

Pittsburg Land Bank
Board of Trustees Meeting Minutes
February 20, 2019 | 8:00 am | City Hall Conference Room

Meeting Facilitator: Quentin Holmes, Director of Housing & Community Development
Members Present: Marty Beezley (by phone), Brad Hanson, Brian Jones, Kala Spigarelli,
Tom Spurgeon
City Staff: Brittan Brenner, DeAnna Goering, Dexter Neisler
Guests: Sylvia Grotheer, Matt Hess, Dustin Wilson

- I. Call to Order
 - a. Meeting called to order at 8:01 AM
- II. Consent Agenda (vote for approval)
 - a. January Meeting Minutes (01/31/2019)
 - i. Motion: Approve January Minutes
 1. Motion: Seconded
 2. Motion: Carried, 5-0-0
 - b. February Special Meeting Minutes (02/08/2019)
 - i. Motion: Approve February Special Meeting Minutes
 1. Motion: Seconded
 2. Motion: Carried, 5-0-0
- III. KDHE Phase One
 - a. Discussion regarding availability of environmental studies from KDHE for Land Bank Properties.
 - i. Motion: The Land Bank will arrange for KDHE Phase One and Phase Two studies of Land Bank properties, as needed, and dependent upon funding from KDHE.
 1. Motion: Seconded
 2. Motion: Carried, 5-0-0
- IV. Adjacent Property Owners & Unbuildable Lots
 - a. Discussion regarding adjacent property owners to Land Bank properties that are not of a buildable size.
 - i. Motion: Offer, at no charge, unbuildable properties, as determined by the City of Pittsburg Building Official, to adjacent property owners.
 1. Motion: Seconded
 2. Motion: Carried, 5-0-0
- V. Mowing
 - a. Discussion of satisfaction with current mowing contract. Discussion of other options for mowing. City staff will re-bid the Land Bank mowing contract for the 2019 mowing season.
- VI. Updated Property Purchase Guide
 - a. Discussion of revised Property Purchase Process Guide.

- i. Motion: Accept the revisions to the Property Purchase Process Guide.
 - 1. Motion: Seconded
 - 2. Motion: Carried, 5-0-0
- VII. Properties for Acquisition
 - a. 1205 N Smelter
 - i. Information regarding property donation.
- VIII. Properties for Disposition
 - a. 714 E 11th
 - i. Property Purchase Application approved 1/31/2019
 - ii. Applicant proposes to expand their existing property, possibly including a new fence, to prevent people from driving through the Land Bank's lot and the applicant's yard.
 - iii. Motion: Approve the Development Agreement for 714 E 11th.
 - 1. Motion: Seconded
 - 2. Motion: Carried, 5-0-0
 - b. 1205 N Michigan
 - i. Property Purchase Application approved 1/31/2019
 - ii. Applicant owns adjacent property. Applicant proposes to trade Lot 7 in Leighton's Addition on Michigan Ave for Lot 3 in Leighton's Addition on Michigan Ave. Trade would allow both Land Bank and Applicant to own more attractive lots.
 - iii. Motion: Approve the two Real Estate Purchase Contracts for 1205 N Michigan.
 - 1. Motion: Seconded
 - 2. Motion: Carried, 5-0-0
 - c. 410 W 4th
 - i. Applicant proposes to build an all-ages pottery studio with gallery space and off-street parking.
 - ii. Motion: Approve the Property Purchase Application and Development Agreement for 410 W 4th.
 - 1. Motion: Seconded
 - 2. Motion: Carried, 5-0-0
 - d. 00000 W Forest/412 S Walnut
 - i. Applicants both propose to build and sell 3 single family homes with off-street parking.
 - 1. Discussion of difference and similarities of applications, projects, and applicants.
 - ii. Motion: Approve the Development Agreement for 00000 W Forest/412 S Walnut for Applicant 01082019.
 - 1. Motion: Seconded
 - 2. Motion: Carried, 4-0-1
- IX. Adjournment
 - a. Motion: Adjourn the regular meeting of the Land Bank Board of Trustees.
 - i. Motion: Seconded
 - ii. Motion: Carried, 5-0-0
 - b. Meeting adjourned at 9:07 am