

Minutes

Land Bank Board of Trustees

Monday, February 27, 2017 - 4 PM
City Hall, 125 E Avenue B

City of Hutchinson, Kansas

1) CALL TO ORDER, ROLL CALL

The Special Meeting of the Land Bank Board of Trustees was called to order at 4 PM on February 27, 2017. The following members were present: Mark Eaton (3/3), Sue Poltera (3/3), and Dan Garber (3/3). James Gilliland (2/3) was absent. Staff in attendance were Jana McCarron, Planning and Development Director, and Amy Allison, Housing Program Coordinator. Steve Dechant, Interfaith Housing Services, was also in attendance.

2) ANNOUNCEMENTS

No Announcements

3) NEW BUSINESS

a. 17-LBP-03 Application to Purchase (Memorandum of Understanding)

Allison indicated that Interfaith Housing Services (IHS) has submitted an application to purchase property located at 716 W Avenue A, pending receipt of a grant from NeighborWorks America. The applicant would like to enter into an agreement (Memorandum of Understanding) with the City which would allow them the first right of refusal for the property. An elevation drawing and site plan were submitted with the application

Eaton asked whether the Land Bank should proceed with a Memorandum of Understanding (MOU) or a Right of First Refusal contract. He was concerned that a MOU wouldn't hold water with the grantor.

Dechant spoke on behalf of IHS and clarified that if they don't get the grant, they don't want the property. Final paperwork for site control is due to the grantor by Wednesday, March 1, 2017. The grant period is from April 2017 to September 2018. IHS expects to hear from the grantor in March. Because of the nature of the grant, United Way is the applicant. The portion involving IHS is for \$500,000, which was originally planned to be used on development of four infill lots in the SW Bricktown Neighborhood. Some issues arose with people in SW Bricktown not wanting to sell vacant lots so Interfaith will request to expand the project area to other lots they already own in the vicinity of SW Bricktown, as well as the Land Bank lot.

Poltera said the house drawings would fit into the neighborhood.

Allison said the Memorandum of Understanding could be modified to address the concerns of the Board. McCarron mentioned that the City Attorney has already reviewed the MOU and it should suffice for the current request.

Eaton said an expiration date should be included. The Board agreed by acclamation to add a term to the agreement of between March 1, 2017 and May 30, 2017.

Garber asked if we would have to donate the property to Interfaith once the grant is awarded. Allison said that the Board would have to formally approve the donation request and we would go through the normal sale process, should IHS be successful with their grant application.

Eaton moved, Garber seconded a Motion to approve the agreement with the addition of the term of the agreement. Motion carried.

4) ADJOURN

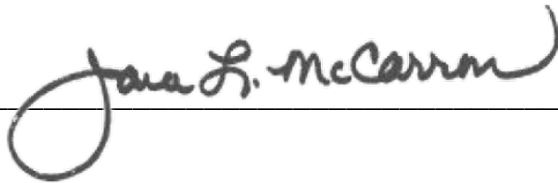
The meeting was adjourned at 4:25 PM. The next meeting will be held Tuesday, March 7, 2017 at 3 PM.

Respectfully Submitted,

Amy Allison, Housing Program Coordinator

Approved this 7th day of March 2017

Attest: _____

A handwritten signature in cursive script, reading "Jana L. McCarron", is written over a horizontal line.