



514 W. Liberty Street
Louisville, KY 40202

Louisville Metro Government

Minutes - Final

Special VAPStat Joint Meeting

Monday, August 12, 2019

3:00 p.m.

Old Jail Auditorium

The agenda and agenda items for this 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.

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
Diane Fields, Real Estate Program Coordinator
Carrie Fry, Real Estate Program Coordinator
Linette Huelsman, Real Estate Coordinator
Scott Love, Community Engagement Coordinator
Connie Sutton, Administrative Coordinator
Latondra Yates, Property & Leasing Administrator

Jefferson County Attorney’s Office

Travis Fiechter, Assistant Jefferson County Attorney (Substituting for Stephanie Malone)

[Welcome and Introductions:](#)

Ms. Grabowski welcomed all the board members and guests and added that this is a special meeting of LBA.

[Vacant and Abandoned Property Statistics:](#)

Using a PowerPoint presentation, Ms. Grabowski presented the LouieStat KPI Report for September 16, 2019.

VAP Successes:

Ms. Grabowski presented a VAP Success relating to the July 25th Permanent Affordable Housing Event that took place at the Russell Vision Center. The well-attended event, presented by Grounded Solutions, allowed those in attendance to learn how community land trusts ensure permanent housing affordability. Ms. Grabowski added that there has been a strong interest in getting a community land trust started here in Metro Louisville which is why CDO co-sponsored the event.

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: Mrs. Butcher, Mr. Muns, and Mr. Schreck.

Approval of Minutes:

Motion: On motion by Mr. Muns, seconded by Mrs. Butcher, the minutes of the August 12, 2019 regular meeting were unanimously approved.

New Business:

i. Resolution 41, Series 2019, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman informed the Board that eight (8) 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 319 North 25th Street, 1014 South 28th Street, 246 South 41st Street, 2326 West Muhammad Ali Boulevard, 215 North 19th Street, 1355 South 26th Street, 2717 Elliott Avenue, and 2604 West Kentucky 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)" 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 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 their structures once sixty (60) days has passed.

She also advised that each sale is monitored for compliance as to the restrictions listed in each deed, and if the applicant is found non-compliant, a right of re-entry action may be initiated by the Jefferson County Attorney's Office.

Mr. Schreck inquired as to how many structures have been saved since the Last Look Initiative started to which Ms. Huelsman replied she can present those numbers at next month's meeting.

Motion: On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, LBA Resolution 41, Series 2019, was approved. A copy of Resolution 41, Series 2019, is attached hereto and made a part hereof.

ii. Resolution 42, Series 2019, 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 519 and 521 North 31st Street, 702 M Street and 918 West Oak Street which is before you again today to correct the name of the applicant that was previously approved via Resolution 38, Series 2019. These lots 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 which were 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 will restrict the applicant from selling the property within three (3) years from the date of the Deed.

Mr. Schreck questioned the assessed value listed for the property at 519 North 31st Street to which Ms. Huelsman replied that is the parcel's current assessed value per the records of the Jefferson County Property Valuation Administrator (**PVA**). PVA is not re-assessing any government-owned properties at this time because of their tax exempt status.

The board also inquired as to how the applicant plans to use 519 and 521 North 31st Street to which Ms. Huelsman stated that she believes the properties will be maintained and possibly landscaped as the applicant just moved his business to some adjacent parcels.

Motion: On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, Resolution 42, Series 2019, was approved. A copy of said Resolution 42, Series 2019, is attached hereto and made a part hereof.

iii. Resolution 43, Series 2019, of the Louisville and Jefferson County Landbank Authority, Inc.

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed acquisition of five (5) parcels of real property located at 4501-4509 South 3rd Street. These parcels are currently owned by the Commonwealth of Kentucky's Transportation Cabinet as public right-of-way and are being pursued by the Beechmont Neighborhood Association for a community garden. The members for the neighborhood association asked CDO to get involved as the State believes it would be easier to surplus these properties if they were acquired by LBA, instead of the neighborhood association. If the surplus were to be approved, the parcels would then be sold to LBA for \$1.00 per parcel.

Therefore, the CDO staff is requesting that the Chairman be given authorization to sign the Application to Purchase State Right of Way and the consideration certificate on the deed transferring ownership of these parcels to LBA. Once the parcels are under LBA's ownership and specific terms are negotiated relating to the maintenance of the parcels and the management of the community orchard, a follow-up resolution will be brought to the board to approve a License Agreement with the Beechmont Neighborhood Association.

Motion: On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, Resolution 43, Series 2019, was approved. A copy of said Resolution 43, Series 2019, is attached hereto and made a part hereof.

Announcements:

There were no announcements to be discussed with the board.

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 3:27 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 a special meeting on October 21, 2019, at 3:00 p.m., in the 1st floor conference room of the Metro Development Center, 444 South 5th Street, Louisville, Kentucky 40202.

CHAIRPERSON
LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.

STAFF

DATE