

**1. CALL MEETING TO ORDER**

\_\_\_\_\_ Oscar Garcia  
\_\_\_\_\_ Todd Brown (T)

\_\_\_\_\_ Dan Garber (VC)  
\_\_\_\_\_ Josie Thompson (C)

\_\_\_\_\_ Adam Stewart

**2. APPROVAL OF MINUTES**

a. June 1, 2021

**3. ANNOUNCEMENTS**

a. Introduction of New Associate Planner – Halene Burklow

**4. FINANCIAL REPORT – Treasurer****5. PROPERTY REPORT – Staff****6. NEW BUSINESS**

a. 2021 Reno County Tax Sale

**7. OTHER**

- a. The next Land Bank Board of Trustees meeting is scheduled for Tuesday, September 7, 2021  
b. Adjourn



# Minutes

Tuesday, June 1, 2021 - 3 PM  
City Hall, 125 E Avenue B

# Land Bank Board of Trustees

City of Hutchinson, Kansas

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## 1) CALL TO ORDER, ROLL CALL

The meeting was called to order with the following members present: Dan Garber (6/6), Josie Thompson (6/6), and Todd Brown (6/6). Oscar Garcia (1/4) was absent. Planning Staff in attendance were Ryan Hvitløk, Director of Planning and Development; and Charlene Mosier, Planning Technician. Adam Stewart, Neighborhood Development Coordinator, was also present.

## 2) APPROVAL OF MINUTES

The minutes from May 4, 2021 were approved on a motion by Garber, seconded by Brown, passed unanimously.

## 3) ANNOUNCEMENTS

- a. Hvitløk said the property on Osborn St will close on June 9.
- b. Stewart said he is applying to serve on the Land Bank.

## 4) FINANCIAL REPORT

The financial report was given by Brown. The current balance is \$14,463.75. Expenses included mowing charges and insurance. A payment was received from a property sale. Motion by Garber, seconded by Thompson to approve the financial report, passed unanimously.

Hvitløk said the Director and Officer's Insurance for this year had a decrease in premium.

## 5) PROPERTY REPORT

- a. Hvitløk said Mennonite Community Services may have interest in Land Bank property on Walnut St for possible development next spring.
- b. Staff has not had success in contacting Mr. Tennant about his possible interest in utilizing the property at 212 N. Plum for parking for his adjacent rental property.
- c. Hvitløk said the City of Chanute has contacted him about their Land Bank concerns. Hutchinson is becoming known for our successful Land Bank.

## 6) NEW BUSINESS

- a. Listing Land Bank Property on MLS

Thompson discussed advertising Land Bank properties on the MLS listing and options for waiving the fees for this service for Land Bank properties. Advertising our lots in this way would promote them and they would likely sell much faster than just being listed on the City of Hutchinson website. Thompson will bring this up at the next Realtor Breakfast to see what the best options may be to do this.

Hvitlæk said we do have some funds for advertising in our budget.

**7) OTHER**

- a. The next Land Bank Board of Trustees meeting is scheduled for Tuesday, July 6, 2021.
- b. Brown said the tax sale property list should have been filed May 24<sup>th</sup>. It is usually published by August. The Land Bank will want to review the list in July to see if there are any lots we want to purchase at the Reno County Tax Sale in October.
- c. The meeting was adjourned at 3:35 p.m.

Respectfully Submitted,

Charlene Mosier, Planning Technician

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

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

## 2021 Land Bank Financial Ledger

#186061502 Land Bank

Date	Item	Income	Expenses	Status
1/1/2021	Starting Balance	\$5,569.27		
1/19/2021	2021 Land Bank Allocation (City)	\$10,000.00		
1/29/2021	Annual Report Publication Fee - Hutchinson News		\$247.52	Paid
1/29/2021	Refund from Reno Co. for Taxes	\$368.00		
4/21/2021	Matt Sisk - Mowing Charge		\$272.00	Paid
5/4/2021	Matt Sisk - Mowing Charge		\$272.00	Paid
5/19/2021	Matt Sisk - Mowing Charge		\$272.00	Paid
5/20/2021	Nancy Moreno - Payment for Harvey Street Property	\$500.00		
5/21/2021	Fee Insurance - Directors and Officers Insurance		\$910.00	Paid
6/1/2021	Legal Ad for Sale of Harvey and Osborne Street Properties		\$62.80	Paid
6/2/2021	Matt Sisk - Mowing Charge		\$272.00	Paid
6/7/2021	Reno County Register of Deeds - Recording of Harvey and Osborne Sales		\$42.00	Paid
6/16/2021	Matt Sisk - Mowing Charge		\$272.00	Paid
6/22/2021	Dianna Albee - Payment for Osborne Street Property	\$440.00		
6/23/2021	Matt Sisk - Mowing Charge		\$217.00	Paid
7/13/2021	Matt Sisk - Mowing Charge		\$217.00	Paid
		\$16,877.27	-\$3,056.32	\$13,820.95

## Land Bank Inventory of Property

<u>Address</u>	<u>Parcel ID</u>	<u>Valuation</u>	<u>Class</u>	<u>Zoning</u>	<u>Lot Size</u>
<b><i>Available for Purchase</i></b>					
00000 N Walnut St	0781211204014015000	\$ 800.00	Vacant	R-6	49' W x 165' D
316 E Avenue E	0781261304016013000	\$ 800.00	Vacant	R-6	33' W x 165' D
712 S Maple St	0781262401003005000	\$ 1,760.00	Vacant	R-6	118' W x 149' D
00000 (915) E Avenue A	0781341801020003000	\$ 800.00	Vacant	R-6	90' W x 185' D
00000 (539) E Avenue A	0781341802028005000	\$ 1,300.00	Vacant	R-6	50' W x 200' D
00000 E 7th Ave	0781211204022011000	\$ 560.00	Vacant	R-6	52' W x 107' D
824 East 7th Avenue	0781330703017022000	\$ 640.00	Vacant	R-6	48' W x 140' D
00000 (541) E Avenue A	0781341802028004000	\$ 730.00	Vacant	R-6	36' W x 200' D
<b><i>Newly Acquired</i></b>					
<b><i>Application to Acquire Pending</i></b>					
214 West 6th Avenue	0781211203023018000	\$ 520.00	Vacant	R-6	30' W x 165' D
216 West 6th Avenue	0781211203023017000	\$ 830.00	Vacant	R-6	50' W x 165' D
218 West 6th Avenue	0781211203023016000	\$ 840.00	Vacant	R-6	50' W x 165' D



## Land Bank Staff Report

MEETING DATE: 8/3/2021

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July 30, 2021

**TO:** Land Bank Board of Trustees

**FROM:** Ryan Hvitløk, AICP  
Director of Planning and Development

**THROUGH:** Jeff Cantrell  
City Manager

**SUBJECT: Review of 2021 Reno County Tax Sale List**

**ANALYSIS:**

Planning staff reviewed the Reno County Tax Sale list as of July 26, 2021 and analyzed the listing for properties that may be of interest to the Land Bank. In their analysis staff looked at the existing zoning, size of the property, proximity to other Land Bank properties, neighborhood condition, and flood zone status. Staff removed from consideration properties that were not zoned for residential development, that did not meet minimum lot size for the zoning district and those that were located within a special flood hazard area. Staff also did not rank those properties that were adjacent to a special flood hazard area.

Staff ranked the remaining properties on a basis of 1 to 3, with 1 being properties staff believes would be a good fit for the Land Bank. Properties ranked "2", have some development constraints, either lot size, width, or many trees on the site which would increase maintenance costs. Properties also in less residential areas were ranked "2", due to the potential difficulty in selling in the future. Properties ranked "3" represent what staff believes is a poor fit for the land bank. These properties are typically adjacent to heavy industrial uses or are in proximity to either large number of vacant lots or homes in poor to very poor condition. Staff's analysis is attached as Exhibit A.

Attachments:

Exhibit A: 2021 Reno County Tax Sale Land Bank Analysis

**Land Bank Tax Sale Properties 2021**

Address	Location Notes	Parcel ID	Zoning	Size of property sf	Floodplain	Tree(s)?	Housing Condition	Ranking
21 E. Carpenter Street		1262401019002000	R6	10,718	N	Yes	Fair - with vacant properties to east and west	1
324 West 6th Avenue		1211203024011000	R6	7,604	N	Yes	Fair	1
0000 East 35th Avenue	Aproximately 1413 E 35th Ave, SW Corner of E 35th and E 34th	0293203007007000	R3	21,607	N	Minimal 3	Average, large lot, in a stable neighborhood	1
905 East 10th Avenue		1330704006011000	R6	6,902	N	Yes	Fair, proximity to HCC	1
0000 East Avenue D	NW Corner of S Cleveland and E Ave D	1341803014001000	R6	6,480	N		Fair -, corner lot, adjcent to cemetery	1
220 West 6th Avenue	NE Corner of N Jefferson and W 6th	1211203023015000	R6	4,624	N	3	Adjacent to existing land bank lots and New Beginnings, high priority	1
129 West 7th Avenue	SE Corner of N Adams and W 7th	1211203022011000	R6	4,029	N	3 to 5	Small lot, in Creekside, average	1
515 S. Poplar Street		1261304023016000	R6	4,114	N	Yes	Fair with vacant and nonresidential properties to west	2
527 East 3rd Avenue		1341802007006000	R6	7,671	N	Yes	Fair minus with RR 1.5 blocks to south	2
0000 East Avenue B	Between 535 and 537 E Ave B, 30 foot wide lot	1341803005006000	R6	5,439	N	Minimal or none	Fair -, lot width may constrain development	2
601 N. Town Street	NW Corner of E 6th Ave and N Town St	1330804007009000	R6	27,736	N	Yes	Fair -, large lot, next to MH park, large number of trees on property, mostly along property lines	2
315 Woodard Street	R6 with C4 across Woodard Street	1341802006010000	R6	5,858	N	2 trees	Mixed residential and commercial, Fair	2
0000 East 3rd Avenue	SE Corner of E 3rd and N Elm, I1 to the east	1261301010004000	R6	16,335	N	Yes	Adjacent to industrial or comemrcial properties	2
0000 North Grandview Street	SW Corner of N Grandview and E 8th Ave	1330804004001000	R6	22,819	N	Yes, significant trees	Fair - with industrial to the north	3
1407 East 2nd Avenue	I3 directly to south	1341702015014000	R6	7,567	N	Yes	Poor with industrial to south	3
1501 East 2nd Avenue	I3 directly to south	1341702015005000	R6	8,689	N	Yes	Poor with industrial to south	3
207 East Avenue G		1262401004008000	R6	5,049	N	Minimal 2 or 3	Poor, large number of vacant lots, proximity to industrial	3
110 West Avenue G	31.5 foot wide lot, entire block is vacant with the exception of 108 W Ave G, I3 to south	1261303021010000	R6	5,372	N	Yes	Very poor, large number of vacant lots, directly across street from industrial, lot is largely tree covered	3
106 West Avenue G	45 foot wide lot, I3 to south	1261303021012000	R6	7,487	N	Yes	Very poor, large number of vacant lots, directly across street from industrial, lot is largely tree covered	3
721 South Poplar Street	NW Corner of S Poplar and E Bigger, Midwest Iron (I3) to the north	1262401005006000	R6	9,572	N	Yes	Fair -. Industrial directly to north	3
753 E Ave F		1341803021005000	R6	21,911	N, but floodplain is directly south of property	Yes		
514 East Avenue C		1341803005018000	R6	11,915	Floodplain runs along Ave C	Some		