

Minutes

Land Bank Board of Trustees

Tuesday, January 8, 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 3:00 p.m. with the following members present: James Gilliland (1/1), Dan Garber (1/1), Josie Thompson (1/1), Todd Brown (1/1) and Sue Poltera (1/1). Planning Staff in attendance were: Jim Seitnater, Director of Planning and Development; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician. City Councilmember, Steve Dechant, was also in attendance.

2) ELECTION OF OFFICERS

- a. Chair Person
- b. Vice Chair Person
- c. Treasurer

A motion was made by Thompson, seconded by Brown to keep the current officers of Poltera as Chair, Garber as Vice Chair and Gilliland as Treasurer. The motion passed unanimously.

3) APPROVAL OF MINUTES

The minutes from December 4, 2018 were approved on a motion by Garber, seconded by Gilliland, passed unanimously.

4) ANNOUNCEMENTS

- a. Barlow gave an update that he has not been able to get in touch with the applicant about purchasing the property at 425 E Avenue E. Now that the holidays are over, he will continue trying to contact her.

5) FINANCIAL REPORT

The financial report was given by Gilliland. The current balance is \$19,220.23 and reflects the \$7,000 added to the account by City Council approval. Motion by Garber seconded by Brown to accept the Financial Report as presented, passed unanimously.

6) PROPERTY REPORT

Barlow reviewed the Land Bank Property Expense report included in the agenda packet and said a correction was made to the report for a lawn that was mowed in June, 2018.

7) OLD BUSINESS

a. Tree Trimming Request for Proposals Update

Barlow met with the City Parks Department about the option of removing trees on Land Bank properties. The property on Osborne Street has three dead trees that would be fairly easy to remove. The Parks Department can do the work but it will be late in the year before they could get to the project. It would be faster to bid out the project.

The Harvey Street property has a tree with a cavity in the back which will make this project more complicated and the tree will be more difficult to remove, making it a more costly project.

Due to the backlog in the Parks Department, Barlow suggested moving forward with the bids to see what the costs would be for tree removal on these properties. If the bids are significantly more than we want to pay, we could ask the Parks Department to move us up on their priority list.

8) OLD BUSINESS

a. 2018 Annual Report

The Land Bank members reviewed the 2018 Annual Report. Barlow said a public notice about the report must be in the newspaper by January 31. The report will also be available on the City website. The City Council will approve or modify the report at its January 15 meeting. Gilliland would like a page added to the report telling the success story of the infill property completed in 2017 with the construction of the home built by Eddie Spellman on a Land Bank property. There were no Land Bank properties sold in 2018. The 2018 Annual Report was approved with the modifications on a motion by Gilliland, seconded by Garber, passed unanimously.

b. Letter of Interest for Bradley Burnett

Barlow said New Beginnings would like to acquire lots behind Dillons on 6th Avenue for a future housing project in the proposed Allen neighborhood. This property on the corner of 6th and Jefferson had a large home on it that was recently demolished. The property is adjacent to lots owned by Bruce Griffin. The Land Bank would be interested in accepting the donation of the lot in exchange for waiving the demolition fees. Seitnater said this would be an ideal location to rebuild affordable homes after removing unlivable properties in a target neighborhood. The Land Bank members would like the letter of interest amended to encourage donation of the property to the Land Bank in exchange for waiving the demolition fees.

9) OTHER

- a) The next Land Bank Board of Trustees meeting is scheduled for Tuesday, February 5, 2019.

b) The meeting was adjourned at 3:28 p.m.

Respectfully Submitted,

Charlene Mosier, Planning Technician

Approved this fifth day of February

Attest: *Ann Balon*