

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
JULY 20, 2021

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Mr. Manfred Reid Sr., at 3:38 p.m. Due to the COVID-19 Outbreak, participants may call in by way of Zoom Conference Video Call or attend In-Person. Members present were Rev. Geoffrey Ellis, Mr. Brian Evans, Mr. Lance Gilbert, Ms. Gena Harris, Ms. Lisa Nicholson, Ms. Mary Elizabeth Miles, and Ms. Mary Ellen Wiederwohl. Absent was Mr. Cary Hearn (excused).

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; Kurt Mason; Alix Davidson; Marissa Anderson; Daniel Cruz, Bob Dixon, Michael George, Neil Talwar, Attorney John Wilson, Attorney Miles Apple, Laura Kinsell-Baer, TaLonda Holland, Janet Dakan; 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:**

Neil Talwar, President of TriEco, spoke to the Board and voiced his objections with a Company who bid on the Environmental Consulting Contract Proposal #1546. Mr. Talwar also presented a handout dated July 20, 2021 to be given to each Commissioner.

Mr. Miles Apple, Attorney representing CMec, gave his opinion regarding TriEco and their protests of the Environmental Consulting Contract Proposal #1546 asking that the statements be germane to the issue.

Board Chairman Reid thanked both gentlemen and said that the Board will review both responses and give close attention to the issue.

Mr. Kurt Mason, with the Food Literacy Program, gave an overview of the non-profit organization that works with the Iroquois Urban Farm. Mr. Mason presented members of the YCAP (Youth Committee Agricultural Program) who each gave an introduction.

**Committee Reports:**

Rev. Ellis stated that the Safety and Security Committee had nothing to report.

Mr. Gilbert stated that there was nothing to report on the Finance Committee but that a Committee meeting would soon be scheduled.

Mr. Gilbert mentioned that an open meeting for the Strategic Planning Committee was scheduled this week to talk about open items that need to be discussed.

**Approval of Minutes:**

Rev. Ellis made a motion to approve the minutes of LMHA’s regular meeting held on June 15, 2021. Mr. Gilbert seconded. Motion carried by unanimous vote.

**Resolutions:**

Ms. Miles made a motion to adopt Resolution 5a “Approval of Annual Environmental Consultant Contract”. Ms. Nicholson seconded. Motion carried by unanimous vote.

**RESOLUTION NO. 54-2021 (7/20/21)**

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for the identification and abatement of asbestos, lead, mold and other environmental hazards where present in the course of agency operations; and

WHEREAS, the Louisville Metro Housing Authority (LMHA) needs an environmental consultant to monitor and supervise such abatement work and to perform testing and conduct clearance procedures related to such abatement work to protect LMHA’s interests; and

WHEREAS, LMHA staff prepared a Request for Proposal to acquire the needed environmental consultant services and advertised the project in The Courier-Journal, The Louisville Defender, and the Housing Agency Marketplace, and on April 13, 2021 proposals for providing the requisite services were received and evaluated; and

WHEREAS, the staff reviewed the proposals and determined that the proposal submitted by CMec, LLC is the most acceptable proposal for the work to be performed, and staff recommends award to them; and

WHEREAS, this contract is for a period of one year, with an option to be extended up to four additional one-year terms.

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 the Annual Environmental Consultant Contract with CMec, LLC in the amount not to exceed \$300,000.

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Mr. Gilbert made a motion to adopt Resolution 5b “Award of Construction Contract for 4715 East Pages Lane Siding Replacement”. Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO. 55-2021 (7/20/21)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for East Pages Lane Siding Replacement; 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, LMHA’s Website, the Housing Agency Marketplace and The Louisville Defender and on May 25, 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 \$305,495.00 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 Whitney Consulting, LLC in the amount of \$305,495.00 for 4715 East Pages Lane Siding Replacement.

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Rev. Ellis made a motion to adopt Resolution 5c “Authorization to Renew Excess Workers’ Compensation Coverage”. Ms. Nicholson seconded. Motion carried by unanimous vote.

RESOLUTION NO. 56-2021 (7/20/21)

WHEREAS, the Louisville Metro Housing Authority (LMHA) has been successfully self-insured with excess coverage for workers’ compensation claims; and

WHEREAS, the LMHA submitted requests for proposals for Excess Workers' Compensation Insurance on June 12, 2019; and

WHEREAS, proposals were received and publicly opened on July 2, 2019; and

WHEREAS, the original contract award to Arch Insurance Company included four, one-year renewal options; and

WHEREAS, staff is requesting approval of the second, one-year renewal option.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE LOUISVILLE METRO HOUSING AUTHORITY, that the Louisville Metro Housing Authority purchase Excess Workers' Compensation Insurance with a self-insured retention of \$600,000 offered by Arch Insurance Company, through Underwriters Safety and Claims, Inc. for a one-year deposit premium of \$ 87,734 for the policy year of July 1, 2021 to June 30, 2022.

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Mr. Gilbert made a motion to adopt Resolution 5d "Authorization to Amend the Sheppard Square Homeownership Development Agreement with Habitat for Humanity to Louisville Metro Housing Authority". Ms. Harris seconded. Motion carried by unanimous vote.

RESOLUTION NO.57-2021 (7/20/21)

WHEREAS, the Louisville Metro Housing Authority (LMHA) owns and prepared 23 lots for homeownership in conjunction with the Sheppard Square HOPE VI project on Hancock Street and John Little Street between Jacob Street and Lampton Street; and

WHEREAS, LMHA signed a Development Agreement executed on August 8th, 2018 with Habitat For Humanity of Metro Louisville, Inc. (Habitat). The agreement provided Habitat with the opportunity to reserve five (5) lots and construct single-family homes on those lots for families earning at or below 80% of Area Median Income. Once improvements are complete, LMHA and Habitat would convey the parcel and improvements respectively to an affordable homebuyer. Out of the 5 lots reserved for Habitat, one (1) lot has been fully developed and sold, a home on a second (2<sup>nd</sup>) lot is 60% complete, and new home construction is anticipated to begin on a third (3<sup>rd</sup>) lot; and

WHEREAS, Habitat is proposing to amend the Agreement to allow for 3 one-year extensions; to change the reserved lots; and increase the total amount of reserved lots to eight (8) which are to be used for construction of affordable single-family homes for families earning at or below 80% of Area Median Income; all other terms and conditions within the Development Agreement shall remain the same; and

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director, is

hereby authorized to amend the Development Agreement with Habitat and execute any documents necessary to improve and sell eight (8) lots (#16, #17, #23, #24, #27, #28, #29, #30) at \$1.00 each, for a total of \$8.00 to affordable homebuyers provided by Habitat For Humanity of Metro Louisville for the construction of eight (8) single-family affordable homes.

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**Discussion Items:**

Ms. Laura Kinsell-Baer, with McCormack-Baron-Salazar updated the Board on the progress at Beecher Terrace. Security issues were brought up by the Board Chairman and a determination was made that a Safety Committee meeting was needed and that a report be given to the Board in August.

TaLonda Holland, with Urban Strategies, shared a People Plan Progress Update by way of PowerPoint presentation.

**Executive Session:**

Rev. Ellis motioned to go into Executive Session, seconded by Ms. Harris. Motion carried by unanimous vote. The Board retired to Executive Session at 5:01 p.m.

The Board returned to Open Session at 5:53 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 5:53 p.m.

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Vickie J. Fields, Executive Secretary

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Manfred Reid, Sr., Chairman