

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
NOVEMBER 17, 2020

Roll Call:

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:30 p.m. Due to the COVID-19 Outbreak, participants were encouraged to call in by way of Zoom Conference Call. Members present were Mr. Bryan Cole, Rev. Geoffrey Ellis, Mr. Lance Gilbert, Ms. Gena Harris, Mr. Cary Hearn, Ms. Mary Elizabeth Miles and Ms. Lisa Nicholson. Absent was Ms. Mary Ellen Wiederwohl.

Others present were Ms. Lisa Osanka, Executive Director; Mr. Wavid Wray, Deputy Executive Director; Directors; Mr. Richard Nash, III, Attorney; Ms. 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 our part to prevent the spread of COVID-19 by using the 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 staff, residents and partners.

Announcements:

None.

Committee Reports:

Rev. Ellis stated that he held a Zoom meeting on this date which focused on resident engagement in high-rises and safety issues with Seniors.

Mr. Gilbert informed the Board that the second Strategic Planning retreat was held and on Thursday, the third retreat will be held which will conclude the sessions. The Strategic Planning Committee will be reviewing the vision statement and by-laws of the Agency once retreats have completed.

Additionally, Mr. Gilbert stated that the Audit/Finance Committee will be meeting soon to discuss financial issues to report back to the Board.

Approval of Minutes:

Rev. Ellis made a motion to approve the minutes of LMHA's regular meeting held on October 20, 2020. Mr. Gilbert seconded. Motion carried by unanimous vote.

Resolutions:

Ms. Nicholson made a motion to adopt Resolution 5a “Second Amended and Restated Development Agreement Extension for Liberty Green”. Mr. Cole seconded. Motion carried by unanimous vote.

RESOLUTION NO. 91-2020 (11/17/20)

WHEREAS, the Louisville Metro Housing Authority and Downtown Edge, LLC entered into the Second Amended and Restated Development Agreement on August 19, 2015; and

WHEREAS, the Second Amended and Restated Development Agreement is set to expire on November 20, 2020; and

WHEREAS, it is advantageous to extend the agreement to allow the Authority sufficient time to evaluate the Developer’s current plans for the completion of all approved projects currently in process and to review plans and projections for future development phases to be developed.

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 extension of the Second Amended and Restated Development Agreement with Downtown Edge, LLC through December 20, 2020.

Mr. Gilbert made a motion to adopt Resolution 5b “Renewal of Computer Technical Services Contract”. Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 92-2020 (11/17/20)

WHEREAS, the Louisville Metro Housing Authority has determined that a service contract is necessary to maintain and enhance the current and future technological operations for the Authority; and

WHEREAS, the Authority has determined that upkeep of both hardware and software is essential to gain maximum benefit from the Authority’s investment; and

WHEREAS, support from outside the agency is required to keep up with the constantly changing information technology field; and

WHEREAS, a contract was awarded in 2019 to Matrix Integration to provide Technical Support for the Louisville Metro Housing Authority with options for four one-year renewals; and

WHEREAS, Matrix Integration has provided good service to the Louisville Metro Housing Authority for the several years and staff recommends renewing their contract by exercising the first 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, Lisa Osanka, is authorized to execute the first one-year renewal option of the contract with Matrix Integration for a fee not to exceed \$70,000 for Computer Technical Support. The contract period will be December 1, 2020 through November 30, 2021.

Ms. Harris made a motion to adopt Resolution 5c “Approval of Parkway Place Broadband Services”. Mr. Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 93-2020 (11/17/20)

WHEREAS, Louisville Metro Housing Authority (LMHA) is committed to bridging the digital divide among its residents; and

WHEREAS, the COVID-19 pandemic has further revealed the extent of the digital divide in public housing; and

WHEREAS, Parkway Place, LMHA’s remaining traditional family public housing development, has the density that makes providing broadband internet to all households feasible; and

WHEREAS, LMHA staff prepared a Request for Proposals to provide broadband internet services to all Parkway Place apartments and posted the proposal on the Housing Agency Marketplace on June 3, 2020 with advertisements ran in the Courier-Journal and Louisville Defender that same week. Two responses were received, but both were deemed technically non-responsive. The RFP was reposted on September 10, 2020 and readvertised. Again, two responses were received; and

WHEREAS, a panel of staff reviewed the two proposals and determined that Spectrum Community Solutions was the most responsive to the criteria outlined in the request and the review panel recommends award contracts to Spectrum Community Solutions dba Spectrum Mid-America, LLC (Spectrum) in the amount not to exceed \$268,600 for Parkway Place broadband.

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 contracts with Spectrum in the amount of \$268,600.00 for one year with one, one-year renewal.

Mr. Gilbert made a motion to adopt Resolution 5d “Approval for Designation of 17 Housing Units for Special Purposes at Dosker Manor”. Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 94-2020 (11/17/20)

WHEREAS, the U.S. Department of Housing and Urban Development has initiated a public housing utilization improvement program; and

WHEREAS, this program is designed to account for all public housing units and their specific usage; and

WHEREAS, the Louisville Metro Housing Authority has historically designated public housing units for special purposes with approval of the Board of Commissioners; and

WHEREAS, the Capital Improvements Department will be conducting the Bus Duct Replacement Project at Dosker Manor Building B, which will require the use of 17 housing units as electrical rooms.

NOW THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the requested special designations are approved and that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to submit this item to the U.S. Department of Housing and Urban Development.

Rev. Ellis made a motion to adopt Resolution 5e “Approval to Renew Sheppard Square Property Management Services Contract”. Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 95-2020 (11/17/20)

WHEREAS, the Sheppard Square Revitalization is a Federal HOPE VI Revitalization consisting of 287 units covering four (4) individual Low-Income Housing Tax Credit (LIHTC) phases (Block B, Blocks A C and D, Blocks E and F and PCC); and

WHEREAS, LMHA’s Financial Advisor, (Duvernay & Brooks), prepared a Request for Proposal (RFP) with the assistance of LMHA staff, and the RFP was advertised in The Courier-Journal and The Louisville Defender, and on August 20, 2019 two proposals were received; and

WHEREAS, the proposals received were thoroughly reviewed and analyzed by the Evaluation Committee comprised of three LMHA staff; and

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

WHEREAS, Ohio Capital Corporation for Housing (OCCH), the tax credit equity investor for Sheppard Square, has given their approval; and

WHEREAS, LMHA entered into a one-year contract with CT Associates, with the option for four (4) additional one-year renewals; and

WHEREAS, LMHA is pleased with the management services CT Associates, Inc. has provided; and

WHEREAS, the initial year contract has expired; and LMHA and CT Associates, Inc. would like to execute the first 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, Lisa Osanka, is hereby authorized to enter into a Property Management Agreement with CT Associates, Inc. to perform the property management duties at the Sheppard Square HOPE VI development, in an amount not to exceed \$118,818.00 annually.

Ms. Miles made a motion to adopt Resolution 5f "Authorization to Renew Shingle Roof Repair and Replacement Contract". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 96-2020 (11/17/20)

WHEREAS, the Louisville Metro Housing Authority (LMHA) is required to maintain, repair and replace all roofs as needed at all LMHA properties; and

WHEREAS, specifications were developed, advertised, and bids received on November 5, 2019, for Shingle Roof Repair and Replacement at Various Sites as needed for all LMHA sites; and

WHEREAS, the Evaluation Committee reviewed the bids received and determined L.H. Barrett Co., LLC to be the most responsive and responsible bid received; and

WHEREAS, the Evaluation Committee and Management recommended award of this contract to L.H. Barrett Co., LLC for one year, with four one-year renewal options; and

WHEREAS, the initial year contract has expired; and LMHA and L.H. Barrett Co., LLC would like to execute the first 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, Lisa Osanka, is hereby authorized to enter into a contract with L.H. Barrett Co., LLC for repairs and replacement of roofs as needed for all LMHA sites, in an amount not to exceed \$100,000 annually.

Ms. Harris made a motion to adopt Resolution 5g “Approval to Renew Contract with Ahead Human Resources and Purcell Staffing to Provide Temporary Employment Services”. Ms. Miles seconded. Motion carried by unanimous vote.

RESOLUTION NO. 97-2020 (11/17/20)

WHEREAS, the current contract with Ahead Human Resources to provide primary temporary employment services to LMHA and Purcell Staffing to provide secondary temporary employment services to LMHA will expire November 26, 2020; and

WHEREAS, the procurement provisions for the Ahead and Purcell temporary service contracts provide for a one-year contract with four subsequent annual one-year renewal options without additional procurement. Renewal of the contracts will represent the third of the four one-year renewal options; and

WHEREAS, the cost of temporary services provided by Ahead through October 2020 was \$110,438.70. The cost of temporary services provided by Purcell through October 2020 was \$192,413.22; and

WHEREAS, neither Ahead Human Resources nor Purcell Staffing have proposed an increase to their cost to provide temporary employment services for the November 27, 2020 – November 26, 2021 contract year; and

WHEREAS, the utilization of temporary services decreased during the 2019-2020 contract year as anticipated. However, the need to utilize temporary services remain moderately high due to various factors, including the COVID-19 pandemic; and

WHEREAS, staff requests that the 2019-2020 combined “not to exceed” amount of \$393,000.00 remain for the 2020-2021 contract year.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Lisa Osanka, is authorized to enter into a contract with Ahead Human Resources and Purcell Staffing to provide temporary employment services to

the LMHA for the period of November 27, 2020 - November 26, 2021 in the combined "not to exceed" amount of \$393,000.00.

Mr. Gilbert made a motion to adopt Resolution 5h "Approval of 2021 Health Insurance Contract Renewal with Anthem Blue Cross and Blue Shield". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 98-2020 (11/17/20)

WHEREAS, the current contract with Anthem Blue Cross and Blue Shield to provide employee health insurance coverage will expire on December 31, 2020; and

WHEREAS, the procurement provisions for the Anthem health insurance contract provides for a one-year contract with four subsequent annual one-year renewal options without additional procurement. Renewal of the contract for the 2021 calendar year will represent the fourth and final of the four one-year renewal options; and

WHEREAS, the Anthem premium cost for the 2020 calendar year is estimated to be \$3,528,586. Premiums paid through October 2020 were \$2,983,992; and

WHEREAS, Anthem has proposed a 12.0% increase in the premium costs for the 2021 calendar year; and

WHEREAS, the proposed 12.0% increase in the premium costs results in an estimated increase of \$423,430 for calendar year 2021 and generates a total estimated 2021 health insurance cost of \$3,952,015, of which LMHA employees will contribute approximately \$408,347 (approx. 10.33%) and LMHA paying the remaining \$3,543,668 (89.67%); and

WHEREAS, the proposed 12.0% increase will be included in the FY 2021 AND FY 2022 operating budgets.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Lisa Osanka, is authorized to enter into a contract with Anthem Blue Cross and Blue Shield to provide health insurance coverage to LMHA employees for the period of January 1, 2021 through December 31, 2021 for an estimated amount of approximately \$3,952,015.

Discussions:

Ms. Osanka mentioned that she provided information to the Board after the second Strategic Planning Session which outlined the Choice offsite Project Based Voucher Program. The information addressed the issue of commitments of units as well as information where the locations exist and information on concentration of

housing. The Board thanked Ms. Osanka for the comprehensive background she prepared for their review.

Executive Session:

Mr. Gilbert motioned to go into Executive Session, seconded by Ms. Harris. Motion carried by unanimous vote. The Board retired to Executive Session at 4:59 p.m.

The Board returned to Open Session at 5:54 p.m.

Other Business:

There being no further business to come before the Board, Mr. Gilbert motioned to adjourn, seconded by Ms. Nicholson. Motion carried by unanimous vote.

The Board adjourned at 5:55 p.m.

Vickie J. Fields, Executive Secretary

Manfred Reid, Sr., Chairman