

LOUISVILLE METRO HOUSING AUTHORITY  
MINUTES OF REGULAR MEETING  
MAY 16, 2023

**Roll Call:**

The meeting of the Board of Commissioners was called to order by Chairperson, Gena Harris, at 3:33 p.m. Participants may call in by way of Zoom Conference Video Call or attend In-Person. Members also present were Commissioner Geoffrey Ellis, Commissioner Cary Hearn, Commissioner Mary Elizabeth Miles, Commissioner Leah Peale, and Mayor's Designee, David Kaplan. Excused were Commissioner Nicole Nally and Commissioner Lisa Nicholson. Others present were Manfred Reid, Emeritus Chair; Lance Gilbert, Emeritus Member; Lisa Osanka, Executive Director; Wavid Wray, Deputy Executive Director; Richard Nash, III, Attorney; Vickie Fields, Executive Secretary; Directors, LMHA staff, Laura Kinsell-Baer, John G. Johnson, Marty Webber, Jeremy Faulk and other individuals of the public.

**Announcements:**

None.

**Committee Reports:**

Commissioner Hearn provided a brief update from the Finance Committee stating the Finance Staff continues to work with McCormack Baron Salazar to complete the closeout of Beecher Terrace Phase III. Commissioner Hearn also stated that the Committee met on March 27<sup>th</sup> to review the Beecher Terrace Phase IV development proposal which is on today's Agenda as Item 5A.

**Approval of Minutes:**

Commissioner Ellis made a motion to approve the minutes of LMHA's regular meeting held on April 18, 2023. Commissioner Peale seconded. Motion carried by unanimous vote.

**Resolutions:**

Commissioner Miles made a motion to adopt Resolution 5A "Approval of Beecher Phase IV Development Proposal." Commissioner Ellis seconded. Commissioner Miles made a motion to amend Resolution 5A to state; upon review and approval of a first partial DBE waiver request, the proposed construction contract with J G Johnson

satisfies all the required LMHA-MBE/WBE/DBE and Section 3 participation goal requirements in aggregate. Commissioner Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 24-2023 (5/16/23)

WHEREAS; the Louisville Metro Housing Authority (LMHA) received from the Department of Housing and Development (HUD) in 2016 a Beecher-Russell Choice Neighborhood Implementation (CNI) Grant in the amount of \$29,575,000; and

WHEREAS; LMHA also received from HUD in 2019 a Beecher-Russell Choice Neighborhood Implementation Supplemental Grant in the amount of an additional \$4,000,000; and

WHEREAS; as a result of a formal procurement process in 2016, LMHA procured McCormack Baron Salazar (MBS) as the Master Developer for the on-site Beecher-Russell CNI development; and

WHEREAS; MBS has now completed the development of the Beecher Phases I, II, and III and has subsequently prepared a Development Proposal for the fourth, and final, on-site rental development phase; and

WHEREAS; the Beecher Phase IV Development Proposal provides for the award of a construction contract to J G Johnson Construction Company in an amount totaling \$53,516,788; and

WHEREAS; upon review and approval of a first partial DBE waiver request, the proposed construction contract with J G Johnson satisfies all the required LMHA-MBE/WBE/DBE and Section 3 participation goal requirements in aggregate; and

WHEREAS; LMHA funds have been budgeted to satisfactorily complete the Beecher Phase IV Development in the amount of \$30,422,821.

NOW, THEREFORE BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the proposed Beecher IV Development Proposal is approved to include LMHA's funding commitment in the amount of \$30,422,821.

BE IT FURTHER RESOLVED , that Lisa Osanka, Executive Director and Contracting Officer is authorized to sign all Beecher Phase IV closing and Evidentiary Documents.

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

RESOLUTION NO. 25-2023 (5/16/23)

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.

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 Yardi Systems Inc, in the amount of \$488,427.00.

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Commissioner Miles made a motion to adopt Resolution 5C “Authorization to Award Annual Concrete Repair and Replacement Contract.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 26-2023 (5/16/23)

WHEREAS, funds for concrete repair and replacement are contained in the 2023 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 awarding this contract to Habitat Louisville, LLC, for one year, with four one-year renewal options.

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 Habitat Louisville, LLC for concrete repair and replacement as needed for various LMHA sites, in an amount not to exceed \$100,000 annually.

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Commissioner Miles made a motion to adopt Resolution 5D “Approval of 2023-2024 Contract Renewal with the Lincoln Financial Group to Provide Long Term Disability, Group Life and Accidental Death & Dismemberment Coverage.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 27-2023 (5/16/23)

WHEREAS, a Request for Proposal to provide long-term disability, group term life and accidental death & dismemberment (AD&D) coverage to full-time, non-union employees was issued on March 19, 2019. The contract to provide the coverages was awarded to The Lincoln Financial Group; and

WHEREAS, the renewal date of the current contract with The Lincoln Financial Group is June 1, 2023; 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 2023-2024 plan year will represent the fourth and final of the four one-year renewal options; and

WHEREAS, the Lincoln Financial Group premium cost for the 2022-2023, twelve-month plan year through May 2023 is \$83,502.79; and

WHEREAS, the Lincoln Financial Group has not proposed a premium increase to the group term life insurance coverage or to the long-term disability or accidental death & dismemberment coverages for the 2023-2024 plan year; and

WHEREAS, it is anticipated that there will be some fluctuation in the 2023-2024 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 has been factored into the FY 2023-2024 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, 2023 through May 31, 2024 for an estimated amount not to exceed \$85,000.00 to allow for the anticipated fluctuation in premium cost as a result of employment changes and additions.

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Commissioner Peale made a motion to adopt Resolution 5E “Authorization to Renew the Annual Environmental Consultant Contract.” Commissioner Hearn seconded. Motion carried by unanimous vote.

RESOLUTION NO. 28-2023 (5/16/23)

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, on July 23, 2021, LMHA staff awarded a contract to CMec, LLC to provide the requisite services for an initial period of one year; and

WHEREAS, the contract awarded to CMec, LLC included an option provision whereby LMHA may renew the contract for up to four additional years.

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 exercise the second option to renew the contract for the Annual Environmental Consultant Contract with CMec, LLC in the amount not to exceed \$300,000.

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Commissioner Miles made a motion to adopt Resolution 5F “Approval of the Rehabilitation of 26 Public Housing Units.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 29-2023 (5/16/23)

WHEREAS, the Louisville Metro Housing Authority (LMHA) maintains a Public Housing portfolio of 3,739 dwelling units; and

WHEREAS, dwelling units are subject to routine wear and tear, and may also be subject to unanticipated detrimental events such as fire, flooding, vandalism, and environmental hazards; and

WHEREAS, such events can cause dwelling units to require substantial rehabilitation that makes them uninhabitable for a period of time; and

WHEREAS, LMHA now finds it necessary to substantially rehabilitate 26 Public Housing dwelling units.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Board authorizes LMHA staff to undertake the substantial rehabilitation of 26 Public Housing dwelling units.

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Commissioner Peale made a motion to adopt Resolution 5G “Authorization for the Emergency Procurement to Replace/Repair Fire Pump Controls and Transfer Switch at Dosker Manor.” Commissioner Ellis seconded. Motion carried by unanimous vote.

RESOLUTION NO. 30-2023 (5/16/23)

WHEREAS funds have been identified from the U.S. Department of Housing and Urban Development under the Capital Fund Program to award a contract to Johnson Controls for the emergency replacement/repair of the fire pump controls and transfer switch at Dosker Manor (Building C) located at 415 E. Muhammad Ali Blvd; and

WHEREAS a recent inspection conducted by LMHA maintenance staff with technicians from Johnson Controls concluded that replacement/repair of the fire pump controls, and transfer switch were necessary to assure continued functional and safe operation of the fire control system and transfer switch located in this property; and

WHEREAS, Executive Director, Lisa Osanka, in strict compliance with LMHA’s and HUD’s Procurement Policies, issued a Declaration of Emergency Procurement, due to public exigency, matters relative to “the public’s health, welfare, and safety to residents,” in addition to implementing necessary measure to avoid an emergency event; and

WHEREAS LMHA’s Procurement Policy allows non-competitive proposals when an emergency is declared. Johnson Controls currently holds the Planned Service

Agreement for Fire Service under state contract master agreement 758 2100000966, and a price has been quoted under the terms of that Agreement; and

WHEREAS, this quote submitted by Johnson Controls was deemed to be reasonable by the Authority's Manager of OSHA/Safety/Security & Investigations and the Assistant Director of Property Management; and Staff also determined Johnson Controls to be well qualified to perform the required replacement/repair 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 award a contract to Johnson Controls to replace/repair the fire pump controls and transfer switch at Dosker Manor (Building C) located at 415 E. Muhammad Ali Blvd for \$44,200.00.

**Discussion Items:**

None.

**Executive Session:**

Commissioner Ellis motioned to go into Executive Session, seconded by Commissioner Miles. Motion carried by unanimous vote. The Board retired to Executive Session at 4:19 p.m.

The Board returned to Open Session at 4:58 p.m.

**Other Business:**

There being no further business to come before the Board, Commissioner Ellis motioned to adjourn, seconded by Commissioner Miles. Motion carried by unanimous vote. The Board adjourned at 4:59 p.m.

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Vickie J. Fields, Executive Secretary

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Gena Harris, Chairperson