**Louisville Affordable Housing Trust Fund Board Meeting Minutes**

**Tuesday, July 25, 2023**

**Board Members Attending:**

**In Person**: Marilyn Harris and Mika McClain, Phillip Bond.

**Via Zoom**: Patricia Ramey, Katharine Dobbins, Kimberly Sickles, Kimberly Goode, J.D. Carey.

**Staff Present**: Christie McCravy, Richard Ballard, Damon Besspiata, Tamika Jackson, Benita Freeman and Lynda Gibson.

Meeting was called to order by Marilyn Harris at 4:40 p.m.

**Minutes Kimberly Goode**

Minutes were approved. Motioned by Kimberly Sickles, 2nd by Patricia Ramey. **Motion carried**

**Financial Statement Review:**

1. **June 2023 Mika McClain and Christie McCravy**

**Advances from Louisville Metro were received during the month of June which made the income for the**

**Trust Fund appear larger than usual for the month.**

**\*Financial Statements Review: (June 2023) Report provided**

**Assets – Total Current Assets** $36,454,071.68; and **Fixed Assets** are $1,881,547.12 for **Total Assets** of $38,335,618.80.

**Total Liabilities** $1,382,861.98 **and Total Net Assets of** $1,881, **547**.12

**Total Liabilities and Net Assets** $38,335,618.80

1. **FY’ 2024 Budget – Final June Financials – This is a draft that was presented to the Board of Directors**

**for year end of June 30th. The actual final budget will be presented to the Board at the September Board Mtg.**

Motion to approve financials Motioned by Katharine Dobbins and 2nd by Kimberly Sickles. **Motion carried**

**Advocacy Committee – No meeting**

**Program Committee – Tonya Montgomery and Christie McCravy**

**PROGRAM COMMITTEE –**

1. **Project Update – Report provided**

Also, Metro Council has asked for an added column on our report to them showing completed projects.

We already request tenant rolls from our Developers showing who is actually in these units. This is helps us

to identify the 30% & below 50% tenants.

1. **FY’2024 Funding/CDBG Renovation funding –** There was much discussion on the subject of designated funding

for the Trust Fund. Possibly having a discussion with KHC on LAHTF getting a share of the allotment given to the Louisville. It was suggested that this would be a perfect time to start that conversation with KHC.

We could also ask if LRC has a report on how much Louisville actually contributes each year. ED. McCravy will set up an appointment with Cathy Hinko to discuss this issue.

There was an email from Tony Curtis, MHC Executive Director included in the board packet. The email was concerning the discussion about the Anti-Housing Moratorium that is before the Planning and Zoning Committee.

The agreement from CDBG is being executed. CDBG is waiting for us to send our program and budget documents.

**Executive Director Report**

* **ARPA Updates Report provided**

ARPA payroll was submitted.

* **DLG updates?**
* **FY’24 Budget and Staffing** – Benita Freeman is on board with the REVERT Program. ED. McCravy is looking to meet with a couple of IT companies. ABS – Dean Dorkin and John Beck – Becker Company
* **Annual Report Meeting** – LAHTF is looking to have an Annual Report Luncheon in October 2023.

**There were** 3 possible venues chosen, The Ali Center, The Olmstead and Waterfront Botanical Gardens. A team of staff members including the ED. toured the facilities of the Botanical Gardens. At the price, layout

of the facility, and the setup inside, the Waterfront Botanical Gardens was the top pick. The Board agreed

and the decision was made to move forward to secure the venue. There was a suggestion of awarding a Champion of Affordable Housing Award at the luncheon. Bill Hollander’s name was mentioned. It was a unanimous vote that Mr. Hollander would be a perfect choice. It was also mentioned that CLOUT has

always been a defender and champion of Affordable Housing. It was decided that CLOUT should be

recognized at our 1st Annual Luncheon reporting luncheon. (We are still trying to decide on a name for the event.) We will have corporate ticket categories: **Platinum** $5000, **Gold** $3000, **Silver** $2000, **Bronze** $1000 and Friend $500.

Motion Mika McClain and 2nd Patricia Ramey **Motion carried**

(*Please note that Patricia Ramey abstained from the vote on CLOUT*)

* **Metro Risk Assessment Team –** They will be keeping their relationship with LAHTF.
* **Metro Council Tour** – At the request of Councilwoman McCraney the tour of LAHTF projects has been scheduled for this Saturday, July 29th @9:30.
* **HPI Ribbon Cutting -** 1405 West Broadway was held on Friday, 7/21/23 @11 a.m.

There was a very good turnout for this event.

* **ARP Champions** – ED. McCravy did a presentation for Metro Council for their ARP Champions.
* **Give for Good 2023** – ED. McCravy signed LAHTF up for the Give for Good campaign for 2023 which will

take place September 14, 2023. LAHTF is asking for 100% Board participation. Amount of your donation

does not matter.

**Other Staff Reports**

* **Construction and Facility Update** **Damon Besspiata**

In the process of getting bids and breaking down prices for doors, cabinets & drywall for the renovation

of the apartments. The signage will also be changed for the apartments with our new name (*Suggestion: “Wyler 1026 Apts*.”) There was a discussion of contacting some sources for historical information/pictures,

etc. of the apartment building. Some sources are Vanna Adair, The Filson Historical Society and U of L Archives.

Meeting with Muhammad (contractor) to go over plans for the renovation.

* **Property Management Sherrie Rogers**
* Currently we have 7 Apartments rented and 2 Vacancies. **Report provided**
* We have 6 current on rent and 1 late.
* We have 1 resident who is scheduled for eviction (NaErica Jackson) #2 on August 7th and we have 1 resident who is scheduled to move out (Kevonte Williams) #5 on 7.27.23.
* Compliance Training – on-going.

**HOLAP Report (Homeowner’s Repair Program**)

We have 27 loans that have closed as of date for our HOLAP loans with SYB, FF, and NECC.

**SYB** = 10 Closed Loans

**FF** = 16 Closed Loans

**NECC** = 8 Closed Loans

We had 1 applicant who was prepared to close with NECC who decided to withdraw her application because she was injured at work and is on long term disability.

**Currently we have applications being processed**

4 waiting on client bids

* + **Remaining funds available for the HOLAP loans:**

SYB NO FUNDS AVAILABLE

$17594 left in funds with FFF (3 loans left)

$5583.00 left in funds with NECC. (1 loan left)

* **Redlining Initiative Richard Ballard**

**Updates and Introduction Report provided**

* + Benita Freeman has joined the LAHTF Staff as the client Relationship Manager.
  + Benita has already begun in person meetings with applicants who need further assistance

uploading documents.

* + Since June 21st we have had 185 participants start an application.
  + Approved the billboard and mobile marketing with Out Front Media
  + Planning a 2-day Virtual Session in late August for applicants to attend and receive their HUD

approved Home Buyer Certification. This class will be free for applicants.

* + Informational presentations with lenders, churches and the public regarding the process map,
  + Working with lenders to establish a loan product for our clients.
  + The ability for clients to choose their contractor.
  + General contractors meeting will be scheduled soon. Tammy Hawkins holds a contractor’s meeting regularly we will contact her about her scheduled meetings.

**Miscellaneous/Adjournment**

Motion to adjourn by Mika McClain @6:00 p.m. 2nd by Patricia Ramey.  **Motion carried**

**Next LAHTF BOD Meeting**

August 22, 2023 @ 4:30 p.m.

*Recorded by Lynda Gibson, LAHTF Administrative Assistant.*