

DRAFT MINUTES OF

Louisville Affordable Housing Trust Fund Board Meeting Minutes

Tuesday, February 24, 2026, 4:30 P.M. – 5:43 P.M.

1024 South Street, Louisville, KY 40203

Board Members Attending: (In person) Patricia Mathison.

(Attending Via Zoom) Kimberly Sickles, Marilyn Harris, Laura Grabowski, Tammy Hawkins, Bruce Sherrod, Dionne Templeton and Bridgette Johnson (Absent) Phillip Bond.

Staff Present: (In person) Christie McCravy, Audrey Poppe, Tonya Montgomery, Lynda Gibson, Richard Ballard, & Benita Freeman.

(Attending Via Zoom) Rod Young

(Absent) Damon Besspiata

The meeting was called to order by Marilyn Harris at 4:32 p.m.
A Quorum was established.

Minutes Presented by Kimberly Sickles

February 3, 2026, Minutes - Moved by Patricia Mathison and seconded by Dionne Templeton to accept the minutes.

Motion carried

Financial Statement Review

1. January Financial Review-

- Total Assets \$43,477,432.56
- Change in Net Assets- Expense \$5,277,336.
- Cash at end of Period \$6,165,149.48.

It was moved by Laura Grabowski and seconded by Bridgette Johnson to accept the Financial Review for January 2026.

**Audrey Poppe
Phillip Bond**

Motion carried

Advocacy Actions

No Report

Christie McCravy

Program Work Group & Compliance

SF Properties – Tonya Montgomery

January 2026 – Report sent to board. No unusual activities reported.

MF Properties – Tina Olando-Ralston

January 2026 – Report sent to board. No unusual activities reported.

1. Board Recommendations

**The following projects were approved*

WODA - Opportunity Village \$2,500,000.

WODA – Adalyn Crossing \$1,020,210

Moved to approve by Marilyn Harris and second by Kim Sickles

Motion carried

2. Home Funds impact on projects

Stephanie Burdick has been hired to update our handbook with processes for the use of **Home Funds**.

Executive Director's Report

- **2026 Funding** – Although the general funds part of the contract has been signed, we are still waiting to execute the HOME funds portion, which we learned about in October or November. Before we can execute this portion of the allocation, all processes and policies around these funds must be submitted to Metro. More to come.
- **Board of Ethics forms** – Board members were asked to sign and return the form to the ED for the 2026 calendar year.
- **Board Member Updates** – Louis Straub submitted his resignation to the board because he has been appointed to another board by the mayor. This leaves LAHTF with open board slots for a banker, homeless services provider, advocate representative, and Social Service provider. Phillip Bond and Bruce Sherrod are awaiting reappointment by the mayor.
- **Record Retention Training and Staff Impact** – Training will be provided to LAHTF Staff on Metro and State file retention polices. The Staff will begin file clean-up and file retention maintenance to comply with Metro and State compliance requirements. This will include destroying old and outdated files. These files will be boxed and labeled “**destroy**” and sent to Metro for disposal.
- **Website Updates** – Our revamped website will go live in March.
- **ARPA Project** - The final wrap up for ARPA will be June 17th and include a published report similar to the Annual Report.
- **Board Strategic Planning Retreat** – We will take time on the agenda quarterly to review outcomes from the retreat. First review will be at the March meeting.

Other Staff Reports

1. Construction and Facility Management - Damon Besspiata

- Tours are still being conducted. So far, we have not had any issues with the apartments. We are standing at 4 current residents.
- The snow is gone, time to begin landscaping around the building, planting flowers, and spreading mulch.

2. REVERT – Richard Ballard

- REVERT has helped 79 new homeowners with funding. There are 7 additional clients under contract preparing to close. There are 13 eligible REVERT applicants.
- REVERT is partnering with HPI to invite applicants with a complete application to an information session to present their in-person Homebuyer Education courses.

Miscellaneous/Adjournment – Marilyn Harris brought up the Metro’s purchase of “Builder’s Patch,” a development application and tracking system. Discussion of setting up a demo session for the LAHTF Board members and staff was discussed. More to come.

Motion to adjourn by Marilyn Harris and seconded by Tammy Hawkins. **Motion carried.**
Meeting was adjourned at 5:43 p.m.

Next LAHTF BOD Meeting –
March 24, 2026 @4:30 p.m.

Minutes recorded by Lynda H. Gibson, Admin. Asst.