



LAND BANK BOARD MEETING

August 16, 2021 3:00 p.m.

Training Room 210

City Hall, 903 W Main Street

Blue Springs, Missouri 64015

PLEASE NOTE:

Face coverings are required pursuant to Order of the Jackson County Executive dated August 6, 2021. Any persons wishing to attend the meeting in person should abide by the County's mask requirement at all times while within City buildings

1. Approval of the July 19, 2021 Land Bank Board Meeting Minutes
2. Approval of Fiscal Year 2021-22 Annual Budget
3. 2021 Tax Sale Properties Update
4. Executive Session – Discussion relating to real estate pursuant to Sections 610.021(2) RSMo

Posted Friday, August 13, 2021 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
JULY 19, 2021**

A meeting of the Land Bank of Blue Springs, Missouri was held on Monday, July 19, 2021 at 3:00 p.m. with Chairman Johnson presiding.

**CONFIRMATION OF A
QUORUM –
COMMISSIONERS IN
ATTENDANCE**

Eric Johnson, Chair
James May, Vice Chair

Tracy White-Baldrige - ABSENT
Kirk Sampson
Jim Fairbanks

Also present were Staff Liaisons Christine Cates, Jackie Sommer, Karen Van Winkle, Chris Sandie; Matt Wright; Lance Dillenschneider, realtor and Board Secretary Julia Porter.

CALL TO ORDER

Chairman Johnson called the Land Bank meeting to order at 3:01 p.m.

**APPROVE BOARD
MINUTES**

Commissioner May moved to approve the minutes of the May 17, 2021 meeting of the Land Bank of Blue Springs. Motion seconded by Commissioner Fairbanks and carried with the following votes:

May – Aye
Sampson – Aye
White-Baldrige – ABSENT

Fairbanks – Aye
Johnson – Aye

**APPOINTMENT OF
OFFICERS**

Commissioner Fairbanks moved to approve the slate of officers to serve through May 2022 as follows:

- Eric Johnson as Chair
- James May as Vice Chair
- Kirk Sampson as Treasurer

The motion was seconded by Commissioner May and carried with the following votes:

May – Aye
Sampson – Aye
White-Baldrige – ABSENT

Fairbanks – Aye
Johnson – Aye

2021 TAX SALE UPDATE

Jackie Sommer, attorney, gave an update on the 2021 Jackson County Tax Sale. There are currently five properties in the sale that are located in Blue Springs and all of the properties have houses. It is likely that these properties will sell at the Tax Sale due to the current market demand for houses and would most likely not be transferred to the Land Bank.

**QUARTERLY FINANCIAL
STATEMENTS**

Christine Cates presented the Land Bank Quarterly Financial Statements for the Third Quarter of Fiscal Year 2020-21. The Financial Statements are attached to these Minutes and incorporated hereto.

EXECUTIVE SESSION

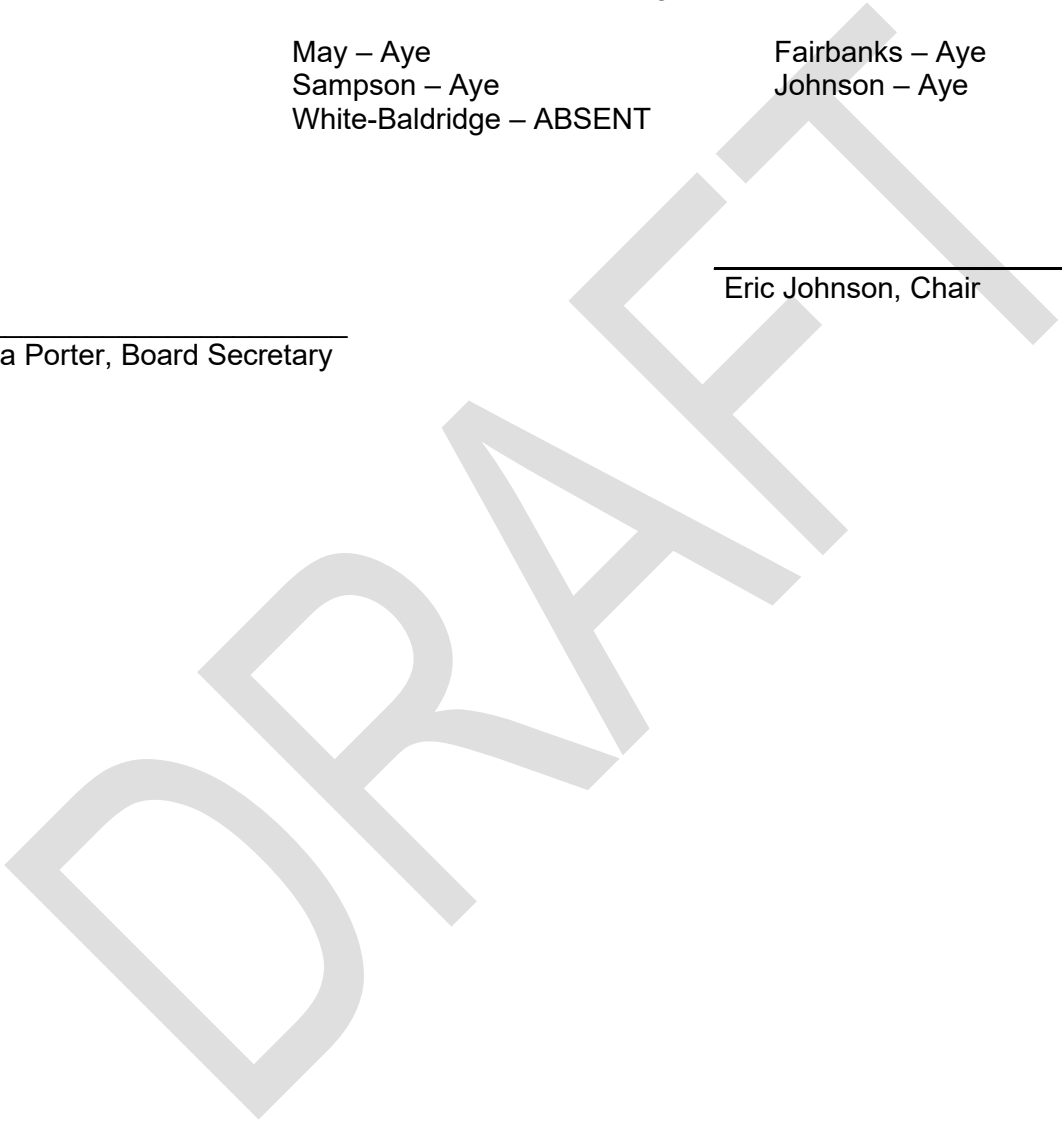
At 3:08 p.m., Commissioner Fairbanks moved that the Land Bank go into closed session pursuant to Section 610.021, subparagraph (2), Revised Statutes of Missouri, for the purpose of privileged communications between a governmental body or its representative and legal counsel including real estate, and that any minutes, documents and other records discussed or taken during the closed session remain closed, and that this body stand adjourned at the completion of such session. Motion seconded by Commissioner May and carried with the following votes:

May – Aye
Sampson – Aye
White-Baldrige – ABSENT

Fairbanks – Aye
Johnson – Aye

Eric Johnson, Chair

Julia Porter, Board Secretary





The Land Bank Board is being asked to approve an increase in expenditures and revenues for fiscal year 2021. Transfers for Neighborhood Improvement District debt will include all revenues associated with NID properties until all past due assessments are fully reimbursed.

Fiscal Year 2021 Land Bank Budget Amendment		
Account	Description	Amount
Revenue		
Sale of Land & Buildings	Sales: 2014-03 –GAP Construction LLC (Villas North) 2014-04 & 2014-05 –DAK Realty (Brookside Est) 2017-05 –Proverbs Holdings (Proverbs Est) 2016-06 –Kansas LD LLC (Cambridge Park)	\$ 980,203
Lease Revenue	Chapman Farm Lease for 2021	5,600
Property Tax	Increase in taxes	2,452
Interest Income	Interest on taxes and funds held from sales	4,213
	Total Revenue	\$ 992,468
Expenditures		
Professional Services	Fees associated with sale of properties	\$ 61,507
Tax Collection Services	Tax collection fees of 1% and 4% for Land Bank	\$ 300
Tax Assessment Services	Tax assessment fee of 0.6%	\$ 50
Transfer to City for DS – NID	Net Sale of Properties	\$ 918,724
Transfer to City for DS – NID	2020 Property Tax for NID Properties	\$ 4,177
	TOTAL	984,758

The FY2021 budget is being submitted for your review and approval. Included in this budget is a transfer to the City’s general fund for property tax and NID special assessment for those Land Bank post-sale parcels that are in the NID. Although there are a few pending contracts for the sale of Land Bank property that may finalize in FY 2022, those funds are not included in the budget. Once the sale is completed, a request for an amended FY 2022 budget will be submitted.

Fiscal Year 2022 Land Bank Budget		
Account	Description	Amount
Revenue		
Property Tax	Three years of property taxes – post sale	\$ 266,033
Purchase Application Fee	Fee paid by potential buyers	\$ 25

Interest Income	Interest earned on cash in bank	\$ 5,713
	Total Revenue	\$ 271,771
Expenditures		
Tax Collection Services	Jackson County 1% collection fee	\$ 2,660
Tax Collection Services - LB	Jackson County 4% fee for costs related to LB	\$ 10,640
Tax Assessment Services	Jackson County 0.06% fee for assessing value	\$ 595
Insurance Premiums & Bond	Truss	\$ 500
Transfer to City for NID Debt	Net revenues associated with any NID property	\$ 251,692
	Total Expenditures	\$ 266,087

The 2021 budget does not include non-cash items such as Contributed Capital or Loss on the Sale of Assets. These items will be recorded when properties are either transferred to the Land Bank by the County or when the Land Bank sells a property.

Other Land Bank expenditures that are not included in the budget and that are paid by the City include office supplies, postage, and audit costs.

The proposed budget may be amended throughout the year if additional property sales occur or additional expenditures become necessary.

**City of Blue Springs
Land Bank Fund Budget Summary
FY 2021-22 Annual Budget**

LAND BANK FUND	2019-20 Actual	2020-21 Adopted/Amended Budget	2020-21 Year End Projection	\$ Change from 2021	% Change from 2021	2021-22 Budget Request	\$ Change from 2021	% Change from 2021
<u>REVENUES</u>								
Taxes	48,835	109,381	111,832	2,451	2.24%	266,034	156,653	143.22%
Charges for Service	25	100	25	(75)	-75.00%	25	(75)	-75.00%
Interest	1,444	1,500	5,713	4,213	280.84%	5,713	4,213	280.84%
Sales & Rental	244,863	-	985,803	985,803	0.00%	-	-	0.00%
Other Income	51,739	-	-	-	0.00%	-	-	0.00%
TOTAL REVENUES	346,906	110,981	1,103,372	992,391	894.20%	271,771	160,790	144.88%
<u>EXPENDITURES</u>								
Supplies and Materials	-	-	-	-	0.00%	-	-	0.00%
Contractual Services	18,168	6,031	67,888	61,857	1025.65%	14,395	8,364	138.68%
Capital Outlay	70,123	-	-	-	0.00%	-	-	0.00%
TOTAL EXPENDITURES	88,291	6,031	67,888	61,857	1025.65%	14,395	8,364	139%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	258,615	104,950	1,035,484	930,534	887%	257,376	152,426	6%
OTHER FINANCING SOURCES (USES):								
<u>OPERATING TRANSFERS IN</u>								
From General Fund	-	-	-	-	0%	-	-	0%
TOTAL OPERATING TRANSFERS IN	-	-	-	-	0%	-	-	0%
<u>OPERATING TRANSFERS OUT</u>								
	686,931	94,760	1,017,660	922,900	974%	251,692	156,932	165.61%
TOTAL OPERATING TRANSFERS OUT	686,931	94,760	1,017,660	922,900	974%	251,692	156,932	165.61%

Revenue Budget Summary
Land Bank

Account	Account Description	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Adopted/Amended Budget	2020-21 Year-End Projection	2021-22 Budget Request	\$ Change from 2021	% Change from 2021
770-00000-401100	Property Tax	78,820	106,408	48,835	109,381	111,832	266,034	156,653	143%
Total Taxes		78,820	106,408	48,835	109,381	111,832	266,034	156,653	143%
Total Licenses and Permits		-	-	-	-	-	-	-	0%
Total Intergovernmental		-	-	-	-	-	-	-	0%
770-00000-430140	Purchase Application Fee	100	75	25	100	25	25	(75)	-75%
Total Charges for Service		100	75	25	100	25	25	(75)	-75%
Total Fines and Penalties		-	-	-	-	-	-	-	0%
770-00000-450100	Interest Income	992	11,613	1,444	1,500	5,713	5,713	4,213	281%
770-00000-450521	Interest Income - Delinquent Property Taxes	1	-	-	-	-	-	-	0%
Total Interest Earnings		993	11,613	1,444	1,500	5,713	5,713	4,213	281%
770-00000-460300	Sale of City Property	31,150	890,000	232,024	-	980,203	-	-	0%
770-00000-460610	Lease Revenue	7,120	7,697	12,839	-	5,600	-	-	0%
Total Sales & Rentals		38,270	897,697	244,863	-	985,803	-	-	0%
770-00000-480999	Contributed Capital	93,731	-	51,739	-	-	-	-	0%
Total Other Income		93,731	-	51,739	-	-	-	-	0%
Total Operating Transfers In		-	-	-	-	-	-	-	0%
TOTAL LAND BANK REVENUES		211,913	1,015,793	346,906	110,981	1,103,372	271,771	160,790	144.88%
		2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Adopted/Amended Budget	2020-21 Year-End Projection	2021-22 Budget Request	\$ Change from 2021	% Change from 2021

**Budget Summary
Land Bank**

Account	Account Description	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Adopted/Amended Budget	2020-21 Year-End Projection	2021-22 Budget Request	\$ Change from 2021	% Change from 2021
Total Supplies and Materials		-	-	-	-	-	-	-	0%
770-00000-530100	Professional Services	225	56,551	15,196	-	61,507	-	-	0%
770-00000-530200	Tax Collection Services	3,941	5,320	2,442	5,469	1,164	2,660	(2,809)	-51%
770-00000-530200	Tax Collection Services	-	-	-	-	4,605	10,640	10,640	0%
770-00000-530210	Tax Assessment Services	102	274	30	62	112	595	533	860%
770-00000-530410	Insurance Premiums & Bonds	500	500	500	500	500	500	-	0%
Total Contractual Services		4,768	62,645	18,168	6,031	67,888	14,395	8,364	139%
770-00000-549000	Gain/Loss on Disposal of Capital Asset	164,364	71,379	70,123	-	-	-	-	0%
Total Capital Outlay		164,364	71,379	70,123	-	-	-	-	0%
770-00000-550400	Debt - Transfer for Debt Payments	74,513	538,102	686,931	94,760	1,017,660	251,692	156,932	0%
Total Operating Transfers Out		74,513	538,102	686,931	94,760	1,017,660	251,692	156,932	166%
TOTAL LAND BANK EXPENSES		243,645	672,126	775,222	100,791	1,085,548	266,087	165,296	164.00%
		2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Adopted/Amended Budget	2020-21 Year-End Projection	2021-22 Budget Request	\$ Change from 2021	% Change from 2021