



Neighborhood and Community Development
Standing Committee Meeting Agenda
Monday, August 31, 2020
5:00 PM

Location:

You are invited to a Zoom webinar.
When: Aug 31, 2020 05:00 PM Central Time (US and Canada)
Topic: N/CD & ED/F Standing Committee Meetings

Please click the link below to join the webinar:
<https://zoom.us/j/95060199120?pwd=N3VrYmQzeDJZR2UwSkVCN2drY1dMdZ09>

Passcode: 009425

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US: +13462487799, 95060199120# or +12532158782, 95060199120#

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Webinar ID: 950 6019 9120

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<u>Name</u>	<u>Absent</u>
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 August 31, 2020 Agenda**
- III. Approval of standing committee minutes from July 6, 2020.**
- IV. Committee Agenda**

Item No. 1 - LAND BANK APPLICATIONS

Synopsis: The Land Bank Manager respectfully request that the Neighborhood and Community Development Committee review the proposed item and forward it to the Land Bank board of trustees for final consideration, submitted by Jud Knapp, Acting Land Bank Manager.

Yard Extensions

1886 S 6th St – Kathryn Meyer
2726 N 59th St – Nakia Holley

Transfers from Land Bank to Unified Government

601 S. 26th – 151800

609 S. 26th - 151801

617 S. 26th – 151806

1602 S. 17th - 160401

3201 Kansas Avenue – 911304

3301 Kansas Avenue – 911303

Tracking #: 20325

Item No. 2 - UPDATE: LAND BANK OPTION PROCESS

Synopsis: The Land Bank Manager will give detailed information on the current option process for land bank properties. The Land Bank Manager will also give an update on the new proposed changes for the option agreement, submitted by Jud Knapp, Acting Land Bank Manager.

For information only.

Tracking #: 20326

V. Public Agenda

VI. Adjourn

**NEIGHBORHOOD AND COMMUNITY DEVELOPMENT
STANDING COMMITTEE MINUTES
Monday, July 6, 2020**

The meeting of the Neighborhood and Community Development Standing Committee was held on Monday, July 6, 2020, at 5:00 p.m., remotely via Zoom or by phone. The following members were present: Commissioner McKiernan, Chairman; Commissioners Burroughs, Townsend, Johnson, and Walters. The following officials were also in attendance via conference call: Gordon Criswell and Melissa Sieben, Assistant County Administrators; Katherine Carttar, Director of Economic Development; and Judd Knapp, Acting Land Bank Manager.

Chairman McKiernan said it does appear we have quorum at this time.

Chairman McKiernan said before I call this meeting to order, I want to announce that due to COVID-19, the committee members, staff and public are all attending remote, either via Zoom or by phone. All participants who are participating remotely whether by Zoom or by phone should mute their phones or their computers when they're not speaking to avoid background noise during the meeting. During the meeting, please make sure that you announce yourself by name and by title every time you speak so the public that is observing knows who is speaking. This is critical given the number of remote participants and his current guidance from the Kansas Attorney General. Due to COVID-19 requirements, public comment has been suspended, unless otherwise required by law. The public has been allowed to submit comments by email prior to this meeting tonight. Those comments will be included in the record of this meeting.

Chairman McKiernan called the meeting to order.

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

Approval of standing committee minutes from May 4, 2020. **On motion of Commissioner Walters, seconded by Commissioner Johnson, the minutes were approved.**

Chairman McKiernan said, there is a motion and a second to approve those minutes as submitted. Given the oddity of this Zoom arrangement, we'll go ahead and have a roll call vote for acceptance of those minutes.

Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, Burroughs, McKiernan.

Chairman McKiernan said thank you so much. One of these days we will all be back in the same room when we can have a simple ascent vote to approve the minutes. That takes us to our committee agenda this evening. We have two items on the committee agenda, both are from Land Bank, and I believe I'm going to recognize Katherine Carrtar, our Director of Economic Development, to present both of these items.

Committee Agenda:

ITEM NO. 1 – 20228... LAND BANK APPLICATION

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

Application

725 S. 4th St. - Breck Ricketts

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

Katherine Carrtar, Director of Economic Development, said I'm actually going to hand it off to our new Acting Land Bank Manager, Judd Knapp, who is coming to you from his home as well, so Judd, if you could share your screen, if you have that up.

Judd Knapp, Acting Land Bank Manager, said first, I'm filling some pretty big shoes with Chris Slaughter leaving and I hope to build on his successes with the Land Bank. We have one property acquisition. It's at 725 S. 4th Street in Edwardsville.



APPLICATION – PROPERTY ACQUISITION
 725 S 4th St Edwardsville, Kansas



Intended Use

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





This is an existing—I put cell tower but it's actually a communication tower. Mr. Ricketts told me there's a completely different, like rule set, with each one so this is a communication tower and this is to provide low cost internet service to the residents of Edwardsville. You can see from my maps, that the star there, is just south of the Edwardsville City Hall.



APPLICATION – PROPERTY ACQUISITION
 725 S 4th St Edwardsville, Kansas



- **Breck Ricketts**
 - Current on taxes
 - No code violations
- **Zoned R-2**
 - Currently working with the City of Edwardsville for a special use permit
- **No objections**
 - Land Bank Advisory Board
- **Purchase Price**
 - \$5,000



Breck Ricketts is the one that's applying for this. He's current on his taxes and has no code violations. It's currently zoned R-2, but he's working with the city of Edwardsville, Mike Webb, to get a special use permit. During this process they will go through public hearings to get the special use permit. At the time I made this PowerPoint we had no objections, but we now have two objections from the Land Bank Advisory Board. The purchase price is \$5,000.

Ms. Carttar said I will just add this has been a kind of a problem property for us. We've had this—it's been very difficult to maintain for—since it's—we only have a small handful of Land Bank properties that are in Edwardsville and this having the cable tower on it has been a challenge for us to kind of keep under control with the growth and all of that. I will mention that at least one of the objections, one did not give a reason, the other mentioned that no one from Edwardsville is on the Advisory Board and she was not comfortable with that. However, because we have so few,

that's why we don't have anyone on the Advisory Board from Edwardsville. That being said, as Jed mentioned, later this month, I believe next week, it is going to the Planning Commission in Edwardsville where they will have a process to provide that special use permit. We felt like there would be sufficient public input from that side. Additionally, this acquisition would be conditional on them receiving the SUP in Edwardsville.

Chairman McKiernan said thank you to both of you and I'll ask the rest of the committee if they have any comments or questions in a moment. But, help me wrap my brain around this. This is a current Land Bank property, Unified Government Land Bank. This person is applying to acquire this Unified Government Land Bank property. Is the property at this time flat with no improvements on it? **Ms. Carttar** said this is kind of a unique one. I look at this more as like a rehab almost because yes, there are no improvements on it. There are no improvements that can be done to this property due to the tower. Mr. Ricketts has had an inspection and so he is actually going to be putting a couple thousand dollars into the tower to make that usable and able to provide additional internet services in Edwardsville.

Chairman McKiernan said okay, so I guess that's my question. So, there's no improvements, but the tower exists today on this piece of property? **Ms. Carttar** said yes. **Chairman McKiernan** asked but the tower is not functional as it exists today. **Ms. Carttar** said well it is, I mean it's, it is not being used for anything so it was last used as a cable tower in 2000. **Chairman McKiernan** said so he's going to acquire this land and he's going to acquire the tower? **Ms. Carttar** said correct. **Chairman McKiernan** said and then he's going to put the tower into use. **Ms. Carttar** said that's correct.

Chairman McKiernan said I will say this is a unique request. I don't recall ever having any requests like this from the Land Bank. I'm going to sit and think about this one a little bit more and I'll just ask my fellow committee members if any of them have comments or questions on this application.

Commissioner Johnson said it's probably water under the bridge, but since 2000 has the UG owned not only the land, but the tower also. Have we all been the owners of that tower?

Ms. Carttar said so we have been the owners of the tower. I don't know the exact date. I could look it up, pretty quick. Its been a long time. **Commissioner Johnson** said does that tower have any value at all? **Ms. Carttar** said we took it by Matt May, our Risk Management Director, and asked if there was anything that we could possibly use it for, and he said that there's really for UG purposes, there's really no functional use for it. **Commissioner Johnson** said okay. **Ms. Carttar** said yeah and so with the inspection that Mr. Ricketts had done, he believes that with a sizable, few thousand-dollar investments, this could be a tower that could be used again. **Commissioner Johnson** said yeah, it is odd.

I agree with Commissioner McKiernan, but okay, this answers my question. **Ms. Carttar** said and my assumption is this will be the only one of these you will ever see.

Melissa Sieben, Assistant County Administrator, said I just wanted to—back with Katherine and Judd were saying, for multiple years, prior to Katherine being here, we've been trying to figure out how to dispose of this with the study of Edwardsville simply because it's been a blight in our community because we have not been able to maintain the growth. It is adjacent to, I believe it's a 55 and older home, so we definitely want to partner to see this either put into productive reuse, as Catherine was stating, or we had been contemplating spending our money to demo it.

Ms. Carttar said yeah, that's correct and we've been working for the last few months with City Manager Webb in Edwardsville and their Director of Planning, as well. They are well aware, they're supportive of this reuse. As I mentioned, I was trying to find a date but I know it's next week whenever they have their planning commission meeting that this will be taken up.

Chairman McKiernan said I hate to use the word, but effectively this tower is kind of an attractive nuisance at the moment. We are willing to let the applicant make whatever use he can of that tower. If he acquires the property, cleans it and maintains it, that there's a greater benefit to the surrounding community from that, than there is to whatever he happens to use the tower for. If they happen to get better internet, then that's a bonus, is that correct? **Ms. Carttar** said that's correct. It's also a very difficult—even if we were to—it would cost many thousands of dollars to demo. We did get last year, I believe, we did get a number on what that would cost. It would be fairly substantial and then with the retaining, or this hypertension—the creek going through it's

just not, it's not something and not a property that could be easily reused and, you know, you're not going to build a house or anything, it's kind of a floodplain.

Chairman McKiernan said okay. Any other comments or questions from members of the committee.

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

Chairman McKiernan said before we go to a vote, I just want to go back and have Judd clarify, you said we had two communications regarding this application. One, was from a person who was concerned about lack of representation on the Land Bank Advisory Committee. Remind again what the second communication was? **Mr. Knapp** said I had said he would contact you directly, it didn't tell me anything. **Chairman McKiernan** said and none of us have received said contact.

Chairman McKiernan said all right, it would appear that we have not. We have a motion and a second to approve this application as submitted. Roll call please.

Roll call was taken and there were five "Ayes," Walters, Johnson, Townsend, Burroughs, McKiernan.

ITEM NO. 2 – 20234... 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.



APPLICATION – PROPERTY ACQUISITION
725 S 4th St Edwardsville, Kansas

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

July 6, 2020



Rehab Update July 6, 2020

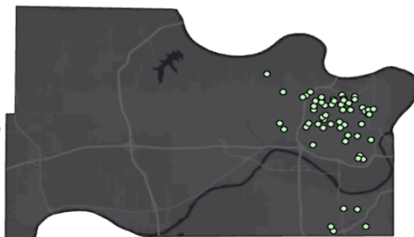


Completed Rehabs

57

Appraised Value Increase

3.1 Million

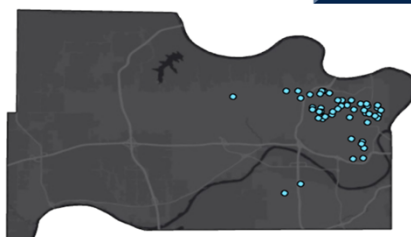


Judd Knapp, Acting Land Bank Manager, said I'm giving you a rehab update. To date, we've had 57 completed rehabs and that's an appraised value increase of \$3.1 million. I provided you a map of where all of our rehabs have been located, our completed rehabs.



In Progress Rehabs

48



We have 48 rehabs that are currently in progress.

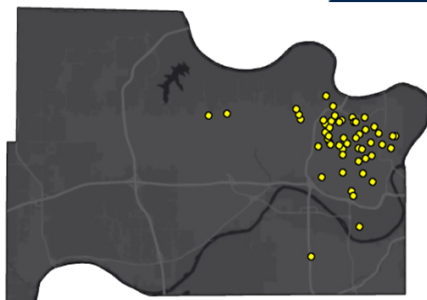


Demoed

47

Currently on Demo List

8



July 6, 2020

We have 47 houses that have been demoed, and there's eight currently on the demo list.



Completed Rehab
746 Lafayette Ave



Appraised value when Land Bank acquired

\$3,800

Current listing price

\$109,000



We have one completed rehab at 746 Lafayette. It's appraised value when it came into the Land Bank was \$3,800. It's currently on the housing market \$109,000.



Completed Rehab
746 Lafayette Ave



Before



After



Here's some before and after pictures.



Completed Rehab
746 Lafayette Ave



Before



After



The inside of the living room area.

July 6, 2020



This is the bedroom.



This is the bathroom. That's the update.

Chairman McKiernan said thank you so much for that update. We do appreciate your continued work on this. Does any member of the committee have a comment or a question for Mr. Knapp on the rehab program?

Commissioner Johnson said I appreciate the work that you all are doing. You know, it's this kind of progress that oftentimes gets overlooked in our community. I know that when I was looking at those little dots on the map, a lot of them are either in mine or Commissioner Townsends district, so, again, I want to commend you all on the work that's being done. It's incrementally making our communities safer and improving the quality of life so thank you for that and with that, I will move for approval.

Chairman McKiernan said thank you, Commissioner. This actually was an item that was for our information only. So, we'll bank that motion for a later meeting. And at this point, we'll say thank you to Ms. Carttar and Mr. Knapp for their presentation night. There is no further business on the Neighborhood and Community Development agenda.

July 6, 2020

Action: **For information only.**

Adjourn

Chairman McKiernan adjourned the meeting at 5:20 p.m.

mbb

July 6, 2020



Staff Request for Commission Action

Tracking No. 20325

Full Commission Meeting Date: 9/17/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 8/31/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 8/19/2020	<u>Contact Name:</u> Jud Knapp	<u>Contact Phone:</u> x5472	<u>Contact Email:</u> jknapp@wycokck.org	<u>Department/Division:</u> Economic Development
<u>Item Description:</u> THE LAND BANK MANAGER RESPECTFULLY REQUEST THAT THE NEIGHBORHOOD AND 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 FC 9/17/20				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> RFA 08.31.20 PDF				



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: August 19, 2020
SUBJECT: Applications for consideration

The following application(s) are being presented at the 8/31/2020 meeting:

Yard Extensions

- 1886 S 6th St – Kathryn Meyer
- 2726 N 59th St – Nakia Holley

Both of the above lots are unbuildable lots.

The applicants do not have violations for their property taxes or code violations.

Transfers from the Land Bank to the Unified Government for consideration

- These properties are necessary for the Levee Project
- Enclosed are maps identifying the properties

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

1886 S 6th St. – Yard Extension

Kathryn Meyer



Currently owns

Land Bank Lot



Unbuildable Checklist

Area less than 2,000 sqft	
Under 19.99 feet of frontage	
Flood plain	
Land locked	✓
Right of way	
Undermined	
Severe topography	✓

2726 N 59th St. – Yard Extension

Nakia Holly



Land Bank Lot

Currently owns



Unbuildable Checklist

Area less than 2,000 sqft	
Under 19.99 feet of frontage	
Flood plain	
Land locked	✓
Right of way	
Undermined	
Severe topography	

Levee Project – Requesting 6 Land Bank Lots Transfer to the Unified Government



Parcel Numbers

911303

151800

151801

911304

151806

160401



Levee Project – Requesting 6 Land Bank Lots





Staff Request for Commission Action

Tracking No. 20326

Full Commission Meeting Date: 9/17/20

Committee: Neighborhood & Community Development

Date of Standing Committee Action: 8/31/20

(If none, please explain):

Publication Required: No

<u>Date:</u> 8/19/2020	<u>Contact Name:</u> Jud Knapp	<u>Contact Phone:</u> x5472	<u>Contact Email:</u> jknapp@wycokck.org	<u>Department/Division:</u> Economic Development
<u>Item Description:</u> THE LAND BANK MANAGER WILL GIVE DETAILED INFORMATION ON THE CURRENT OPTION PROCESS FOR LAND BANK PROPERTIES. THE LAND BANK MANAGER WILL ALSO GIVE AN UPDATE ON THE NEW PROPOSED CHANGES FOR THE OPTION AGREEMENT.				
<u>Action Requested:</u> PRESENT AT STANDING 8/31/20 FOR INFORMATION ONLY				
<u>Budget Impact: (if applicable)</u> Amount: Source: Included In Budget: Other (explain):				
<u>Attachments List:</u> Land Bank Option Process Update				



WHAT IS AN OPTION AGREEMENT



Purpose

- To hold property for new construction
- Give site control to create plans
- Give time to pursue financing
- Acquire necessary approvals

Agreement

- 1-year hold on the property
- May not occupy or use the property
- Must be qualified applicant
- Maintain property

Stipulations needed to complete option

- Summary of plan
- Architect or engineered plans
- Building estimate
- Proof of Funds



OPTION AGREEMENTS THE REASON FOR THE CHANGE



Delaying the transfer of property until after the due diligence period

Why

- Issues that cause a development to stop are uncovered during the due diligence period.
- The Land Bank retains control of the property to ensure development occurs.
- If the development fails or the developer decides not to move forward, then the land bank can easily get the property back rather than allow it to remain vacant, eventually ending up in the tax sale.



DUE DILIGENCE PERIOD



Due Diligence Period

Identify
Lot

Plans

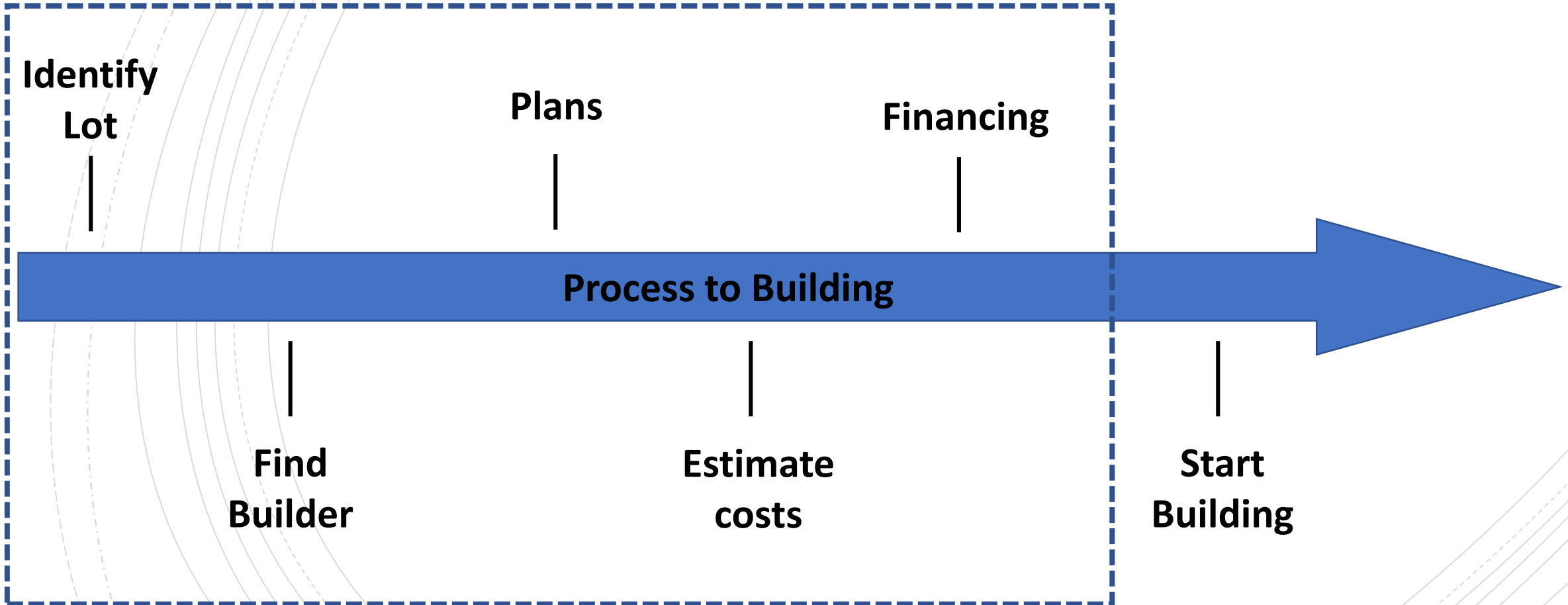
Financing

Process to Building

Find
Builder

Estimate
costs

Start
Building





PROPOSED OPTION PROCESS CHANGE WHEN PROPERTY IS TRANSFERRED?



Old Process

Property deeded before due diligence process

- **When is ownership transferred?**
 - In the beginning
- **What happens If development stops during diligence period?**
 - A lawsuit is required to get property back

New Process

Property deeded after due diligence process

- **When is ownership transferred?**
 - After due diligence period completed
- **What happens If development stops during diligence period?**
 - Option canceled, and property is available again



THE STEPS TO BUILDING



Property Deeded

Old Process

Identify
Lot

Plans

Property Deeded

New Process

Financing

Process to Building

Find
Builder

Estimate
costs

Start
Building



PROPOSED CHANGE TO THE PROCESS



Before the option agreement is signed, the Land Bank will get approval for the development

- This ensures that the applicant is approved to build
- The Land bank retains control during the due diligence process
- The Land Bank can easily get the property back if the development fails

The Land bank will present the current options for approval on September 28th

- Keep the approval conditional until the option stipulations are confirmed