

Minutes

Land Bank Board of Trustees

Tuesday, March 5, 2019 - 3 PM
City Hall, 125 E Avenue B

City of Hutchinson, Kansas

1) CALL TO ORDER, ROLL CALL

The meeting was called to order at 3:10 p.m. with the following members present: James Gilliland (3/3), Josie Thompson (3/3), Dan Garber (2/3) and Todd Brown (2/3). Sue Poltera (2/3) was absent. Planning Staff in attendance were: Jim Seitnater, Director of Planning and Development; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician.

2) APPROVAL OF MINUTES

The minutes from February 5, 2019 were approved on a motion by Gilliland, seconded by Thompson, passed unanimously.

3) ANNOUNCEMENTS

Barlow received the Reno County appraisals for the Land Bank properties and passed them around for review. This information will be helpful when marketing our vacant lots.

4) FINANCIAL REPORT

The financial report was given by Gilliland. The current balance is \$19,449.23. One property was sold for \$250 and the fee to file the deed was \$21. The report was approved as presented on a motion by Gilliland, seconded by Thompson, passed unanimously.

5) PROPERTY REPORT

Barlow reviewed the Land Bank Property Expense report included in the agenda packet. The only expense was the filing fee. We currently have 10 properties. Brown suggested talking to the Register of Deeds about waiving the filing fee for recording deeds when we sell a Land Bank property. Brown said he would talk to them about this possibility.

6) OLD BUSINESS

a. 425 East Avenue E Sale Update

Barlow said the applicant, Racheal Day, accepted the \$250 counter-offer and purchased the lot at 425 East Avenue E. A quit claim deed was filed.

7) NEW BUSINESS

a. Mowing and Tree Trimming Selection Committee

Barlow reviewed the mowing services bids. The selection committee held a bid opening for mowing Land Bank properties on February 13 and received four bids. The results were in favor of Love Lawn Care from Arlington in the amount of \$285.00 per mowing session. Staff and the selection committee recommend approving the bid award. The approval is for one year plus a renewal option.

Motion by Thompson, seconded by Gilliland to accept the bid from Love Lawn Care in the amount of \$285.00 per mowing session, passed unanimously.

Barlow reviewed the tree services bids. The selection committee held a bid opening for tree trimming and removal on Land Bank properties on February 13 and received four bids. The results were in favor of Melissa King in the amount of \$2,585.00 for the requested work with an hourly rate of \$60 per hour and \$100 per hour for tall trees. Stump grinding was included. Staff and the selection committee recommend approving the bid award.

Motion by Thompson, seconded by Brown to approve the tree services bid for Melissa King in the amount of \$2585.00 with an hourly rate of \$60 per hour and \$100 per hour for tall trees and stump grinding, passed unanimously.

b. Strategic Plan

Barlow said in April we will begin working on a strategic plan and make a list of what the Land Bank wants to accomplish. One suggestion was to collaborate with the school building trades class to construct smaller more affordable homes rather than only the higher end larger homes. Barlow said to bring ideas and information to the meeting for brain storming.

Barlow said he has been unable to get in touch with the owner of the property at 414 E Avenue A about the Land Bank acquiring this lot. He will send a letter to the owner.

The group discussed Opportunity Zones which are a part of the tax reform designed to protect capital gains by reinvesting in these zones. There are requirements that have to be met and the business also has requirements. The goal is to invest in an area that needs improving. There are specific areas or opportunity zones in Hutchinson.

8) OTHER

- a) The next Land Bank Board of Trustees meeting is scheduled for Tuesday, April 2, 2019.
- b) The meeting was adjourned at 3:45 p.m.

Respectfully Submitted,

Charlene Mosier, Planning Technician

Approved this 7th day of June, 2019

Attest: 