

Land Bank

February 19, 2019

City Commission Room, 701 N. Jefferson, Junction City KS 66441

**Pat Landes
Jeff Underhill
Phyllis Fitzgerald
Tim Brown
Nicholas Allbritton**

1. 7:45 P.M. - CALL TO ORDER:

2. NEW BUSINESS:

- [a.](#) Consideration of Land Bank Minutes for January 2, 2019. (p.2)
- [b.](#) Consider the request to replat lots in the Olivia Farms Subdivision. (p.4)
- [c.](#) Consider the request to install electrical lines for Land Bank Lots in Mann's Ranch 2 and Olivia Farms Subdivision. (p.7)
- [d.](#) Discuss Policies for Land Bank Lots Offered as part of an Economic Development Agreement. (p.13)

3. ADJOURNMENT:

Backup material for agenda item:

- a. Consideration of Land Bank Minutes for January 2, 2019.

JUNCTION CITY LAND BANK BOARD OF TRUSTEES MINUTES

January 2, 2019

7:33 p.m.

CALL TO ORDER

A meeting of the Junction City Land Bank Board of Trustees was held on Wednesday, January 2, 2019 with Chairman Pat Landes presiding.

The following members of the Land Bank were present: Pat Landes, Jeff Underhill, Phyllis Fitzgerald, Tim Brown and Nicholas Allbritton. Staff present was: Allen Dinkel, Tammy Melton, Britain Stites and Lindsay Miller.

Election of Chairperson and Vice-Chairperson. Trustee Brown moved to appoint Trustee Landes as Chairperson and Trustee Underhill as Vice-Chairperson, seconded by Trustee Allbritton. Ayes: Landes, Underhill, Fitzgerald, Brown, and Allbritton. Nays: None. Motion Carried.

NEW BUSINESS

Land Bank Minutes for December 4, 2018 Meeting was presented for consideration. Trustee Fitzgerald moved to approve Land Bank Minutes for December 4, 2018 Meeting, seconded by Trustee Underhill. Ayes: Landes, Underhill, Fitzgerald, Brown, and Allbritton. Nays: None. Motion Carried.

The offer from Sean and Penny O'Brien to purchase Lot 8, Block 4 of Mann's Ranch Addition Unit #1 in the amount of \$5,000 was presented. City Manager Dinkel gave details and answered questions. Trustee Brown moved to approve the offer from Sean and Penny O'Brien to purchase Lot 8, Block 4 of Mann's Ranch Addition Unit #1 in the amount of \$5,000, seconded by Trustee Allbritton. Ayes: Landes, Underhill, Fitzgerald, Brown, and Allbritton. Nays: None. Motion Carried.

ADJOURNMENT

Trustee Brown moved, seconded by Trustee Allbritton to adjourn at 7:35 p.m. Ayes: Landes, Underhill, Fitzgerald, Brown, and Allbritton. Nays: None. Motion Carried.

APPROVED AND ACCEPTED THIS 19TH DAY OF FEBRUARY AS THE OFFICIAL COPY OF THE JUNCTION CITY LAND BANK BOARD OF TRUSTEES MINUTES FOR JANUARY 2, 2019.

Tammy Melton, Secretary

Pat Landes, Chairman

Backup material for agenda item:

- b. Consider the request to replat lots in the Olivia Farms Subdivision.

City of Junction City

Land Bank

Agenda Memo

2-19-2019

From: Rusty Varnado, Special Projects Manager
To: Governing Body
Subject: Replat of Land Bank Lots

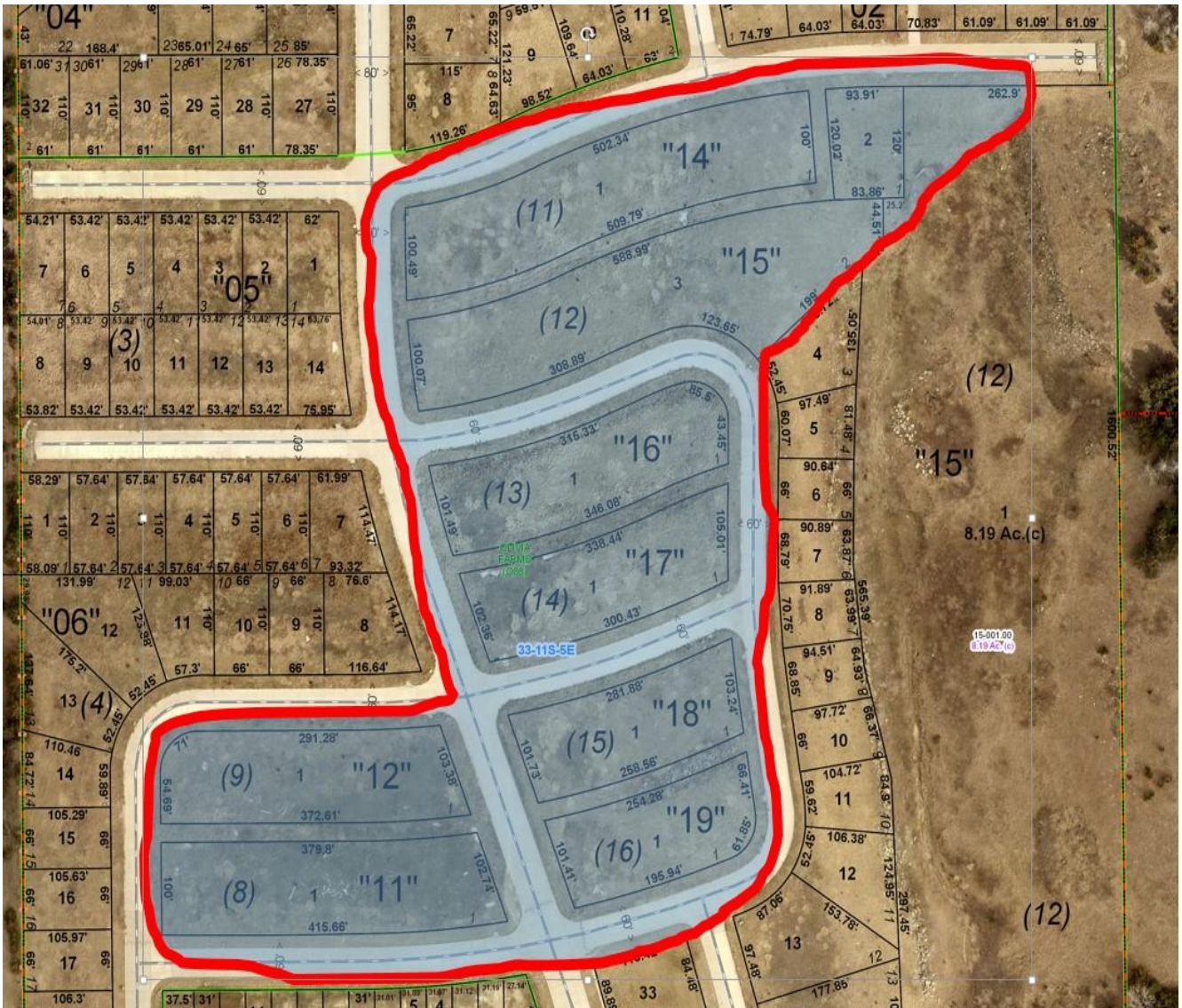
Objective: Obtain estimate to replat of lots in Olivia Farms.

Explanation of Issue: Olivia Farms has approximately 8 oversized lots under the current plat. The lots are currently not being marketed due to the desire to keep all lots at the advertised price point of \$5,000. Selling these properties at that price creates a disadvantage for both the Land Bank as well as other potential buyers. These 9 (8 oversized plus one adjacent plat) properties can be replatted into approximately 20 lots that are commensurate to others within the subdivision enabling them to be returned to the market. Once approved, Kaw Valley will prepare the proposed replat with cost for City Commission approval.

Budget Impact: < \$30,000.00

Staff Recommendation: The City Commission approve the resolution as presented.

Attachments: Map of Olivia Farms with proposed lots for replat



Backup material for agenda item:

- c. Consider the request to install electrical lines for Land Bank Lots in Mann's Ranch 2 and Olivia Farms Subdivision.

City of Junction City

Land Bank

Agenda Memo

2-19-2019

From: Rusty Varnado, Special Projects Manager
To: Governing Body
Subject: Electrical Installation in Land Bank Lots

Objective: Obtain approval to install electrical lines in Land Bank Lots

Explanation of Issue: Junction City has swaths of lots in our Land Bank. None of these particular areas have gained momentum in recent years. Prioritization and commitment to one of the subdivisions enables us to effectively target potential buyers as well as provide clear direction to the future development of our residential holdings. This proposal provides the City Commission two options: Mann's Ranch 2 and Olivia Farms. There has been interest in a number of lots in Mann's Ranch 2 in recent months as well as Olivia Farms; both are contingent on the installation of electricity into the subdivisions. In this proposal, Mann's would have 15 lots with electricity while OF would have an additional 55. Mann's currently has a fairly robust development of homes valued above \$200,000. OF has none at this time although a higher end home is in the works. Mann's provides better optics due to the traffic flow through the neighborhood and adjacent area. OF provides more options for potential home builders and significantly more tangible goods for a nearly equal price.

Whichever option the Commission chooses it is recommended that this is the final, large expenditure until significant development has occurred (80% Mann's Ranch or 50% OF). It is also recommended that while all lots remain on the market that any additional utilities be paid for at the buyers' expense. This provides the Land Bank and City future-financial flexibility as well as a deliberate approach to working our way out of a less than advantageous position. Prior to marketing the agreed upon lots, the Commission is encouraged to make a final decision on whether or not to raise the price of individual lots to offset these installation costs.

Budget Impact: < \$95,000.00

Staff Recommendation: The City Commission approve one of the two options presented.

Attachments: Map of Mann's Ranch 2 with excavation and proposed

installation area

Map of Olivia Farms with proposed installation area

Larson Construction excavation estimate

Mann's Ranch 2

Shaded Blue = 15 lots with power after installation

Yellow = Excavation for power lines



DS&O - \$64,000

Larson - \$24,613.20 (without boring)

Kaw Valley - \$1,500

Olivia Farms

Shaded Green = Already powered

Shaded Blue = 55 lots with power after installation



DS&O - \$95,000



LARSON CONSTRUCTION, INC.

2616 Eureka Terr.
Manhattan, KS 66503
(785) 537-0160
bob@larcoinc.biz

Proposal

Number:	E2858
Date:	1/18/2019

To:
City of Junction City Attn: Rusty 700 N. Jefferson Junction City, KS, 66441

Job Address:
Mann's Ranch Unit 2 U.G. Electric Installation

PO Number	Terms	Project

Date	Description	Quant/Hrs	Unit	Price/Rate	St/Co Tax	City Tax	Amount
	Mobilization of equipment; crew; material	1.00		\$900.00			\$900.00
	clearing & grubbing of trees & brush in easement areas	1.00		\$1,500.00			\$1,500.00
	Trench & compacted backfill - 60" depth - install 3-way conduits	1142.00	ft	\$9.60			\$10,963.20
	find & dig out road crossing conduits - install pipe	4.00	ea	\$450.00			\$1,800.00
	dig out and backfill transformers	8.00	ea	\$300.00			\$2,400.00
	dig out and backfill junction boxes	2.00	ea	\$250.00			\$500.00
	Furnish 3400 ft. 2 1/2" conduit; 26 steel sweeps; 16 pvc sweeps	1.00	L.sum	\$6,550.00			\$6,550.00
	NO RESEEDING; PERMITS; DSO FEES;						
	BASED ON STREET CROSSING CONDUITS TO BE IN PLACE						

SubTotal	\$24,613.20
State/County Tax 7.15% on \$0.00	\$0.00
City Tax 1.25% on \$0.00	\$0.00
TOTAL DUE	\$24,613.20

Backup material for agenda item:

- d. Discuss Policies for Land Bank Lots Offered as part of an Economic Development Agreement.

City of Junction City

Land Bank

Agenda Memo

02/13/2019

From: Allen J. Dinkel, City Manager
To: Land Bank Board
Subject: Discuss Policies for Land Bank Lots Offered as part of an Economic Development Agreement

Objective: Discuss policies for the transfer of Land Bank Lots that were offered as part of the Development Agreement with Camso.

Explanation of Issue: Part of the Development Agreement with Camso was to offer 45 Land Bank lots to employees of the company. Recently John Lawrence, Camso Human Resources and Health and Safety Manager contacted Lance Custer with a number of questions. Below is his note.

Mr. Custer, Good afternoon. My name is John Lawrence and I am the HR manager for CAMSO-Junction City. I was given your name by Mickey Dean and Allen Dinkel who said you are managing the house lots for the city as part of the incentive for CAMSOs selection of our new location in Junction City. I would like to discuss with you the process for transferring these lots to employees and have several additional questions listed below. If we could schedule a time to discuss on the phone it would be very helpful to understand and use this benefit as I begin the hiring process.

Questions for now

1. What is the process to receive one of these lots?
2. What do you need from us, here at Camso to verify we are giving a lot to an employee
3. Based on position within the Company i/e Management – Can the company give up to 2 lots (side by side)
4. Is there a website where I can see the plots
5. Can I get a listing of the plots available and their location
6. What are the requirements of the employee once the property is transferred i/e build within 12 months?
7. Are their zoning regulations for these lots i/e residential only- I have had questions about Shouses (shop/house)

8. Once an employee is transferred the lot and builds, can they then in turn rent the property to someone else?
9. Does the transfer have to be done immediately when the employee is hired or can it be transferred at a later date
10. Are there special taxes involving these lots

As you can see we have numerous questions about these lots and a discussion would be most helpful for me to understand the process and procedures going forward.

Thank you for your time

Respectfully,

John

John Lawrence

Human Resources and Health & Safety Manager

Lance and I have discussed this matter and I feel we continue to have those from Camso contacting Lance for the lots and he would handle it similar to the how he manages all other Land Bank lot proposals. The only difference is the Land Bank would not receive any funds at closing and the Land Bank would then pay Lance his fee for handling the transaction.

We agree that Camso will need to verify employment of the person seeking a lot.

On item Number 3, the question is would the Land Bank allow an employee to have two lots instead of one? This of course would limit the number of people who could get one of the 45 lots. Another option is they could receive one and as with any one else have the option to purchase an adjacent lot.

Items 4 and 5 have been relayed to Mr. Lawrence. Item number 6 deals with time requirements when to build. I simply don't think we can enforce that.

Item number 7 is being refereed to zoning and also codes.

For item 8, in my mind there is no restriction as to what they do when they build a house. As for item 9, I don't feel a need to restrict when an employee receives a lot as of this time there is a limit of 45 lots available.

I do think we need to discuss which lots are available. My only reservation is on some of the larger lots or lots that do not have electric and/or natural gas service at this time.

Staff Recommendation: As we move into this phase of transferring Land Bank to potential owners we need to identify the issues we have to address. I know there is a concern that an employee will take a lot and never build and sell the lot to make money. Not sure how to control this, but ultimately it will be one less Land Bank lot.

Attachments: None