



514 W. Liberty Street
Louisville, KY 40202

Louisville Metro Government

Minutes - Final

Special VAPStat Joint Meeting

Wednesday, December 20, 2017, 3:00 p.m.

Old Jail Auditorium

The special, annual meeting of the Louisville and Jefferson County Landbank Authority, Inc. was held in the Auditorium, of the Old Jail Building, on 514 West Liberty Street, 3:44 p.m., on the above date. The agenda and agenda items were electronically provided to the board members prior to the meeting.

BOARDS OF DIRECTORS PRESENT:

Louisville and Jefferson County Landbank Authority, Inc. (hereinafter referred to as “**LBA**”)

William P. Schreck, Chairperson
Franklin Jones, Treasurer
Lisa Butcher

LOUISVILLE METRO GOVERNMENT STAFF PRESENT:

Develop Louisville and Vacant & Public Property Administration (hereinafter referred to as “**VPPA**”)

Laura Grabowski, Director
Linette Huelsman, Real Estate Coordinator
Connie Sutton, Administrative Coordinator
Joshua Watkins, Real Estate Coordinator
Latondra Yates, Property & Leasing Supervisor

Jefferson County Attorney’s Office

Stephanie Malone, LBA Legal Counsel

GUESTS:

As per the attached Voluntary Attendance Sign-In Sheets.

[Welcome, Introductions, and Announcements:](#)

Ms. Grabowski welcomed all of the board members and guests, and announced that this meeting is the annual meeting of the LBA.

[Vacant and Abandoned Property Statistics:](#)

Using a PowerPoint presentation, Ms. Grabowski delivered and explained the LouieStat KPI Report for December 20, 2017 which contained data for Fiscal Year 2018 relating to November, 2017.

THE LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.

Call to Order:

The meeting was called to order at approximately 3:45 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: Mr. Jones, Ms. Butcher, and Mr. Schreck.

Acknowledgement of Outgoing Member:

Ms. Grabowski expressed the Board's deepest appreciation for the services provided by its outgoing member, Ishmon Burks, who was not in attendance. His expertise was very valuable to the LBA.

Election of Officer:

Chairman Schreck passed the control of the meeting to Ms. Malone to conduct the election of Vice Chairperson. Ms. Malone stated that, pursuant to its By-Laws, LBA is required to elect an officer to serve the remainder of a two (2) year term for the office of Vice President.

Ms. Malone then opened the floor for nominations as to Vice President of the Board of Directors. Chairman Schreck nominated Lisa Butcher for Vice President. Being no other nominations, Ms. Malone closed the floor for nominations.

Motion: On motion of Chairman Schreck, seconded by Treasurer Jones, Lisa Butcher was elected Vice President of the Board.

Ms. Malone then returned control of the meeting to Chairman Schreck.

Approval of Minutes:

Motion: On motion of Mr. Jones, seconded by Ms. Butcher, the minutes of the November 13, 2017 regular meeting were unanimously approved.

New Business:

i. Annual Report

Using a PowerPoint presentation, Ms. Grabowski provided an overview of the year in review as it relates to LBA's accomplishments. Those highlights included its current inventory, a two (2) year comparison of its acquisitions and dispositions, the top three (3) Metro Council Districts and neighborhoods where its parcels reside, a brief financial update for FYE 2017 which will be fully presented to the Board next month, "before" and "after" images of the year's dispositions, and what actions VPPA will be taking next year. Ms. Grabowski re-iterated that the disposition programs implemented in October of this year are having a great impact on the inventory and its average time of ownership, currently 12 years.

Chairman Schreck then inquired as to whether or not any of the inventory located in the Russell neighborhood will be involved in the Russell Development Strategy to which Ms. Grabowski replied that she believes most of our current inventory is outside of this project, but there may be some that will be involved.

Chairman Schreck then asked if we will be initiating more foreclosures in the Russell neighborhood to assist this initiative to which Ms. Grabowski confirmed that those actions are being taken and we are cooperating with the Office of Redevelopment Strategies to assist them in fulfilling their strategies for the Russell neighborhood.

Mr. Jones then asked if market-rate development projects are being considered as the first option when disposing inventory similar to what is happening in the Portland neighborhood to which Ms. Grabowski confirmed our first goal is for market-rate development projects to be considered for any parcel in our inventory. Ms. Huelsman added our investors are having some success in selling their rehabbed structures at market-rate, but the majority does end up being rented.

ii. LBA Resolution 35, Series 2017

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the request by Habitat for Humanity of Metro Louisville, Inc. (“Habitat”) to release the restrictions outlined in Conditional Deeds of Conveyance to build a new facility within twelve (12) months of the date of the deeds on the properties located at 1630 Rowan Street and 129 North 17th Street which are the subject matter of this Resolution. Instead of building new facilities, Habitat utilized the properties as parking for its Portland ReStore.

Ms. Huelsman went on to explain that, in exchange for releasing the restrictions, Habitat has agreed to donate two (2) of their own parcels located at 530 South 28th Street and 2729 West Madison Street to LBA. The staff desires to obtain 2729 West Madison Street for a site assembly project. The release of the restrictions will be contingent upon the real properties being free of all liens and encumbrances and the execution by Habitat of a General Warranty Deed transferring ownership of those parcels to LBA.

Ms. Veech, of Habitat, then explained the intent behind its request for the releases and answered questions from the Board relating to its sale of 1630 Rowan Street and 129 North 17th Street to the University of Louisville and its acquisition of 530 South 28th Street and 2729 West Madison Street.

Ms. Huelsman then confirmed for the Board that the donation of 530 South 28th Street and 2729 West Madison Street is comparable to the fair market values currently set for 1630 Rowan Street and 129 North 17th Street.

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 35, Series 2017, was unanimously approved. A copy of said Resolution 35, Series 2017, is attached hereto and made a part hereof.

iii. LBA Resolution 36, Series 2017

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of a parcel of real property located at 3807 Bank Street which is the subject matter of this Resolution.

Mr. Leach then explained the intent behind CBD&T, Inc.’s purchase of the subject property and answered questions from the Board relating to CBD&T, Inc.’s plans for the property which consists of renovating and eventually renting the residence under Section 8.

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 36, Series 2017, was unanimously approved. A copy of said Resolution 36, Series 2017, is attached hereto and made a part hereof.

iv. LBA Resolution 37, Series 2017

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of a parcel of real property located at 3830 West Muhammad Ali Boulevard which is the subject matter of this Resolution.

Ms. Moberly, along with her general contractor, then explained the intent behind her purchase of the subject property and answered questions from the Board relating to her plans for the property which consists of renovating and eventually selling the residence.

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 37, Series 2017, was unanimously approved. A copy of said Resolution 37, Series 2017, is attached hereto and made a part hereof.

v. LBA Resolution 38, Series 2017

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of a parcel of real property located at 2757 West Market Street which is the subject matter of this Resolution. Ms. Huelsman added that the sales price was lowered from \$2,500.00 to \$500.00 due to the number of times this property has been placed in a Request for Proposal ("RFP") which in this case has been at least four (4) times.

Ms. Huelsman then explained the intent behind Ms. Slaughter's purchase of the subject property and answered questions from the Board relating to Ms. Slaughter's plans for the property which consists of renovating and eventually renting the residence.

Ms. Huelsman also advised that there was one other applicant for this property, but the application fell through due to an \$8,000.00 lien discovered on another piece of property owned by the applicant. Otherwise, the sales price for this property would normally be the assessed land value set by the Jefferson County Property Valuation Administrator (i.e., \$2,500.00).

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 38, Series 2017, was unanimously approved. A copy of said Resolution 38, Series 2017, is attached hereto and made a part hereof.

vi. LBA Resolution 39, Series 2017

Using a PowerPoint presentation, Mr. Watkins informed the Board that the resolution in front of them for approval consists of a listing of applicants who have submitted the appropriate documentation to purchase three (3) vacant lots up to 4,000 square feet to be used solely as a side yard to their adjacent property through the **Adjacent Side Yards** disposition program.

Mr. Watkins added that these properties will be sold for **\$1.00** and that these applicants must comply with the requirements of the LBA's Pricing Policy for Adjacent Side Yards which was approved on September 11, 2017. Those requirements are to use the property as a side yard, maintain the lot in a manner consistent with the codes and ordinances of the Louisville/Jefferson County Metro Government and to pay the assessed property taxes.

Mr. Watkins then answered questions from the Board relating to the Pricing Policy for Adjacent Side Yards and the vetting process for the applicants involved in the resolution.

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 39, Series 2017, was unanimously approved. A copy of said Resolution 39, Series 2017, is attached hereto and made a part hereof.

vii. LBA Resolution 40, Series 2017

Using a PowerPoint presentation, Mr. Watkins informed the Board that the resolution in front of them for approval consists of a listing of applicants who have submitted the appropriate documentation to purchase six (6) vacant lots up to 5,000 square feet for **\$500.00** without a plan for redevelopment. These lots have been made available through the **Vacant Lots on the Block** disposition program, also referred to as “Cut It, Keep It”, which officially began its start on October 20, 2017.

Mr. Watkins added that these properties will be sold for **\$500.00** and that these applicants must comply with the requirements of the LBA’s Pricing Policy for Vacant Lots on the Block which was approved on September 11, 2017. Those requirements are to not sell the property for three (3) years from the date of the deed, maintain the lot in a manner consistent with the codes and ordinances of the Louisville/Jefferson County Metro Government and to pay the assessed property taxes. 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 will restrict the applicants from selling the property within three (3) years from the date of the Deed.

Mr. Watkins then answered questions from the Board relating to the properties on Amy Street and their applicant’s intended use for these parcels and why the three (3) year restriction was selected as the length of time an applicant must own a parcel before it can be sold.

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 40, Series 2017, was unanimously approved. A copy of said Resolution 40, Series 2017, is attached hereto and made a part hereof.

viii. LBA Resolution 41, Series 2017

Using a PowerPoint presentation, Mr. Watkins informed the Board that the resolution in front of them for approval consists of a listing of thirteen (13) additional structures that have been made available to purchase through the **Demolition Candidates -Phases 1 and 2** disposition programs, also referred to as the “Last Look Initiative”, which also officially began on October 20, 2017.

Mr. Watkins added that these properties will be sold for **\$1.00** and that these applicants must comply with the requirements of the LBA’s Pricing Policy for Demolition Candidates – Phases 1 and 2 which were approved on September 11, 2017. Those requirements are that the applicants submitting for Phase 1, i.e., “Save the Structure”, must complete the structure’s required renovations within 18 months from the date of sale - 6 months for exterior and structural repairs and 12 months for the remaining interior repairs. The approval of this resolution will allow the VPPA to convey the available properties to qualified applicants who have recently submitted and any other further qualified applicants for these properties. Mr. Watkins also stated that all future properties assigned to either disposition program will follow the same application approval process conducted by the Board today.

Mr. Watkins then answered questions from the Board relating to the amount of minimum funds required for the respective properties. The estimated amounts, as suggested by a Codes and Regulations’ Building Inspector, should complete the external renovations of the structure. Mr. Watkins also confirmed that the minimum funds required are not considered when an applicant wishes to acquire a property assigned to Phase 2 of the Last Look Initiative (i.e., “Demo for Deed”).

Motion: On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 41, Series 2017, was unanimously approved. A copy of said Resolution 41, Series 2017, is attached hereto and made a part hereof.

Old Business:

There is no old business to come before this board.

Adjourn:

As there were no more items of business to discuss, on a motion by Mr. Jones, seconded by Ms. Butcher, and unanimously passed, the meeting of the Louisville and Jefferson County Landbank Authority, Inc. was adjourned at 4:52 p.m.

Closing Remarks:

Chairman Schreck wished everyone happy holidays and Ms. Grabowski expressed her appreciation to everyone for their attendance and participation. Lastly, Ms. Grabowski stated that the next VAPStat Joint Meeting is scheduled for 3:00 p.m., on January 8, 2018, at the Old Jail Building Auditorium.

CHAIRPERSON
LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.

STAFF

DATE