



514 W. Liberty Street  
Louisville, KY 40202

# Louisville Metro Government

## Minutes - Final

### Special VAPStat Joint Meeting

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Monday, October 19, 2020

3:00 p.m.

Video Teleconference

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This special meeting of the **Louisville and Jefferson County Landbank Authority, Inc.** (hereinafter referred to as “**LBA**”) was held via video teleconference pursuant to KRS 61.826 due to the states of emergency declared by federal, state, and local Chief Executives due to the COVID-19 pandemic. The agenda and agenda items for this special meeting were electronically provided to the Board Members and the public prior to the meeting.

#### BOARD OF DIRECTORS PRESENT:

William P. Schreck, Chairperson  
Lisa M. Butcher, Vice Chair  
Edward D. Muns, Treasurer

#### LOUISVILLE METRO GOVERNMENT STAFF PRESENT:

##### Office of Community Development (hereinafter referred to as “**CDO**”)

Laura Grabowski, Director  
Andrea Brown, Executive Administrator  
Linette Huelsman, Real Estate Coordinator  
Kevin Manring, Real Estate Coordinator  
Christopher Robinson, Community Engagement Manager  
Connie Sutton, Administrative Coordinator  
Latondra Yates, Property & Leasing Administrator

#### Jefferson County Attorney’s Office

Stephanie Malone, Assistant Jefferson County Attorney

#### GUESTS:

Steve Sizemore and Milana Boz  
Destry White, Colors Newspaper, Inc.  
Charles Scott, Construction Manager, Colors Newspaper, Inc.  
Juaquin Conrad  
Cathy Kuhn, Ph.D., Metropolitan Housing Coalition  
Emily Vitale, OneWest Corporation  
J. Mays  
Charles Nissenbaum

The meeting was initially delayed for a few minutes to correct some technical difficulties one of the Board members experienced when attempting to join the meeting using the Cisco WebEx application.

### Welcome and Introductions:

Ms. Grabowski welcomed all the board members and guests and announced that this special meeting of LBA is being conducted via video teleconferencing pursuant to KRS 61.826.

### Vacant and Abandoned Property Statistics:

Using a PowerPoint presentation, Ms. Grabowski presented the LouieStat KPI Report for October 19, 2020.

### VAP Successes:

Ms. Grabowski presented a VAP Success relating to the curbside closings that the CDO staff have adapted to execute deeds and ensure added safety measures for the LBA's buyers during the COVID-19 pandemic.

### Call to Order:

The meeting was called to order at approximately 3:18 p.m. by Chairman Schreck.

### Establish Quorum:

Roll call was taken and three (3) Board members were present establishing a quorum necessary to conduct business: Mrs. Butcher, Mr. Muns, and Mr. Schreck.

### Approval of Minutes:

**Motion:** On motion by Mr. Muns, seconded by Mrs. Butcher, the minutes of the September 14, 2020 monthly meeting were unanimously approved.

### New Business:

#### i. Resolution 54, Series 2020, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman informed the Board that three (3) additional structures have been selected to be made available to purchase through the disposition programs, Last Look - Save the Structure or Last Look - Demo for Deed. Those structures are located at 4004 Grand Avenue, 2120 Pirtle Street, and 685 South 38<sup>th</sup> Street.

Ms. Huelsman added that the properties will be sold for \$1.00 and that any applicants must comply with the requirements of the LBA's Pricing Policy for "Save the Structure (Phase 1)" or "Demo for Deed (Phase 2)". Those requirements are that the applicants submitting for Save the Structure must complete the structure's required renovations within eighteen (18) months from the date of sale – six (6) months for exterior and structural repairs and twelve (12) months for the interior repairs. The approval of this resolution will allow CDO to convey the available properties to a qualified applicant. Ms. Huelsman also stated that any amount of minimum funds required for the subject properties are calculated by Kevin Manring, our licensed Building Inspector, and should complete the external renovations of the structure. Any of the structures assigned to Demo for Deed can be saved if the applicant submits the proper stabilization plans from a structural engineer. Any property assigned to Demo for Deed will also be closely monitored over the next sixty (60) days to ascertain that the structures do not need to be referred for immediate demolition by the applicants or the CDO staff. If no applications are submitted for the Demo for Deed candidates, the CDO staff will demolish the structures once sixty (60) days has passed.

**Motion:** On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, LBA Resolution 54, Series 2020, was approved. A copy of Resolution 54, Series 2020, is attached hereto and made a part hereof.

ii. Resolution 55, Series 2020, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of a parcel of real property located at 715 West Saint Catherine Street that was acquired in January 2018 through a Metro surplus resolution after Metro Government had acquired it in 1988. Mr. Sizemore and Ms. Boz plan to build a single-family residence on the lot once the parcel owned by the applicants at 717 West Saint Catherine Street is consolidated with the subject lot within three (3) months from the date of the transfer deed. Proof of funds has been provided that will cover the construction costs (\$200,000.00) and the sale price of \$500.00 as required under the disposition program, "Budget Rate Policy for New Construction Projects". The single-family residence must then be constructed within eighteen (18) months of the date of the deed.

Mr. Sizemore then confirmed the intent behind the purchase of the subject property which is to build an owner-occupied, single-family residence in the Limerick neighborhood once the Landmark Commission, on behalf of the Limerick Preservation District, approves their recently submitted design plans. Both applicants currently live in the Limerick neighborhood and are very aware of the building requirements for that neighborhood.

**Motion:** On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, Resolution 55, Series 2020, was approved. A copy of said Resolution 55, Series 2020, is attached hereto and made a part hereof.

iii. Resolution 56, Series 2020, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of three (3) parcels of real property located at 1501 and 1503 Bicknell Avenue and 4943 Graston Avenue that were acquired in 2018 and 2019. Sunshine Builders, LLC plans to build a single-family residence on each lot. Proof of funds has been provided that will cover the construction costs (\$80,000.00 for each single-family residence) and the parcels' respective sale prices of \$1,000.00, \$500.00, and \$1,000.00 as required under the disposition program, "Budget Rate Policy for New Construction Projects". Each single-family residence must be constructed within eighteen (18) months of the date of the deed.

Ms. Huelsman then explained that the applicant plans to sell the homes to qualified buyers once construction is complete. However, she did not know how much the applicant could list the homes for once built.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, Resolution 56, Series 2020, as amended, was approved. A copy of said Resolution 56, Series 2020, is attached hereto and made a part hereof.

iv. Resolution 57, Series 2020, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of two (2) parcels of real property located at 2223 Cedar Street and 2410 Cedar Street that were acquired in October 2014 and November 2000 via the Metro donation program. Colors Newspaper, Inc. plans to build a single-family residence on each lot. Proof of funds has been provided that will cover the construction costs (\$99,840.00 for each single-family residence) and the parcels' respective sale prices of \$1,000.00 and \$500.00 as required under the disposition program, "Budget Rate Policy for New Construction Projects". Each single-family residence must be constructed within eighteen (18) months of the date of the deed.

Mr. White then explained the non-profit organization's intent behind the purchase of the subject properties which is to build single-family residences for qualified, first-time homebuyers inside Louisville's west end.

Mr. White also added that Stock Yards Bank has agreed to supply 1.4 million dollars in funding for the construction of these homes and twenty (20) others. In addition, two (2) other parcels near 2223 Cedar Street are under negotiations to purchase and Mr. Scott will be supervising the construction of all the single-family residences.

Mr. Scott then advised the Board that he believes multiple, minority contractors are willing to assist in the construction of these homes which leads him to believe the homes can be built simultaneously to which Mr. White concurred.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, Resolution 57, Series 2020, was approved. A copy of said Resolution 57, Series 2020, is attached hereto and made a part hereof.

Mr. White then inquired as to how his non-profit organization could be involved in the Preferred Developer Pilot Program approved last month by the LBA. Ms. Grabowski advised that the best way for any interested developer to participate in the pilot program is to allow some time for it to get underway. Ms. Grabowski added, that since the pilot was just approved, official policies and procedures congruent to those approved for REBOUND, Inc. need to be drafted for the Board to review and approve before any other interested developers can be considered for the pilot program.

Ms. Grabowski then re-iterated the initial requirements needed to be considered as a Preferred Developer and encouraged Colors Newspaper, Inc. to begin discussions with CDO regarding the pilot program once they have successfully completed the construction of this development project.

Chairman Schreck congratulated the applicants and wished them much success in reaching their goals.

v. Resolution 58, Series 2020, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman informed the Board that the resolution consists of four (4) applicants who have submitted the appropriate documentation to purchase vacant lots up to 7,000 square feet for \$500.00 without a plan for redevelopment. The vacant lots are situated at 919 South 28<sup>th</sup> Street, 2709 West Chestnut Street, 2435 Elliott Avenue, and 1804 Lytle Street and have been made available through the Cut It Keep It disposition program.

Ms. Huelsman added that the applicants must comply with the requirements of the LBA's Pricing Policy for Cut It Keep It approved on February 12, 2018. Those requirements are to not sell the property for three (3) years from the date of the deed and to maintain the lot in a manner consistent with the codes and ordinances of the Louisville/Jefferson County Metro Government. If an applicant builds on the lot within three (3) years from the date of the Deed, the sale restriction will be released. The subsequent Deeds will list these requirements and restrict the applicant from selling the property within three (3) years from the date of the Deed.

Mr. Conrad then advised the Board that the main purpose behind his purchase of 2435 Elliott Avenue is to maintain and fence in this adjoining side yard to keep neighborhood traffic from passing through. Mr. Manning also pointed out that Mr. Conrad's residence is situated right at the boundary lines of this parcel so it would be very difficult to build a new structure on the subject lot.

In reply to Chairman Schreck's question, Ms. Grabowski stated that there are plenty of opportunities within the Russell neighborhood for development, but any vacant lots owned by the LBA on Elliott Avenue will be offered to nearby owner-occupants whenever possible.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, Resolution 58, Series 2020, was approved. A copy of said Resolution 58, Series 2020, is attached hereto and made a part hereof.

Announcements:

Ms. Grabowski announced that Metro TV, recent LBA buyers, and Ms. Huelsman and Mr. Manning teamed up recently to produce a video highlighting the LBA's Request for Proposal and Last Look disposition programs and how easily the public can participate in either program. Chairman Schreck then acknowledged that he has seen the well-produced video and hopes more of the public can view it and learn more about these programs.

Adjourn:

As there were no more items of business to discuss, on a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, this meeting of the LBA was adjourned at 4:06 p.m.

Closing Remarks:

Ms. Grabowski expressed her appreciation to everyone for their attendance and participation. She also reminded the board that the next meeting of the LBA will be conducted on November 9, 2020, at 3:00 p.m., at the Old Jail Building Auditorium. If the pending states of emergency declared by federal, state, and local Chief Executives due to the COVID-19 pandemic are still in effect, another video teleconference may take place.

DocuSigned by:

*William Schreck*

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CHAIRPERSON

LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.

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*Latondra Yates*

STAFF  
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12/14/2020

DATE