



Meeting Agenda

Tuesday, August 7, 2018 - 3:00 p.m.
Executive Conference Room, 125 E. Avenue B, Hutchinson, Kansas

1. CALL MEETING TO ORDER

_____ Mark Eaton (C)
_____ Sue Poltera (VC)

_____ Dan Garber
_____ Todd Brown

_____ James Gilliland (T)

2. APPROVAL OF MINUTES

a. July 10, 2018

3. ANNOUNCEMENTS

4. FINANCIAL REPORT – Treasurer

5. PROPERTY REPORT – Allison

6. NEW BUSINESS

a. Purchasing New Signs – Barlow
Advertising Budget - \$500, five signs needed

7. OLD BUSINESS

a. 00000 W 6th Avenue Lots

8. OTHER

a. The next Land Bank Board of Trustees meeting will be on Tuesday, September 4, 2018.

b. Adjourn

Notes

Land Bank Board of Trustees

Tuesday, July 10, 2018 - 3 PM
City Hall, 125 E Avenue B

City of Hutchinson, Kansas

1) CALL TO ORDER, ROLL CALL

The following members were present: Todd Brown (5/5) and James Gilliland (4/5). Mark Eaton (2/5), Dan Garber (4/5) and Sue Poltera (4/5) were absent. Planning Staff in attendance were: Jim Seitnater, Director of Planning and Development; Amy Allison, Senior Planner; Aaron Barlow, Associate Planner, and Charlene Mosier, Planning Technician. Adam Stewart, Neighborhood Development Coordinator, was also present.

2) APPROVAL OF MINUTES

The minutes from May 8, 2018 were not approved because a quorum was not present.

3) ANNOUNCEMENTS

There were no new announcements.

4) FINANCIAL REPORT – Treasurer

The financial report was not approved due to lack of a quorum.

5) PROPERTY REPORT – Allison

No report was given.

6) OLD BUSINESS

a) Update on Acquiring Houses

Allison said staff met with Paul Brown, City Attorney, to discuss the Land Bank acquiring properties with structures. Brown would want to do so on a case by case basis and the home would need to be in good condition. The City would need to be sure the acquisition was above board to eliminate any cause of lawsuits against the City. The Land Bank would also need to increase their insurance coverage. Staff would want to see a quick turn around on the sale of the property.

b) 00000 W 6th Avenue Lots

Gilliland asked for an update on the W 6th Avenue lots. Allison said as part of the Hutchinson Healthy Neighborhoods Initiative, three vacant lots on W 6th Avenue were identified as potential for infill development. Staff has attempted to contact the owner, Bruce Griffin, to see if he is interested in donating or selling the lots. New Beginnings would like to locate duplexes on this property as another phase of their Townhomes at Santa Fe Place project. Staff has not had a response from Mr. Griffin. The Land Bank could consider purchasing the property and the purchase price could be used as part of the grant match. The house on the corner adjacent to these three lots is on the demolition list. Staff or New Beginnings may contact the owner next month after that house is demolished.

c) R-6 Zone

Allison updated the Land Bank members that the R-6 zoning designation will be heard by the Planning Commission on August 14.

d) Infill Home Located at 635 E 8th Ave.

Stewart handed out a photo of the new infill home located at 635 E 8th Ave. The house is 1060 sq. ft, has no steps to climb and has 36" wide doors. The asking price is \$88,800 and the home is the first private development Land Bank infill project.

e) SW Bricktown Park

Gilliland requested an update on the SW Bricktown Park project. Stewart said Heartland Credit Union donated \$30,000 as match to install playground equipment and the employees will install the equipment. Hutch Rec contributed to the picnic shelter. Electricity and water will also be available. The park should be ready for National Night Out on August 7. A new sign for the park has also been installed at Jefferson St and W 1st Ave.

7) OTHER

a) The next Land Bank Board of Trustees meeting is scheduled for Tuesday, August 7, 2018. The meeting time will be at 3:00 PM in the Executive Conference Room.

b) The meeting was adjourned at 3:25 p.m.

Respectfully Submitted,

Charlene Mosier, 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
7/26/2018	Land Bank Mowing (July 2018)		\$104.00	Paid
		\$15,990.19	-\$1,625.00	\$14,365.19

Item 5

Land Bank Property Expenses

START DATE: **1/1/2015**

LAST UPDATE: **7/31/2018**

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	10/1/2017		
00000 N Walnut - Value \$800																	
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	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	14.0	0.0	84.0	206.0
Total Cost	250.0	50.0	0.0	30.0	0.0	80.0	0.0	42.0	70.0	14.0	126.0	0.0	70.0	14.0	0.0	84.0	456.0
E Avenue C Properties - Value \$2780																	
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	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	24.0	24.0	168.0	1,198.0
Total Cost	1,542.0	75.0	180.0	447.0	0.0	702.0	0.0	72.0	120.0	24.0	216.0	0.0	120.0	24.0	24.0	168.0	2,460.0
425 E Avenue E - \$830																	
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	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	14.0	0.0	84.0	376.0
Total Cost	0.0	0.0	0.0	0.0	50.0	50.0	0.0	292.0	70.0	14.0	376.0	0.0	70.0	14.0	0.0	84.0	426.0
316 E Avenue E - \$800																	
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	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	14.0	0.0	70.0	472.8
Total Cost	0.0	0.0	0.0	0.0	25.0	25.0	51.8	337.0	70.0	14.0	472.8	0.0	56.0	14.0	0.0	70.0	497.8
15 W 8th Ave - \$890																	
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	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	14.0	0.0	14.0	0.0
Total Cost	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	14.0	0.0	14.0	59.0
712 S Maple St - \$1760																	
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	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	24.0	0.0	144.0	0.0
Total Cost	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	120.0	24.0	0.0	144.0	1,109.0



Item 6a

QUOTE

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P.O. BOX 1528 HUTCHINSON, KS 67504-1528

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24 HR. FAX (800) 846-4466

Office Info: CITY OF HUTCHINSON
C/O HUTCHINSON LAND BANK
125 E AVE B
HUTCHINSON, KS 67501

Ship To: HUTCHINSON LAND BANK
C/O CITY OF HUTCHINSON
125 E AVE B
HUTCHINSON, KS 67501

Quote No: 96852

Page: 1 of 1

QUOTE DATE 10/22/14	SALESREP 3784 Kollhoff - Kansas	PURCHASED BY AMY DENKER	CUSTOMER NO. 190316	TERMS CASH	CSR pattym
ITEM	IMAGE PREVIEW	DESCRIPTION			

#1: 12Z942 18X24 24 GA STEEL ANGLE IRON SIGN FRAME WITH TWO RIDER INSERTS (TH) UNIT

Quantity	Price Each	Extended
5	\$49.60	\$248.00

#2: 12Z185-171 6X24 24 GA STEEL AVAILABLE STOCK RIDER

Quantity	Price Each	Extended
5	\$5.15	\$25.75

Sub Total:	273.75
Freight:	0.00
Tax:	0.00
Total:	273.75

GENERAL TERMS AND CONDITIONS

1. Payment Terms: A. Payment in full with order: B. Net 30 (credit approval required).
2. Freight: F.O.B. Lowen plant.
3. Sales Tax: Shall be added to the sale price according to applicable laws of the locale to which product is shipped or services provided. The Customer shall provide a tax exemption certificate if exempt from sales tax. Form available upon request.
4. Finance Charge: If any balance is not paid in accordance with payment terms, interest shall be charged at the rate of 21% per annum from the due date in accordance with K.S.A. 16-201. In the event collection action becomes necessary, the Customer agrees to pay all collection expenses, attorney's fees, and court costs.
5. Remittances shall be made payable only to Lowen Sign Company.

ORDER TERMS

6. The customer certifies that this order is correctly written and that there are no conditions or agreements relating to the purchase which are not written on this order.
7. Due to the nature of custom printed signs or markings, this order is not subject to cancellation or reduction by the Customer.
8. If the Customer issues a purchase order covering this order, all terms and conditions of said purchase order are null and void.
9. This order is subject to the acceptance of the Seller at its home office. Upon such acceptance, without further notice to the Customer, this order becomes a valid contract governed by the laws of the State of Kansas.
10. Delivery of an order shall be contingent upon availability of materials and labor, acts of God, riots, warfare, government laws or regulations and/or conditions beyond control of the Seller.
11. Sketches, proofs, art work, tools, films, dies, and plates made or altered by the Seller for this order will remain the property of the Seller and may not be used for any purpose except the completion of this order, without the written permission of the Customer.

ISO 9001:2008 CERTIFIED



Item 7a

Aaron Barlow

From: Amy Allison
Sent: Monday, July 30, 2018 9:31 AM
To: Shara Gonzales
Cc: Jim Seitnater; Aaron Barlow
Subject: RE: West 6th

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Shara,

Thank you for the update! We will let the Land Bank Board know but I feel they may still want to pursue acquiring the lots for future development.

And good to hear about the Townhomes leasing.

Sincerely,

Amy

Amy Allison, AICP
Senior Planner
City of Hutchinson
620.694.2638



From: Shara Gonzales <gonzalesshara@sbcglobal.net>
Sent: Friday, July 27, 2018 3:43 PM
To: Amy Allison <Amy.Allison@hutchgov.com>
Subject: West 6th

Amy,
I have yet to secure the land for the MIH project we have been talking about. Mr. Griffin is “thinking about it” but really believes that Dillons wants it for a gas station to go with their store. So without the land I don’t see how we can proceed this grant period. We will keep trying to secure the land but we probably will need to wait until the next round to put in an application. I have a plan drawn up but have not put the financing together for the majority of the build until I have something solid to talk about. But clearing up that site is an important part of restoring this neighborhood.

Plus we still need to finish – lease up- the first project before we start another. We still need to lease 3 apartments but are pretty confident that will be happening by the first of September.

Shara