



LAND BANK BOARD MEETING
September 21, 2020 3:00 p.m.
Public Telephone Conference
(816) 743-4875 - Conference ID: 305 239 378#

PLEASE NOTE:

Pursuant to Jackson County Executive Order dated March 12, 2020 and subsequent amendments requiring residents to stay at home and limiting public gatherings, this meeting will be conducted by taking safe social distancing measures as required by the Order. For this meeting, the public may attend via telephone conference **(816-743-4875, Conference ID: 305 239 378#)** as provided in Section 610.020(4) RSMo. Members of the Land Bank will be participating via telephone conference as provided in Section 610.020(1) RSMo.

1. Approval of the August 17, 2020 Land Bank Board Meeting Minutes
2. Approval of the 2020-21 Land Bank Annual Budget
3. Executive Session – Discussion relating to real estate pursuant to Sections 610.021(2) RSMo

Posted Friday, September 18, 2020 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
AUGUST 17, 2020**

A meeting of the Land Bank of Blue Springs, Missouri was held on Monday, August 17, 2020 at 3:00 p.m. with Chairman Johnson presiding.

A State of Emergency for Jackson County, Missouri was declared on March 12, 2020 and subsequent amendments by Jackson County Executive Order requiring residents to stay at home and limiting public gatherings to reduce the spread of the COVID-19 virus. As provided in Sections 610.020(1) and 610.020(4) RSMo., the Land Bank Commissioners participated in this meeting via telephone conference to ensure safe social distancing measures were taken. The public was able to attend via telephone conference.

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

Eric Johnson	Kirk Sampson
James May - ABSENT	Jim Fairbanks
Tracy White-Baldrige	

Also present were Staff Liaisons Christine Cates; Jackie Sommer, Chris Sandie; Mike Mallon; Lance Dillenschneider, realtor and Board Secretary Julia Porter.

CALL TO ORDER

Chairman Johnson called the Land Bank meeting to order at 3:05 p.m.

**APPROVE BOARD
MINUTES**

Commissioner Fairbanks moved to approve the minutes of the May 18, 2020 meeting of the Land Bank of Blue Springs. Motion seconded by Commissioner White-Baldrige and carried with the following votes:

May – ABSENT	Fairbanks – Aye
Sampson – Aye	Johnson – Aye
White-Baldrige – Aye	

**SELECTION OF
OFFICERS**

Commissioner Fairbanks moved to approve the slate of officers as follows:

- Eric Johnson to serve as the Chair for one year
- James May to serve as the Vice Chair for one year
- Kirk Sampson to serve as the Treasurer for one year

The motion was seconded by Commissioner White-Baldrige and carried with the following votes:

May – ABSENT	Fairbanks – Aye
Sampson – Aye	Johnson – Aye
White-Baldrige – Aye	

**LAND BANK
QUARTERLY FINANCIAL
STATEMENTS**

Christine Cates presented the Land Bank Quarterly Financial Statements for the Third Quarter of Fiscal Year 2019-20. The Financial Statements are attached to these minutes and incorporated hereto.

2020 TAX SALE UPDATE The 2020 Jackson County Tax Sale has been postponed due to concerns about COVID-19. No new date has been set for the sale at this time.

EXECUTIVE SESSION At 3:09 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 Sampson and carried with the following votes:

May – ABSENT	Fairbanks – Aye
Sampson – Aye	Johnson – Aye
White-Baldrige – 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 2020. Transfers for Neighborhood Improvement District debt will include all revenues associated with NID properties until all past due assessments are fully reimbursed.

Fiscal Year 2020 Land Bank Budget Amendment		
Account	Description	Amount
Revenue		
Sale of Land & Buildings	Sale of Cambridge Park & Paradis Properties	\$ 232,024
	Total Revenue	\$ 232,024
Expenditures		
Transfer to City for DS – NID	Sale of Cambridge Park Properties	\$ 215,120
Transfer to City for DS – NID	2019 Property Tax for NID Properties	\$ 42,204
	TOTAL	\$ 257,324

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 2021, those funds are not included in the budget. Once the sale is completed, a request for an amended FY 2021 budget will be submitted.

Fiscal Year 2021 Land Bank Budget		
Account	Description	Amount
Revenue		
Property Tax	Three years of property taxes – post sale	\$ 109,381
Purchase Application Fee	Fee paid by potential buyers	\$ 100
Interest Income	Interest earned on cash in bank	\$ 1,500
	Total Revenue	\$ 110,981
Expenditures		
Tax Collection Services	Jackson County 1% collection fee	\$ 547
Tax Collection Services - LB	Jackson County 4% fee for costs related to LB	\$ 2,187
Tax Assessment Services	Jackson County 0.06% fee for assessing value	\$ 63
Insurance Premiums & Bond	Truss	\$ 500
Transfer to City for NID Debt	Net revenues associated with any NID property	\$ 94,760
	Total Expenditures	\$ 100,791

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.

Expenditure Budget Summary
Land Bank

Account	Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Adopted Budget	2019-20 Year-End Projection	2020-21 Budget Request	\$ Change from 2020	% Change from 2020	2019-20 Budget Amendment Request	2019-20 Total Revised Budget
770-00000-530100	PROFESSIONAL SERVICES	24	225	56,551	28,575	15,151	-	(56,551)	-100%		28,575
770-00000-530200	TAX COLLECTION SERVICES	750	788	1,064	547	488	1,094	30	3%		547
770-00000-530200	TAX COLLECTION SERVICES - LAND BANK 4%	2,999	3,153	4,256	2,187	1,953	4,375	119	3%		2,187
770-00000-530210	TAX ASSESSMENT SERVICES	3	102	274	63	30	62	(212)	-77%		63
770-00000-530410	INSURANCE PREMIUMS & BONDS	500	500	500	500	500	500	-	0%		500
770-00000-530415	INSURANCE DEDUCTIBLES	492	-	-	-	-	-	-	0%		-
770-00000-530750	ADVERTISING & PROMOTION	-	-	-	-	-	-	-	0%		-
770-00000-530800	LICENSES, FEES & PERMITS	-	-	-	-	-	-	-	0%		-
Total Contractual Services		4,768	4,768	62,645	31,872	18,123	6,031	(56,614)	-90%	-	31,872
770-00000-540100	LAND										-
770-00000-549000	GAIN/LOSS ON SALE OF LAND	9	164,364	71,379	-	53,112	-	(71,379)	-100%		-
Total Capital Outlay		9	164,364	71,379	-	53,112	-	(71,379)	-100%	-	-
770-00000-550400	TRANSFER TO CITY FOR NUISANCE VIOLATIONS	-	-	-	8,083	-	-	-	0%		8,083
770-00000-550400	TRANSFER TO CITY FOR DS PAYMENTS - NID	70,783	74,513	538,102	483,575	460,084	94,760	(443,342)	-82%	257,324	740,899
		-	-	-	-	-	-	-	0%		-
Total Operating Transfers Out		70,783	74,513	538,102	491,658	460,084	94,760	(443,342)	-82%	257,324	748,982
TOTAL LAND BANK EXPENSES		75,560	243,645	672,126	523,530	531,318	100,791	(571,335)	-173%	257,324	780,854

Revenue Budget Summary
Land Bank

Account	Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Adopted Budget	2019-20 Year-End Projection	2020-21 Budget Request	\$ Change from 2020	% Change from 2020	2019-20 Budget Amendment Request	2019-20 Total Revised Budget
770-00000-401100	PROPERTY TAX - CURRENT	74,986	78,820	106,408	54,679	48,835	109,381	2,973	3%		54,679
Total Taxes		74,986	78,820	106,408	54,679	48,835	109,381	2,973	3%	-	54,679
Total Licenses and Permits		-	-	-	-	-	-	-	0%	-	-
Total Intergovernmental		-	-	-	-	-	-	-	0%	-	-
770-00000-430140	PURCHASE APPLICATION FEE	-	100	75	100	5	100	25	33%		100
Total Charges for Service		-	100	75	100	5	100	25	33%	-	100
Total Fines and Penalties		-	-	-	-	-	-	-	0%	-	-
770-00000-450100	INTEREST INCOME	386	992	11,613	5,000	1,500	1,500	-	0%		5,000
770-00000-450521	INTEREST - DELINQUENT PROPERTY TAX	-	3	-	-	-	-	-	0%		-
Total Interest Earnings		386	995	11,613	5,000	1,500	1,500	-	0%	-	5,000
770-00000-460300	SALE OF LAND & BUILDINGS	-	31,150	890,000	-	232,024	-	(890,000)	-100%	232,024	232,024
770-00000-460610	CHAPMAN FARM LEASE	-	7,120	7,697	10,268	10,268	-	(7,697)	-100%		10,268
Total Sales & Rentals		-	38,270	897,697	10,268	242,292	-	(897,697)	-100%	232,024	242,292
770-00000-480999	CONTRIBUTED CAPITAL - LAND BANK	224,676	93,731	-	-	-	-	-	0%		-
Total Other Income		224,676	93,731	-	-	-	-	-	0%	-	-
Total Operating Transfers In		-	-	-	-	-	-	-	0%	-	-
TOTAL LAND BANK REVENUES		300,048	211,915	1,015,793	70,047	292,632	110,981	(894,699)	-88.08%	232,024	302,071

Expenditure Budget Summary

Department	Category	Account Number	Account Name	Budget Item	Explanation	Budget Request Fiscal Year 2020-21	Budget Request Fiscal Year 2019-20	Budget Request Fiscal Year 2018-19	Prior Year Budget 2017-18
Land Bank	Contracted Supplies	770-00000-530100	PROFESSIONAL SERVICES	Payments to Jackson County Recorder of Deeds & to title companies as well as background checks for the sale of properties.			\$ 28,575.00	\$ -	
Land Bank	Contracted Supplies	770-00000-530200	TAX COLLECTION SERVICES	1% Collection Fee by County	Included in tax distribution payments received each Friday from the County	\$ 1,093.81	\$ 546.79	\$ 846.00	\$ 750.00
Land Bank	Contracted Supplies	770-00000-530200	TAX COLLECTION SERVICES - LAND BANK 4%	4% Collection Fee per RSMo 144.988 by County for Land Bank properties	Included in tax distribution payments received each Friday from the County	\$ 4,375.23	\$ 2,187.15	\$ 3,386.00	\$ 3,000.00
Land Bank	Contracted Supplies	770-00000-530210	TAX ASSESSMENT SERVICES	0.6% Assessment Fee by County - Does not apply to NID Assmt.	Included in tax distribution payments received each Friday from the County	\$ 62.07	\$ 63.07	\$ 133.00	\$ 3.00
Land Bank	Contracted Supplies	770-00000-530410	INSURANCE PREMIUMS & BONDS	Bonds for Board Members	Truss	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
		770-00000-530415	INSURANCE DEDUCTIBLES		MPR		INACTIVATED 2019		
Land Bank	Contracted Supplies	770-00000-530750	ADVERTISING & PROMOTION		Using Lance as RE Agent - Prof. Svc		INACTIVATED 2019		
Land Bank	Contracted Supplies	770-00000-530800	LICENSES, FEES & PERMITS	Website fee & other licenses as needed	GoDaddy.com 2017.10 Per Dylan, this was paid 12.09.15 and was for 5 years. Budget for FY20-21		INACTIVATED 2019	\$ -	\$ 80.00
			TOTAL CONTRACTUAL SERVICES			\$ 6,031.10	\$ 31,872.01	\$ 4,865.00	\$ 4,333.00
Land Bank	Capital Outlay	770-00000-540100	LAND				INACTIVATED 2019		
Land Bank	Capital Outlay	770-00000-549000	GAIN/LOSS ON SALE OF LAND						
			TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -	\$ -
Land Bank	Operating Transfers Out	770-00000-550400	TRANSFER TO CITY FOR NUISANCE VIOLATIONS		Nuisance Violations		\$ 8,082.59		
Land Bank	Operating Transfers Out	770-00000-550400	TRANSFER TO CITY FOR DS PAYMENTS - NID		NID Properties NID Assessment Only less 1% & 4% fees	\$ 94,759.82	\$ 483,575.00	\$ 74,473.00	\$ 70,783.00
			TOTAL OPERATING TRANSFERS OUT			\$ 94,759.82	\$ 491,657.59	\$ 74,473.00	\$ 70,783.00
			TOTAL EXPENDITURES LAND BANK			\$ 195,550.74	\$ 1,015,187.19	\$ 153,811.00	\$ 145,899.00