



## **LAND BANK SPECIAL MEETING**

**April 26, 2022 3:00 p.m.**

**Training Room 210**

**City Hall, 903 W Main Street**

**Blue Springs, Missouri 64015**

Anyone wishing to address the Land Bank in the Visitors Section of the Agenda, must fill out a Speaker's Appearance Form. Forms are available [online](#) or located at the entrance of the conference room. After completion, the form is to be given to the Board Secretary prior to the start of the meeting.

1. Approval of the April 18, 2022 Land Bank Board Meeting Minutes
2. Consideration of an extension to the deadline to remove items from Parcel 2013-28-36-940-15-01-01-0-00-000
3. Approval for Land Bank to reimburse the City of Blue Springs for a survey to divide Parcel 2013-28-36-940-15-01-01-0-00-000 into 15 parcels lining up with the adjoining properties
4. Discussion - Transfer the properties from the division of Parcel 2013-28-36-940-15-01-01-0-00-000 to the neighboring property owners
5. Visitors
6. Adjourn

Posted Monday, April 25, 2022 at City Hall, 903 W Main Street, Blue Springs, MO and on the City's website. A quorum of the City Council may be in attendance, however no City Council votes will be taken.

Julia Porter  
Board Secretary

**CITY OF BLUE SPRINGS, MISSOURI  
MINUTES OF LAND BANK MEETING  
APRIL 18, 2022**

A meeting of the Land Bank of Blue Springs, Missouri was held on Monday, April 18, 2022 at 3:00 p.m. with Chairman May presiding.

<b>CONFIRMATION OF A QUORUM</b>	James May, Chair Jennifer Irej	Kirk Sampson – ABSENT Tracy White-Baldrige
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Also present were Staff Liaisons Christine Cates, Jackie Sommer, Chris Sandie, Karen Van Winkle, Mike Mallon, and Board Secretary Julia Porter.

**CALL TO ORDER** Chairman May called the Land Bank meeting to order at 3:00 p.m.

**APPROVE BOARD MINUTES** Commissioner Irej moved to approve the minutes of the February 22, 2022 meeting of the Land Bank of Blue Springs. Motion seconded by Commissioner White-Baldrige and carried with the following votes:

Sampson – ABSENT	Irej – Aye
White-Baldrige - Aye	May – Aye

**LAND BANK QUARTERLY FINANCIAL STATEMENTS** Christine Cates presented the Land Bank Quarterly Financial Statements for the second quarter of Fiscal Year 2021-22. The Financial Statements are attached to these Minutes and incorporated hereto.

**STATUS UPDATE ON CODE VIOLATION ON PARCEL 2013-28** Board Secretary Julia Porter gave the staff update for the City Code violation on Land Bank Parcel 2013-28-36-940-15-01-01-0-00-000 which included the following:

- Letters sent to neighboring property owners on March 11, 2022 requesting for them to remove all items from the Land Bank property by May 1, 2022
- “No Trespassing” signs posted on the Land Bank property during the week of March 14, 2022

**VISITORS** Jennifer Trussell, Sabrina Grimm, Laura Handy, Phil Oberkrom, Elaine Rees, Keri Heilman, and Margaret Betz addressed the Land Bank regarding the code violation and trespassing issue on Parcel 2013-28.

The Commissioners discussed the need for a special meeting to consider an extension of the deadline to remove the items from the Land Bank Property and to review quotes for surveying and dividing the property.

**ADJOURNMENT**

There being no further business, Commissioner Irey moved to adjourn the meeting. Motion seconded by Commissioner White-Baldrige and carried with the following votes:

Sampson – ABSENT  
White-Baldrige – Aye

Irey – Aye  
May – Aye

Chairman May declared the meeting adjourned at 3:45 p.m.

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Julia Porter, Board Secretary

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James May, Chair

## **MASTER AGREEMENT WORK ORDER #33 PROJECT 018-3369**

This exhibit dated April 25, 2022, is hereby attached to and made a part of the Master Agreement for Professional Services dated November 6, 2018, between the City of Blue Springs, Missouri ("Client") and Olsson, Inc., formerly known as, Olsson Associates, Inc. ("Olsson") providing for professional services. Olsson's Scope of Services for the Agreement is as indicated below.

### **GENERAL**

Olsson has reviewed the information provided by Client relative to the project and based upon such information offers to provide the services described below for the project. Client warrants that it is either the legal owner of the property to be improved by this Project or that Client is acting as the duly authorized agent of the legal owner of such property.

### **PROJECT DESCRIPTION AND LOCATION**

Project Location: SE Sunny School Road, Blue Springs, Missouri  
Project Description: Vacation Area SE Sunny School Road

### **SCOPE OF SERVICES**

Olsson shall provide the following services (Scope of Services) to Client for the Project:

### ***CONSULTING ENGINEER RESPONSIBILITIES***

#### **Phase 320 – Surveying Services**

Task 321: Preliminary Plat. Olsson will prepare a preliminary plat for submittal to the City of Blue Springs in accordance with the City and Jackson County standards.

**Fee \$4,800.00**

Task 322: Final Plat. Olsson will prepare a final plat for development in accordance with the City of Blue Springs and Jackson County standards. Title Commitment and copies of Schedule B II documents to be provided by the Client or if ordered by Olsson, paid for by the client. This fee includes setting pins at the back lot corners and notching the curb at the front lot corners, after completion of construction. Additional plats, re-plats and or condominium plats are not included at this time.

**Fee \$8,900.00**

**Total Fee \$13,700.00**

Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services at the standard hourly billing labor rate charged for those employees performing the work, plus reimbursable expenses if any.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope.

**SCHEDULE FOR OLSSON'S SERVICES**

Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and Olsson reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

**COMPENSATION**

Client shall pay to Olsson for the performance of the Scope of Services, the actual time of personnel performing such services in accordance with the labor rates listed within the Scope of Services. The amount for said services shall not exceed the total amount(s) listed in the Scope of Services. Olsson shall submit invoices on a monthly basis, and payment is due within 30 calendar days of invoice date.


**TERMS AND CONDITIONS OF SERVICE**


We have discussed with you the risks, rewards and benefits of the Project, the Scope of Services, and our fees for such services and the Agreement represents the entire understanding between Client and Olsson with respect to the Project. The Agreement may only be modified in writing signed by both parties.

Client's designated Project Representative shall be \_\_\_\_\_.

If this Work Order satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain a copy for your files and return an executed original to Olsson, 7301 W. 133rd Street, Suite 200, Overland Park, KS 66213. This proposal will be open for acceptance for a period of 30 days from the date set forth above, unless changed by us in writing.

**OLSSON, INC.**

By   
Jamie Fain, PE  
Vice President

By   
Brad Sonner, PLA, LEED AP  
Vice President

By signing below, you acknowledge that you have full authority to bind Client to the terms of the Agreement. If you accept this Work Order, please sign:

**CITY OF BLUE SPRINGS**

By \_\_\_\_\_  
Signature

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Dated: \_\_\_\_\_