I. Call to Order / Roll Call

II. Approval of standing committee minutes from April 29, 2013.

III. Committee Agenda

Item No. 1 - COMMUNICATION: LAND BANK REQUESTS

Synopsis:
Communication requesting consideration of the following, submitted by Chris Slaughter, Land Bank Manager.

Add the following to "hold" status:
South 9th St./St. Joseph/Benedicts
Downtown Redevelopment
Remove the following from "hold" status:
Tremont
River Edge East
Turtle Hill
Tracking #: 130199

IV. Goals and Objectives

Item No. 1 - GOALS AND OBJECTIVES

Synopsis:
The Unified Government Commission conducted a strategic planning process resulting in specific goals and objectives adopted by the commission on May 17, 2012. Commission has directed that the goals and objectives appear monthly on respective standing committee agendas to assure follow-up and action toward implementation.

a. Housing. Develop policies and programs that:
   • Grow neighborhoods to their maximum potential
   • Make property owners accountable for their property
   • Foster a diverse housing stock

c. Update strategic planning regarding the Land Bank.

d. Social Services. Promote and provide social services and facilities to improve the life, health, and living conditions of our citizens, targeting the most at risk.

Tracking #: 120136

V. Adjourn
The meeting of the Neighborhood and Community Development Standing Committee was held on Monday, April 29, 2013, at 5:00 p.m., in the 6th Floor Human Resources Training Room of the Municipal Office Building. The following members were present: Commissioner McKiernan, Acting Chairman; Commissioners Townsend, Murguia, and Walters.

I. Acting Chairman McKiernan called the meeting to order. Roll call was taken and members were present as shown above.

Acting Chairman McKiernan stated for everybody who is here, I want to just let you know that ordinarily this committee has five members. For the last several years, the person who sits in the Commission District #1 At-Large seat has been a member of this committee. Since that seat is currently unfilled and since the Mayor wants that person to join this committee, we will be operating with four people until such time as we fill that final seat; and until such time as we fill that final seat, I will be pinch-hitting in the role of Chair of this committee.

II. Approval of standing committee minutes from March 25, 2013. On motion of Commissioner Murguia, seconded by Commissioner Walters, the minutes were approved. Motion carried unanimously.

Acting Chairman McKiernan stated just for the benefit of Commissioners Walters and Townsend, ordinarily the votes that we take on requests for action, the actual items of our meeting, will come by roll call vote but for the minutes, we can use a consent vote.

Acting Chairman McKiernan stated because it is your first meeting here tonight, we asked Chris Slaughter, Land Bank Manager, to give a little high-level overview of the Land Bank operation which will be a prelude to our decisions tonight. We are going to get way deeper into Land Bank over the next few months as we continue to operate through this committee.
III. Committee Agenda:

Item No. 1 – 130155…COMMUNICATION: LAND BANK APPLICATIONS

Synopsis: Communication requesting consideration of the following applications, submitted by Chris Slaughter, Land Bank Manager. The Land Bank Board of Trustees has recommended approval.

Side-Lot applications for yard extension unless noted otherwise
2128 N. 5th St. - Ahmed Abdulaziz
2130 N. 5th St. - Ahmed Abdulaziz
1707 Metropolitan Ave. - Victor Ulterras
634 Simpson Ave. - Raul Nunez
629 N. 12th St. - Tenis Nunez
1412 Wood Ave. - Valentin Lozano
5926 R Cernech Rd. - Larry Gravatt
222 Warner Ave. - Ken Ragan
1532 Yecker Ave. - Kenneth Ellison
367 Troup Ave. - Carolyn Wyatt for a garden

Chris Slaughter, Land Bank Manager, stated the first thing we’re going to do is start with side-lot applications. A brief description of what a side-lot is the owner of record we’ll has applied for a Land Bank lot that is adjacent to their parcel or their property. Generally, the number one reason we sell Land Bank properties is for side-lots. Generally this is to expand their yard, they have kids or they want to maybe add a driveway or that kind of stuff. Usually in these meetings I will give the Land Bank property address and if you have any questions, please let me know.

Commissioner Walters asked do you have any information on how the property at 222 Warner Avenue ended up in the Land Bank. Mr. Slaughter stated I would assume, and the number one way we get our property is through a tax sale; that this property was delinquent for at least three years. Someone made a request and went through the tax sale. General practice is if nobody bids on an empty vacant lot at a tax sale, the Unified Government will bid the minimum and then eventually will transfer to the Land Bank. Other than that, it would have had to have been probably through a donation request that was approved by the Land Bank Board.

Commissioner Murguia asked, Chris, before you recommend these to us for approval, because I haven’t been on this committee before, do you do all the background work like these people
that you’re recommending for approval - have you checked to see if they have a code violation history or any other kind of non-payment of taxes. **Mr. Slaughter** stated to be eligible to participate in the Land Bank Program, you must be current on your property taxes and you must have no current or outstanding major code violations. I do check those. I don’t have access to Bonner Springs. The records I generally rely on is the Bonner Springs City Clerk. They passed on an email to me stating that there were no outstanding violations and they were fine with the application moving forward. Generally, if I do receive an application and the taxes are an issue or code is an issue, I send that applicant a letter stating currently, based on policy, you’re not allowed to participate; or until these are remedied, we are going to hold your application. If they come to this standing committee then generally they’re ready.

**Commissioner Townsend** stated so on that point, the application for Ragan, even though it says on the application we received there were at least at sometime a code violation. Those have been remedied? **Mr. Slaughter** stated like I said, through the Bonner Springs Clerk’s Office, they have indicated that those have been taken care of to their satisfaction.

**Commissioner Murguia** stated you don’t approve anybody that has excessive code violations whether they are fixed or not do you. **Mr. Slaughter** stated generally, unless there is just an abundance within a small period of time then I request that. **Commissioner Murguia** stated abundance over a long period of time. **Mr. Slaughter** stated I think it would have to depend on how severe those were. If it was grass or trash, you could see that maybe it happened on July 1 and then by July 30 the case was closed which generally tells me that they easily complied with it and done it. If It’s something that looks serious, then I will have a conversation with usually the Code Enforcement agent and kind of get their feel for it. That could be something that generally would come from a Commissioner’s desk; information on which way we need to comply. Very seldom have I ever run into that.

**Commissioner Walters** stated a yard extension was the reason for the acquisition and that person then subsequently wants to develop that as a separate single-family house, do they have to go through a subdivision process. **Mr. Slaughter** stated unless they are applying to build it, I generally tell them the once the property is yours, you are going to need to go through all the normal processes like Planning and Zoning, regardless of whether it’s in Unified Government or
Bonner Springs or Edwardsville. We do have a separate process that someone can apply for to build on the property. In my time here, most people for yard expansions generally want it because of their kids. Now, can we approve it as a side-lot and in six months someone drives by and there is a foundation poured? Quite possibly. That comes to my limited ability to get out and visually inspect all these properties throughout the area. It’s kind of a good faith based estimate that we go by when people apply for these for the various reasons why they apply.

Acting Commissioner McKiernan stated we generally act on these Land Bank properties as a group so we can take one motion, one vote for this entire first group.

Mr. Slaughter stated unless there is one in particular or a couple that you may not be comfortable, in the past, we have pulled those out and asked to have those brought back with maybe additional information or if there was one that you guys felt needed to be completely denied then that could probably be pulled out tonight and then have the others approved.

Commissioner Murguia stated one last question in regard to codes again since it’s been such a big issue with us. When these people make an application for a piece of property and they may check and see that they don’t have any current code violations, do we go investigate. Do we look at their property at the time to make sure that there aren’t any code violations? It’s a great opportunity to leverage in getting something done. Mr. Slaughter stated prior to me bringing these applications to you, I meet with the Land Bank Advisory Board, which is the NBRs throughout various neighborhoods throughout the county. That’s where sometimes I have to rely on them for information. I don’t have the opportunity to get out and go through each one. Commissioner Murguia stated so we can’t, as a staff, we can’t send a list of applications to the Code Enforcement Department and have them run a check on their existing property ownership and then send an okay or not okay back to you. Mr. Slaughter stated we could. I have access to the same software and programs that they have. If it’s within the county, I can look up and get a current reading on whether they have anything outstanding. Commissioner Murguia stated no, I mean they may not have anything outstanding because no one is reporting it. Do you see what I am saying? Some of these neighborhoods … Mr. Slaughter stated there is probably a better way to do it. Maybe something like that is something that we can look forward to in the

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future to set up some steps to assure - I would want nothing more than to just make this a formality because all our I’s are dotted and T’s are crossed.

**Acting Chairman McKiernan** stated one thing that Chris and I have been talking about over the last couple of months is going back through and reexamining all the policies and procedures of the Land Bank and asking the question, are they appropriate for today. Do they work? Do they get everything done that we want to get done? Are some of them now outdated and could be stripped out? Do we need new ones? I’ll give you a prelude to what I was going to say in a minute but our vision is that either this committee or a subcommittee of this committee would start working together with Mr. Slaughter and go in and systematically through all the policies and procedures of the Land Bank and asking could we do it a better way. We see that on the horizon very shortly for all the reasons that you’ve been asking.

**Action:** Commissioner Murguia made a motion, seconded by Commissioner Townsend, to approve the side-lot applications. Roll call was taken and there were four “Ayes,” Walters, Murguia, Townsend, McKiernan.

Applications
1618 N. 2nd St. - Somali Bantu Foundation of KS for a garden
5409 Douglas Ave. - C. Francene Sutton for lot improvement
5417 Douglas Ave. - C. Francene Sutton for lot improvement

**Mr. Slaughter** stated next, we’ll dive right into some of our vagueness of the Land Bank. We in the past would get applications that were for other things other than side-lots that specifically weren’t and didn’t have a meaning that they were going to build on. That’s kind of what this category is. We have one that is for a garden at 1618 N. 2nd St. and that is from an individual that is part of the Somali Foundation. We have two over on 5409 and 5417 Douglas. They are wanting these properties for lot improvement. Quite frankly, they want the property and this was probably the closest thing we could define as maybe an appropriate measure for them to get the property. The property is severely sloped. The topography is - there is no way that these will be developed or built on yet this individual has indicated that her family had an interest in them and

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would like to take them off the Land Bank hands. That’s why they are here before you. Again, the other one is for a garden.

**Commissioner Townsend** asked what are they going to do with them? **Mr. Slaughter** stated their claim is they are outdoorsy people and this was outdoors land. I’m paraphrasing. They thoroughly enjoy the outdoors and this gave them an opportunity to do it without, I’m assuming, hiking in the country or going far away from close to where they live.

**Commissioner Townsend** stated I would like to see descriptions that are more specific for improvements. As you’ve already mentioned for the future that would be one of the types of things. That’s pretty broad; lot improvement. Hope it is an improvement. We still don’t know exactly what it is. That’s for the future.

**Acting Chairman McKiernan** stated I think we just recruited our second volunteer on policies and procedures task force.

**Mr. Slaughter** stated it’s always been a concern for me if someone wants to take some of these properties that we have no use to hold other than the fact that we are holding them and they want to pay the taxes and keep the codes out, is that something that we should be able to say yes or no to. They may be great stewards of the land and they’re willing to pay taxes and keep them clean, or we may find out down the road that they’re doing worse things than we ever intended. Those are questions that I’ve always had and hopefully it’s something we can get answered or at least push me in the right direction on how to handle this.

**Acting Chairman McKiernan** stated what we will do when we get the minutes from this meeting, we’ll go back and extract some of the points that have been brought up as tickler points to guide our policy and procedure review in the future.

**Action:** **Commissioner Townsend** made a motion, seconded by Commissioner Walters, to **approve the applications.** Roll call was taken and there were four “Ayes,” Walters, Murguia, Townsend, McKiernan.
Best and Final
2238 Wood Ave. - Jose Munoz and Marcos Rosales, both for yard extension
(The Advisory Board recommended the property be awarded to Mr. Rosales)

Mr. Slaughter stated the next item is what we call the best and final. We have received two applications for the same property. They are adjacent neighbors. I’ve had conversations with both applicants and they have both indicated that they did not want to split the property. They want the property for themselves. In these situations, we send out a letter and tell them the quote of what we are asking for and give them the opportunity to increase that bid. We give them the opportunity to expand on their reasoning for wanting the property. Then generally basically I make a recommendation to the standing committee. Based on the fact that neither of these applicants want to split the property, Mr. Rosales has indicated that he had increased his offer. That basically would be my recommendation based on that increased offer, the property to Mr. Rosales.

Action: Commissioner Murguia made a motion, seconded by Commissioner Townsend, to award the property to Mr. Rosales. Roll call was taken and there were four “Ayes,” Walters, Murguia, Townsend, McKiernan.

Donations to Land Bank
203 N. 23rd St. from Rebecca Roney
535 S. 71st St. from Heartland Habitat for Humanity
1030 Oakland Ave. from Heartland Habitat for Humanity
1939 N. 14th St. from Heartland Habitat for Humanity
2532 S. 12th St. from Heartland Habitat for Humanity
2811 Cissna St. from Heartland Habitat for Humanity
2813 Cissna St. from Heartland Habitat for Humanity
1423 Walker Ave. from Heartland Habitat for Humanity

Mr. Slaughter stated finally we have some donation requests to the Land Bank. Part of your responsibility as the Land Bank Board of Trustees is you can accept property into the Land Bank as a donation. There are steps we take to ensure that we are not getting property that has still an existing mortgage on it or a tax lien, whether state or federal. Generally, if everything kind of liens up, then we’ll present these to you guys for acceptance. A majority of these are from

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Habitat. They have indicated to me that these are properties that they had in their inventory but they are unable to build on and complete their mission of putting houses out there. They’ve asked for the Land Bank to accept those back. The other one is a property owner that they don’t even live in Wyandotte County and her husband asked her why she still owned that property. Those are presented to you guys for consideration.

**Commissioner Murguia** asked so tell me why are we taking property back from Habitat. **Mr. Slaughter** stated they’ve indicated that they cannot build on these. One of them, they started the actual excavation and they ran into an underground stream. For one reason or not, they will not be able to use them, which means they’ll be stuck paying taxes on them and they may eventually be in a couple of years right back into the tax sale status and probably eventually right back on our steps. Part of our policy, when we do receive property, is we do contact adjacent property owners. I’ll send a letter out letting them know that is new property coming in, send them an application, explain the steps, give them a policy quote, and if they want to participate, they are advised to fill out the application and submit it. Hopefully, we can turn these back here in the next month or two and have someone else have interest in them or want to own them.

**Action:** Commissioner Murguia made a motion, seconded by Commissioner Townsend, to approve the donations.

**Gordon Criswell, Assistant County Administrator,** stated, Chris, you might share with this committee approximately how many parcels we have in the Land Bank to give them an order of magnitude. **Mr. Slaughter** stated we currently have about 2,100 parcels. There are estimates that there are probably the same or more that are in a tax delinquency status that could be eventually brought into the Land Bank.

**Commissioner Murguia** stated I think the number is 6,700 and some that are eligible for tax delinquency. **Mr. Slaughter** stated I’ll accept that estimation. Some of those quite frankly have structures on them. Maybe that is something we can talk about at a future time. That’s kind of where I’m wanting to take the Land Bank to. They’re property we control. They’re property we have to take care of and that’s revenue that has to go towards stuff. We have quite a few and there’s plenty more out there.

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Roll call was taken on the motion and there were four “Ayes,” Walters, Murguia, Townsend, McKiernan.

IV. Goals and Objectives

**Item No. 1 – 120136...**

The Unified Government Commission conducted a strategic planning process resulting in specific goals and objectives adopted by the commission on May 17, 2012. Commission has directed that the goals and objectives appear monthly on respective standing committee agendas to assure follow-up and action toward implementation.

a. Housing. Develop policies and programs that:
   - Grow neighborhoods to their maximum potential
   - Make property owners accountable for their property
   - Foster a diverse housing stock

b. Healthy Community/Recreation. Encourage lifestyles through programs, services, and facilities that maximize the health and well-being of our citizens and enhances equality of life.

c. Update strategic planning regarding the Land Bank.

d. Social Services. Promote and provide social services and facilities to improve the life, health, and living conditions of our citizens, targeting the most at risk.

**Acting Chairman McKiernan** stated the goals and objectives, Item #1, is for your information at this point for everybody. When we had our strategic planning retreat and when we established our vision and strategic goals and objectives, at that time we assigned goals and objectives to the various standing committees and said well this goal and objective fits best with this particular standing committee so we’ll task this committee with trying to move ahead to accomplish the various goals and objectives. We put them on here tonight just so you can see which goals and objectives are attached to our standing committee, Neighborhood and Community Development.

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We’ll take a similar look at the end of our next meeting, but this is just so you can see where they fit. This will make much more sense after we have our retreat on Saturday and we see the big picture.

Part of what we are going to have to accomplish over the next several years is we need to access where are we along the line of progress toward meeting these goals? Where could we still go in meeting these goals? What action steps could we facilitate through this committee? What key staff could we bring to this committee to help facilitate action steps to the reach goals and objectives? You see that one of them is under housing, grow and develop policies and programs that grow neighborhoods to their maximum potential. I’ll use that as an example of where improving the current operations and visioning or envisioning an expanded operation of the Land Bank may fit right where we want it to go. For example, today the Land Bank deals exclusively in vacant land; parcels that don’t have structures on them. In other communities that’s not always the case. The Land Bank may in fact deal with properties or parcels that have structures on them. Part of our job is going to be to dream a little bit and see if we can strategize on ways that an improved Land Bank could help achieve our housing goals as part of an overall bigger strategy. Could the Land Bank be a better and bigger player? That’s what we are going to be about over the next several months. We are going to try to bring back at least one bit of goals and objectives to every meeting so that we can just consistently move forward and make sure we’re making progress toward the goals and objectives that we set up so that four years, two years from now, it’s not like what did we get done, nothing.

That’s just a little bit of framework to tell you about that. We’ll kind of take another look when we get to the end of our next committee meeting.

**Mr. Criswell** stated you might mention that you all have the ability to go in and see… **Acting Chairman McKiernan** stated I thought we would save that until after our retreat. We don’t want to through too much at them in one day.

**Acting Chairman McKiernan** stated there actually is what I call an air traffic control board that we can get to through my UG that does give a status on various initiatives along the various goals and we will take a look at that down the road.
Adjourn

Acting Chairman McKiernan adjourned the meeting at 5:26 p.m.

tk
### Staff Request for Commission Action

**Type:** Standard  
**Committee:** Neighborhood and Community Development Committee  
**Proposed for the following Full Commission Meeting Date:** 06/20/2013

<table>
<thead>
<tr>
<th>Date of Standing Committee Action:</th>
<th>6/3/2013</th>
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<td>(If none, please explain):</td>
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**Changes Recommended By Standing Committee (New Action Form required with signatures)**

<table>
<thead>
<tr>
<th>Date: 5/29/2013</th>
<th>Contact Name: Chris Slaughter</th>
<th>Contact Phone: 573-8977</th>
<th>Contact Email: <a href="mailto:cslaughter@wycokck.org">cslaughter@wycokck.org</a></th>
<th>Ref</th>
<th>Department / Division: Administration/Land B...</th>
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**Item Description:** **ONLY VISIBLE TEXT WILL BE PRINTED**  
The Land Bank Manager respectfully requests that the Neighborhood & Community Development Committee review the proposed packets and forward them to the Land Bank Board of Trustees for final consideration.

**Item (1) - Proposed Changes to Land Bank "Hold" Area(s)**

**Action Requested:** **ONLY VISIBLE TEXT WILL BE PRINTED**  
The Land Bank Manager respectfully requests that the Neighborhood & Community Development Committee approve the above requests and forward them to the Land Bank Board of Trustees for final approval.

**Publication Required**

**Budget Impact: (if applicable)**

- **Amount:** $___________  
- **Source:**  
  - [ ] Included In Budget  
  - [ ] Other (explain)  

**Supporting Documentation**

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The Land Bank Manager respectfully requests that the Neighborhood & Community Development Committee review the proposed packets and forward them to the Land Bank Board of Trustees for final consideration.

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**Publication Required**

**Budget Impact: (if applicable)**

- **Amount:** $___________  
- **Source:**  
  - [ ] Included In Budget  
  - [ ] Other (explain)  

**Supporting Documentation**
MEMORANDUM

TO: Neighborhood & Community Development Standing Committee
FROM: Chris Slaughter, Land Bank Manager
DATE: June 3, 2013
SUBJECT: Proposed Changes to the “Hold” Area(s)

Per the Land Bank Policy: The Land Bank Board of Trustees and the Unified Government’s Development Department will annually, and as needed, identify development areas which are actively being developed. Any Land Bank properties in these particular geographical areas will be held for the developer(s) for that area.

The following are current “Hold” areas:

Mt. Carmel Redevelopment Area  Peregrine Falcon East
Tremont                           Turtle Hill
River Edge East                   Douglas/Sumner
Mission Cliffs/Rainbow Heights   St. Peter/Waterway
Escalade Heights                  Strawberry Hill
Prescott                          Village of Fountains
Downtown Redevelopment           Housing Authority Project

The Wyandotte County Land Bank recommends adding the following to “Hold” status:

South 9th St/St. Joseph/Benedicts  Downtown Redevelopment

The Wyandotte County Land Bank recommends removing the following from “Hold” status:

Tremont                           Turtle Hill
River Edge East

The Land Bank is asking for the Board of Trustees to rule on this recommendation.
<table>
<thead>
<tr>
<th>Commission Goal</th>
<th>Objective</th>
<th>Status</th>
</tr>
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<tbody>
<tr>
<td><strong>Housing</strong></td>
<td></td>
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<tr>
<td></td>
<td>Grow neighborhoods</td>
<td>As of Nov. 15th, all NSP Properties have been acquired. 49 properties have been rehabbed, 8 properties sold and 10 properties pending sale to Low/Mod income purchasers. NSP 1 program on track to exceed program goals. Two resolutions approved by BOC on 1-17-13 for housing developments using Section 42 Housing Credits, i.e. Buchanan's Crossing &amp; Escalade Heights.</td>
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<tr>
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<td>Make property owners accountable</td>
<td>Human Services staff worked with NRC staff to revise the brochure on home purchase under the &quot;contract for deed&quot; arrangement. The brochure has been written in English and Spanish and distributed through the Livable Neighborhoods network.</td>
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<td>Foster diverse housing stock</td>
<td>Horace Mann Apartments under rehab. These will be 30 market rate one and two bedroom apartments in the downtown area. A similar redevelopment project will start at St. Margaret's Hospital for senior citizens. The KCK Public Housing Authority broke ground on several single family dwellings in the area near Juniper Gardens Housing Complex. The Housing Authority has plans to acquire other sites for construction of single family dwellings. BOC to consider approving Section 42 tax credit housing project for 12 single family homes for disabled military veterans and mobility impaired persons in KCK.</td>
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<td>Tax sales - local residents</td>
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<td><strong>Social Services</strong></td>
<td>Improve lives of citizens</td>
<td>See the &quot;Healthy Communities Initiative&quot;</td>
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<td></td>
<td>Improve health of citizens</td>
<td>Need some direction from BOC on how the measure this goal however the new Kansas KanCare program will have an impact on the health of seniors, the disabled and other persons who get health services through Medicaid.</td>
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