



514 W. Liberty Street  
Louisville, KY 40202

# Louisville Metro Government

## Minutes - Final

### Special VAPStat Joint Meeting

---

Wednesday, March 21, 2018

3:00 p.m.

Old Jail Auditorium

---

The agenda and agenda items for the special meeting of the Louisville and Jefferson County Landbank Authority, Inc. (hereinafter referred to as “**LBA**”) were electronically provided to its Board Members prior to the meeting.

#### BOARDS OF DIRECTORS PRESENT:

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

#### 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:

Darwin Durham  
Terry L. Wright

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

Ms. Grabowski welcomed all of the board members and guests, and announced that this is a special meeting of the LBA due to a lack of quorum for the regular meeting scheduled for March 12, 2018.

#### [Vacant and Abandoned Property Statistics:](#)

Using a PowerPoint presentation, Ms. Grabowski provided and explained the LouieStat KPI Report for March 21, 2018. Ms. Grabowski also pointed out that this report now contains a breakdown of VAP statistics by neighborhood, as well as Council Districts, which will be updated each March.

Ms. Grabowski also presented a VPPA Success relating to Habitat for Humanity of Metro Louisville, Inc. and its recent homebuyer dedication involving a former LBA property located at 3809 Parthenia Avenue.

#### Call to Order:

The meeting was called to order at approximately 3:08 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.

Chairman Schreck expressed the Board's deepest appreciation for the services provided by its outgoing member, Franklin Jones, whose term happened to have coincided with Chairman Schreck's appointment to the Board. Mr. Jones expressed his appreciation to Chairman Schreck for his kind words and that it was a pleasure to serve his community through the work of the VPPA staff. Ms. Grabowski also acknowledged Mr. Jones for his service and that VPPA is very sad to hear of his withdrawal from the Board.

#### Approval of Minutes:

**Motion:** On motion of Mr. Jones, seconded by Ms. Butcher, the minutes of the February 12, 2018 regular meeting were unanimously approved.

#### New Business:

i. Resolution 8, Series 2018, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Mr. Watkins provided an overview of the proposed transfer of a parcel of real property located at 1450-1/2 Beech Street which is the subject matter of this Resolution.

Mr. Durham then explained his intent behind the purchase of the subject property and answered questions from the Board relating to his plans for the property which consists of renovating and eventually occupying the residence.

**Motion:** On a motion of Mr. Jones, seconded by Ms. Butcher, and unanimously passed, Resolution 8, Series 2018, was approved. A copy of said Resolution 8, Series 2018, is attached hereto and made a part hereof.

ii. Resolution 9, Series 2018, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Mr. Watkins informed the Board that the resolution consists of applicants who have submitted the appropriate documentation to purchase four (4) vacant lots up to 7,000 square feet for **\$500.00** without a plan for redevelopment. These lots have been made available through the **Cut It Keep It** Disposition Program.

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 Cut It Keep It which was approved on February 12, 2018. Those requirements are to not sell the property for three (3) years from the date of the deed and 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 will restrict the applicants from selling the property within three (3) years from the date of the Deed.

**Motion:** On a motion of Ms. Butcher, seconded by Mr. Jones, and unanimously passed, Resolution 9, Series 2018, was approved. A copy of said Resolution 9, Series 2018, is attached hereto and made a part hereof.

iii. LBA Resolution 10, Series 2018, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Mr. Watkins informed the Board that the resolution consists of one (1) applicant who has submitted the appropriate documentation to purchase a vacant lot up to 4,000 square feet to be used solely as a side yard to his adjacent property through the **Adjacent Side Yards** disposition program.

Mr. Watkins added that this property will be sold for **\$1.00** and that the applicant must comply with the requirements of the LBA's Pricing Policy for Adjacent Side Yards which were approved on February 12, 2018. 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. Wright then explained his intent behind the purchase of the subject property and expressed his appreciation to the VPPA staff who have assisted him along the way.

**Motion:** On a motion of Mr. Jones, seconded by Ms. Butcher, LBA Resolution 10, Series 2018, was unanimously approved. A copy of said Resolution 10, Series 2018, is attached hereto and made a part hereof.

iv. Resolution 11, Series 2018, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman informed the Board that the resolution consists of applicants who have submitted the appropriate documentation to purchase nine (9) vacant lots of 2,500 square feet or larger to be used solely as a rear, side yard to their adjacent properties through the LBA's Minimum Pricing Policy for Side Yards in effect as of April 24, 2014. The applicants' adjacent properties are located at 5023 Terry Road and 3201, 3203, 3207, 3209, 3211, 3215, 3219, and 3221 La Vel Lane.

Ms. Huelsman added that the properties will be sold for **\$125.00** and that the applicants must comply with the prior requirements for side yards which called for the properties to be used as a side yard; to be maintained in a manner consistent with the codes and ordinances of the Louisville/Jefferson County Metro Government; and that the rear, side yards be consolidated into the same lot as the applicants' residence within six (6) months. Ms. Huelsman added that the consolidation requirement is needed since the landscape on these rear lots consists solely of trees.

Ms. Huelsman then answered questions from the Board relating to the vetting process for the 2014 and 2015 applications connected to this resolution and the applicants' future plans for these properties. Ms. Huelsman also said that two (2) other rear parcels on La Vel Lane (3205 and 3217) will eventually come before the Board for disposition approval as they were also listed in Metro Surplus Resolution 078, Series 2017.

Ms. Grabowski then informed the Board that Metro Surplus Resolution 078, Series 2017 actually listed eighty-three (83) parcels to be transferred from Metro Government to LBA. Once the resolution was heard and approved by the Metro Council, the Jefferson County Attorney's Office prepared the deed transferring ownership of sixty-eight (68) of the requested parcels to the LBA. VPPA is still awaiting preparation and recording of deeds for the fifteen (15) remaining parcels.

**Motion:** On a motion of Mr. Jones, seconded by Ms. Butcher, and unanimously passed, LBA Resolution 11, Series 2018, was approved. A copy of said Resolution 11, Series 2018, is attached hereto and made a part hereof.

v. Resolution 12, Series 2018, 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 made available to purchase through the disposition programs, **Last Look – Save the Structure** and **Last Look - Demo for Deed**.

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)" and "Demo for Deed (Phase 2)" which were approved on February 12, 2018. Those requirements are that the applicants submitting for 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 a qualified applicant. Ms. Huelsman also stated that the amount of minimum funds required for the subject properties was suggested by a Codes and Regulations' Building Inspector and should complete the external renovations of the structures.

**Motion:** On a motion of Mr. Jones, seconded by Ms. Butcher, and unanimously passed, LBA Resolution 12, Series 2018, was approved. A copy of said Resolution 12, Series 2018, is attached hereto and made a part hereof.

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 3:49 p.m.

Closing Remarks:

Ms. Grabowski expressed her appreciation to everyone for their attendance and participation. She also informed of the next VAPStat Joint Meeting scheduled for 3:00 p.m., on April 9, 2018, at the Old Jail Building Auditorium.

---

CHAIRPERSON  
LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.

---

STAFF

---

DATE