

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
MAY 18, 2021

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:36 p.m. Due to the COVID-19 Outbreak, participants call in by way of Zoom Conference Video Call. Members present were Rev. Geoffrey Ellis, Mr. Lance Gilbert, Ms. Gena Harris, Mr. Cary Hearn, Ms. Mary Elizabeth Miles, Ms. Lisa Nicholson, and Ms. Mary Ellen Wiederwohl (only by audio so not voting).

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; Mr. Kendall Boyd, Laura Kinsell-Baer, Mr. Suneel (Neil) Talwar, Attorney John Wilson, Ms. Janet Dakan, Mr. James Oliver and other individuals of the public.

On recommendation of LMPHW and the CDC guidelines on social distancing, LMHA is doing its part to prevent the spread of COVID-19 by using 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:**

Ms. Osanka reported that the Metro Council Committee approved the appointment of the Mayor's recommendation for the newest LMHA Board Member. This is now on the consent calendar for Thursday's meeting. Therefore, Brian Evans will very likely be appointed this Thursday. We look forward to introducing him at the next board meeting.

Ms. Osanka introduced Kendall Boyd, Louisville Metro Government's Chief Equity Officer to give the Board an update on the Mayor's Equity in Contracting Task Force. Mr. Boyd stated that Mayor Fischer issued an Executive Order in September 2020 forming the Equity in Procurement and Contracting Task Force. The Task Force has representatives from major businesses, governmental agencies and quasi government entities in Louisville that plan on doing 5-6 billion capital spend over the next 5 years. Mr. Boyd stated that the Task Force wants to increase utilization of minority business firms. This opportunity will allow people to grow and expand their businesses. The Task Force is at the cusp of requesting \$250,000 from local Metro government. The Task Force is working from different angles to help smaller businesses effectively compete as contractors and subcontractors and to educate businesses on how to get new program bonding and financing and insurance. Mr. Boyd stated that the Office of Equity, which is Mr. Boyd's Office, and Economic Development will work in tandem to ensure equitable distribution of funds to eliminate some of these racial poverty and wealth gaps

## **Committee Reports:**

Mr. Gilbert advised the Board that finishing touches are being made to the first-year annual strategic plan goals. The Strategic Planning Committee met with the Mayor and discussed the high-level goals. The conversation with the Mayor also focused on homelessness. Mr. Gilbert stated that Ms. Osanka and staff are just doing a tremendous job with respect to reducing homelessness. The Mayor was very receptive to the Plan and how LMHA will be implementing the key steps. It was agreed that follow-up meetings with the Mayor will be held quarterly. The finalized report will be shared with the whole board as to how monitoring the annual plan will work and how it would be measured. Mr. Gilbert asked each board member to pay close attention to the objectives because they may have some role to play.

Mr. Gilbert stated that the Strategic Planning Committee has met twice to review a draft of the Bylaws. Members of the Board requested that they be involved in reviewing these Bylaws prior to sending to the County Attorney; Mr. Gilbert agreed. Once the Bylaws are approved, they will be brought to the Board hopefully at the September Board Meeting.

Ms. Osanka briefed the Board about the meeting with Mayor Fischer and the great work LMHA's public housing team has done on disaster referrals, in housing over 250 individuals and families that were at most risk of getting COVID. But also, LMHA learned last week that the Coalition for the Homeless announced they had reached the end of their homeless family waiting list. The Housing Authority played an integral part in that. Obviously if you drive down the street you can see that there is still an issue with homeless families, so efforts need to continue. LMHA also received notice from HUD that the Agency was awarded up to 129 Emergency Housing Vouchers particularly for families at risk of homelessness or domestic violence, etc. the Voucher Team will be working hard to utilize those newest vouchers to help families in need.

Rev. Ellis reported that the Safety Committee's report will be reflected as a Resolution being submitted at today's Board Meeting

Mr. Suneel (Neil) Talwar, President of Triecco LLC. and his Attorney, Mr. John Wilson asked to address the Board regarding their concerns over the Annual Environmental Consultant Contract. Ms. Osanka thanked Mr. Talwar and informed him and Attorney Wilson that LMHA's procurement procedures allows for vendors to launch a formal protest to the process and she encouraged them to review the procurement rules for the steps in order to preserve their protest right. Mr. Richard Nash introduced himself as LMHA's Legal Counsel and gave his contact information in case they have additional questions.

## **Approval of Minutes:**

Ms. Harris made a motion to approve the minutes of LMHA's regular meeting held on April 20, 2021. Rev. Ellis seconded. Motion carried by unanimous vote.

**Resolutions:**

Ms. Miles made a motion to adopt Resolution 5a “Approval to Extend the Annual Architectural Services Contract with Sherman-Carter-Barnhart Architects”. Rev. Ellis seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 38-2021 (5/18/21)**

WHEREAS, funds have been received from the Department of Housing and Urban Development’s (HUD) Choice Neighborhoods Implementation grant program and other HUD, public, and private sources for redevelopment of the Beecher Terrace site; and

WHEREAS, in conjunction with these redevelopment plans, LMHA will be renovating the historic Baxter Community Center, which is an integral component of the Beecher Terrace site, at an estimated cost of \$11,615,000; and

WHEREAS, LMHA secured a price from Sherman-Carter-Barnhart Architects in the amount of \$530,000, under the existing Annual Architectural Contract, to develop the construction documents and provide construction oversight for the renovation, utilizing funds from the Choice Neighborhoods Grant; and

WHEREAS, HUD funds are available from the Choice Neighborhoods grant for these architectural services and additional Choice funds and Housing Choice Voucher program reserve funds are available for the renovation work.

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 a contract modification to accommodate the design and construction oversight of the Baxter Community Center renovation under the Annual Architectural Contract with Sherman-Carter-Barnhart Architects in the amount of \$530,000.

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Mr. Gilbert made a motion to adopt Resolution 5b “Authorization for the Emergency Procurement for Replacement of the Fire Pump at Avenue Plaza” Mr. Hearn seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 39-2021 (5/18/21)**

WHEREAS, funds have been identified in the capital budget to award a contract to Gatterdam Industrial Services for the emergency replacement of the fire pump that provides service to Avenue Plaza; and

WHEREAS, during an inspection a problem was found with said fire pump which could result in improper water flow in the event of a fire in the building; and

WHEREAS, Executive Director, Lisa Osanka, deemed an emergency procurement as a result of the condition of the fire pump not functioning properly; and

WHEREAS, the sealed bid process was not followed due to this emergency, however; three bids were received. Gatterdam Industrial Services was the lowest and most responsive bid received to replace the fire pump in compliance with existing codes; and

WHEREAS, Gatterdam Industrial Services presented a quote of \$44,154.00 to replace the fire pump.

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 award a contract to Gatterdam Industrial Services to replace the fire pump at Avenue Plaza for the amount of \$44,154.00.

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Ms. Harris made a motion to adopt Resolution 5c “Award of Construction Contract for 8018 South Third Street Road – Drainage Improvement and Building Underpinning” Ms. Miles seconded. Motion carried by unanimous vote.

RESOLUTION NO. 40-2021 (5/18/21)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under Capital Funds Grant for the 8018 South Third Street Road – Drainage Improvement and Building Underpinning; and,

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

WHEREAS, the project was advertised for bids in The Courier-Journal on March 10, 2021 and The Louisville Defender on March 11, 2021 and on March 30, 2021 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 Innovative Concrete Design and Construction, Inc. in the amount of \$158,465.35 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, Lisa Osanka, is hereby authorized to enter into a contract with Innovative Concrete Design and Construction, Inc. in the amount of \$158,465.35 for 8018 South Third Street Road – Drainage Improvement and Building Underpinning.

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Ms. Miles made a motion to adopt Resolution 5d “ Approval of 2021 Contract Renewal with the Lincoln Financial Group to Provide Long Term Disability, Group Life and Accidental Death & Dismemberment Coverage”. Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO.41-2021 (5/18/21)

WHEREAS, the renewal date of the current contract with The Lincoln Financial Group to provide long-term disability, group term life and accidental death & dismemberment (AD&D) coverage to full-time, non-union employees is June 1, 2021; and

WHEREAS, the procurement provisions for the Lincoln Financial Group 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 - 2022 plan year will represent the second of the four one-year renewal options; and

WHEREAS, the Lincoln Financial Group premium cost for the 2020 - 2021, twelve-month plan year through May 2021 is \$79,147.10; and

WHEREAS, the Lincoln Financial Group has proposed a premium increase to the group term life insurance coverage from \$0.230 per thousand to \$0.251 per thousand, in the total annual amount of \$2,252.37. There was no proposed premium increase to the long-term disability or accidental death & dismemberment coverages; and

WHEREAS, the proposed premium increase represents an increase of approximately 3% to the overall group cost and generates a total estimated cost of \$81,399.47 for the 2021 - 2022 plan year; and

WHEREAS, it is anticipated that there will be some fluctuation in the 2021 - 2022 premium costs as a result of changes in employees' employment status, as well as the addition of new employees; and

WHEREAS, funding for this contract renewal will be factored into the FY 2021 - 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 renewal with the Lincoln Financial Group to provide long-term disability, group term life and accidental death & dismemberment insurance coverage to Louisville Metro Housing Authority full-

time, non-union employees for the period of June 1, 2021 through May 31, 2022 for an estimated amount not to exceed \$81,399.47.

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Ms. Nicholson made a motion to adopt Resolution 5e “Authorization for Mabel Wiggins Center and Liberty Green Community Center Alarm Systems and Access Control Systems/Doors”. Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO.42-2021 (5/18/21)

WHEREAS, funds have been allocated in the Louisville Metro Housing Authority’s Program Income to upgrade and expand alarm system, and access control/doors at Mabel Wiggins Center and Liberty Green Community Center; and

WHEREAS, there continues to be concern by LMHA staff, city officials, and residents regarding incidents of criminal activity and security at the above locations. Current access control systems/doors and alarm systems are antiquated and no longer offer compatibility and LMHA system integration; and

WHEREAS, Advanced Digital Solutions, LLC was awarded the Commonwealth of Kentucky State contract after Competitive Sealed Bidding for security equipment, installation and maintenance on September 1, 2020 and expires August 31, 2021.

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 issue a contract to Advanced Digital Solutions, LLC. in the amount of \$52,533.75 for Alarm Systems and Access Control Systems/Doors at the Mabel Wiggins Center and Liberty Green Community Center sites.

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Ms. Miles made a motion to adopt Resolution 5f “Approval of Annual Environmental Consultant Contract”. Ms. Harris seconded. Motion carried by unanimous vote. But after much discussion and several questions by the Board, Ms. Nicholson made a motion to table Resolution 5f “Approval of Annual Environmental Consultant Contract” until next month. Mr. Hearn seconded. Motion to table, carried by unanimous vote.

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Mr. Gilbert made a motion to adopt Resolution 5g “Approval of Intergovernmental Agreement Between the Louisville Metro Housing Authority (LMHA) and the Department of Codes and Regulations (C&R) for Inspection Services”. Rev. Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 43-2021 (5/18/21)

WHEREAS, the Louisville Metro Department of Codes and Regulations (C&R) currently provides inspection services for privately owned units participating in the Louisville Metro Housing Authority's (LMHA) Housing Choice Voucher program; and

WHEREAS, the inspection services have been provided under an intergovernmental agreement that was put in place in 2003 as amended; and

WHEREAS, it has become necessary to negotiate a new intergovernmental agreement that more accurately reflects current conditions; and

WHEREAS, it is the desire of the parties to continue their arrangement in which LMHA utilizes certain inspection and administrative functions currently available within C&R.

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 ongoing Intergovernmental Agreement with the Louisville Metro Department of Codes and Regulations (C&R) to provide inspection services, beginning July 1, 2021, for an annual amount of approximately \$1,240,263. The annual amount of the agreement will be adjusted and supported by a budget each year and will be reflective of estimated costs in providing the inspection services.

BE IT FURTHER RESOLVED, that the Executive Director is authorized to extend this intergovernmental agreement for renewable one-year periods, as agreed to by both parties, and to negotiate all contractual documents with the Louisville Metro Department of Codes and Regulations (C&R) on behalf of the Louisville Metro Housing Authority.

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Ms. Miles made a motion to adopt Resolution 5h "Award of Construction Contract for Dosker Manor-B Building Electrical Upgrades". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 44-2021 (5/18/21)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for Dosker B Building Electrical Upgrades; and

WHEREAS, Sherman, Carter, Barnhart, Inc. (SCB); developed construction documents for this project; and

WHEREAS, the project was advertised for bids in The Courier-Journal, The Louisville Defender, LMHA's Website and the Housing Agency Marketplace, and on March 9, 2021 bids were received and tabulated for the contractor to perform the work; and

WHEREAS, the term of the construction contract will be for 300 calendar days: and

WHEREAS, staff reviewed the bids received and determined that the bid submitted by Howell & Howell Contractors in the amount of \$1,906,000.00 is the most 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, Lisa Osanka, is hereby authorized to enter a contract with Howell & Howell Contractors in the amount of \$1,906,000.00 for Dosker B Building Electrical Upgrades.

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Ms. Nicholson made a motion to adopt Resolution 5i "Award of Construction Contract 2754 Montana Avenue – Renovation". Mr. Gilbert seconded. Motion carried by unanimous vote.

RESOLUTION NO. 45-2021 (5/18/21)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under Capital Funds Grant for the 2754 Montana Avenue Renovation; and,

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

WHEREAS, the project was advertised for bids in The Courier-Journal on April 14, 2021 and The Louisville Defender and on April 15, 2021 and on May 4, 2021 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 Whitney Consulting, LLC. in the amount of \$104,579.31 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, Lisa Osanka, is hereby authorized to enter into a

contract with Whitney Consulting, LLC. in the amount of \$104,579.31 for 2754 Montana Avenue – Renovation.

**Discussion Items:**

Ms. Osanka introduced Ms. Laura Kinsell-Baer of McCormack Baron Salazar. Ms. Kinsell-Baer spoke about the current status of their Contractor, Messer, and disputes with a few of the subcontractors. Ms. Kinsell-Baer stated that Messer tries to help small firms succeed and that there are a lot of small firms that are succeeding. Several LMHA Board members spoke about their expectations of MBS and that the LMHA reputation stays intact.

**Executive Session:**

Lance Gilbert motioned to go into Executive Session, seconded by Ms. Harris. Motion carried by unanimous vote. The Board retired to Executive Session at 5:42 p.m.

The Board returned to Open Session at 6:18 p.m.

**Other Business:**

There being no further business to come before the Board, Ms. Nicholson motioned to adjourn, seconded by Rev. Ellis. Motion carried by unanimous vote. The Board adjourned at 6:19 p.m.

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Vickie J. Fields, Executive Secretary

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Manfred Reid, Sr., Chairman