LAND BANK BOARD MEETING
March 24, 2025 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 meeting to Order
2. Confirmation of a Quorum
3. Approve Minutes of November 18, 2024 Land Bank meeting
4. Approve payment of Land Bank Director and Officers Liability Insurance
5. Quarterly Financials
6. City Strategic Planning
7. Visitors
8. Closed Session - Discussion related to Real Estate pursuant to Section 610.021 (2)

Posted Tuesday, March 18, 2025 at City Hall and on the City's website.
Erin Ford, Land Bank Board Secretary

CITY OF BLUE SPRINGS, MISSOURI
MINUTES OF LAND BANK MEETING
November 18, 2024

A meeting of the Land Bank of Blue Springs, Missouri was held on Monday, November 18, 2024 at 3:00 p.m. in the 210 Training Room of City Hall, 903 W Main Street, Blue Springs, Missouri with Chair White-Baldridge presiding.

COMMISSIONERS IN ATTENDANCE

Brian Bough
Jennifer Irey
Kirk Sampson

Also present were City Administrator Christine Cates, Assistant to the City Administrator Sheryl Morgan, Senior Director of City Development Mike Mallon, Senior Director of Finance Karen Van Winkle and City Clerk Erin Ford.

CALL TO ORDER AND CONFIRMATION OF A QUORUM

Chair White-Baldridge called the Land Bank meeting to order at 3:01 p.m. and confirmed a quorum of the Lank Bank was present.

APPOINT BOARD SECRETARY

Chair White-Baldridge requested staff's recommendation for Board Secretary of the Land Bank. City Administrator Christine Cates recommended City Clerk Erin Ford to serve as the Land Bank Board Secretary. Hearing no further nominations, Commissioner White-Baldridge closed nominations. Commissioner Bough moved to appoint Ms. Ford as the Land Bank Board Secretary. Motion seconded by Commissioner Irey and carried with the following vote:

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

APPROVE BOARD MINUTES

Commissioner Irey moved to approve the Minutes of the August 19, 2024 Land Bank of Blue Springs meeting. Motion seconded by Commissioner Bough and carried unanimously.

LAND BANK ANNUAL REPORT FISCAL YEAR 2023-24

Board Secretary Erin Ford presented the Land Bank Annual Report Fiscal Year 2023-24 to the Board and responded to questions. The Annual Report was previously made available to the public as an attachment to the meeting agenda.

QUARTERLY FINANCIAL STATEMENTS

Senior Director of Finance Karen Van Winkle presented the Land Bank Quarterly Financial Statements for the Fourth Quarter of Fiscal Year 2023-24. The Financial Statements were previously made available to the public as an attachment to the meeting agenda

ACQUISITION OF NEW LAND BANK PARCELS

Board Secretary Ford reviewed details of the four new parcels 2024-03-36-240-08-21-00-0-00-000, 2024-04-41-820-01-12-00-0-00-000 2024-01-35-440-09-28-00-0-00-000 and 2024-02-35-910-11-05-00-0-00-000 which were added to the Land Bank through the 2023 Jackson County Tax Sale. The parcels were not deeded to the Land Bank until Fiscal Year 2024-25.

DISCUSSION – REALTOR SERVICES

Chair White-Baldridge led a discussion regarding realtor services. The Commission discussed options for future services and Chair White-Baldridge stated that she would share a previously prepared Request for Proposals for staff consideration.

CANCELLATION OF DECEMBER 16, 2024 LAND BANK MEETING

Chair White-Baldridge stated that the December 16, 2024 Land Bank meeting would be cancelled.

CLOSED SESSION

At 3:15 p.m., Commissioner Irey moved for the Council go into closed session pursuant to Section 610.021 (1), Revised Statutes of Missouri, for the purpose of privileged communications between a governmental body or its representative and legal counsel relating to Litigation and that any minutes, documents and other records discussed or taken during the closed session remain closed, and that the special meeting of this body stand adjourned at the completion of such session. Motion seconded by Commissioner Sampson and carried with the following votes:

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

_____
Tracy White-Baldridge, Chair

ATTEST:

_____
Erin Ford, Board Secretary

Please Remit Payment to: 44 Baltimore St, Cumberland, MD 21502

---------- I N V O I C E ----------

Land Bank of Blue Springs
903 West Main Street
Blue Springs, MO 64015

Invoice Date 11/20/24
Invoice No. 627809
Bill-To Code LANDBAN
Client Code LANDBAN
Inv Order No. 500*754601

Named Insured: Land Bank of Blue Springs

Amount Remitted:

Please return this portion with your payment.

CBIZ Insurance Services, Inc.

Effective Date	Policy Period	Coverage Description	Transaction Amount
12/01/24	12/01/24 to 12/01/25	Great American Insurance Co. Policy No. DOLF113609 *Renewal - Directors & Officers Liab	9,997.00
		Policy Fee - Directors & Officers Liab	500.00
		Please remit payment to: CBIZ Insurance Services, Inc. 44 Baltimore Street Cumberland, Maryland 21502 We appreciate your business.	
		Invoice Number: 627809 Amount Due:	10,497.00

***Premiums Due and Payable on Effective Date**

ORIGINAL INVOICE

CITY OF BLUE SPRINGS
BALANCE SHEET - LAND BANK
FISCAL YEAR 2024-25

FOR THE PERIOD ENDED - DECEMBER 31, 2024

CATEGORY		LAND BANK
ASSETS		
Cash and investments	$	47,919
Receivables (net of allowances		
Taxes		-
Accounts		
Accrued interest		-
Interfund receivables		-
Land		190,279
Prepaid items		-
TOTAL ASSETS	**$**	**238,198**
LIABILITIES		
Accounts payable	$	-
Accrued liabilities		-
Interfund payable		-
Long term debt		-
TOTAL LIABILITIES	**$**	**-**
FUND BALANCES		
Reserved for:		
Encumbrances		-
Unassigned		238,198
TOTAL FUND BALANCES	**$**	**238,198**
TOTAL LIABILITIES AND FUND BALANCE	**$**	**238,198**

CITY OF BLUE SPRINGS

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

FISCAL YEAR 2023-24

FOR THE PERIOD ENDED - DECEMBER 31, 2024

CATEGORY		LAND BANK
REVENUES:		
Farm Lease	$	-
Sale of Land		-
Property Taxes		(3,005)
Interest		497
Contributed Capital - Land		4,474
Other		-
TOTAL REVENUES	**$**	**1,967**
EXPENDITURES:		
Personal Services		-
Materials & Supplies		-
Contractual Services		10,791
Capital Outlay		-
Capital Improvements		-
Debt service:		-
Transfer for Debt Payments		-
TOTAL EXPENDITURES	**$**	**10,792**
Excess of revenues over (under) expenditures	$	(8,825)
OTHER FINANCING SOURCES (USES):		
Issuance of bonds		-
Discount on bond issuance		
Loss on sale of asset		-
Transfers in		
Transfers (out)		-
TOTAL OTHER FINANCING SOURCES (USES)	**$**	**-**
NET CHANGE IN FUND BALANCES		(8,825)
FUND BALANCES - OCTOBER 1, 2024	**$**	**247,024**
FUND BALANCES - SEPTEMBER 30, 2025	**$**	**238,198**