# LAND BANK BOARD MEETING
## November 18, 2024 3:00 p.m.
**Training Room 210**
**City Hall, 903 W Main Street**
**Blue Springs, Missouri 64015**

Anyone wishing to address the Land Bank in the Visitors Section of the Agenda, must fill out a Speaker's Appearance Form. Forms are available online or located at the entrance of the conference room. After completion, the form is to be given to the Board Secretary prior to the start of the meeting.

1. Call to Order
2. Confirmation of a Quorum
3. Appointment of Board Secretary
4. Approval of the August 19, 2024, Land Bank Meeting Minutes
5. FY 2023-24 Annual Land Bank Report
6. Quarterly Financials
7. Four new parcels deeded to the Land Bank
8. Discussion – Realtor Services
9. Visitors
10. Next meeting – December 16, 2024 meeting will be cancelled
11. Closed session – Discussion relating to Litigation pursuant to Section 610.021 (1)

Posted Friday, November 15, 2024 at City Hall and on the City's website.
Erin Ford, City Clerk

**CITY OF BLUE SPRINGS, MISSOURI**
**MINUTES OF LAND BANK MEETING**
**August 19, 2024**

A meeting of the Land Bank of Blue Springs, Missouri was held on Monday, August 19, 2024 at 3:00 p.m. with Chairman White-Baldridge presiding.

**COMMISSIONERS IN ATTENDANCE**

Tracy White-Baldridge, Chair
Jennifer Irey, Vice Chair
Kirk Sampson
Brian Bough

Also present were Staff Liaisons Christine Cates, Sheryl Morgan, Mike Mallon, Tom Degenhardt and Karen Van Winkle.

**CALL TO ORDER AND CONFIRMATION OF A QUORUM**

Chair White-Baldridge called the Land Bank meeting to order at 3:05 p.m. The Board Secretary confirmed a quorum of the Lank Bank was present.

**APPROVE BOARD MINUTES**

Commissioner Sampson moved to approve the minutes of the June 17, 2024 Meeting of the Land Bank of Blue Springs. Motion seconded by Chair White-Baldridge and carried with the following votes:

Irey – Aye
White-Baldridge – Aye
Sampson – Aye
Bough-Aye

**QUARTERLY FINANCIAL STATEMENTS**

City Administrator Christine Cates presented the 3rd Quarter Financial Statements.

**2024-2025 BUDGET**

Senior Director of Finance Karen Van Winkle presented the 2024-2025 Annual Budget.

Commissioner Irey moved to approve the 2024-2025 Annual Budget. Motion seconded by Commissioner Bough and carried with the following votes:

Irey – Aye
White-Baldridge – Aye
Sampson – Aye
Bough-Aye

**ACKNOWLEDGEMENT OF RULES AND PROCEDURES AND ATTENDANCE**

Land Bank Board Secretary Cara Elbert gave an overview of the Rules of Procedure for the Land Bank as well as the attendance policy and the Commissioners signed off acknowledging their receipt.

**ELECTION OF VICE CHAIR**

Chair White-Baldridge opened the floor for nominations for Vice-Chair to serve a one-year term ending May 2025. Commissioner White-Baldridge nominated Commissioner Irey for the Vice Chair position.

The motion was seconded by Commissioner Sampson and carried with the following votes:

DRAFT

Irey – Aye Sampson – Aye
White-Baldridge – Aye Bough-Aye

**AJOURNEMENT**

There being no further business, Commissioner Irey moved to adjourn the meeting. Motion seconded by Commissioner Bough and carried with the following votes:

Irey – Aye Sampson – Aye
White-Baldridge – Aye Bough-Aye

Chairman White-Baldridge declared the meeting adjourned at 3:15 p.m.

_____
Tracy White-Baldridge, Chair




October 1, 2023 - September 30, 2024

Tracy White-Baldridge
Chairman

Erin Ford
Staff Liaison

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*Land Bank Parcel Number refers to the year and order in which the Land Bank acquired the parcel. The first four digits are the year the parcel was received. The next two digits were assigned by the Land Bank for easier tracking. The rest of the number is the Parcel Number assigned by Jackson County.

# LAND BANK OF BLUE SPRINGS

The purpose of the Land Bank of Blue Springs is to return non-revenue-generating and non-tax-producing land to usefulness. The Land Bank Agency is composed of a Board of Commissioners consisting of five members, all of whom are residents of Blue Springs. Three commissioners are appointed by the Mayor of Blue Springs, one commissioner is appointed by Jackson County, and the other commissioner is appointed by the School District.

Missouri Land Bank Legislation, which became effective August 28, 2012, authorized any municipality located within a county that had a land trust operating on January 1, 2012, to create a Land Bank Agency. That legislation also provided that any property owned by the county's land trust would be transferred to the newly created Land Bank Agency as soon as possible after its formation.

On March 4, 2013, the City of Blue Springs passed Ordinance No. 4429 creating the Land Bank of Blue Springs. Properties in Blue Springs held by the Jackson County Land Trust due to non-payment of back taxes were transferred to the Land Bank of Blue Springs. All properties sold for back taxes where the bid was not sufficient to pay the judgment are transferred to the Land Bank rather than the Jackson County Land Trust.

The Board adopted Policies and Procedures for the acquisition and disposal of properties. These guidelines are used to determine which properties are offered for sale, the requirements for offers and how offers are evaluated.

The Land Bank entered into an Intergovernmental Agreement with the City of Blue Springs on August 5, 2013, with the initial term of the Agreement ending on September 30, 2016. In 2019, the Land Bank Board of Commissioners approved an Intergovernmental Agreement with the City ending on September 30, 2022. A new Intergovernmental Agreement was approved by the Land Bank and the City in 2022 with a term ending on September 30, 2025.

The South Area Sewer Neighborhood Improvement District (NID) was formed after the annexation of approximately 1,500 acres of undeveloped property into the corporate limits of the City of Blue Springs. The purpose of the NID is to provide funding to build sewer infrastructure that would enable the area to be developed. The City issued 20-year NID Bonds in 2009 to be repaid through special assessments on the properties. Growth and development in the NID decreased significantly when the recession started in 2008. In some cases, the taxes and NID special assessments went unpaid and the properties were transferred to the Land Bank.

This report includes a summary of the actions taken by the Land Bank of Blue Springs from October 1, 2023 through September 30, 2024.

## COMMISSIONERS

**SCHOOL DISTRICT APPOINTEE: Kirk Sampson,** August 2018 – Present, Treasurer

**COUNTY APPOINTEE: Rodney Hill**, July 2022 – May 2024

**MAYORAL APPOINTEES:**
**Tracy White-Baldridge,** May 2016 – Present, Chair
**Jennifer Irey,** January 2022 – Present, Vice Chair
**Brian Bough,** May 2024 – Present

# FINANCIAL SUMMARY

| Blue Springs Land Bank<br>Statement of Changes in Net Position | | | | | |
|---|---|---|---|---|---|
| Fiscal Year: | 2024 | 2023* | 2022 | 2021 | 2020 |
| Additions | | | | | |
| Property taxes | $ 275,604 | $ 442,797 | $ 237,133 | $ 111,848 | $ 48,835 |
| Contributions and donations from private sources | 540,059 | (178) | - | 980,203 | 283,763 |
| Gain on sale of capital assets | | | | - | |
| Interest income | 17,908 | 17,835 | 2,385 | 6,541 | 1,444 |
| Other income | | 8,820 | 100 | 5,600 | 12,864 |
| Total additions | 833,571 | 469,274 | 239,618 | 1,104,192 | 346,906 |
| Deductions | | | | | |
| Administrative expenses | 82,793 | 62,471 | 15,308 | 67,876 | 18,168 |
| Remittance of special assessment collections to Sewer Fund | 760,805 | 419,363 | 224,196 | 1,017,661 | 686,931 |
| Loss on sale of capital assets | 57,522 | | | 52,901 | 70,123 |
| Total deductions | 901,120 | 481,835 | 239,504 | 1,138,438 | 775,222 |
| Change in net position | (67,549) | (12,561) | 114 | (34,246) | (428,316) |
| Net position, beginning | 308,020 | 320,581 | 320,467 | 354,713 | 783,029 |
| Net position, ending | $ 240,471 | $ 308,020 | $ 320,581 | $ 320,467 | $ 354,713 |

* FY2023 has been restated due to an Administrative Expense entry which was posted after the Land Bank Annual Report was completed last year.

The Land Bank is audited as part of the City's annual audit and is reported as a Trust Fund within the City's financial statements. Each year, a budget is prepared and presented to the Board for adoption. Throughout the year, quarterly financial statements are reviewed by the Board and included on the meeting agendas for discussion.

Properties that are transferred to the Land Bank from Jackson County are recorded at the market value the County has listed at the time of the transfer. The gain or loss on sale of property is calculated as the difference between the property's sales price and the market value of the property as determined by the County.

# PARCELS ACQUIRED BY THE LAND BANK

No parcels were acquired by the Land Bank in FY 2023-24.

# PARCELS SOLD OR TRANSFERRED

## SOLD

The Land Bank of Blue Springs sold Parcels 2017-05-B-54-200-01-08-00-0-00-000 and 2017-06-54-200-04-10-00-0-00-000 in FY 2023-24.

## TRANSFERRED

The Land Bank of Blue Springs transferred 2013-25-36-910-09-48-01-1-00-000 to the City of Blue Springs in FY 2023-24.

## PENDING

No pending sales.

### CURRENT INVENTORY

There are currently two parcels in the Land Bank inventory that are listed as For Sale, there are 18 parcels that are available to neighboring lot owners, and there are 12 parcels listed as Not for Sale.

## PARCELS AVAILABLE FOR SALE

| Land Bank Parcel Number | Status | Area | Size |
|---|---|---|---|
| 2017-03-41-700-03-03-00-0-00-000 | For Sale | Chapman Farms – NID | 29.63 Acres |
| 2017-04-54-100-02-03-00-0-00-000 | For Sale | Chapman Farms – NID | 38.73 Acres |

## PARCELS AVAILABLE TO NEIGHBORING LOT OWNERS

| Land Bank Parcel Number | Status | Area | Size |
|---|---|---|---|
| 2013-01-35-140-11-02-01-0-00-000 | Available to Neighboring Lot Owners | Heatherwood | 3,521 Sq. Ft |
| 2013-03-35-410-11-04-00-0-00-000 | Available to HOA - Storm Detention Tract | Nantucket | 16,141 Sq. Ft |
| 2013-04-35-430-03-39-00-0-00-000 | Available to Neighboring Lot Owners | Kingsridge West | 9,296 Sq. Ft |
| 2013-07-35-510-06-12-01-0-00-000 | Available to Neighboring Lot Owners | Blue Springs Ford, 1st Plat | 10,445 Sq. Ft |

| | | | |
|---|---|---|---|
| 2013-08-35-540-01-01-01-0-00-000 | Available to Neighboring Lot Owners | Kingsridge | 10,315 Sq. Ft |
| 2013-09-35-610-04-68-00-0-00-000 | Available to Neighboring Lot Owners or HOA | Weatherstone West | 8,223 Sq. Ft |
| 2013-22-36-240-08-69-00-0-00-000 | Available to Neighboring Lot Owners or HOA | The Moors | 24,085 Sq. Ft |
| 2013-23-36-320-09-78-00-0-00-000 | Available to Neighboring Lot Owners or HOA | Sherwood Village | 2,766 Sq. Ft |
| 2013-33-41-310-18-37-02-0-00-000 | Available to Neighboring Lot Owners | Manor South | 410 Sq. Ft |
| 2013-36-42-120-08-49-00-0-00-000 | Available to Neighboring Lot Owners | Plaza Estates West | 459 Sq. Ft |
| 2013-37-42-610-03-84-01-0-00-000 | Available to Neighboring Lot Owners | Stonecreek | 1 Sq. Ft |
| 2015-01-36-130-26-04-00-0-00-000 | Property has storm detention and a sewer lift station. When the station is abandoned, it can be sold to an adjacent property owner or HOA | Summerfield East | 7,378 Sq. Ft |
| 2015-02-41-410-17-20-01-0-00-000 | Available to Neighboring Lot Owners | Village Woods | 5,266 Sq. Ft |
| 2016-02-36-910-16-27-02-0-00-000 | Available to Neighboring Lot Owners | Sunny Side Slopes | 466 Sq. Ft |
| 2017-01-35-610-03-17-00-0-00-000 | Available to Neighboring Lot Owners | Weatherstone | 436 Sq. Ft |
| 2017-02-36-340-15-25-00-0-00-000 | Detention Basin - could be sold to neighbors for green space | Brittany Place | 30,492 Sq. Ft |
| 2024-03-36-240-08-21-00-0-00-000 | Available to Neighboring Lot Owners | Moors at Waterfield | 416 Sq. Ft. |
| 2024-04-41-820-01-12-00-0-00-000 | Available to Neighboring Lot Owners | Woodbine | 14,506 Sq.Ft. |

## PARCELS NOT FOR SALE

The Land Bank Board of Commissioners and staff reviewed parcels in the current inventory and determined that several parcels should be kept in the Land Bank. These parcels include detention basins and creek areas.

| Land Bank Parcel Number | Status | Area | Size |
|---|---|---|---|
| 2013-06-35-440-05-42-00-0-00-000 | Detention Basin | Creek Side Estates | 1.01 Acres |
| 2013-13-35-630-05-11-00-0-00-000 | Detention Basin | Vesper Vale | 8,812 Sq. Ft |
| 2013-24-36-330-06-45-00-0-00-000 | Detention Basin | Hunter's Dell East | 10,135 Sq. Ft |
| 2013-27-36-940-13-14-01-0-00-000 | Creek area | East Lakeview Annex | 6,568 Sq. Ft |
| 2013-28-36-940-15-01-01-0-00-000 | Creek area | East Lakeview Annex | 2.87 Acres |
| 2013-30-41-220-05-24-00-0-00-000 | Detention area with overhead powerlines | Autumn Chase | 41,729 Sq. Ft |
| 2013-31-41-220-05-32-00-0-00-000 | Detention area with overhead powerlines | Autumn Chase | 13,387 Sq. Ft |
| 2013-32-41-220-05-60-00-0-00-000 | Detention area with overhead powerlines | Autumn Chase | 1.01 Acres |
| 2013-34-41-340-02-11-00-0-00-000 | Detention Basin | Manor South | 8,388 Sq. Ft |
| 2013-35-41-340-25-33-00-0-00-000 | Long strip behind several properties | Keystone Estates | 10,477 Sq. Ft |
| 2024-01-35-440-09-28-00-0-00-000 | Detention basin | Apple Valley | 92,790 Sq. Ft |
| 2024-02-35-910-11-05-00-0-00-000 | Detention basin | Apple Valley | 13,895 Sq. Ft. |

# SOUTH AREA SEWER NEIGHBORHOOD IMPROVEMENT DISTRICT

The sale proceeds of NID properties are transferred to the City's Sewer Fund to pay special assessments previously not collected on the property.

The total unpaid NID assessments on Land Bank property as of September 30, 2024, are $1,923,385.70. The assessments as of September 30, 2023, were $2,330,673.73.

# OTHER ACTIONS BY THE BOARD

Periodically the Board will take other actions related to properties held in the Current Inventory. These actions include farm leases, easements, and miscellaneous action items. Below are actions taken by the Board in FY 2023-24:

## FARM LEASES

There were no parcels leased by the Land Bank in FY 2023-24.

# CITY OF BLUE SPRINGS
# BALANCE SHEET - LAND BANK
# FISCAL YEAR 2023-24

## FOR THE PERIOD ENDED - SEPTEMBER 30, 2024

| CATEGORY | | LAND BANK |
|---|---|---|
| **ASSETS** | | |
| Cash and investments | $ | 54,666 |
| Receivables (net of allowances | | |
| Taxes | | - |
| Accounts | | |
| Accrued interest | | - |
| Interfund receivables | | - |
| Land | | 185,805 |
| Prepaid items | | - |
| **TOTAL ASSETS** | **$** | **240,471** |
| | | |
| **LIABILITIES** | | |
| Accounts payable | $ | - |
| Accrued liabilities | | - |
| Interfund payable | | - |
| Long term debt | | - |
| **TOTAL LIABILITIES** | **$** | **-** |
| | | |
| **FUND BALANCES** | | |
| Reserved for: | | |
| Encumbrances | | - |
| Unassigned | | 240,471 |
| | | |
| **TOTAL FUND BALANCES** | **$** | **240,471** |
| | | |
| **TOTAL LIABILITIES AND FUND BALANCE** | **$** | **240,471** |

# CITY OF BLUE SPRINGS

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - LAND BANK

## FISCAL YEAR 2023-24

## FOR THE PERIOD ENDED - SEPTEMBER 30, 2024

| CATEGORY | LAND BANK |
|---|---|
| **REVENUES:** | |
| Farm Lease | $ - |
| Sale of Land | 540,059 |
| Property Taxes | 275,604 |
| Interest | 17,908 |
| Contributed Capital - Land | - |
| Other | - |
| **TOTAL REVENUES** | **$ 833,571** |
| | |
| **EXPENDITURES:** | |
| Personal Services | - |
| Materials & Supplies | - |
| Contractual Services | 82,793 |
| Capital Outlay | - |
| Capital Improvements | - |
| Debt service: | - |
| Transfer for Debt Payments | 760,805 |
| **TOTAL EXPENDITURES** | **$ 843,598** |
| | |
| Excess of revenues over (under) expenditures | $ (10,027) |
| | |
| **OTHER FINANCING SOURCES (USES):** | |
| Issuance of bonds | - |
| Discount on bond issuance | |
| Loss on sale of asset | (57,522) |
| Transfers in | |
| Transfers (out) | - |
| **TOTAL OTHER FINANCING SOURCES (USES)** | **$ (57,522)** |
| | |
| NET CHANGE IN FUND BALANCES | (67,549) |
| | |
| **FUND BALANCES - OCTOBER 1, 2023** | **$ 308,020** |
| | |
| **FUND BALANCES - SEPTEMBER 30, 2024** | **$ 240,471** |

# Parcel Details

| | |
|---|---|
| **Land Bank Parcel #** | 2024-01-35-440-09-28-00-0-00-000 |
| **Neighborhood:** | Apple Valley |
| **General location:** | No street address, located near railroad South of Apple Valley subdivision. |
| **Zoned:** | SF-7 (Single Family) |
| **Maintenance needed upon receipt:** | N/A |
| **Ongoing maintenance needed (frequency):** | N/A |
| **Comments/ Recommended best use:** | Not for sale. Detention basin |
| **Fair market value:** | $78,030 |
| **NID Assessment** | N/A |
| **Lot area:** | Approx: 92,790 Square Feet |

# Parcel Details

| | |
|---|---|
| **Land Bank Parcel #** | 2024-02-35-910-11-05-00-0-00-000 |
| **Neighborhood:** | Apple Valley |
| **General location:** | No street address, located near railroad South of Apple Valley subdivision. |
| **Zoned:** | SF-7 (Single Family) |
| **Maintenance needed upon receipt:** | N/A |
| **Ongoing maintenance needed (frequency):** | N/A |
| **Comments/ Recommended best use:** | Not for sale. Detention basin |
| **Fair market value:** | $46,290 |
| **NID Assessment** | N/A |
| **Lot area:** | Approx: 13,895 Square Feet |

# Parcel Details

| | |
|---|---|
| **Land Bank Parcel #** | 2024-03-36-240-08-21-00-0-00-000 |
| **Neighborhood:** | Moors at Waterfield |
| **General location:** | The property does not have a physical street address, but is located near NE Adams Dairy and NE Craigievar. |
| **Zoned:** | SF-7 (Single Family) |
| **Maintenance needed upon receipt:** | N/A |
| **Ongoing maintenance needed (frequency):** | N/A |
| **Comments/ Recommended best use:** | Only available for sale to adjacent property owners. |
| **Fair market value:** | $2,000 |
| **NID Assessment** | N/A |
| **Lot area:** | Approx: 416 Square Feet |

# Parcel Details

| | |
|---|---|
| **Land Bank Parcel #** | 2024-04-41-820-01-12-00-0-00-000 |
| **Neighborhood:** | Woodbine |
| **General location:** | No street address, located near SE Woodbine Dr. |
| **Zoned:** | SF-12 |
| **Maintenance needed upon receipt:** | N/A |
| **Ongoing maintenance needed (frequency):** | N/A |
| **Comments/ Recommended best use:** | Only available for sale to adjacent property owners. |
| **Fair market value:** | $200 |
| **NID Assessment** | N/A |
| **Lot area:** | Approx: 14,506 Square Feet |