



## Meeting Agenda

Tuesday, July 10, 2018 - 3:00 p.m.  
Executive Conference Room, 125 E. Avenue B, Hutchinson, Kansas

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1. CALL MEETING TO ORDER

\_\_\_\_\_ Mark Eaton (C)  
\_\_\_\_\_ Sue Poltera (VC)

\_\_\_\_\_ Dan Garber  
\_\_\_\_\_ Todd Brown

\_\_\_\_\_ James Gilliland (T)

2. APPROVAL OF MINUTES

a. May 8, 2018

3. ANNOUNCEMENTS

4. FINANCIAL REPORT – Treasurer

5. PROPERTY REPORT – Allison

6. OLD BUSINESS

a. Update on Acquiring Houses

b. 00000 W 6<sup>th</sup> Avenue Lots

7. OTHER

a. The next Land Bank Board of Trustees meeting will be on Tuesday, August 7, 2018.

b. Adjourn

# Minutes

# Land Bank Board of Trustees

Tuesday, May 8, 2018 - 3 PM  
City Hall, 125 E Avenue B

City of Hutchinson, Kansas

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## 1) CALL TO ORDER, ROLL CALL

The following members were present: Todd Brown (4/4), Dan Garber (4/4), Sue Poltera (4/4), James Gilliland (3/4), and Mark Eaton (2/4). Planning Staff in attendance were: Amy Allison, Housing Program Coordinator; and Jade Shain, Planning Technician.

## 2) APPROVAL OF MINUTES

The minutes from April 3, 2018 were approved on a motion by Garber, seconded by Poltera, passed unanimously.

## 3) ANNOUNCEMENTS

- a. Allison reviewed the Housing Action Plan with the Board. It was approved by City Council on May 1, 2018.
- b. Allison said the Town Hall meeting for the proposed R-6 Infill went well.

## 4) FINANCIAL REPORT – Treasurer

Gilliland reviewed the financial report. The budget report was accepted unanimously on a motion by Poltera, seconded by Garber.

## 5) PROPERTY REPORT – Allison

Allison provided the Property Report. She said mowing has recently started. She also showed a photograph of the house nearly constructed on 8<sup>th</sup> and Cleveland.

## 6) NEW BUSINESS

- a) 2018 Insurance

Motion by Gilliland, seconded by Brown and accepted unanimously, to approve acceptance of the 2018 Insurance Coverage from Gumtree Wholesale Insurance Brokers, Inc and authorize the Chair to sign; and to approve authorization of Staff to pay the annual insurance premium not to exceed \$1,250.00.

b) 00000 W 6<sup>th</sup> Avenue Lots

Allison updated the Board on efforts of the Hutchinson Healthy Neighborhoods Initiative. Three lots on 6<sup>th</sup> avenue were identified as a potential project for infill development. Motion by Gilliland, seconded by Garber and accepted unanimously, for Staff to proceed with contacting the property owner of 00000 W 6<sup>th</sup> Ave, ID #0781211203023018000, about donating 3 vacant lots to the Land Bank Board of Trustees.

**7) OTHER**

- a) The next Land Bank Board of Trustees meeting is scheduled for Tuesday, June 5, 2018. The meeting time will be at 3:00 PM in the Executive Conference Room.
- b) The meeting was adjourned at 3:17 p.m.

Respectfully Submitted,

Jade Shain, Planning Technician

Approved this \_\_\_\_\_ day of \_\_\_\_\_

Attest: \_\_\_\_\_

Item 4.

2018 Land Bank Financial Ledger				
Date	Item	Income	Expenses	Status
1/1/2018	Starting Balance	15,990.19		
5/2/2018	Land Bank Mowing (April 2018)		\$76.00	Paid
5/12/2018	Land Bank Mowing (May 2018)		\$90.00	Paid
5/31/2018	Land Bank Mowing (May 2018)		\$90.00	Paid
6/14/2018	Liability Insurance Renewal		\$1,085.00	Paid
6/18/2018	Land Bank Mowing (June 2018)		\$90.00	Paid
7/5/2018	Land Bank Mowing (June 2018)		\$90.00	Paid
		\$15,990.19	-\$1,521.00	\$14,469.19

# Land Bank Property Expenses

START DATE: 1/1/2015

LAST UPDATE: 7/2/2018

## Hutchinson Land Bank

	2016					2017				2018				TOTAL	GRAND TOTAL	
	TOTAL	1/1/2016	4/1/2016	#####	10/1/2016	TOTAL	1/1/2017	4/1/2017	7/1/2017	10/1/2017	TOTAL	1/1/2017	4/1/2017			7/1/2017
<b>00000 N Walnut - Value \$800</b>																
Acquisition	250.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	250.0
Operational / Maintenance	0.0	50.0	0.0	30.0	0.0	80.0	0.0	42.0	70.0	14.0	126.0	0.0	70.0	0.0	0.0	206.0
<b>Total Cost</b>	<b>250.0</b>	<b>50.0</b>	<b>0.0</b>	<b>30.0</b>	<b>0.0</b>	<b>80.0</b>	<b>0.0</b>	<b>42.0</b>	<b>70.0</b>	<b>14.0</b>	<b>126.0</b>	<b>0.0</b>	<b>70.0</b>	<b>0.0</b>	<b>0.0</b>	<b>456.0</b>
<b>E Avenue C Properties - Value \$2780</b>																
Acquisition	1,262.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1,262.0
Operational / Maintenance	280.0	75.0	180.0	447.0	0.0	702.0	0.0	72.0	120.0	24.0	216.0	0.0	120.0	0.0	24.0	1,198.0
<b>Total Cost</b>	<b>1,542.0</b>	<b>75.0</b>	<b>180.0</b>	<b>447.0</b>	<b>0.0</b>	<b>702.0</b>	<b>0.0</b>	<b>72.0</b>	<b>120.0</b>	<b>24.0</b>	<b>216.0</b>	<b>0.0</b>	<b>120.0</b>	<b>0.0</b>	<b>24.0</b>	<b>2,460.0</b>
<b>425 E Avenue E - \$830</b>																
Acquisition	0.0	0.0	0.0	0.0	50.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	50.0
Operational / Maintenance	0.0	0.0	0.0	0.0	0.0	0.0	0.0	292.0	70.0	14.0	376.0	0.0	70.0	0.0	0.0	376.0
<b>Total Cost</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>50.0</b>	<b>50.0</b>	<b>0.0</b>	<b>292.0</b>	<b>70.0</b>	<b>14.0</b>	<b>376.0</b>	<b>0.0</b>	<b>70.0</b>	<b>0.0</b>	<b>0.0</b>	<b>426.0</b>
<b>316 E Avenue E - \$800</b>																
Acquisition	0.0	0.0	0.0	0.0	25.0	25.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	25.0
Operational / Maintenance	0.0	0.0	0.0	0.0	0.0	0.0	51.8	337.0	70.0	14.0	472.8	0.0	56.0	0.0	0.0	472.8
<b>Total Cost</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>25.0</b>	<b>25.0</b>	<b>51.8</b>	<b>337.0</b>	<b>70.0</b>	<b>14.0</b>	<b>472.8</b>	<b>0.0</b>	<b>56.0</b>	<b>0.0</b>	<b>0.0</b>	<b>497.8</b>
<b>15 W 8th Ave - \$890</b>																
Acquisition	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	59.0	59.0	0.0	0.0	0.0	0.0	0.0
Operational / Maintenance	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Total Cost</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>59.0</b>	<b>59.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>59.0</b>
<b>712 S Maple St - \$1760</b>																
Acquisition	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1,109.0	1,109.0	0.0	0.0	0.0	0.0	0.0
Operational / Maintenance	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	120.0	0.0	0.0	120.0
<b>Total Cost</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1,109.0</b>	<b>1,109.0</b>	<b>0.0</b>	<b>120.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1,109.0</b>