



# Items for Land Bank Board Action

**Meeting Date:** January 18, 2022  
**From:** Josh White, Principal Planner  
**Item:** Annual Reorganization Items

**Title:** Land Bank Board of Trustees Meeting

## **Background:**

On **November 6, 2001**, the City of Arkansas City adopted **Resolution No. 2001-11-2018** to establish a policy for the sale or transfer of real estate which the City acquired through acquisition of flood damaged or foreclosure properties. Since that time, the State of Kansas created a statute on Land Banks (**K.S.A. 12-5901**) that not only authorizes the acquisition and sale of such properties and others, but also allows the City to manage distressed properties which can become a blight in the community by clearing up title issues to the property, setting aside land for future development, putting parcels back on the open market as quickly as possible, freezing special assessments, removing back taxes (*including interest and penalties*) and making properties tax exempt until sold.

In order to create a statutory Land Bank with these benefits, the City on **November 7, 2017**, adopted **Ordinance No. 2017-11-4444**, creating the **Land Bank Board of Trustees**, which shall consist of the City Commissioners.

During that same meeting, the City also adopted **Resolution No. 2017-11-3136**, which sets the bylaws for the Board of Trustees and the policy directives for the City's Land Bank program.

The Land Bank Board of Trustees is required to hold a meeting in the first half of each year to elect new officers and receive an annual report. This report generally consists primarily of a review of Board bylaws and directives, a review of the 2022 budget for the Land Bank Fund, and an updated Inventory of Property. To conduct the business of this meeting, commissioners should execute the following actions, in order:

## **Board Actions:**

1. Select a President by simple motion and voice vote. (**Recommendation: Mayor Kanyon Ginger**)
2. Select a Vice President by motion and voice vote. (**Recommendation: Vice Mayor Diana Spielman**)
3. Designate an appropriate staff member as Secretary. (**Recommendation: City Clerk Lesley Shook**)
4. Designate a staff member as Treasurer. (**Recommendation: Finance Director Jennifer Waggoner**)
5. Receive an annual report from Principal Planner Josh White and Finance Director Waggoner.
6. Approve the annual report and forward it to the City Commission for further consideration.
7. Review and approve the annual Inventory of Property, and forward it to the City Commission.
8. Approve any applicable sheriff's deed(s) and forward to the City Commission for approval.
9. Review and discuss the 2022 Land Bank sales plan.

## **Attachments:**

1. 2021 Annual Report and Financial Report
2. 2022 Land Bank Budget
3. 2022 Inventory of Property
4. 2022 Land Bank Sales Plan
5. Land Bank Board of Trustees Bylaws and Policy Directives

**Approved for Agenda by:**

A handwritten signature in black ink, appearing to be 'R. Frazer', with a long horizontal flourish extending to the right.

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Randy Frazer, City Manager