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Absent

II. Revisions to July 6, 2020 Agenda

III. Approval of standing committee minutes from May 4, 2020.

IV. Committee Agenda

Item No. 1 - LAND BANK APPLICATION

Synopsis: Request consideration of the following application, submitted by Katherine Carttar, Director of Economic Development.

Application

725 S. 4th St. - Breck Ricketts

(use cell tower to provide low cost internet service to Edwardsville residents)

Tracking #: 20228

Item No. 2 - UPDATE: REHAB PROGRAM

Synopsis: An update on the latest completed rehabs from the Land Bank Rehab Program, submitted by Katherine Carttar, Director of Economic Development.

For information only.

Tracking #: 20234

V. Public Agenda

VI. Adjourn

**NEIGHBORHOOD AND COMMUNITY DEVELOPMENT
STANDING COMMITTEE MINUTES
Monday, May 4, 2020**

The meeting of the Neighborhood and Community Development Standing Committee was held on Monday, May 4, 2020, at 5:00 p.m., remotely via Zoom. The following members were present: Commissioner McKiernan, Chairman; Commissioners Burroughs (arrived at 5:03 p.m.), Townsend, Johnson, and Walters. The following officials were also in attendance via Zoom: Gordon Criswell, Melissa Sieben, and Emerick Cross, Assistant County Administrators; Chris Slaughter, Land Bank Manager; Katherine Carttar, Director of Economic Development; Bridgette Cobbins, UG Clerk; Patrick Waters, Senior Attorney; and Kathleen VonAchen, Chief Financial Officer.

Chairman McKiernan said before I call this meeting to order, I want to announce that due to COVID-19, commissioners, staff, and the public are attending remotely by Zoom. All participants joining by phone should mute their phones when not speaking so that we can avoid background noise. During the meeting, please make sure you announce yourself by name and title every time you speak so that the public, that is participating, knows who is speaking. This is critical given the number of remote participants and is the current guidance from the Kansas Attorney General.

With that, we will begin this meeting of the Neighborhood and Community Development Standing Committee. Our first item of business is roll call.

Roll call was taken and members were present as shown above.

Chairman McKiernan said there were no revisions to the agenda after it was originally published.

Approval of standing committee minutes from March 2, 2020. **On motion of Commissioner Johnson, seconded by Commissioner Townsend, the minutes were approved.** **Chairman McKiernan** said we have a motion and a second. Rather than an assent vote, I'll just ask the Clerk if she would call the roll on this motion. Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, McKiernan.

Committee Agenda:

Chairman McKiernan said we have two items on tonight's committee agenda. Both come from the Land Bank, so I'll turn the presentation over to Chris Slaughter.

ITEM NO. 1 – 20101...LAND BANK BUSINESS: APPLICATION

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

Application

509 N. 5th St. – Gunnar Hand, single family construction

Chris Slaughter, Land Bank Manager, said we have one application tonight. I don't know if the presentation is up, but I guess while that's being loaded, I'll give some information on it. The address is 509 N. 5th St. The applicant has applied to build a single family house. The property is currently zoned R-1B. This house will be roughly about a \$99,000 build. It'll be a 1,500 square foot residence with a separate 400 square foot garage that will have access from the alley. That's the information on that. Unless there's any questions, I recommend this for approval.

Chairman McKiernan said so that we kind of keep things orderly, if members of the committee want to participate, if you would just like the rest of our meetings, just go ahead and raise your hand on Zoom or you can physically raise it to your camera and I will acknowledge you to speak. Does anyone have questions or comments for Mr. Slaughter?

Mr. Slaughter said, Commissioner, I will add that both the Advisory Board and the staff advisory team were both in favor of this. In fact, we had some very strong comments and support from not only the neighborhood group, but the Advisory Board.

Chairman McKiernan said so the neighborhood group is in favor of this. If I remember correctly, this is the one vacant lot among a string of very nicely maintained houses on the east side of the 500 Block. **Mr. Slaughter** said correct. **Chairman McKiernan** said very good.

Commissioner Johnson asked, Mr. Slaughter, can you give me about an indication of where the crossroads are for this particular house being built off of 5th St.? What is the crossroads for that or pretty close to it? **Mr. Slaughter** said I know Barnett is to the north and Tauromee to the south.

I'm not sure. If you were looking eastwardly on it, I think it's that main street. I believe there's the laundry mat or maybe now it's a realtor's office now. It sits more as you go up the hill. I know you don't approach Barnett, but Barnett would be the next street to the north. **Commissioner Johnson** said okay. Thank you. I appreciate that.

NEW CONSTRUCTION – 509 N 5TH ST
GUNNAR & ASHLEY HAND



Mr. Slaughter said Sandusky and Tauromee. I know I got the 5th St. part right. **Chairman Johnson** said got ya.

NEW CONSTRUCTION – 509 N 5TH ST
GUNNAR & ASHLEY HAND

- ▶ Single Family House
- ▶ Property currently zoned R-1(B)
- ▶ 1,500 sqft & 400 sqft one-car garage w/alley access
- ▶ \$99K+ build cost



Chairman McKiernan said if there are no other comments or questions for Mr. Slaughter, is there a motion on this application?

Action: Commissioner Johnson made a motion, seconded by Commissioner Townsend, to approve. Chairman McKiernan said we have a motion and a second to accept this application as submitted.

Chairman McKiernan said I will say, I certainly look forward to having this gap filled in on 5th St.

Chairman McKiernan said seeing no other questions or comments, roll call, please. Roll call was taken and there were five “Ayes,” Walters, Johnson, Townsend, Burroughs, McKiernan.

ITEM NO. 2 – 20102...LAND BANK REHAB PROGRAM - UPDATE

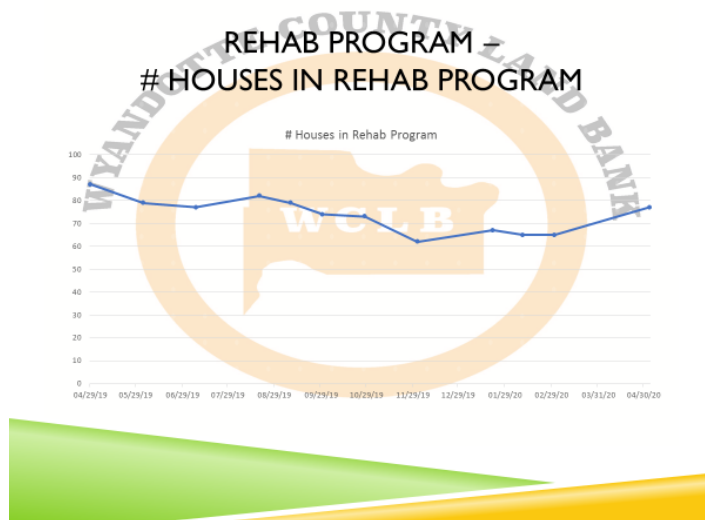
Synopsis: Update on the Wyandotte County Land Bank Rehab Program, submitted by Chris Slaughter, Land Bank Manager.



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



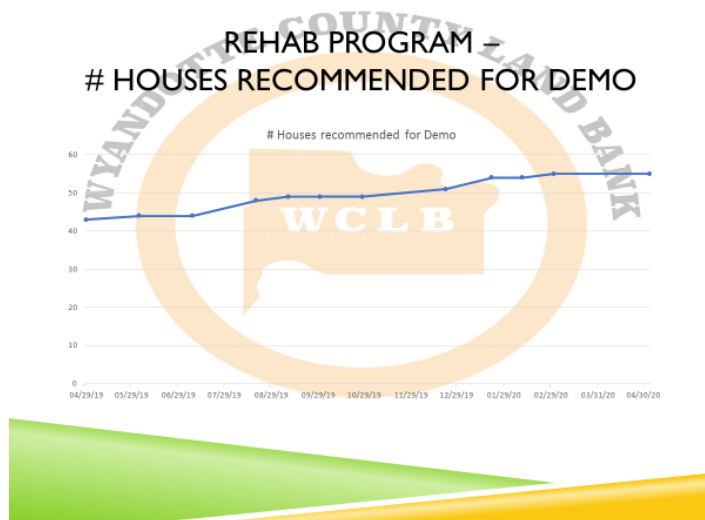
Just, again, is showing the increases of the number of contractors. We're currently at 213 in the program.



The number of houses in our Rehab, as you can see, we had an uptick and that's due to the houses from the tax sale back in December. So, we're now sitting at 77.

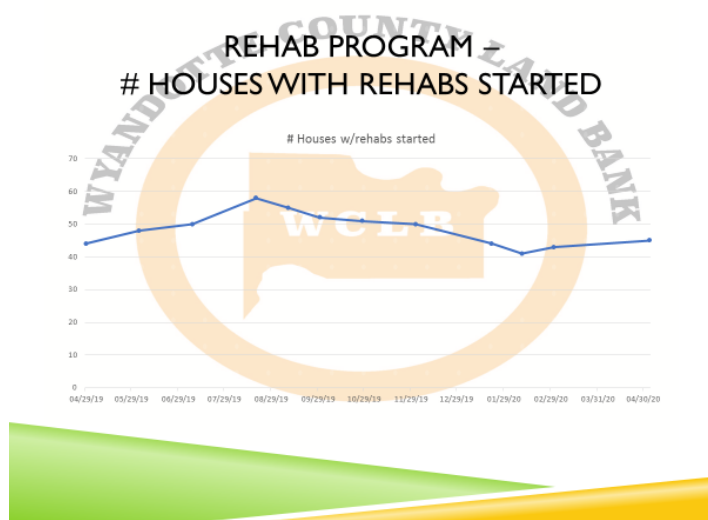


Houses with no offers. We also have an uptick. Those are boarded and secured. We are currently trying to get some direction on when would be the time to have open houses because we don't want to go over that magical number. Right now we're sitting at 10, but we're looking into that to see when we'll be holding those. I would image it will be in the near future.

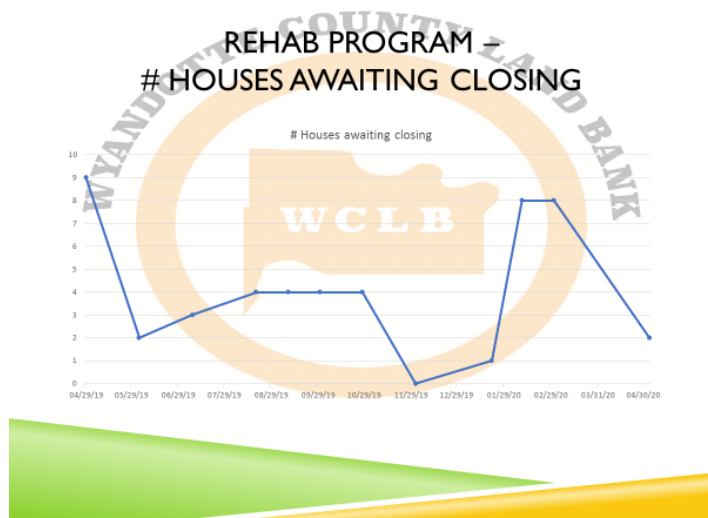


Houses recommended for demo. We're still sitting at 55. Out of those 55, we still have 16 that are going through the demo process for demolishing.

May 4, 2020

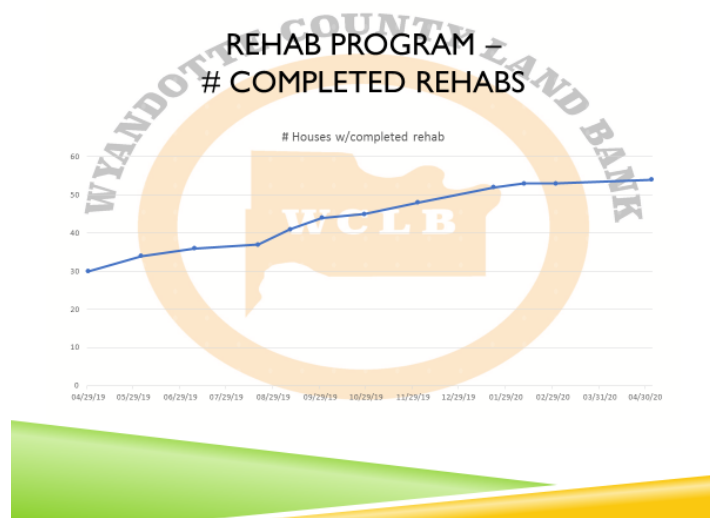


The number of houses that started, we are at 45. That will probably be up to 46. Commissioner McKiernan, the property over off 11th St. & Orville, the old little service station, we have a rehabber that's going to convert that into a residence. We've got the document stuff already filed. I just need to get with him and give him the key to it to get him started.



The number waiting closing, we are down to two. Those are just waiting on the title company and the rehabbers to get together to get those closed. That should drop to zero here pretty soon.

May 4, 2020



The last slide, we are now up to 54 completed rehabs in the program. That's the update tonight.

Chairman McKiernan asked, does anyone have any comments or questions for Mr. Slaughter? I'll ask, Mr. Slaughter, is that the house at 11th & Orville, that southwest corner? The building sits on the diagonal. **Mr. Slaughter** said correct. I think it's a little green building. At one point, it used to be a service station or maybe like a little convenience store. **Chairman McKiernan** said no, it was a whole service station. They're rehabbing that as a residence? **Mr. Slaughter** said yes. Last year, we worked to have the underground tanks removed and remediated and everything turned out good there. Fingers crossed; this gentleman will be able to complete this project. **Chairman McKiernan** said that will be a funky, very nice little rehab in that neighborhood. Excellent.

Chairman McKiernan said I don't see anyone else with their hand raised for comments or questions. I will just say on behalf of our entire committee, we thank you not only for your rehab update tonight, but we thank you for all your work that you've done for the Land Bank and for the Unified Government and for this committee over your many years. **Mr. Slaughter** said thank you. It's been an absolute honor and pleasure to serve the community and develop something that's going to better the community and look forward to seeing that progress continue. Thank you. **Chairman McKiernan** said thank you so much.

Action: For information only.

May 4, 2020

Chairman McKiernan said that is the last item on our committee agenda this evening. I guess I should have checked with the Clerk. Bridgett, I did not ask if there was anyone who had submitted any correspondence that they wished to share with this committee this evening. **Bridgette Cobbins, UG Clerk**, said no request has been submitted to the Clerk's Office. **Chairman McKiernan** said fantastic. With that, there is no more business for this committee.

Public Agenda:

No items

Adjourn

Chairman McKiernan adjourned the meeting at 5:11 p.m.

cg



Staff Request for Commission Action

Tracking No. 20228

Full Commission Meeting Date: 7/30/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 7/6/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 6/23/2020	<u>Contact Name:</u> Katherine Carttar	<u>Contact Phone:</u> x5176	<u>Contact Email:</u> kcarttar@wycokck.org	<u>Department/Division:</u> Economic Development
<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.				
<u>Action Requested:</u> Approve and advance to Full Commission 7/30/20				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Breck Ricketts Application				



Wyandotte County Land Bank
Economic Development Department
Jud Knapp, Manager

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

Phone: (913) 573-5472
Fax: (913) 573-5745
Email: jknapp@wycokck.org

M E M O R A N D U M

TO: Neighborhood & Community Development Standing Committee
FROM: Jud Knapp, Land Bank Manager
DATE: June 23, 2020
SUBJECT: Applications for consideration

The following application(s) are being presented at the 7/6/2020 meeting:

Property Acquisition

- 725 S 4th St– Breck Ricketts (Property Acquisition)

The applicant wants to use the cell tower to provide low cost internet to the residents of Edwardsville.

The Purchase price for the property is \$5,000

The 725 S 4th St property is currently zoned R-2 and is in the process of receiving an special use permit form the City of Edwardsville

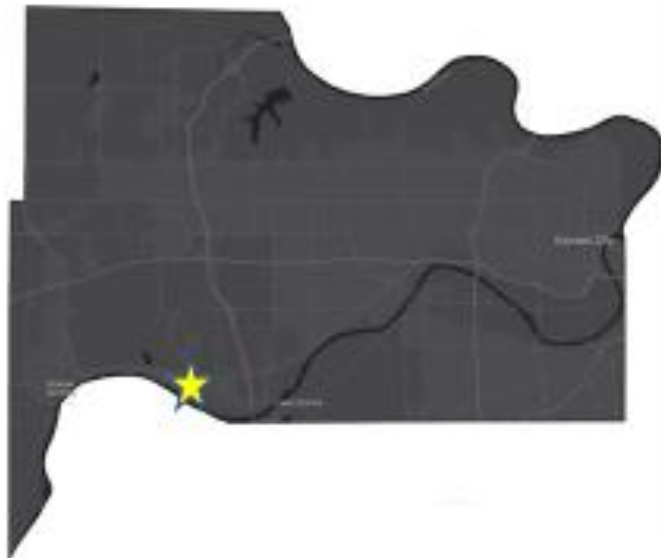
The applicant doesn't have violations for their property taxes and code violations.

This memo will be sent to the Land Bank Advisory Board, and the Staff Advisory Team. Staff will report any comments at the meeting.

725 S 4th St Edwardsville, Kansas Property Acquisition

Intended Use

To use the existing cell tower to provide low cost internet service to the residents of Edwardsville.



Land Bank Property for New Construction

Use this application for the following projects:

- Develop vacant parcels with new construction, including, but not limited to, the construction of new houses, commercial buildings, parking lots, etc.

Note: Separate applications are available for the purchase of adjacent side lots and to rehab existing residential or commercial structures.

Purchase Price and Development Costs:

Applicants are able to purchase lots for new construction at a value determined by the Wyandotte County Land Bank (WCLB) staff. This value is based on comparable sales in the area; the purchase price is firm.

Requirements and Policies:

- Not all land bank properties are available for sale—if a property is on the “Hold” list, it may not be for sale.
- An application is required for all purchases of property. No sales contracts will be accepted. If an application is incomplete, you will be contacted by the Land Bank office; 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.
- Evidence of funding is required for all applications. Applicants are required to have the funds necessary to purchase and develop the property, prior to entering into negotiations with the Land Bank staff. Funds can be a bank statement, line of credit, or pre-approval letter from a lending institution. Examples of experience are required for all applicants. Either the buyer or the buyer’s contractor must have experience doing similar work. All contractors must possess licenses, required by the Unified Government’s Neighborhood Resource Center (NRC), in order to obtain permits and perform work.
- The WCLB will discuss the asking price for each property upon the receipt of a completed application.
- In cases of multiple applications, the WCLB will compare the following: offer price, development plan, financial capacity, track record of applicant, type of project, consistency with adopted City Plans, and other factors. If the result is a tie amongst applicants, precedence may go to the Wyandotte County residence.
- The WCLB reserves the absolute right to accept or reject any and all applications and/or offers for purchase.
- All sales include restrictions and an agreement to finish the development plan before a deed, transferring the property, will be issued. All deeds transferred from the WCLB are prepared with the assistance of the UG’s Legal Department. All contracts contain reversionary language, allowing the WCLB to regain possession of the property and to refuse to issue the deed if the buyer:
 - fails to meet their development plan,
 - fails meet the timelines agreed to in this application, or
 - violates the other restrictions described in the contract

NOTE: The reversionary right is to protect the WCLB in case the buyer fails to complete the project, as agreed. If the property is reverted, the buyer will not be reimbursed for any losses and will be ineligible to purchase any future land bank property

- Depending on the project, the WCLB may require the applicant to schedule a Preliminary Site Plan Review with the Urban Planning and Zoning Department. This review is intended to identify issues, such as zoning, utility connections, and similar items that can make the project unfeasible. Zoning changes or variances must be made prior to closing and the WCLB can serve as a co-applicant to the zoning application. The WCLB further reserves the right to require a review of the development plan by the Economic Development Department.
- All work requires appropriate building permits. The buyer is solely responsible to coordinate and obtain the permits and approvals necessary to complete the project. All construction work must meet all the building requirements. If a zoning variance or rezoning is required, please note this on the application. If any necessary permit is not obtained or produced, the WCLB may start the reversionary process. Copies of all permits, pre and post construction, are to be submitted to the WCLB office.
- The buyer must apply for permits and start construction within **30 days** of the initial closing.
- All properties are 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 that all code violations must be remedied before the WCLB transfers ownership of 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's agents, employees, or contractors. Nothing in this article restricts the WCLB's rights and remedies available at law or in equity.
- A title policy is not purchased by the WCLB; the buyer must arrange a title policy through a title company of their choosing.
- The WCLB staff will have property inspections every 60 days that are non-negotiable. Proper notification will be given by the WCLB staff; failure to allow the WCLB staff access to the property may result in the reversion process.
- The buyer must finish the construction within the **negotiated time frame** from the initial closing. If the project is not completed by the negotiated time frame, the WCLB may invoke its right of reversion and take possession of the property. It is the responsibility of the buyer to notify the WCLB on the progress of construction and upon the completion of the project.

Any variation of the submitted Development Plan will require the prior written approval of the WCLB.
Failure to complete the plan in its entirety and as submitted with the application may result in the
reversion of the property and/or rejection of all future applications.

Signature (Required)

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

Breck Ricketts Date: June 17 - 2020

Sign here

Breck Ricketts

Print Name

Please note: The WCLB will perform a verification of the information and any falsified information may result in the rejection of the application.

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.

Project Information

1. What is the intended use upon completion:
☐ Single-family Residential
☐ Two-family Residential
☐ Multi-family Residential
☐ Commercial, Type: _____
Parcel for wife to rebuild
2. What is your anticipated completion timeframe?
☒ 0 to 6 months
☐ 6 to 12 months
☐ 12 + months
3. What is your estimated construction budget per square foot? \$ NA

Residential Projects:

4. Following construction, will the applicant occupy the building?
Yes _____ No _____
NO CONSTRUCTION
5. If the applicant will not occupy the structure, what is the intended use?
☐ Rental property
☐ Sell for homeownership

Commercial Projects:

6. Following construction, is an end user identified for the building?
☐ Yes, I (we) will operate our business out of the building
☐ Yes, I (we) have an end user identified
☐ No, I (we) will seek to rent the space to a tenant
☐ No, I (we) will seek to sell the building
NO CONSTRUCTION

Application to Purchase Land Bank Property for New Construction

Land Bank Property Address: 725 S. 4th

Parcel ID Number: 185811

Applicant and Contractor Information (Please Print)

Buyer Information

Name: Breck Ricketts

Company/Organization: Ricketts LLC

Mailing Address: 10350 Richland Ave Edwadsville

Phone Number(s): 913 271 7314

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

Contractor

Name: None

Company/Organization: _____

Mailing Address: _____

Phone Number(s): _____

E-mail(s): _____

Website: _____

Note: Additional contractors may be listed on separate page. All Contractors will need applicable licenses, as required by the City's Building Code, for which the property resides.

Development Plan

The following information must be attached to this document before your application will be processed. The application will not be considered complete until it is submitted with all attachments.

Development Plan

No Construction Needed - AS IS

- Project Narrative - Please provide a written narrative of the project with a description of the work to be performed. Provide information on the construction team, including examples of past experiences on similar projects completed and any other information for the WCLB to consider in reviewing the application.
- Construction Budget - Provide a detailed breakdown of work. Be as specific as possible — the WCLB will give more weight to an application with more detail.
- Project Costs - Itemize costs for each part of the development, including where the buyer will perform work and any cost savings that are achieved from this work to help compare different proposals.
- Site Plan and Elevations - Buyers should meet with the Urban Planning and Zoning Department to identify any zoning or site development issues.

Proof of Funds

Documentation is required to verify the funding necessary to purchase the property and to complete the new construction. This typically includes:

- A letter, line of credit approval, and similar documents from a lending institution, approving any financing proposed for the project. The documents should contain the amount available, the term, and all requirements of the financing; it should state that the financing can be used for the proposed project. The amount of financing must equal or exceed the amount contained in the development project costs.
- Personal or business bank statements and a letter from the applicant, if the applicant proposes to use existing cash. The amount of the statements must equal or exceed the amount contained in the development project costs.

Signature (Required)

I have read and understand the information provided above and contained in this application. I hereby certify that the information I have provided for this application is true and correct.


Sign here

Date *June 17-2020*

Breck Rickert
Print Name

Required Attachments

Please initial all of the following attached to this application:

- ~~NA~~ ☒ List of additional contractors
- ~~NA~~ ☒ Information on Wyandotte County properties owned by applicant _____
- ~~NA~~ ☒ Construction Plan
- ~~NA~~ ☒ Project Narrative and Evidence of Experience
- ~~NA~~ ☒ Project Budget
- ☒ Proof of funds

RETURN TO:

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

Property Owned:

137252 1271 Federal
934302 500 N. 86th
180442 10350 Richland Ave
903014 349 N James St
141313 12 N. James St.

This one still shows
Balance, it was appealed & lowered
And I am getting refund.
ASK BRAD or Commercial Appraiser
It is not delinquent



Staff Request for Commission Action

Tracking No. 20234

Full Commission Meeting Date: N/A

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 7/6/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 6/24/2020	<u>Contact Name:</u> Katherine Carttar	<u>Contact Phone:</u> x5176	<u>Contact Email:</u> kcarttar@wycokck.org	<u>Department/Division:</u> Economic Development
<u>Item Description:</u> An update on the latest completed rehabs from the Land Bank Rehab Program.				
<u>Action Requested:</u> For information only				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u>				