

**LAND BANK ADVISORY COMMITTEE'S
EVALUATION SUBCOMMITTEE
MEETING MINUTES**

Wednesday, January 21, 2020 – 10:00am
City Hall, Fourth Floor Conference Room

2020 FEB 25 AM 9:00

CITY CLERK

	<u>Name</u>	<u>Attendance</u> (mtgs attended-mtgs absent)	<u>Term of Office</u>
MEMBERS PRESENT:	Jenny Gann	(2-0)	10/07/20
	Ali Kamali	(2-0)	10/07/22
	Tama Wagner	(1-0)	10/07/21
	Joni Westcott	(2-0)	10/07/21
MEMBERS ABSENT:	Kathy Hill Bahner	(1-1)	10/07/20

OTHER STAFF PRESENT: Clint Thompson, Planning & Community Development Director
Juston Carr, Property Maintenance Manager
Carol Flury, Recording Secretary

CALL TO ORDER - Gann called the meeting to order.

ROLL CALL – Four (4) members were in attendance; quorum present. Bahner - absent, Gann - present, Kamali - present, Wagner – present, Westcott - present.

APPROVAL OF MINUTES – January 21, 2020
Westcott made motion to approve the minutes; second by Wagner.

UNFINISHED BUSINESS

Property Data Base

Gann clarified the first step would be to create a data base of properties that is more detailed than Building Blocks or recommendations; the second piece would be evaluation to narrow down the top ten or fifteen, so they can make recommendations.

The potentially gifted properties to the Land Bank were discussed. Carr said that the potentially gifted properties were a package of structures and vacant lots. It was pointed out by Kamali that this would be a good pilot project to evaluate to help with establishing criteria.

Carr pointed out not all properties from Building Blocks are in bad condition as some are vacant and were on the list due to an unsecured window. He said they will need to check on fees it has been accessed and if it is their second or third year for a tax sale delinquency, that is a good sign they are going down the drain quick; no one is paying on them or their owners are deceased.

Tama asked Carr if he had a priority property list. He stated that there are five possible candidates that are being brought in for a dangerous building hearing in February. The list that Thompson had sent out to them previously now have contracts out on them to demolish. Land Bank can get involved in this process until we get a contract to demolish.

Thompson showed the group the functions of Building Blocks. Tax sale properties were discussed. Thompson pointed out that we can take ownership through liens, but our legal department said that it would take approximately three months. He said that we need to convey to the County that selling or giving away properties to anyone will take them is not the best approach. The County's main goal is to transfer ownership of that piece of paper to whoever will take responsibility for it. His goal would be that the Land Bank go to the County and let them know that they want to work with them to identify which properties that we can acquire and work with to make something productive out of them.

Thompson asked the subcommittee if they wanted to focus on an area or a property that is in a good area but is a blight on that one block. He would like for them to let staff know and they will focus on that. Staff is here to assist.

Wagner stated in the evaluation process, there needs to be input from Carr and staff because they know these properties. In the evaluation, there needs to be a line item for staff recommendation or staff presentation, almost a reality check and from that matrix then, the recommendation is made.

Carr pointed out that staff knows property area attributes.

Wagner pointed out what Kansas City uses for evaluation is what we should look at: all agreed and are to bring that back to the next subcommittee meeting.

Shared documents and the sunshine law were discussed.

Members decided to research what criteria other land banks are using and bring it back to the subcommittee.

Westcott said that has already come up with some investors and some money.

Wagner asked if in that evaluation, can they recommend a developer /investor that is interested to the Land Bank?

Thompson said yes, he would have them focus on how they formulate the plan, develop a recommendation so there is solid footing going forward and try to get an easily obtainable project and learn from it; start small and go back and make changes. It would be good to find out what they all agree on now and start slow so that when they are ready to purchase properties in August or whenever, they have a little bit of experience under their belt but also it helps them in writing the long term plan. This could be something that he and Juston can work on to try to identify a property that is low cost but a big impact to a neighborhood that they can target easily and find a developer.

Kamali said if Thompson and Carr gave them ten properties, then they could prioritize them. This would be good to have a rubric to use and Carr's expertise for this purpose. He also talked about a structural engineer to assist them. Thompson said that the City has the ability to provide that expertise and give advice to this committee to acquire property.

Gann said the goal for the next meeting will be to put the rubric together. The members are to bring their list of criteria to evaluate properties and a list of properties they find to the next meeting on February 19. The members were to send their lists of properties to Gann and she will send them to Carr for evaluation.

Carr advised them when looking at properties, to think about the costs of sidewalks, retaining walls, fences which are attributes of a property that can be a negative factor.

Kamali will give the application task to the Responsibilities Subcommittee.

The gifted properties were discussed but no decision was made.

Next meeting of the Evaluation Subcommittee will be Wednesday 19, 2020, at 10:00am., in the First Floor Conference Room.

ADJOURNMENT

Meeting adjourned at 2:15pm.

Respectfully submitted by Carol Flury, Recording Secretary