carter Barnhart Architects and Luckett & Associates are acceptable for the work to be performed and staff recommends award of a contract to each firm in the amount not to exceed \$500,000 with projects to be assigned based on the type of work.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Elizabeth Strojan, is hereby authorized to enter into the Annual Architectural Services Contracts with Sherman Carter Barnhart Architects and Luckett & Associates each with an annual fee not to exceed \$500,000 (including a four yearly renewal options).

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Commissioner Peale made a motion to adopt Resolution 5G “Authorization to Submit Vacant Parcel at 4011 W. Kentucky Street to the Housing & Urban Development

Special Applications Center (HUD SAC) for Disposition Approval.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 23-2024 (4/16/24)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is seeking authorization to submit a 0.91-acre vacant parcel, located at 4011 W. Kentucky Street to the Housing & Urban Development Special Applications Center (HUD SAC) for disposition approval; and

WHEREAS, the above listed vacant parcel is adjacent to the Stephen Foster Apartment complex, in which LMHA entered into a Mixed Finance Amendment to Consolidated Annual Contributions Contract for 18 replacement units for the Clarksdale HOPE VI Revitalization initiative in 2006. LMHA does not own the Stephen Foster property, or the adjacent vacant parcel located at 4011 W. Kentucky Street. However, both parcels are included on the Declaration of Restrictive Covenants, (D.O.R.C.); and

WHEREAS, the current owner, L.I.M.B. Louisville, LLC intends to dispose of the vacant parcel located at 4011 W. Kentucky Street to the Louisville Urban League (LUL) for use to create an Urban Farm Community Garden Space; and

WHEREAS, LMHA must submit a Disposition Application to HUD for approval and request the vacant parcel be released from LMHA’s D.O.R.C. to facilitate the sale of vacant parcel. The 18 public housing units will not be affected and remain in the D.O.R.C.; and

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Elizabeth Strojjan, is hereby authorized to execute documents necessary to submit to HUD SAC for disposition approval of 4011 W. Kentucky Street.

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Commissioner Peale made a motion to adopt Resolution 5H “Authorization to Renew Annual Concrete Repair and Replacement Contract.” Commissioner Crain seconded. Motion carried by unanimous vote.

RESOLUTION NO. 24-2024 (4/16/24)

WHEREAS, funds for concrete repair and replacement are contained in the 2024 Operating Budget; and

WHEREAS, staff developed a bid proposal for concrete repair and replacement at various LMHA sites; and

WHEREAS, on April 11, 2023, bids were received and tabulated; and

WHEREAS, staff reviewed the bids received and determined Habitat Louisville, LLC to be the most responsive and responsible bid received; and

WHEREAS, Management recommends renewal of this contract to Habitat Louisville, LLC, for one year, exercising the first of four one-year renewals.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Elizabeth Strojan, is hereby authorized to enter into a contract with Habitat Louisville, LLC for concrete repair and replacement as needed for various LMHA sites, in an amount not to exceed \$100,000 annually.

**Discussion Items:**

Executive Director Strojan updated the Board on current Agency Operations and provided hand-outs for everyone to follow along with her summary.

**Executive Session:**

None held.

**Other Business:**

There being no further business to come before the Board, Commissioner Ellis motioned to adjourn, seconded by Commissioner Crain. Motion carried by unanimous vote. The Board adjourned at 5:06 p.m.

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Vickie Jo Buckman, Executive Secretary

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Gena Harris, Chairperson