



Neighborhood and Community Development
Standing Committee Meeting Agenda
Tuesday, January 21, 2020
5:00 PM

Location:

Municipal Office Building
701 N 7th Street
Kansas City, Kansas 66101
5th Floor Conference Room (Suite 515)

Name

Absent

Commissioner Brian McKiernan, Chair

☐

Commissioner Tom Burroughs

☐

Commissioner Gayle E. Townsend

☐

Commissioner Harold Johnson

☐

Commissioner James Walters

☐

I. Call to Order/Roll Call

II. Revisions to January 21, 2020 Agenda

III. Approval of standing committee minutes from October 28, 2019.

IV. Committee Agenda

Item No. 1 - LAND BANK BUSINESS - POLICY CHANGES

Synopsis: Request approval to amend the language in the Land Bank Policy regarding the Rehab Program, submitted by Chris Slaughter, Land Bank Manager.

Tracking #: 1913

Item No. 2 - LAND BANK BUSINESS - 2019 CONVEYANCE REPORT

Synopsis: Request approval of the 2019 Land Bank Conveyance Report, submitted by Chris Slaughter, Land Bank Manager.

Tracking #: 1914

Item No. 3 - LAND BANK BUSINESS - LAND BANK APPLICATION

Synopsis: Request consideration of the following Land Bank application, submitted by Chris Slaughter, Land Bank Manager. The Land Bank Advisory Board has no comment.

Application

3741 N. 35th St. - Lorenzo Garcia

Tracking #: 1915

Item No. 4 - LAND BANK BUSINESS - TRANSFERS FROM LAND BANK

Synopsis: Request consideration of the following Land Bank applications, submitted by Chris Slaughter, Land Bank Manager.

Transfers from Land Bank to Unified Government

9410 Miami St.

5701 Walnut St.

5421 N. 95th St.

9401 Oak St.

9407 Main St.

9351 Oak St.

9301 Oak St.

9300 Miami St.

9331 Miami St.

(The properties are necessary for the expansion of the Wolcott Treatment Plant.)

Tracking #: 1916

Item No. 5 - LAND BANK BUSINESS - DONATION TO LAND BANK

Synopsis: Request consideration of the following Land Bank application, submitted by Chris Slaughter, Land Bank Manager.

Donation to Land Bank

1710 N. 18th St.

(The bankruptcy has been deleted from the property; however back taxes are owed since 2008 in the amount of \$1,508.04.)

Tracking #: 1917

Item No. 6 - LAND BANK REHAB PROGRAM - UPDATE

Synopsis: Update on the Land Bank Rehab Program, submitted by Chris Slaughter, Land Bank Manager.

For information only.

Tracking #: 1918

V. Public Agenda

Item No. 1 - APPEARANCE: TSCHER MANCK

Synopsis: Appearance of Tscher Manck regarding:

- Northeast Master Plan
- Parks & Recreation items

Tracking #: 191072

VI. Adjourn

NEIGHBORHOOD AND COMMUNITY DEVELOPMENT
STANDING COMMITTEE MINUTES
Monday, October 28,2019

The meeting of the Neighborhood and Community Development Standing Committee was held on Monday, October 28, 2019, at 5:10 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner McKiernan, Chairman; Commissioners Burroughs, Murguia and Walters. Commissioner Townsend was absent. The following officials were also in attendance: Gordon Criswell and Melissa Sieben; Assistant County Administrators; Angie Lawson, Deputy Chief Counsel; Chris Slaughter, Land Bank Manager; Katherine Carttar, Director of Economic Development; Katherine Von Achen, Chief Financial Officer; Andrea Parra, Deputy County Treasurer; and Jay Doleshal, Sergeant-At-Arms.

Chairman McKiernan called the meeting to order. Roll call was taken and members were present as shown above.

Chairman McKiernan said in terms of revisions, since the original agenda was published on October 28th, we have had one revision, and that is Kathryn Erwin who was scheduled under the public agenda to make an appearance and present to this committee was unable to be here tonight. She's out of town. She has rescheduled for December 2nd so there will be no public agenda on tonight's meeting.

Approval of standing committee minutes from September 9, 2019. **On motion of Commissioner Burroughs, seconded by Commissioner Murguia, the minutes were approved.** Motion carried unanimously.

Committee Agenda:

Item No. 1 - 191014...LAND BANK BUSINESS: NEW APPLICATIONS

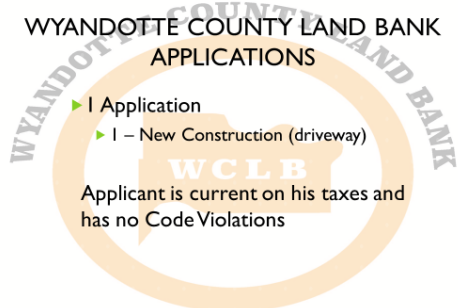
Synopsis: Communication requesting consideration of the following Land Bank applications, submitted by Chris Slaughter, Land Bank Manager.

New applications

826 H S. 10th St. – Juan Velazquez-Rodriguez, new construction driveway.



Chris Slaughter, Land Bank Manager, said we have a brief program tonight so let's get right at it.



We have one application. It's under the new construction, this will be for a driveway. The applicant is current on his taxes and has no code violations.



October 28, 2019

The property is 826H S. 10th Street. It's in red on your screen. The applicant's properties 828 S. 10th. 3
3.00

NEW CONSTRUCTION – 826 H S 10TH ST
828 S 10TH ST – JUANVELAZQUEZ-RODRIGUEZ



This applicant recently bought this house to renovate and went out and took a picture this morning, and the lot where part of that little trailer is on is the Land Bank lot in question.

WYANDOTTE COUNTY LAND BANK
APPLICATIONS
REQUESTING APPROVAL
OF THE REQUESTED APPLICATION
&
FORWARD TO THE LAND BANK
BOARD OF TRUSTEES FOR FINAL
APPROVAL

That's the request tonight, is to approve to move on to the Board for final approval.

Commissioner Murguia asked whose district is this. **Mr. Slaughter** said District 2. **Chairman McKiernan** said mine. Yeah, I think I can almost remember exactly where this property is and so I have no problem with it.

Chairman McKiernan asked, does the committee have any questions or any comments for Mr. Slaughter. Any public comment.

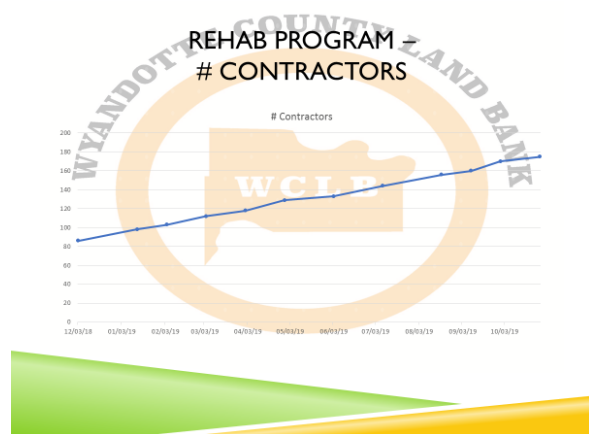
Action: On motion Commissioner Burroughs, seconded by Commissioner Murguia, approved. Roll call was taken and there were four “Ayes,” Walters, Murguia, Burroughs, McKiernan.

Item No. 2 - 191015...LAND BANK REHAB PROGRAM

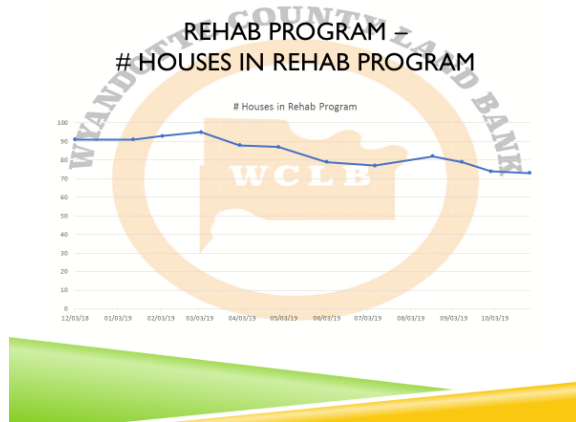
Synopsis: Update on the Wyandotte County Land Bank Rehab Program, submitted by Chris Slaughter, Land Bank Manager.



Chris Slaughter, Land Bank Manager, said the next item is our monthly update on our Rehab Program.



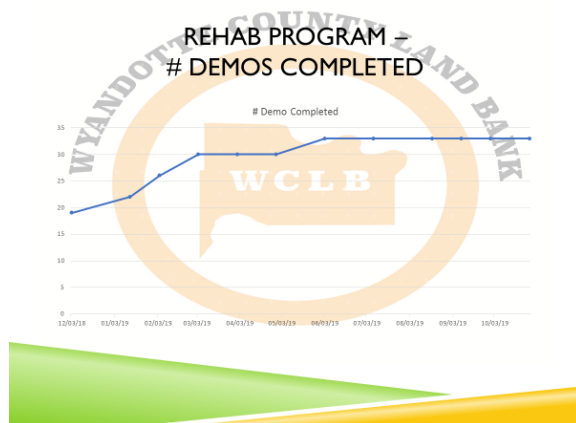
Our number of contractors continues to grow. We're sitting at 175.



Houses in the program right now are sitting at 73.

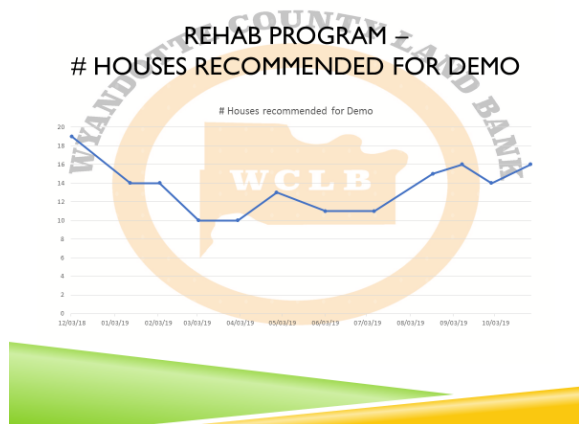


Houses with no offers, we are at zero.

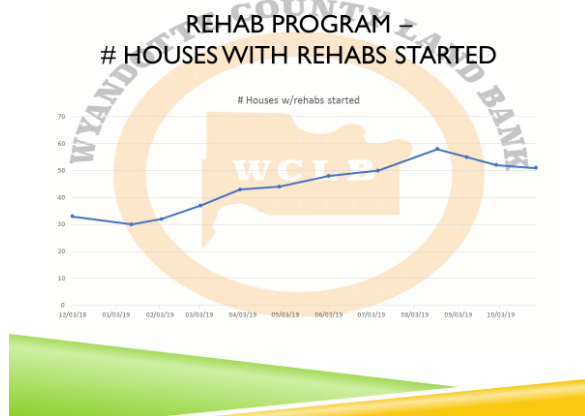


Demos completed is still stagnant. We're holding at 33.

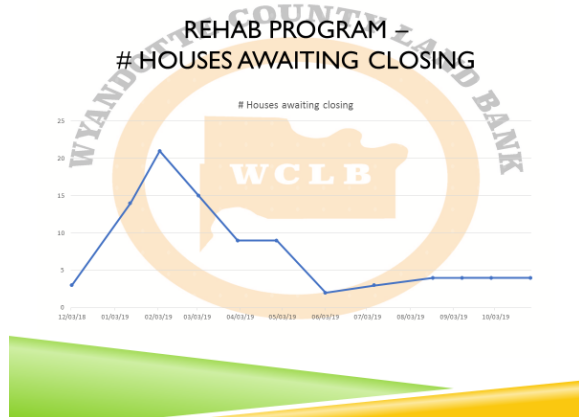
October 28, 2019



Houses recommended for demo has increased to 16.

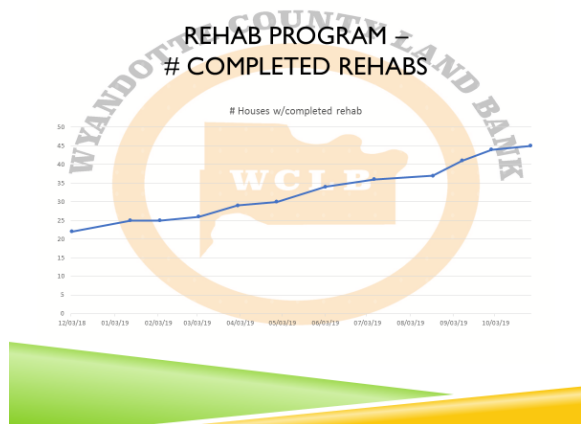


Houses with the rehab started is now at 51.



Houses awaiting closing is stagnant as well. We're still sitting at 4.

October 28, 2019



Completed rehabs is now up to 45. That's the rehab update.

Commissioner Walters asked why are we not demoing houses? That seems like that was level for quite a while. **Mr. Slaughter** said a lot of the houses that we requested recently are in historic districts, so there are extra steps the demo process has to go through, the Landmarks Commission, that type of stuff. It just adds a little extra time to it. **Commissioner Walters** said okay.

Katherine Carttar, Director of Economic Development, said I would just add, generally we're also trying to demo as few houses as possible. It's only those that are really too far gone and just are not able—it's usually fire damage or something to that effect that we won't be able to put it into the Rehab Program. If at all possible, we go through and get multiple—see if anyone will take offers and if there are no offers by any of our 175 contractors, then it goes through the demo. **Commissioner Walters** said but your report did say there were several houses (inaudible). **Mr. Slaughter** said correct. We take that number based on once we make the request to the Demo Department. **Commissioner Walters** said I was just curious.

Action: Information only.

Chairman McKiernan said, Mr. Slaughter, as always thank you. Appreciate it. Since we have no public agenda tonight, that brings us to the end of the Neighborhood and Community Development agenda.

October 28, 2019

Adjourn

Chairman McKiernan adjourned the meeting at 5:17 p.m.

ade



Staff Request for Commission Action

Tracking No. 1913

Full Commission Meeting Date: 1/30/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 1/21/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 1/8/2020	<u>Contact Name:</u> Chris Slaughter	<u>Contact Phone:</u> x8977	<u>Contact Email:</u> CSlaughter@wycokck.org	<u>Department/Division:</u> Land Bank
<u>Item Description:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee review the proposed item and forward it to the Land Bank Board of Trustees for final consideration. Item - Policy Changes				
<u>Action Requested:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee approve the above item and forward it to the Land Bank Board of Trustees for final approval. This item is for approval.				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Suggested Policy Changes 122719				



Wyandotte County Land Bank
Economic Development Department
Chris Slaughter, Manager

701 North 7th St., 4th Floor
Kansas City, Kansas 66101

Phone: (913) 573-8977
Fax: (913) 573-5745
Email: cslaughter@wycokck.org

M E M O R A N D U M

TO: Neighborhood & Community Development Standing Committee
FROM: Chris Slaughter, Land Bank Manager
DATE: January 7, 2020
SUBJECT: Policy changes for consideration

The following policy change(s) are being presented at the January 21, 2020 meeting:

- Language added to make any rehabber in the Rehab Program ineligible to submit offers for rehabs if they are on the Tax Sale Banned Bidder list – **Section 9.4**

This change is for any registered bidder at the Tax Sales that is the winning/highest bidder at the Tax Sale(s) and does not come back to pay that amount by the deadline set at the sales. The reason for this change is to prevent bidders/rehabbers from bidding up a property that includes other bidders and not paying so to have it come to the Land Bank so they can get it at a reduced amount.

**WYANDOTTE COUNTY LAND BANK
(WCLB)**

**ADMINISTRATIVE POLICY
AND
PROCEDURE GUIDELINES**

APPROVED 08/29/19

Wyandotte County Land Bank
Administrative Policy and Procedure Guidelines
As approved and adopted by the Board of Trustees
on August 29, 2019.

These policy and procedure guidelines are a consolidation and codification of all prior policies and procedures of the Wyandotte County Land Bank and supersede all such prior policies and procedures.

Section 1. Purpose

- 11 Neighborhood and Land Use Planning Conformance.** The WCLB's purpose is to consider the impact of a property transfer on short and long-term neighborhood revitalization efforts and land use planning. In doing so, the WCLB will prioritize the following:
- a. The preservation of existing stable and viable neighborhoods;
 - b. Neighborhoods in which a proposed disposition will assist in halting slowly occurring decline or deterioration;
 - c. Neighborhoods that have recently experienced or are continuing to experience a rapid decline or deterioration;
 - d. Geographic areas that are predominately non-viable for purposes of residential or commercial development; and/or
 - e. Potential impact on areas targeted by a strategic development plan.

The purpose of the WCLB is to return tax delinquent and distressed property to productive use that benefits the community.

- 12** This policy is intended to create a unified and consistent approach to the disposition of real property owned by the WCLB.

In the interest of providing predictability and transparency to the sale and reuse of property, this policy will provide guidance to the WCLB in all transactions involving property as well as information to individuals and organizations considering the acquisition of property owned by the WCLB.

- 13 Guiding Principles.** The goals of this policy and the disposition of WCLB owned property are to:
- a. Encourage the development and reuse of vacant properties consistent with the WCLB goals, and the City Master Plan(s).
 - b. Eliminate blight and revitalize neighborhoods;
 - c. Strengthen the County's tax base by returning property to a productive tax paying status;
 - d. Sell properties at fair market value if the proposed use is strictly private;

- e. Support and preserve open space and urban gardening;
- f. Support WCLB goals by conveying properties at a discount if the proposed use will provide significant community benefits;
- g. Convey land through a predictable, timely and transparent process;
- h. Encourage timely development and discourage real estate speculation; and
- i. Land assemblage for economic development purposes.

The WCLB will consider these goals when making decisions regarding the disposition of its property.

The WCLB will remain responsible for its own decision-making and adherence to this policy during the disposition process. The WCLB will not make available to the public all property in its inventory; however, properties which are dedicated to a public use or being reserved for City-desired programs or projects.

The WCLB may elect not to convey a requested property. The WCLB will communicate to any applicant who submitted a complete expression of interest and a complete property application for an available property the reason(s) why the property is not being sold.

14 Qualified Applicants.

A Qualified Applicant is defined as an individual or organization who must not:

- a. own any real property that is subject to any violations of State and/or local laws, codes or ordinances;
- b. own any real property that is tax delinquent;
- c. be barred from transactions with local government entities;
- d. Have demonstrated insufficient experience and/or lack of capacity to perform in accordance with the requirements of the WCLB;
- e. have failed to perform in prior transactions with the WCLB; and/or
- f. currently be banned from bidding at the tax sale.

All applicants must submit their intended use for the property(ies) as required by the WCLB. Failure to submit intended usage will result in an incomplete application.

Failure to provide accurate information in the form requested may result in the denial of the application.

The WCLB encourages applicants seeking to acquire property from the WCLB to consult with the Livable Neighborhoods Department or the

neighborhood association(s) operating in the geographical area of the property.

15 Qualified Offer.

A Qualified Offer is an application that adequately describes the purchaser's plans for the property (i.e. intended use) and is aligned with the purpose of the WCLB. The intended use must be consistent with applicable WCLB/UG plans and all City plans, and the applicant must demonstrate financial and operational capacity to carry out the plans.

Plans that require zoning variances or other City land use approvals may be processed as a Qualified Offer, only if the underlying project proposal is supported by the City it is in. The detail required of the applicant will be different depending on the proposed use, as defined later in this document under various usages.

Proposed uses must be consistent with the UG's Master Plans, Zoning, City approved and accepted plans, and all new owners are required to comply with all State, City and Federal codes, regulations and statutes.

16 Appropriate and Timely Development of Properties. The WCLB expects that properties will be developed in a timely manner accordingly to a written agreement or as specified in the deed of conveyance. Generally, construction should commence within three (3) months from the date of conveyance and should be completed as defined by the agreement or contained in the deed. To ensure that these expectations are met, the WCLB will place conditions or restrictions on property it conveys to achieve the agreed upon outcome and will monitor these agreements until construction is complete.

17 Pricing. The WCLB will generally price vacant land by the greater of:

- a. the Appraised Value of property set by County Appraiser as of January 1st of current year or
- b. the value of the property's frontage times \$10.00.

The WCLB has the right to determine the asking price for each property and as result has the right to decline any counteroffer.

18 Land Categorization: The WCLB shall define the following:

- a. Buildable
- b. Non-Buildable
 - a. Area less than 2,000 sq. ft. or under 19.99 linear ft. of frontage

- b. Flood plain
- c. Landlocked
- d. ROW
- e. Undermined
- f. Severe topography

Section 2. Authority and Role

- 2.1 Establishment.** The Wyandotte County Land Bank (WCLB) was established by the Unified Government of Wyandotte County/Kansas City, Kansas (UG) by the power vested in it by K.S.A. 19-26,103 et. seq.
- 2.2 Governance.** The WCLB is governed by a Board of Trustees comprised of the Mayor/Chief Executive and the UG Commissioners. The Wyandotte County Land Bank Manager is charged with its administration.
- 2.3 Review of Proposed Land Bank Transactions.** All proposed WCLB transactions shall be submitted by the Land Bank Manager to the Staff Advisory Team to determine if the application is acceptable and eligible to forward for further evaluation by the Land Bank Advisory Board.

The Staff Advisory Team shall evaluate applications based on UG policies and priorities, and future infrastructure and development plans. The Staff Advisory Team is composed of the Director/Manager and/or designee from the following UG Departments: *Administration, Community Development, General Services, Economic Development, GeoSpatial Services, Neighborhood Resource Center, Public Works, Treasury, and Urban Planning and Land Use.*

The Land Bank Advisory Board may advise the Board of Trustees and Land Bank Manager on matters relating to the business and affairs of the WCLB, and to suggest or be available for consultation regarding projects, proposals and/or activities which the WCLB may undertake. The membership of the Land Bank Advisory Board shall consist of representatives from each Neighborhood Business Organizations and two (2) representatives from the Executive Board of the Livable Neighborhoods Task Force. The Land Bank Advisory Board shall serve solely in an advisory capacity.

The Staff Advisory Team and Land Bank Advisory Board shall review all application(s) presented by the Land Bank Manager for consideration. Any application(s) that need further investigation will be referred to the Land Bank Manager until all necessary information

has been provided, at which time it will be brought to the Staff Advisory Team and Land Bank Advisory Board for further review.

The recommendations of the Staff Advisory Team and the Land Bank Advisory Board will be presented at the Neighborhood and Community Development Standing Committee where the Committee will approve applications and advance to the WCLB Board of Trustees for final approval.

- 2.4 **Governing Authority.** The core governing documents of the WCLB are the applicable state statutes and the Unified Government Code of Ordinances. The policies and procedures set out in this document constitute guidelines only and the Board of Trustees reserves discretion to deviate therefrom when it deems appropriate.
- 2.5 **WCLB Board of Trustees Approval.** Under law, the conveyance of property by the WCLB, must be approved by the WCLB Board of Trustees before the property can be conveyed.
- 2.6 **WCLB Right to Accept or Reject.** The WCLB reserves the absolute right to accept or reject any and all applications and offers for purchase. In case of multiple applications, the WCLB will give precedence to applications demonstrating the highest and best use of the property.

Section 3. Priorities for Transfer of Land Bank Properties.

- 3.1 **Priority Transfers.** Except where limited by the terms of the acquisition of a property, the WCLB may, at its discretion, give priority to, in the following order:
 - a. City government or BPU entities;
 - b. Individuals and corporate entities seeking to obtain the property for housing or commercial development for the individual's primary residence or primary business operation, or for subsequent reconveyances for private third-party ownership to be their primary residence or primary business operation;
 - c. Individuals and corporate entities seeking to obtain the property for housing and commercial development for rental purposes;
 - d. Non-profit institutions such as academic and religious institutions; and
 - e. Individuals who own and occupy residential property that qualify for the Yard Extension Disposition Program.

WCLB will consider the scale and amount of public financing involved in prioritizing competing projects on the same land.

- 3.2 Transferee Qualifications.** All applicants seeking to acquire property from the WCLB, or to enter into transaction agreements with the WCLB, may be required to provide as part of their application information regarding, but not limited to:
- a. The legal status of the applicant, its organizational and financial structure;
 - b. Its prior experience in developing and managing housing;
 - c. The financial health and resources of the applicant; and/or
 - d. Adequate plans for development; and/or
 - e. Evidence that any property already held in Wyandotte County is compliant with the City's code.

Section 4. Conveyances to the WCLB

- 4.1 Sources of Property Inventory.** Sources of real property inventory of the WCLB include, but are not limited to, the following:
- a. Transfers from local governments;
 - b. Acquisitions at tax foreclosure sales;
 - c. Donations; or
 - d. Market purchases.
- 4.2 Policies Governing the Acquisition of Properties.** In determining which, if any, properties might be acquired, the WCLB may consider the following circumstances and factors:
- a. Proposals and requests by individuals or entities in which specific properties are identified for ultimate acquisition and redevelopment;
 - b. Residential properties that are occupied or are available for immediate occupancy without need for substantial rehabilitation;
 - c. Improved properties that are the subject of an existing order for demolition of the improvements and/or meet the criteria for demolition of improvements;
 - d. Vacant properties that are appropriate for the yard extension disposition program;
 - e. Properties for which reutilization would be in support of strategic neighborhood stabilization and revitalization plans.
 - f. Properties that would form a part of a land assemblage development plan;
 - g. Properties that will generate operating resources for the functions of the WCLB;
 - h. Properties that would allow for the creation or expansion of community, garden, green, and/or recreational space; or
 - i. Unbuildable properties

- 4.3 Transaction Agreements.** In most cases a transaction agreement must be approved in advance by the Board of Trustees and executed by the WCLB and the grantor of the property. These transaction agreements shall be in form and content as deemed by the WCLB to be in the best interest of the WCLB and shall include to the extent feasible specification of all documents and instruments contemplated by the transaction as well as the rights, duties and obligations of the parties.
- 4.4 Environmental Concerns.** The WCLB reserves full and complete discretion to require that satisfactory evidence or assurances be provided that the property is not affected by or subject to environmental contamination.
- 4.5 Set Off Program.** Property that has been placed in the State of Kansas Set Off Program may be deemed ineligible for conveyance to the WCLB.
- 4.6 Timing.** Any property that is conveyed in or out of the WCLB will not be available for sale/transfer until approved by the Board of Trustees.

The Land Bank Manager is authorized to accept property conveyed from the UG that is a result of property being obtained from a recent County Tax Sale. The Land Bank Manager will then report the conveyance(s) at the next Board of County Commissioners Neighborhood and Community Development Stand Committee meeting.

Section 5. Conveyances from the WCLB

- 5.1 Covenants, Conditions and Restrictions.** All conveyances by the WCLB to third parties shall include such covenants, conditions and restrictions as the WCLB deems, in its sole discretion, necessary and appropriate to ensure the use, rehabilitation and redevelopment of the property in a manner consistent with the public purposes of the WCLB.
- 5.2 Deed Without Warranty.** All conveyances by the WCLB to third parties shall be by quitclaim deed.
- 5.3 Conveyances requiring Board of Trustees Approval.** With the exception of conveyances of property within a hold area to previously approved, WCLB Board of Trustees-designated partnering developers, and properties subject to WCLB Rehab Program, all transfers of WCLB property shall require the approval of the Board of Trustees.
- 5.4 Conveyances pursuant to WCLB Rehab Program.** The Land Bank Manager shall seek prior approval from the WCLB Board of Trustees for all properties entering the WCLB Rehab Program. Once the WCLB

receives an offer from a contractor that meets the qualifications of the WCLB Rehab Program, the Land Bank Manager will seek the approval of the County Administrator to commence the rehab and subsequent conveyance of the property.

- 5.5 Conveyance Time Allowance.** All undeveloped Land Bank property shall be conveyed, and deed recorded within 180 days of Award and approval of the Land Bank Board of Trustees. Any property not conveyed within the above time period, and without a written extension from the Land Bank Manager, will have Award voided and property returned to Land Bank Inventory. For any property awarded pursuant to a development/rehab agreement, the terms of said agreement shall control when such property will be conveyed.
- 5.6** All qualified applicants who have successfully purchased WCLB-owned property must fulfill their commitments to the WCLB and to their neighbors, which includes paying property taxes and maintaining properties in accordance with all municipal codes and ordinances.

Section 6. Property for Community Improvements

- 6.1 Community Improvement Property.** The WCLB is willing to accept donations of property to be transferred to a non-revenue generating, non-tax-producing use that is for community improvement or other public purposes. Additionally, the WCLB is permitted to assemble tracts or parcels of property for community improvement or other public purposes.
- 6.2 Eligibility.** Properties can be conveyed to the WCLB for waiver of delinquent taxes and then re-conveyed by the WCLB to be utilized for community improvement purposes including, but not limited to, community gardens, parking for non-profit functions such as a school or cultural center, or playground for after-school or day care. The application must demonstrate that no alternative tax-generating use is available for the property, and that the proposed community improvements are consistent with the area redevelopment plans and community revitalization.
- 6.3 Transferee.** The application must identify and be signed by the ultimate transferee from the WCLB. The transferee should be a governmental entity, a not-for-profit property entity, or, in rare cases, a for-profit entity that is capable of holding and maintaining the property in the anticipated conditions and for the anticipated purposes.

- 6.4 Covenants, Conditions and Restrictions.** The WCLB, in the conveyance of the property to the transferee, may require covenants, conditions and restrictions as necessary to ensure that the property is used for the contemplated community improvement or other public purposes.

Section 7. Agreements for Temporary Use of Land

- 7.1 Lease-a-lot.** The WCLB may enter agreements for residents and organizations to participate in a Lease-a-lot program designed to encourage and support recreation including community-based greening and individual gardening of available vacant lots.
- a. The Land Bank Manager may execute lease agreements for residents and organizations to participate in a Lease Agreement program.
 - b. The WCLB may seek to terminate the agreement upon approval from the County Administrator for another use or if the Lessee fails to meet obligations in agreement. The WCLB shall provide written notice of its intent to terminate the agreement to Lessee with a minimum of 90-days' notice of said termination; the termination date may be extended as necessary to allow Lessee to complete/harvest any garden in place at such notice.
 - c. The agreements will be for a 2-year term, with options for renewal.
 - d. The lot will not be available to be sold to another party during the term of the lease, **unless plans for single-family, multi-family, or commercial development are presented to the WCLB.**
 - e. The agreements will specify that the lot must be kept clean and that grass is mowed, or otherwise maintained in compliance with the State and/or local laws, codes or ordinances.
 - f. Participants must sign a Hold Harmless Agreement or add the WCLB to their insurance policies.
 - g. The agreements will permit minor building on the lot, if they are not permanently adhered to the lot, this may include establishing a source of water, fences and small structures provided there is compliance with all zoning and building code requirements. This might require a variance and/or a special use permit.

Section 8. Yard Extension Disposition Program

- 8.1** Yard Extensions may be applied for by abutting homeowners. The application will be reviewed by the SAT. If the SAT deems that the property should not be conveyed, then the WCLB will send the applicant a letter to inform them of the denial.

- 82** An applicant must be the owner of the abutting property and must be using that property as his/her primary residence at the time of application. The property to be acquired must share a common boundary at either side of the applicant's property and share the same street name. The property must be a vacant lot; properties with permanent structures are not eligible for this program. The applicant must be a Qualified Applicant.
- 83** Applicants can only acquire one (1) property for Yard Extension from the WCLB. The WCLB property will be permanently consolidated with the applicant's property for land use purposes.

Section 9. Land Bank Rehab Program

- 9.1 Purpose.** The WCLB Rehab Program provides qualified rehabbers access to a pipeline of distressed properties in the Wyandotte County area. The WCLB may facilitate the sale of property at a reduced price to selected qualified rehabbers. This program allows the purchase of vacant, blighted homes, once they are available in the WCLB inventory.
- 9.2 Goals.** The WCLB Rehab Program supports efforts to stabilize and strengthen neighborhoods through collaboration between public, private, and nonprofit development partners. Through the program and working with development partners to rehabilitate blighted property, the WCLB will:
- a. Create affordable ownership opportunities to stabilize neighborhoods
 - b. Improve the health, safety, durability and energy – efficiency of rehabilitated properties through the WCLB Housing Standards
- 9.3 Housing Stock.** All property with improvements (residential) that are transferred to the WCLB will be boarded, secured and inspected to identify its place in the program. There are three (3) recommendations that these properties will fall under:
- a. Rehab – properties that show rehab potential will be made available to qualified rehabbers in the program.
 - b. Demo – properties that are a danger to the public will be recommended to the Unified Government Demo Department to be razed.
 - c. Hold – properties that are rehab potential but are in a designated development hold area, may be put on hold and not available to the rehabbers.

Any commercial improvements received by WCLB will be evaluated in the same manner; these properties will have any debris removed and some possible demo performed to put property in a marketable position. All WCLB commercial property offers will be given preference to those that will establish new/relocated businesses that will generate jobs for the County.

9.4 Rehabber Qualifications. All interested rehabbers must go through a qualification process that includes submission of WCLB Rehab Program Application. Any rehabber that meets the definition of Section 1.4 (f) will not be eligible to make an offer until they are removed from the tax sale banned bidder list.

- 9.4** The program will have two (2) Tiers of qualified rehabbers:
- a. Tier I – rehabber must be a formed company/corporation or identify as an investor. In order to qualify as a Tier 1 rehabber, the following must be provided:
 1. Copy of their current year Occupational Tax Receipt from the Unified Government of Wyandotte County / Kansas City, Kansas Business License Department
 2. Must carry the appropriate amount of Insurance coverage, as outlined in the application, from a licensed Insurance provider and have the Wyandotte County Land Bank named as a Certificate Holder.
 - b. Tier II – if a rehabber cannot provide the requirements for a Tier I rehabber, then they must sign a Hold Harmless Waiver and must show proof of funding for the rehab to qualify for a house to rehab.

9.5 Availability for Rehabbers. Any house that is identified as a rehab and not on hold will be made available for all Tier I rehabbers. The WCLB will schedule open houses for the Tier I rehabbers to attend to assess each property identified. All Tier I rehabbers will be sent offer packets with house information and a deadline to submit their offer. Any house that does not have an offer submitted by the deadline will then be offered to the Tier II group. The WCLB will schedule open houses for the Tier II rehabbers to attend to assess each property identified. All Tier II rehabbers will be sent offer packets with house information and a deadline to submit their offer.

Any house that does not have an offer submitted by either group will be available for a later offer or any new Tier I or Tier II qualified rehabber.

9.6 Rehab Agreements. The WCLB will review and score all offers received to determine if the offer is a qualified offer. Multiple offers for

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a single house will be ranked from highest to lowest and all highest ties will be broken by offer amount. The WCLB will negotiate with the top-ranking offeror and put an agreement together. As identified in Section

7.4, all offers must be approved by the County Administrator to commence the rehab and subsequent conveyance of the property. If approved, the awarded offeror will be sent an award letter and any non-offerors will be sent a non-award letter.

9.7 Filings. The agreement approved by the County Administrator will be filed as a Sale Contract with Land Use Restrictions with the Wyandotte County Register of Deeds office. The house will stay in the name of the WCLB until the passing of the final inspection from the WCLB staff.

9.8 Inspections & Permits. The WCLB will require copies of all inspections conducted by the Unified Government of Wyandotte County / KCK Building Inspection Department. WCLB Staff will perform progress inspections throughout the rehab.

Any Tier I rehab will consist of four (4) inspections:

- a. Initial Inspection – house is cleared of debris and any demo is complete prior to any repairs or rehab starts.
- b. Rough-In – staff has received an approved Building Inspection rough-in slip and any other pulled permits (Mechanical/Electrical/Plumbing).
- c. Progress – drywall is hung, and all other repairs are completed.
- d. Final - house has passed all inspections and copies have been received by the WCLB, house has passed the Building Inspection Final Inspection. Staff will do final walkthru.

Any Tier II rehab will consist of monthly inspections done by WCLB staff and will incorporate the Tier I inspections but also allow the WCLB to closely monitor the progress.

When staff has verified the house has passed WCLB final inspection, the Land Bank Manager will prepare and file a Quit Claim Deed (QCD) with the Register of Deeds- office.

9.9 Extensions & Penalties. If the rehab completion date stipulated in the agreement cannot be met, the Rehabber may request an extension of the completion date. Extensions of time to complete the rehab are at the WCLB's discretion and, if granted, will be under the following guidelines:

- a. The request for extension must be made to the Land Bank Manager, utilizing the WCLB Extension Request Form. The request must include the cause of the delay and plan to complete the rehab in time requested. In case of delays not at fault by the rehabber, the WCLB may waive the extension fee;
- b. The request for extension must be received by the Land Bank Manager no later than 5 calendar days prior to the

expiration date of the WCLB Rehab Program Extension Request Form given at beginning of rehab;

- c. The extension will be granted for a max of 60-day calendar period. The extension fees are due to the WCLB Manager when the WCLB Extension Request Form is submitted. These fees must accompany the extension request and be a nonrefundable cashier's check or money order, payable to the Wyandotte County Land Bank, in the full amount of the extension.
 - 1. Day 1 to 30 - \$5.00 per day
 - 2. Day 31 to 60 - \$10.00 per day;
- d. If the granted extension period expires and the rehab has not passed the City's Final Inspection and the WCLB's Final Inspection, a penalty of \$500.00 per 30 days will be enforced. Each 30-day period will not be prorated and must be paid in full before the WCLB will file the Quit Claim Deed to the Rehabber granting them full rights to the property;
- e. The granting of an initial extension period does not obligate the WCLB to grant additional extensions; and
- f. Extension fees paid are retained by the WCLB and not reimbursed if rehab is concluded before the end of time requested.

The WCLB reserves the right to waive any extension costs or penalties.

- 9.10 Tier I Rehabber Threshold.** Any Tier I rehabber may make no more than three (3) offers on any newly acquired rehab houses. The maximum number of houses a Tier I may be rehabbing is six (6), if a Tier I rehabber has 6 open rehabs and submits an offer for new houses, their offer will not be accepted. A Tier 1 rehabber may make the proper number of offers that could get them to the threshold.

Section 10. Development Site Control

- 10.1 Site Control: Options and Property Reservations.** The WCLB recognizes that developers often require legally recognizable site control as part of the development process. The WCLB may execute property option agreements to allow developers to pursue financing and other approvals necessary for development.

Agreements for this purpose must meet the following conditions:

- a. The applicant must be a Qualified Applicant.
- b. For each proposed project, the WCLB will allow one (1) year for that agreement and may renew the agreement at its discretion at the expiration of the term.

- c. The applicant may not occupy or use the property unless approved in writing by the WCLB.
- d. A fee will be due upon execution (nonprofits and city-supported projects may be exempt from a fee) and an additional fee may be imposed for extension of the agreement or contract. This fee is non-refundable.
- e. The WCLB will require the requestor to keep the property clear of any trash/debris, the grass mowed/maintained in compliance with the appropriate City code and the sidewalk space must be maintained including snow removal.
- f. The WCLB shall provide written notice of its intent to terminate the agreement to the applicant within thirty (30) days of said termination.

Site control options will be issued only for those projects which the WCLB deems feasible and which the WCLB can recommend for approval by WCLB BOT after the developer secures the necessary entitlements, financing, tenants and/or approvals.

All WCLB conveyances must be approved by the BOT.

Section 11. Land Banking Donation Program

11.1 Donation to WCLB. The WCLB will only accept donated property(ies) that will advance the goals of the WCLB. The WCLB will only present requests to the Board of Trustees, for approval, when at least one or more of the following conditions are met:

- a. The property owner does not have the resources to properly care for the property or to comply with orders to correct code violations that are present, and evidence of the hardship has been presented;
- b. The property is located in an area targeted for redevelopment efforts or in a neighborhood with a large number of existing WCLB property;
- c. There is a written agreement with an owner of an adjoining property to purchase the property from the WCLB; this is only in reference to non-buildable vacant lots;
- d. The property is a candidate for the WCLB Rehab Program without any conditions that would prohibit a donation; and/or
- e. The Unified Government of Wyandotte County/Kansas City (UG), Kansas, City of Bonner Springs or City of Edwardsville has

agreed to fund the demolition of an improved property within its City limits.

112 Exclusions and Exceptions.

Property(s) with adverse environmental conditions or maintenance requirements will not be accepted without a satisfactory plan and funding in place for remediation, as determined by the UG.

- a. WCLB may require that donated property(s) be conveyed with clear and marketable title;
- b. Property(s) that are occupied may not be accepted as donations;
- c. WCLB shall not determine donation value for the purpose of tax benefits and
- d. Any exceptions to the provisions of the above must come before the Wyandotte County Land Bank Board of Trustees.

WCLB reserves the absolute right to accept or reject any and all donation requests.

Any property that is conveyed by donation to the WCLB will not be available for sale/transfer until the meeting following the approval of the donation by Board of Trustees.

Any property that is rejected for donation but is tax sale eligible, will be referred for an upcoming tax sale by the WCLB. The WCLB will send a letter to the requestor with that information.

Nothing in this section precludes acceptance of a donation of a tax sale eligible property.

Section 12. WCLB Garden Program

12.1 Individual Garden. The WCLB supports the use of vacant land for urban agriculture that improves the quality of life in the County's neighborhoods.

The WCLB may consider providing an individual or household temporary access to an unbuildable property for the applicant to maintain an individual garden. The intent is to provide an interim use for the land to eliminate blight and improve safety until development is possible. An applicant must live within 1 city block of the property. The applicant is not required to be an adjacent homeowner; however,

individual gardens are temporary, and the land remains available for development or available for the Yard Extension program if it meets the eligibility requirements.

Additional requirements The WCLB will require the applicant to maintain the garden and to maintain the sidewalk space (public right of way) outside of the garden, including snow removal and removal of overgrowth.

Acceptable Uses Subject to all necessary planning and zoning approvals, the applicant may enter and use the property for the following non-commercial, gardening purposes:

- a. To grow food, flowers, ornamental plants, and other landscaping;
- b. To compost in rodent-resistant containers;
- c. To place certain improvements to support the gardening use on the property with the prior written approval of the WCLB, such as tool sheds, fences, raised-beds, signs and bulletin boards (which may require a variance and/or a special use permit);
- d. No permanent structures may be installed on the property;
- e. Cars cannot be parked or repaired on the site; and
- f. The applicant must agree not to grow any plants regulated or prohibited by federal laws on the lot.

12.2 Community Gardens and Community-managed Open Spaces: The WCLB recognizes that community gardens encourage the productive use of vacant land, provide spaces for community building, socialization, educational, recreation and food production activities. The WCLB will support existing and established gardens that have capacity to sustain and maintain the land to ensure its viability.

Definitions A community garden is defined as one or more properties managed and maintained by a group of individuals to grow and harvest food or non-food items (such as flowers) for personal or group consumption, for donation, or for sale that is incidental in nature (i.e. not an Urban Farm). A community garden area may be divided into separate garden plots or orchard areas for cultivation by one or more individuals or may be farmed collectively by members of the group. A community garden may include common areas (such as hand tool storage sheds) maintained and used by the group. Community gardens may be used for recreational purposes, and improvements to facilitate such purposes may be allowed on a case-by-case basis upon review by the WCLB and with community support. Community-managed open spaces are spaces available to the public and may be used for recreational purposes or passive activities.

Gardens and Open Space requests must demonstrate how their project supports public priorities of:

- a. Eliminating blight
- b. Fostering neighborhood cohesion and a sense of community

The WCLB makes no representation or warranty as to the status of the property regarding the physical and environmental condition of the lot or its fitness for any use. Users are encouraged to take precautions against contaminants in the soil before consuming produce grown on site.

12.3 Requirements for Community Gardens:

- a. Entity may be held by nonprofit organizations or unincorporated nonprofit associations that are in an existing partnership with an established Neighborhood Group as verified by the Livable Neighborhoods division of Neighborhood Resource Center. This should be indicated by a letter from all organizations signed by appropriate members;
- b. Entity must work with the WCLB and Staff Advisory Team of the Unified Government to determine where the garden will be located within boundaries of neighborhood;
- c. Entity must provide maintenance and use plan which demonstrates its obligation to maintain the lot in a clean, safe, secure and sanitary condition, free of weeds, trash, debris, garbage, vermin and rats;
- d. Entity must comply with all existing codes and rules regarding vacant lots;
- e. Entity must obtain and pay for any and all permits and approvals required by the Unified Government or City's to construct or operate the site;
- f. Lot cannot be used to park, keep or store any motor vehicle, trailer, or boat at any time;
- g. Lot cannot be used to keep pets, animals or livestock on the lot;
- h. Entity must comply with all State and/or local laws, codes or ordinances;
- i. Entity must maintain the area within the public right-of-way, including both snow removal and removal of trash and debris to allow for passable sidewalks;
- j. Entity must agree not to grow any plants regulated or prohibited by federal laws on the lot; and
- k. Entities must agree in the lease to use the property at their own risk and accept the property "As-is".



Staff Request for Commission Action

Tracking No. 1914

Full Commission Meeting Date: 1/30/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 1/21/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 1/8/2020	<u>Contact Name:</u> Chris Slaughter	<u>Contact Phone:</u> x8977	<u>Contact Email:</u> CSlaughter@wycokck.org	<u>Department/Division:</u> Land Bank
<u>Item Description:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee review the proposed item and forward it to the Land Bank Board of Trustees for final consideration. Item - 2019 Conveyance Report				
<u>Action Requested:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee approve the above item and forward it to the Land Bank Board of Trustees for final approval. This item is for approval.				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> 2019 Conveyance Report				



Wyandotte County Land Bank
Economic Development Department
Chris Slaughter, Manager

701 North 7th St., 4th Floor
Kansas City, Kansas 66101

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M E M O R A N D U M

TO: Neighborhood & Community Development Standing Committee
FROM: Chris Slaughter, Land Bank Manager
DATE: January 7, 2020
SUBJECT: 2019 Conveyance Report

The Land Bank Manager is presenting the 2019 Conveyance Report for the January 21, 2020 meeting:

- Per KS Statute 12-5903 (f) the Land Bank shall make the annual report on/before January 31
- Total Revenue for 2019 was \$ 28,811.00
- 73 properties were conveyed from the Land Bank
 - o 19 properties conveyed for Yard Extension
 - o 27 properties conveyed as finished Rehabs
 - o 3 properties conveyed for parking
 - o 2 properties conveyed for gardens
 - o 16 properties conveyed for property acquisitions
 - o 6 properties conveyed for new construction

**UNIFIED GOVERNMENT OF WYANDOTTE
COUNTY/KANSAS CITY, KANSAS**



**2019
WYANDOTTE COUNTY LAND BANK
Conveyance Report**

**Submitted by:
Chris Slaughter, Manager**

Per **K.S.A. 19-26,105** "The Land Bank office shall make an annual report to the Land Bank Board of Trustees on or before January 31st of each year " of properties that were conveyed during the previous calendar year. Below is a list of properties that were sold out of the Land Bank during 2019. **Chris Slaughter, Wyandotte County Land Bank Manager**

Conveyance Date	Owner(s)	Property Address	Parcel #	Proposed Use	Payment
01/07/19	Teri Tillman	1334 Rowland Ave	157664	Yard Extension	\$500.00
01/09/19	Dion Groves	1935 N 14th St	098420	Property Acquisition	\$500.00
01/09/19	Dion Groves	1939 N 14th St	098421	Property Acquisition	\$280.00
01/09/19	Dion Groves	1935 N 14th St	098422	Property Acquisition	\$250.00
01/11/19	Hartje Home Restoration & Remodeling	239 S Mill St	120703	Rehab	\$0.00
01/16/19	Christopher Connor	1223 Haskell Ave	157266	Yard Extension	\$310.00
01/17/19	Jessica Sickler	2109 S 26th St	151214	Single Family Construction	\$100.00
02/22/19	Martin Lugo	2441 S 12th Ter	129327	Yard Extension	\$300.00
02/22/19	Martin Lugo	2443 S 12th Ter	129326	Property Acquisition	\$300.00
02/27/19	J-Bloc, LLC	3817 N 55th St	917509	Rehab	\$0.00
02/28/19	Yvonne Porter	1045 Waverly Ave	156735	Yard Extension	\$330.00
03/05/19	Emma Pacheco	1522 Pacific Ave	066719	Property Acquisition	\$500.00
03/05/19	Emma Pacheco	1524 Pacific Ave	066718	Property Acquisition	\$500.00
03/15/19	Pillar KC, LLC	2119 N 7th St	111496	Rehab	\$0.00
03/25/19	Keith Woolridge	330 Garfield Ave	110212	Rehab	\$3,000.00
03/26/19	Pillar KC, LLC	2050 S 10th St	126121	Rehab	\$0.00
04/01/19	Habitat for Humanity of Kansas City	2736 Cleveland Ave	100720	Single Family Construction	\$0.00
04/01/19	Habitat for Humanity of Kansas City	2714 Webster Ave	116550	Single Family Construction	\$0.00
04/01/19	Habitat for Humanity of Kansas City	2718 Webster Ave	116551	Single Family Construction	\$0.00
04/01/19	Bright Solutions, LLC	3028 Cissna St	115538	Rehab	\$0.00
04/04/19	Leonor Castro	1600 N 59th Pl	004201	Yard Extension	\$1,000.00
04/25/19	Peak Roofing	2204 N 34th St	913114	Rehab	\$0.00
04/26/19	Dylan Dixon	344 Cambridge St	220109	Yard Extension	\$700.00
04/30/19	Four-Leaf Home Solutions, LLC	2524 N 17th St	115858	Rehab	\$0.00
05/09/19	Tenfold Investment Group, LLC	2816 N 21st St	162934	Rehab	\$0.00
05/16/19	Jesus Flores	710 S 8th St	073658	Yard Extension	\$250.00
05/16/19	Top Notch Construction, LLC	341 N 14th St	116813	Rehab	\$0.00
05/22/19	Denise Olea	1213 Gilmore Ave	067345	Yard Extension	\$400.00
05/29/19	Victor R Mansilla	2512 N 34th St	107900	Rehab	\$0.00
05/31/19	Diana Dickey	113 S Cherokee St	139865	Yard Extension	\$550.00
06/14/19	Pillar KC, LLC	2315 Maxine Williams Dr	156338	Rehab	\$0.00
06/28/19	Luis Manuel Barron	1269 Kansas Ave	072222	Yard Extension	\$400.00
06/28/19	Luis Manuel Barron	1271 Kansas Ave	072221	Property Acquisition	\$400.00
07/01/19	Purple Holdings, LLC	2721 N 21st St	163034	Rehab	\$0.00
07/03/19	Casa Aleman, LLC	817 Minnesota Ave	081319	Parking	\$1,000.00
07/16/19	Jose Coras Arevalo	1040 Splitlog Ave	092646	Property Acquisition	\$690.00
07/17/19	Vega Homes, Inc	1525 Greeley Ave	116054	Rehab	\$0.00
07/31/19	Saul Franco Meza	1227 Ann Ave	090945	Yard Extension	\$400.00
07/31/19	Saul Franco Meza	1233 Ann Ave	090946	Property Acquisition	\$400.00
08/21/19	Edrus, LLC	639 Parallel Ave	095007	Rehab	\$0.00

08/23/19	Carlson Custom Homes, LLC	3532 Ohio Ave	056622	Rehab	\$0.00
08/28/19	Vega Homes, Inc	1338 Oakland Ave	090694	Rehab	\$0.00
09/03/19	Purple Holdings, LLC	1525 N 51st St	047435	Rehab	\$0.00
09/05/19	Michael Walker	2436 S 18th St	908604	Yard Extension	\$2,050.00
09/06/19	Maria Perez	1051 Ella Ave	092638	Yard Extension	\$500.00
09/09/19	Gobee Corporation, Inc	1043 Armstrong Ave	080445	Yard Extension	\$510.00
09/11/19	Isreal Garcia-Garcia	1258 Southwest Blvd	137240	Property Acquisition	\$1,220.00
09/12/19	Priority One Residential Service, LLC	2940 N 16th St	115342	Rehab	\$0.00
09/19/19	Mark O'Bryan	1612 S Bethany St	143267	Property Acquisition	\$100.00
09/19/19	Mark O'Bryan	1614 S Bethany St	143268	Property Acquisition	\$100.00
09/19/19	Mark O'Bryan	1620 S Bethany St	143040	Property Acquisition	\$100.00
09/19/19	Mark O'Bryan	1628 S Bethany St	143041	Property Acquisition	\$100.00
09/19/19	Mark O'Bryan	1630 S Bethany St	143042	Property Acquisition	\$100.00
09/19/19	Mark O'Bryan	1632 S Bethany St	143043	Property Acquisition	\$100.00
09/19/19	Pillar KC, LLC	1220 Georgia Ave	157562	Rehab	\$0.00
09/23/19	KC Casas, LLC	290 S 10th St	906004	Rehab	\$5,000.00
09/27/19	Pima, LLC	3906 Washington Ave	063105	Rehab	\$0.00
09/30/19	Maverick Rodriguez	1508 Armstrong Ave	091527	Yard Extension	\$890.00
10/01/19	Carlson Custom Homes, LLC	18 S Boeke St	069193	Rehab	\$0.00
10/09/19	Ahmad Noory	717 S 9th St	072940	Yard Extension	\$820.00
10/22/19	Benjamin Caruthers	405 Cleveland Ave	094383	Yard Extension	\$250.00
10/29/19	Roland Vaca	617 S 11th St	174112	New Construction	\$1,000.00
11/01/19	BlaMoRebuilds, LLC	3001 N 40th St	105407	Rehab	\$0.00
11/06/19	Dempsey Means	1109 State Ave	080758	Yard Extension	\$810.00
11/08/19	M Star Holdings, LLC	1308 Wood Ave	098945	Parking	\$750.00
11/08/19	M Star Holdings, LLC	1824 N 13th St	098946	Parking	\$750.00
11/08/19	Smart Solutions, LLC	706 N 10th St	080512	Rehab	\$0.00
11/27/19	Purple Holdings, LLC	2115 N 12th St	157161	Rehab	\$1.00
12/10/19	Samuel Lopez	1511 N 24th St	066116	Rehab	\$0.00
12/10/19	Juan Rodriguez	826 H S 10th St	072815	New Construction	\$250.00
12/20/19	Pedro Lopez	1528 Woodland Blvd	165343	Yard Extension	\$350.00
12/31/19	Strugglers Hill Neighborhood Group	1137 Everett Ave	080150	Garden	\$0.00
12/31/19	Strugglers Hill Neighborhood Group	1139 Everett Ave	090741	Garden	\$0.00
TOTALS					\$28,811.00

TOTALS FOR 2019	
Properties Conveyed (Returning to the Tax Roll)	70
# Properties Conveyed to CDC's & Neighborhood Groups at no charge	3
Total Properties Conveyed	73
Total Amount of Revenue generated from Land Bank properties in 2019	\$28,811.00



Staff Request for Commission Action

Tracking No. 1915

Full Commission Meeting Date: 1/30/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 1/21/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 1/8/2020	<u>Contact Name:</u> Chris Slaughter	<u>Contact Phone:</u> x8977	<u>Contact Email:</u> CSlaughter@wycokck.org	<u>Department/Division:</u> Land Bank
<u>Item Description:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee review the proposed item and forward it to the Land Bank Board of Trustees for final consideration. Item - Applications (1)				
<u>Action Requested:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee approve the above item and forward it to the Land Bank Board of Trustees for final approval. This item is for approval.				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Application				



Wyandotte County Land Bank
Economic Development Department
Chris Slaughter, Manager

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M E M O R A N D U M

TO: Neighborhood & Community Development Standing Committee
FROM: Chris Slaughter, Land Bank Manager
DATE: January 8, 2020
SUBJECT: Applications for consideration

The following application(s) are being presented at the January 21, 2020 meeting:

- 3741 N 35th St – Lorenzo Garcia

The property for this meeting was in Tax Sale 344 (August 2019) and was deeded over to the Land Bank on October 15, 2019. The applicant has been accumulating property near their residence at 3740 N 35th St for the purpose of rezoning all property to Agriculture, this property and the others they own/from Land Bank will give them the 5+ acres needed. The Board of Trustees approved the applicant's request to purchase 3743 & 3745 N 35th St on September 30, 2019.

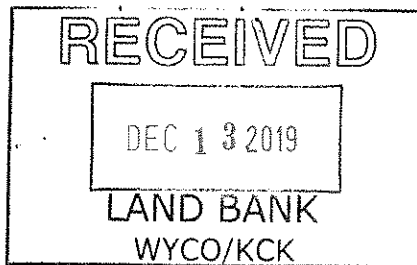
The applicant is current on their property taxes.

The applicant currently has a code violation; however, the Code Enforcement is working with the applicant and they feel the violations will be corrected through the accumulation of this property.

The Land Bank Advisory Board had no comment.

The Staff Advisory Team commented that Planning was working with the applicant.

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Application to Purchase a Vacant Land Bank Property as Yard Extension

Use this application if the following is correct:

- You are the Owner of Record of an adjacent occupied structure that shares a property line with an undeveloped Land Bank lot and wish to acquire the lot to expand your property.

Separate applications are available to purchase property for new construction or the rehab of an existing residential or commercial structure. WCLB property that is determined to be developable may not qualify for the Yard Extension program.

Program Requirements and Policies:

- All properties for sale are listed on the WCLB website. Not all land bank properties are available for sale— if a property is on the "Hold" listing, it may not currently be for sale.
- An application is required for all purchases of property. Applications are not considered until all required information is provided. If an application is incomplete, it may be rejected or other completed applications will be given priority.
- Applications will automatically be rejected if the applicant is currently tax delinquent or has any outstanding code violations on any property owned in Wyandotte County.
- WCLB reserves the absolute right to accept or reject any and all applications and offers for purchase. In cases of multiple applications, the WCLB will give precedence to applications from adjacent, occupied homeowners.
- Splitting a Land Bank lot for two adjacent owners – In a case where two property owners of record apply for a lot, the WCLB may split the parcel between the two owners.
- All transfers include deed restrictions and/or a reversionary clause allowing the WCLB to regain ownership and possession of the property if the buyer fails to meet the restrictions placed on the property.
- The Wyandotte County Land Bank Board of Trustees (LBBOT) must approve all application(s) in order for the WCLB to transfer property.
- Closings are held at the WCLB offices. The WCLB will only accept cashier's checks or money orders made payable to the **Wyandotte County Land Bank**.
- All property is sold "as-is". The buyer agrees to accept the property in its "as is" condition, without any warranties or representations by the WCLB. The buyer agrees to hold harmless and release the WCLB and the Unified Government of Wyandotte/KCK (UG) for all conditions known or unknown to the property.
- The buyer agrees to indemnify, protect, hold harmless, defend, and release the WCLB and UG from any claims, losses, damages, costs, or expenses including, without limitation, all reasonable attorneys' fees asserted against, incurred, or suffered by the WCLB resulting from any contract breaches, personal injuries, or property damages occurring in, on, about, or related to the property resulting from any causes, except resulting from the acts or omissions of the WCLB or the WCLB agents, employees, or contractors. Nothing in this article restricts the WCLB rights and remedies available at law or in equity.

Signature (Required)

I have read and understand the information provided above and contained in this application.

Lorenzo Garcia Date 12/13/19
Sign here

Lorenzo Garcia
Print Name

3743
3745

Application to Purchase a Vacant Land Bank Property as Yard Extension

Land Bank Property You Wish to Purchase: 3741 N 35th St.

Parcel ID Number: 165211

Applicant Information (Please Print)

Name: Lorenzo Garcia

Company/Organization: _____

Mailing Address: 2502 N 34th St Kansas City KS 66104

Phone Number(s): 913 231 6647

E-mail(s): malgsu4@gmail.com

Address of the adjacent structure you own: 3807 N 35th St

Do you live in the adjacent structure above? Yes ☒ No ☐

already approved for
3743, 3745 N 34th St.
was asked to fill out this
to combine

Please Respond to the Following Questions:

1. Are you currently delinquent on property taxes for any property owned in Wyandotte County? Please explain a "yes" answer on a separate attachment.
Yes ☐ No ☒
2. Do you currently have a notice from the Code Enforcement Department indicating that you are in violation of City Code? Please explain a "yes" answer on a separate attachment.
Yes ☐ No ☒

Note: As a part of the review of this application, WCLB staff will review records from other UG Offices, such as Code Enforcement, Treasury and other available records. Failure to honestly answer these questions may result in the rejection of the application.

Signature (Required)

I hereby authorize the Wyandotte County Land Bank to obtain information necessary to verify the information supplied in this application. All the information that I have provided is accurate to the best of my knowledge, and will remain confidential.

Lorenzo Garcia Date 12/13/19
Sign here

Lorenzo Garcia
Print Name

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INTENTIONALLY**



Applicant has been accumulating property for agricultural purposes. Combined area is slightly less than 6 acres.

Board approved on September 30, 2019.

This property was in Tax Sale 344 (Aug 19) and was deeded to Land Bank on October 15, 2019.



Staff Request for Commission Action

Tracking No. 1916

Full Commission Meeting Date: 1/30/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 1/21/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 1/8/2020	<u>Contact Name:</u> Chris Slaughter	<u>Contact Phone:</u> x8977	<u>Contact Email:</u> CSlaughter@wycokck.org	<u>Department/Division:</u> Land Bank
<u>Item Description:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee review the proposed item and forward it to the Land Bank Board of Trustees for final consideration. Item - Transfers from Land Bank (9)				
<u>Action Requested:</u> The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee approve the above item and forward it to the Land Bank Board of Trustees for final approval. This item is for approval.				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Transfers from LB				



Wyandotte County Land Bank
Economic Development Department
Chris Slaughter, Manager

701 North 7th St., 4th Floor
Kansas City, Kansas 66101

Phone: (913) 573-8977
Fax: (913) 573-5745
Email: cslaughter@wycokck.org

M E M O R A N D U M

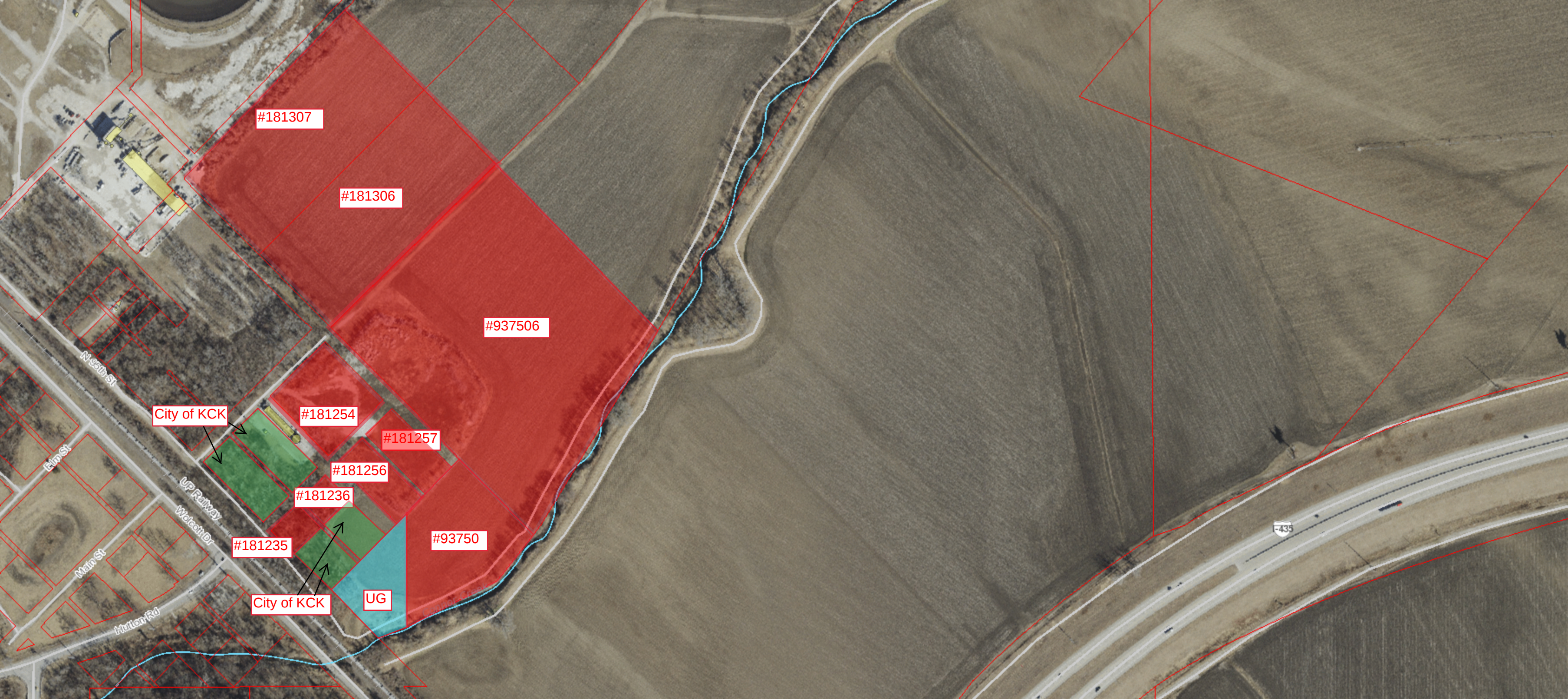
TO: Neighborhood & Community Development Standing Committee
FROM: Chris Slaughter, Land Bank Manager
DATE: January 7, 2020
SUBJECT: Transfers from the Land Bank for consideration

The following transfer(s) from the Land Bank are being presented at the January 21, 2020 meeting:

- 9410 Miami St – Unified Government
- 5701 Walnut St – Unified Government
- 5421 N 95th St – Unified Government
- 9401 Oak St – Unified Government
- 9407 Main St – Unified Government
- 9351 Oak St – Unified Government
- 9301 Oak St – Unified Government
- 9300 Miami St – Unified Government
- 9331 Miami St – Unified Government

These properties are necessary for the expansion of the Wolcott Treatment Plant.

Enclosed is a Map identifying the properties.



#181307

#181306

#937506

City of KCK

#181254

#181257

#181256

#181236

#181235

City of KCK

UG

#93750

I-435



Staff Request for Commission Action

Tracking No. 1917

Full Commission Meeting Date: 1/30/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 1/21/20

(If none, please explain):

Publication Required: No

<u>Date:</u>	<u>Contact Name:</u>	<u>Contact Phone:</u>	<u>Contact Email:</u>	<u>Department/Division:</u>
1/8/2020	Chris Slaughter	x8977	CSlaughter@wycokck.org	Land Bank

Item Description:

The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee review the proposed item and forward it to the Land Bank Board of Trustees for final consideration.

Item - Donations To Land Bank (1)

Action Requested:

The Land Bank Manager respectfully request that the Neighborhood & Community Development Committee approve the above item and forward it to the Land Bank Board of Trustees for final approval.

This item is for approval.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

Donations



Wyandotte County Land Bank
Economic Development Department
Chris Slaughter, Manager

701 North 7th St., 4th Floor
Kansas City, Kansas 66101

Phone: (913) 573-8977
Fax: (913) 573-5745
Email: cslaughter@wycokck.org

M E M O R A N D U M

TO: Neighborhood & Community Development Standing Committee
FROM: Chris Slaughter, Land Bank Manager
DATE: January 7, 2020
SUBJECT: Donations to the Land Bank for consideration

The following application(s) are being presented at the January 21, 2020 meeting:

- 1710 N 18th St

This application was originally submitted in 2016, however, after being abstracted it had a bankruptcy on the property. The bankruptcy has since been deleted from the property.

This property does have back taxes of \$ 1,508.04 since 2008.

WYANDOTTE COUNTY LAND BANK

Property Donation Application

Please use the following application to notify the Wyandotte County Land Bank (WCLB) of your interest in donating any property that you currently own in Wyandotte County. This form may **only** be completed by the owner of the property or by a person with authorization to act on behalf of the owner by virtue of a power of attorney. Please fill out one form per property address. The WCLB will **NOT** accept your property as a donation unless certain conditions are met. The property must be free of liens, including a mortgage, utility lien, or judgment.

NOTE: The WCLB will research this property to determine if it meets the donation criteria. The WCLB Board of Trustees must approve the donation. The WCLB will keep you informed of its progress and final decision.

If the WCLB accepts your donation offer, you will be contacted to begin the donation procedure. This form is a statement of interest only and does not commit the WCLB to accept your property as a donation or for value.

****Application will not be processed if not completed in its entirety****

CONTACT INFORMATION

Owners Name: DOROTHY J RICH TRUST
Mailing address: 18865 S GREENWAY LN
City: OLATHE State: KS Zip: 66062
Daytime Phone #: 913-424-9969 Alternate Phone #: 913-205-5497
Email address: JRGHANT67@YAHOO.COM

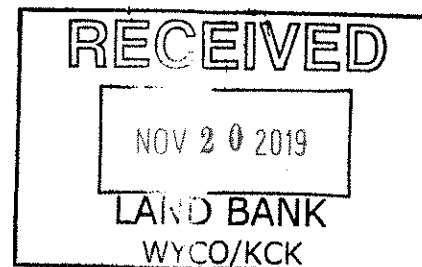
PROPERTY INFORMATION

Property address: 1710 N 18^{1/2} STREET
Parcel ID#: 065349
Structure Present: Yes _____ No X
Has this property recently gone through foreclosure? Yes _____ No X
Are there any existing liens on this property or are you currently involved in a bankruptcy? Yes _____ No X

The information provided in this application is true to the best of my knowledge. I understand that this application does not commit the WCLB to accepting my property.

Signature of Applicant: Dorothy J Rich Date: 4-15-2016

Please return to:
Wyandotte County Land Bank
701 N 7th St, Suite 421
Kansas City, KS 66101





OWNERSHIP AND ENCUMBRANCE REPORT

Address of Property:

1710 North 16th Street Kansas City, Kansas 66102

The record owner as obtained from the Office of the Register of Deeds of Wyandotte County, Kansas, or the office of the Clerk of the District Court of said County and State of the property hereinafter described, are as follows:

Dorothy J Rich Revocable Trust Dated November 29, 1996

Legal Description of the property herein described is:

Lot 40, Block 25, WESTHEIGHT MANOR NO 3 REP, a subdivision in the city of Kansas City, Wyandotte County, Kansas.

There are no Mortgages or Assignments of the same appearing of record in the Office of said Register of Deeds affecting the above-described property, which was recorded within the last 20 years prior to the date hereof, except the following:

None

There are no financing Statements of Security Agreements appearing of record in the office of said Register of Deeds affecting the above-described property, which was recorded within the last 5 years prior to the date hereof, except the following:

None

There are no Judgment, Attorney Fees, Court Costs, State Tax Liens, Mechanics' Liens, Transcript Judgments, Bankruptcies or pending suits in the office of the Clerk of the District Court of said County, State and of Federal Court of the above named grantees, except the following:

None

(Continued)

Page 2 of Ownership and Encumbrance Report

There are no Federal Tax Liens filed in the office of said Register of Deeds against the above named grantees, except the following:

None

There are no proceedings of record in the office of the Probate Court of said County and State pertaining to the above named grantees, except the following:

None

Real Estate Taxes for the year 2007 and all prior years are paid in full as shown in the office of the County Treasurer of said County and State.

GENERAL TAXES (INCLUDING INTEREST AND PENALTIES) FOR THE FOLLOWING YEARS ARE DUE AND PAYABLE:

2008-\$87.96	2009-\$94.86	2010-\$97.30	2011-\$85.22	2012-\$76.64
2013-\$57.74	2014-\$54.16	2015-\$52.58	2016-\$51.96	2017-\$51.48

NO SPECIAL ASSESSMENTS ARE NOW DUE AND PAYABLE.
NAME ID #RICH00134 10 PARCEL #065349

DISCLAIMER:

Since no search has been made to obtain the validity of the above-mentioned conveyance, this report cannot be relied upon to a guarantee ownership.

This report is dated this 24th day of January, 2019.

By: _____
Lori Flack



PHOTO NOT AVAILABLE

PARCEL INFORMATION

Parcel: 065349
KUPN: 063050400102300001
Status:
Tax Unit: 10
Volume: 05
TD: 1
Book: 2D
Reference: 2215-0001
Map: 096
Map Section: F05

PROPERTY DESCRIPTION

Property Address: 1710 N 18TH ST KANSAS CITY KS 66102
Subdivision: WESTHEIGHT MANOR NO 3 REP
Assessed With Parcel:
Assessed Here Parcel:
Sec-Twp-Range: 00-00-00
Description: B25 L40
Book Page: 5453-0635

Frontage: 0.00	Left: 0.00	Right: 0.00	Rear: 0.00
Deeded Acres:	Mapped Acres: 0.082	Mapped SQFT: 3559,341	

NAME & ADDRESS

Owner Name: RICH, DOROTHY J TRUST
Mailing Address: 18865 S GREENWAY ST OLATHE KS 66062
Lender:

APPRAISAL SUMMARY *VALUES UNDER APPEAL ARE SUBJECT TO CHANGE*

YEAR	APPRAISED TOTAL	ASSESSED TOTAL
2019	\$10,960	\$1,315
2018	\$1,350	\$162
2017	\$2,550	\$306
2016	\$2,550	\$306
2015	\$2,550	\$306
2014	\$2,690	\$323
2013	\$2,690	\$323
2012	\$3,640	\$437
2011	\$4,060	\$487
2010	\$4,830	\$580

2009	\$4,800	\$576
2008	\$4,800	\$576
2007	\$4,800	\$576
2006	\$4,600	\$552
2005	\$4,500	\$540
2004	\$4,500	\$540
2003	\$4,500	\$540

TAX ROLL

TAX YEAR	TD RATE	GENERAL TAXES	SPECIAL TAXES	FEES DUE	TOTAL DUE
2019	167.470438	\$220.22	\$0.00	\$0.00	\$220.22
2018	166.699688	\$27.02	\$0.00	\$18.15	\$45.17
2017	168.192888	\$51.48	\$0.00	\$25.33	\$76.81
2016	169.818000	\$51.96	\$0.00	\$30.52	\$82.48
2015	171.818000	\$52.58	\$0.00	\$32.39	\$84.97
2014	167.645000	\$54.16	\$0.00	\$35.08	\$89.24
2013	178.750373	\$57.74	\$0.00	\$39.66	\$97.40
2012	175.344670	\$76.64	\$0.00	\$52.30	\$128.94
2011	174.960000	\$85.22	\$0.00	\$63.37	\$148.59
2010	167.745000	\$97.30	\$0.00	\$76.94	\$174.24
2009	164.663000	\$94.86	\$0.00	\$82.04	\$176.90
2008	152.702000	\$87.96	\$0.00	\$84.19	\$172.15
2007	155.599000	\$89.63	\$0.00	\$0.00	\$0.00
2006	158.510000	\$87.50	\$0.00	\$0.00	\$0.00
2005	159.221000	\$85.98	\$0.00	\$0.00	\$0.00
2004	158.911000	\$85.81	\$0.00	\$0.00	\$0.00
2003	158.343000	\$85.51	\$0.00	\$0.00	\$0.00
			TOTAL:	\$539.97	\$1,497.11

LOCATION

Census Tract: 41300
Census Block: 3003
School District: 500
City/Ward/Precinct: 1-10-4

POLITICAL DISTRICTS

UG District: 4
At Large District: 1
Drainage District:
BPU:
Congressional: 3
Representative: 34
Senatorial: 4
Polling Place Address: 2900 STATE AVE -
 KANSAS CITY, KS
 66102-3971

APPRAISER INFORMATION

Class: V
Use: Residential highest and best use
Style:
ExtWall:
Roofing:
Basement:
Foundation:
HVAC:
Rooms:
Bedrooms:
Full Baths:
Half Baths:
Total Fixtures:
Living Area:
Built:
Phys. Condition:
Land Size: 3485



Staff Request for Commission Action

Tracking No. 1918

Full Commission Meeting Date: NA

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 1/21/20
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(If none, please explain):

Publication Required: No

<u>Date:</u>	<u>Contact Name:</u>	<u>Contact Phone:</u>	<u>Contact Email:</u>	<u>Department/Division:</u>
1/8/2020	Chris Slaughter	x8977	CSlaughter@wycokck.org	Land Bank

Item Description:

The Land Bank Manager respectfully will present information regarding the Wyandotte County Land Bank Rehab Program.

Action Requested:

This item is for information only.

Budget Impact: (if applicable)

Amount:

Source:

Included In Budget:

Other (explain):

Attachments List:

191072



FILED

SEP 04 2019

UNIFIED GOVERNMENT CLERK

Unified Government Clerk's Office

Bridgette D. Cobbins
Unified Government Clerk

701 North 7th Street, Suite 323
Phone: 913-573-5260
Kansas City, Kansas 66101-3070
Fax: 913-573-5299

E-mail: bcobbins@wycokck.org

<http://www.wycokck.org>

REQUEST TO APPEAR FORM

Requestor will be given 5 minutes to speak to
committee

Standing Committee: Request to appear on
1/21/2020

Name:

Decher Manck

First

Last

Address:

Street

Kansas City, Kansas

City

State

Zip

Phone Number:

E-mail address:

Brief description of topic to be discussed:

Addressing ideas for the Northeast area of town to continue to move forward with the Northeast Master plan. Making our community what the people want to progress on another public pool. Programming for the inner city Recreation Centers. Why are residents being charged to use the Recreation Centers when we are already paying for the taxes & bills. Collaboration between KCKPS & Parks & Recreat. They have to work together for our children.

Signature *Manck*



Unified Government Clerk's Office

Bridgette D. Cobbins

Unified Government Clerk

701 North 7th Street, Suite 323
Kansas City, Kansas 66101-3070

Phone: 913-573-5260

Fax: 913-573-5299

<http://www.wycokck.org>

January 9, 2020

Tscher Manck

Ms. Manck:

Your request to appear before a standing committee regarding the Northeast Master Plan and various Parks & Recreation items, has been approved for the following standing committee:

COMMITTEE: Neighborhood and Community Development Standing Committee

DATE: Tuesday, January 21, 2020

TIME: 5:00 p.m.

LOCATION: Municipal Office Building

701 North 7th Street, 5th floor conference room (Suite 515)

Kansas City, KS 66101

You will be given up to five minutes to make your comments. All comments must pertain to the subject matter.

If you have any questions, do not hesitate to contact me at 573-5263.

Sincerely,

Carol Godsil
Deputy UG Clerk