

Ark City Land Bank Board of Trustees — Regular Meeting Minutes

The Arkansas City Land Bank Board of Trustees met in regular session at **5:00 p.m. Tuesday, January 18, 2022**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Ark City.

Vice President **Kanyon Gingher** called the meeting to order. Other members present at roll call were President **Scott Rogers**, Trustee **Diana Spielman** and Trustee **Jay Warren**. Trustee **Charles Jennings** was absent.

City employees present at the meeting were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk/Secretary **Lesley Shook**, Public Information Officer **Andrew Lawson** and Building Official **Mike Bellis**.

Agenda Approval

President Rogers made a motion to approve the agenda as presented. Trustee Spielman seconded the motion. A voice vote was **unanimous** in favor of the motion. Vice President Gingher declared the agenda **approved** as presented.

Minutes

President Rogers made a motion to approve the **October 5, 2021**, special meeting minutes as presented. Trustee Warren seconded the motion. A voice vote was **unanimous** in favor of the motion. Vice President Gingher declared the minutes **approved**.

Business

Select President for 2022

President Rogers made a motion to appoint Vice President Gingher as **board president** for 2022.

Trustee Warren seconded the motion. A voice vote was **unanimous** in favor of the motion.

President Gingher declared the motion **approved**.

Select Vice President for 2022

Trustee Warren made a motion to appoint Trustee Spielman as board **vice president** for 2022.

Trustee Rogers seconded the motion. A voice vote was **unanimous** in favor of the motion.

President Gingher declared the motion **approved**.

Ark City Land Bank Board of Trustees — Regular Meeting Minutes

Designate Secretary for 2022

Trustee Warren made a motion to re-designate City Clerk Shook as **board secretary** for 2022.

Trustee Spielman seconded the motion. A voice vote was **unanimous** in favor of the motion.

President Gingher declared the motion **approved**.

Designate Treasurer for 2022

Trustee Warren made a motion to designate Finance Director/Treasurer Jennifer Waggoner as **treasurer** for 2022. Trustee Spielman seconded the motion. A voice vote was **unanimous** in favor of the motion. President Gingher declared the motion **approved**.

2021 Annual Report

In a written report, Principal Planner Josh White said **2021** was a busy year for the Land Bank.

At the **January 19, 2021**, meeting, six properties were added to the Land Bank — **310 North C St., 606 S. Summit St., 902 South F St., 1304 South A St., 1311 N. Eighth St.** and **1313 South J St.**

Throughout 2021, seven properties were sold from the Land Bank — **515 S. Sixth St., 608 S. Fourth St., 703 North D St., 838 South F St., 901 E. Kansas Ave., 1304 South A St.** and **1333 North D St.**

Several other properties were requested, as well, but for various reasons the requests were never acted upon, White reported. This leaves **12** properties in the Land Bank, with one additional parcel to be added at a later date.

Due to the sale of several properties, the **Land Bank Fund** now has a positive balance and City staff proposes that some of the funds be used to purchase vacant property at the next tax sale in order to bring the properties into a taxable use again.

White said 2021 proved that the Land Bank is an effective way to return properties to the tax rolls.

The Land Bank Fund's beginning balance in 2021 was **\$986.21**. Payments were received from the sale of two properties in the amount of **\$8,000.00**. Expenses from public notices of sale totaled **\$199.91**. The ending balance of the Land Bank Fund in 2021 was **\$8,736.30**.

Trustee Spielman made a motion to approve the **2021 annual report** and **2022 budget** as presented. President Gingher seconded the motion. A voice vote was **unanimous** in favor of the motion. President Gingher declared the motion **approved** and forwarded to the City Commission.

Ark City Land Bank Board of Trustees — Regular Meeting Minutes

Annual Inventory of Property

The annual inventory of property for the Land Bank now contains **12** properties, White reported:

1. **118 S. Ninth St.**
2. **310 North C St.**
3. **518 North D St.**
4. **522 North D St.**
5. **606 S. Summit St.**
6. **706 E. Madison Ave.**
7. **801 North F St.**
8. **902 South F St.**
9. **1225 N. Second St.**
10. **1311 North Eighth St.**
11. **1313 South J St.**
12. **1438 N. Summit St.**

Trustee Spielman made a motion to approve the **annual inventory of property** as presented.

Trustee Warren seconded the motion. A voice vote was **unanimous** in favor of the motion.

President Gingher declared the motion **approved** and forwarded to the City Commission.

Discuss Land Bank Sales Plan

Principal Planner White said in a written report that this inventory will be published in the newspaper and on the website. Staff also will promote it to prospective builders and developers.

Trustee Warren made a motion to table further discussion of the **Land Bank Sales Plan** for 2022 until the **February 1** special meeting, when White can attend. Trustee Rogers seconded the motion.

A voice vote was **unanimous** in favor of the motion. President Gingher declared the motion **approved** and the item tabled until **February 1**.

Adjournment

Trustee Warren made a motion to adjourn the meeting. Trustee Spielman seconded the motion.

A voice vote was **unanimous** in favor of the motion. President Gingher declared the meeting adjourned at **5:10 p.m.**

Ark City Land Bank Board of Trustees — Regular Meeting Minutes

THE ARKANSAS CITY LAND BANK BOARD OF TRUSTEES

Scott Rogers, 2021 President

ATTEST:

Lesley Shook, Secretary

Kanyon Ginger, 2022 President

Prepared by:

Andrew Lawson, Public Information Officer