



# Louisville Metro Government

## Minutes - Final

### Special VAPStat Joint Meeting

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Monday, January 13, 2020

3:00 p.m.

1<sup>st</sup> Floor Conference Room  
Metro Development Center

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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.

#### BOARDS 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  
Scott Love, Community Engagement Coordinator  
Kevin Manring, Real Estate Coordinator  
Connie Sutton, Administrative Coordinator  
Latondra Yates, Property & Leasing Administrator

#### Jefferson County Attorney's Office

Stephanie Malone, Assistant Jefferson County Attorney

#### GUESTS:

Patrick Cummins, Coral Holdings, LLC  
Cindy Calvelo  
Deondra Robinson, Jump Start Realty & Development, LLC  
Jared Miller, Portland Pilot Properties, LLC  
Nedalee Thomas, Sparrow Waterhouse, LLC  
Rica Hayden  
Kenyatta Webster

#### Welcome and Introductions:

Ms. Grabowski welcomed all the board members and guests and announced that this is the monthly meeting of LBA, the first meeting scheduled relating to this special VAPStat Joint Meeting.

#### Vacant and Abandoned Property Statistics:

Using a PowerPoint presentation, Ms. Grabowski presented the LouieStat KPI Report for January 13, 2020.

### Call to Order:

The meeting was called to order at approximately 3:16 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 November 18, 2019 special meeting were unanimously approved.

### New Business:

#### i. Resolution 1, 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 644 North 29<sup>th</sup> Street, 529 Dr. W. J. Hodge Street, and 2602 West Muhammad Ali Boulevard.

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 Mr. Manning, a 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.

Ms. Huelsman also advised the board that if no applications are submitted for these Demo for Deed candidates, the CDO staff will demolish the structures once sixty (60) days has passed.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, Resolution 1, Series 2020, was approved. A copy of said Resolution 1, Series 2020, is attached hereto and made a part hereof.

#### ii. Resolution 2, 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 two (2) applicants who have submitted the appropriate documentation to purchase 3132 West Jefferson Street and 2030 West Market Street, vacant lots up to 4,000 square feet, to be used solely as a side yard to the applicants' adjacent property through the Adjacent Side Yards disposition program.

Ms. Huelsman explained that these properties will be sold for \$1.00 and that the applicants 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.

Based on previous conversations with the applicants, Ms. Huelsman then advised the Board as to their intentions relating to the subject properties which are to expand their adjacent residential and commercial properties.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, Resolution 2, Series 2020, was approved. A copy of said Resolution 2, Series 2020, is attached hereto and made a part hereof.

iii. Resolution 3, 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 three (3) 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 613 North 32<sup>nd</sup> Street, 127 Dr. W. J. Hodge Street, and 2740 West Main Street. These lots have been made available through the Cut It Keep It disposition program.

Ms. Huelsman added that these properties will be sold for \$500.00 and 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 any applicant builds on the lot within three (3) years from the date of the Deed, the sale restriction will be released. The subsequent Deed will list these requirements and will restrict the applicant from selling the property within three (3) years from the date of the Deed.

Ms. Huelsman then advised the Board that Coral Holdings, LLC plans to use 127 Dr. W. J. Hodge Street to expand their business operations situated at 2032 West Market Street and Mr. Perks plans to expand his mother's adjacent property. Ms. Calvelo stated her intent behind the purchase of 613 North 32<sup>nd</sup> Street is to set up a butterfly garden near her residence at 617 North 32<sup>nd</sup> Street.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, LBA Resolution 3, Series 2020, was approved. A copy of Resolution 3, Series 2020, is attached hereto and made a part hereof.

iv. Resolution 4, 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 1537 South 35<sup>th</sup> Street to Jump Start Realty & Development, LLC. This single-family residence was recently acquired through a 2019 foreclosure action and placed in the October 2019 RFP. The sale price will be \$3,000.00 with its renovations in the estimated amount of \$48,500.00 to be completed within six (6) months. This property was approved for sale in November 2019 to Ludia Vickers, however, she has subsequently withdrawn her application due to personal reasons.

Ms. Robinson then explained the intent behind her company's purchase of the subject property which is to renovate and rent to a qualified renter. Ms. Robinson also added that her company has been involved in many renovations and is even willing to provide Ms. Vickers a possible residence, if she so desires.

**Motion:** On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, LBA Resolution 4, Series 2020, was approved. A copy of Resolution 4, Series 2020, is attached hereto and made a part hereof.

v. Resolution 5, 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 3235 Northwestern Parkway to Portland Pilot Properties, LLC. This multi-family residence was recently acquired through a 2019 donation and placed in the December 2019 RFP. The sale price will be \$4,500.00 with its renovations in the estimated amount of \$84,000.00 to be completed within six (6) months.

Mr. Miller then explained the intent behind his company's purchase of the subject property which is to renovate and keep much of the structure's amenities to eventually rent a mixed-use commercial structure to qualified tenants. Mr. Miller also added that he plans to submit an application to purchase the adjacent property at 3237 Northwestern Parkway to expand this property.

Ms. Huelsman then advised that any resolution as to Mr. Miller's possible acquisition of 3237 Northwestern Parkway will be contingent upon the completed renovations of this structure.

**Motion:** On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, LBA Resolution 5, Series 2020, was approved. A copy of Resolution 5, Series 2020, is attached hereto and made a part hereof.

vi. Resolution 6, 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 832 Hazel Street to Sparrow Waterhouse, Inc. This single-family residence was recently acquired through a 2019 foreclosure action and placed in the December 2019 RFP. The sale price will be \$3,251.51 with its renovations in the estimated amount of \$55,000.00 to be completed within six (6) months.

Ms. Thomas then explained the intent behind her company's purchase of the subject property which is to renovate and then sell to a qualified buyer. Ms. Thomas also added that this is the second application that she has submitted as she was individually approved to purchase and rehab the property at 1521 Gallagher Street which is close to completion.

**Motion:** On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, LBA Resolution 6, Series 2020, was approved. A copy of Resolution 6, Series 2020, is attached hereto and made a part hereof.

vii. Resolution 7, 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 674 South 41st Street to Wake, Pray, Grind, LLC. This single-family residence was recently acquired through a 2019 bankruptcy settlement and placed in the December 2019 RFP. The sale price will be \$3,000.00 with its renovations in the estimated amount of \$50,500.00 to be completed within thirteen (13) months.

Ms. Huelsman then explained the intent behind the applicant's purchase of the subject property which is to renovate and then rent to a qualified tenant.

**Motion:** On a motion by Mrs. Butcher, seconded by Mr. Muns, and unanimously passed, LBA Resolution 7, Series 2020, was approved. A copy of Resolution 7, Series 2020, is attached hereto and made a part hereof.

viii. Resolution 8, 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 3122 West Kentucky Street to Akbar Enterprises, LLC. This single-family residence was recently acquired through a 2019 donation and placed in the December 2019 RFP, after no applications were submitted during the October 2019 RFP (its first offering to the public). The sale price will be \$1,650.00 with its renovations in the estimated amount of \$39,900.00 to be completed within six (6) months.

Ms. Huelsman then explained the intent behind the applicant's purchase of the subject property which is to renovate and then sell to a qualified buyer. Ms. Huelsman also added that, since this is the applicant's first submission, she believes that the contractors listed on the application will be involved in the renovations.

**Motion:** On a motion by Mr. Muns, seconded by Mrs. Butcher, and unanimously passed, LBA Resolution 8, Series 2020, was approved. A copy of Resolution 8, Series 2020, is attached hereto and made a part hereof.

Old Business:

There was no old business to come before this Board.

Announcements:

There were no announcements.

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 3:58 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 February 10, 2020, in the Auditorium of the Old Jail Building, 514 West Liberty Street.



CHAIRPERSON

LOUISVILLE AND JEFFERSON COUNTY LANDBANK AUTHORITY, INC.



STAFF

2/10/2020

DATE



444 South 5<sup>th</sup> Street  
Louisville, KY 40202

# Louisville Metro Government

## Minutes - Final

### Special VAPStat Meeting

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Monday, January 13, 2020

3:00 p.m.

1<sup>st</sup> Floor Conference Room  
Metro Development Center

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The agenda and agenda items for this special meeting of the **Urban Renewal and Community Development Agency of Louisville** (hereinafter referred to as **URC**) were electronically provided to the Commissioners prior to the meeting.

#### COMMISSIONERS PRESENT:

Paul Mastrolia, Chairman  
Crystal McAfee  
Dana Spencer

#### 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  
Scott Love, Community Engagement Coordinator  
Kevin Manring, Real Estate Coordinator  
Connie Sutton, Administrative Coordinator  
Latondra Yates, Property & Leasing Supervisor

#### Jefferson County Attorney's Office

Stephanie Malone, Assistant Jefferson County Attorney

#### GUESTS:

Ronrico Williams

#### Welcome and Introductions:

Ms. Grabowski welcomed all the board members and guests and announced that this is the monthly meeting of URC, the second meeting scheduled relating to this special VAPStat Joint Meeting.

#### Swearing In of New Member:

Due to the term expirations of three (3) URC members, Ms. Grabowski informed those present that Dana Spencer, the last of its newly appointed members, was present and would be sworn in. Ms. Grabowski then turned the meeting over to Ms. Malone to administer her Oath of Office.

#### Call to Order:

The meeting was called to order at approximately 4:02 p.m. by Chairman Mastrolia.

#### Establish Quorum:

Roll call was taken and three (3) Commissioners were present establishing a quorum necessary to conduct business: Ms. McAfee, Ms. Spencer, and Mr. Mastrolia.

#### Approval of Minutes:

On motion by Ms. McAfee, seconded by Ms. Spencer, the minutes of the December 9, 2019 annual meeting were unanimously approved.

#### Old Business:

- i. Resolution 1, Series 2019, Proposed Transfer of 2010 and 2012 West Chestnut Street to Ronrico Williams

Using a PowerPoint presentation, Ms. Huelsman provided an overview of the proposed transfer of 2010 and 2012 West Chestnut Street which have been individually appraised at \$2,500.00. Mr. Williams desires to acquire these parcels for \$1,000.00 per parcel to construct two (2) single-family residences at a cost of approximately \$86,000 each. Ms. Huelsman also presented Mr. Williams' modified design plans which have been reviewed by David Marchal, the Assistant Director of Develop Louisville, and confirmed to be compliant with the current Russell Neighborhood Design Plans. The revised plans consist of a two (2) story, wood frame/vinyl exterior home with three (3) bedrooms and one and a half baths and an estimated completion date of 18 months.

Ms. Huelsman added that Mr. Williams has experience in construction as he is currently a Housing Rehabilitation Specialist for the Office of Housing, a Develop Louisville division within Louisville/Jefferson County Metro Government (hereinafter referred to as **Metro Government**). She also supplied photos of a recent renovation that Mr. Williams took on involving his property located at 1531 Beech Street which is currently being rented.

Chairman Mastrolia inquired if there are any plans to add iron fencing around the structures or plant trees within these two (2) lots to which Mr. Williams replied that his budget does not provide for any fencing to be constructed on the lots or the planting of trees. However, it does provide for landscaping and the removal of the cement frontage to make the lots more attractive. Mr. Williams did confirm that he is willing to contact various local agencies to inquire about the availability of free trees, if his applications are approved.

Ms. Spencer then inquired as to how the single-family residences will be marketed as affordable housing to which Mr. Williams stated that he currently plans to make them available as Section 8 housing with a monthly rental rate of \$1,050.00.

**Motion:** On a motion by Ms. McAfee, seconded by Ms. Spencer, and unanimously passed, URC Resolution 1, Series 2019 was approved. A copy of said Resolution 1, Series 2019, is attached hereto and made a part hereof.

- ii. Resolution 8, Series 2019, Request to Extend the Deadline to Construct a Single-Family Residence at 1907 Cedar Street as Previously Approved Through Resolution 10, Series 2016.

Using a PowerPoint presentation, Ms. Huelsman provided an overview of REBOUND, Inc.'s request to extend its previously approved deadline to construct an 1,800 square foot, single-family residence on the parcel located within Cedar Street Development at 1907 Cedar Street. REBOUND, Inc.'s proposed new construction deadline is now set for December 31, 2021.

Chairman Mastrolia inquired if there are any plans to build a garage to which Ms. Huelsman replied that the design plans did not have a garage, but a parking pad will be constructed.

Ms. Huelsman advised the Commission that the December 31, 2021 date was chosen to aid REBOUND, Inc. to complete their construction and negotiate with a prospective buyer. Ms. Grabowski added that this date was chosen due to the fact the Office of Housing is currently assisting Community Ventures Corporation ("CVC"), the other developer within Cedar Street Development, to find the qualified buyers needed for their remaining lots. A request to extend CVC's approved construction date may also be brought back to the Commission through a future resolution.

**Motion:** On a motion by Ms. McAfee, seconded by Ms. Spencer, and unanimously passed, URC Resolution 8, Series 2019 was approved. A copy of said Resolution 8, Series 2019, is attached hereto and made a part hereof.

New Business:

There was no new business to come before this Commission.

Announcements:

Ms. Grabowski invited the URC members to the open houses being conducted over the next two (2) weeks relating to a Request for Proposals involving six (6) structures owned by the Louisville and Jefferson County Landbank Authority, Inc. Ms. Grabowski also announced that the next regular scheduled meeting of the URC is set for February 10, 2020 in the Auditorium of the Old Jail Building, 514 West Liberty Street.

Adjourn:

As there were no more items of business to discuss, on a motion by Ms. McAfee, seconded by Ms. Spencer, and unanimously passed, this meeting of the URC was adjourned at 4:30 p.m.

Closing Remarks:

Ms. Grabowski expressed her appreciation to everyone for their attendance and participation.



CHAIRPERSON  
URBAN RENEWAL AND COMMUNITY DEVELOPMENT AGENCY OF LOUISVILLE



STAFF

04/16/2020  
DATE