

Minutes

Land Bank Board of Trustees

Tuesday, February 7, 2017 - 3 PM
City Hall, 125 E Avenue B

City of Hutchinson, Kansas

1) CALL TO ORDER, ROLL CALL

The following members were present: Mark Eaton (2/2), Sue Poltera (2/2), James Gilliland (2/2) and Dan Garber (2/2). Staff in attendance were Jana McCarron, Planning and Development Director; Amy Allison, Housing Program Coordinator; Stephanie Stewart, Planning Technician.

2) APPROVAL OF MINUTES

The minutes of January 3, 2017 were approved on a motion by Gilliland, seconded by Poltera, passed unanimously.

3) ANNOUNCEMENTS

McCarron stated Luke McConnaughy has resigned from this board and the Housing Commission.

4) UPDATES

a. Financial Update

Gilliland reviewed the financial report. There were outstanding mowing charges for two of the 2016 Reno County Tax Sale properties that were paid.

Poltera moved to approve the financial report, seconded by Eaton, passed unanimously.

5) PROPERTY REPORT

Allison stated there are no changes, and the car and trailer have been removed from two properties.

6) OLD BUSINESS

a. Tax Sale Clean-up and Marketing Plan

Allison stated the tree removal bids came in and are significantly higher than estimated. Allison went over the quotes stating that the bid came in around \$6000. Gilliland expressed his displeasure that the contractor was from out of town and the bids were significantly high. Members agreed and would like to seek out local bids for a lower estimate. Staff said they would look into other contractors, if that is a possibility, and bring the quotes to the next meeting.

7) NEW BUSINESS

a. 00000 E 8th Ave Site Plan

Allison stated Mr. Spellman initially thought about purchasing the property on 7th and Plum and decided the East 8th property (formally 637 E 8th) would work better

for his proposed project. He is proposing to build a single family home and offered \$350 to purchase the property. He has submitted a letter of approval from the bank for a loan. The Land Bank purchased the lot in 2015 for \$400 and have invested \$296.80 towards maintenance. The proposed site plan will need to be approved through the Planning and Inspections Departments prior to construction. Staff recommend approval of application stating the project meets the goals of the Land Bank. Discussion ensued.

Garber moved to approve the sale of 00000 E 8th Avenue for \$350.00 to Mr. Spellman, Gilliland second, passed unanimously.

- b. Luke McConnaughy resignation
Staff discussed Mr. McConnaughy’s resignation during Announcements.
- c. By-Law Discussion
McCarron went over the bylaws with the board on how to move towards finding a replacement. The Bylaws state that the new member needs to be appointed by the City Council, and that there needs to be two members appointed from the Housing Commission. Poltera’s term on the Housing Commission will end this June. Because of McConnaughy’s resignation and Poltera’s expired term, staff asked the Board if they would like to rewrite the Bylaws on how members are selected for the Land Bank. Staff will rewrite sections in the Bylaws pertaining to membership requirements and bring them back to the Board. Final approval lies with the City Council.

8) OTHER

Eaton suggested driving through the featured neighborhoods (SW Bricktown and College Grove) and checking out the progress (Brush Up! Hutch painting and the sign toppers). McCarron discussed the new housing incentives, the Zero Interest Repair Loan and Down Payment Match Programs for three target neighborhoods: College Grove, SW Bricktown, and Houston Whiteside District. She added that the Farmington area is the next featured neighborhood.

9) ADJOURN

The meeting was adjourned at 3:35 PM. The next meeting will be held Tuesday, March 7, 2017 at 3 PM.

Respectfully Submitted,
Amy Allison, Housing Program Coordinator

Approved this 7th day of March 2017

Attest: 