



*Rachel Nelson, Chair
Gary Buren, Vice-Chair
Eric Gustad, Secretary/Treasurer
Mitch Deisch
Duane Jones*

415 3rd Street, Manistee, MI 49660
www.manisteecountymi.gov/421/Land-Bank-Authority

AGENDA

**February 17, 2026
1:00 P.M.**

**Manistee County Planning Department
Conference Room & Zoom
395 Third St, Manistee, MI 49660**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes
 - a. January 20, 2026 Regular Meeting
 - b. February 2, 2026 Special Meeting
6. Finance Report (APPENDIX A)
 - a. Revenue & Expenditure Report (October 1, 2025 – January 31, 2026)
 - b. Trial Balance Report (as of January 31, 2026)
7. Report from Project Manager
 - a. Update on Tasks
 - a. Community Outreach & Potential Projects
8. Old Business
 - a. Bear Lake (US-31/Lynn St) Property (Former Village Variety)
 - a. Java Lodge Progress
 - b. Blight Elimination Funds
 - a. Round 3 Progress – Completion deadline 9/1/26
 - i. Withdrawal of Project at 7780 Lake St, Bear Lake
 - ii. Potential Reallocation of Funds
 - b. Round 4 Progress – Completion deadline 9/1/26
 - c. County Appropriation Funds
 - d. Potential Collaboration
 - a. Habitat for Humanity
 - b. Tiny Developers
 - c. Mike McClafferty
 - d. MAPS & City – Jefferson Property

9. New Business

a. Review of Documents

- i. Bylaws
- ii. Code of Ethics
- iii. Priorities, Policies, Procedures
- iv. Appraisal Policy
- v. Procurement Policy
 - 1. Local Preference
- vi. Side Lot Disposition
- vii. Conflict of Interest

b. 1001 Kosciusko Street Appraisal

c. Contract Expirations

- i. Consulting Services (Fishbeck) expires 9/30/26 (Joint agreement with the Manistee County Brownfield Redevelopment Authority)
- ii. Independent Contractor (Manistee County) expires 9/30/26
- iii. Service Agreement (Manistee County) expires 9/30/26

10. Comments from the Authority Chair

11. Comments from Authority Members

12. Adjournment

Join Zoom Meeting

<https://us06web.zoom.us/j/85839614605>

Meeting ID: 858 3961 4605

Passcode: 124964

Upcoming Meetings*:

Monday, March 16, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, April 20, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, May 18, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, June 15, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, July 20, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, August 17, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, September 21, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, October 19, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, November 16, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Monday, December 21, 2026, at 1:00 P.M. - regular meeting at Planning Dept

Tuesday, January 19, 2027, at 1:00 P.M. - regular/organizational meeting at Planning Dept

*meetings subject to change

APPENDIX A

Fund 283 - LAND BANK FUND

Account	Description	2025-26 Amended Budget	YEAR-TO-DATE THRU 01/31/26	Available Balance	% Used
Revenues					
Department 000: GENERAL					
404.000	REVENUE CONTROL	0.00	0.00	0.00	100.00
437.000	TAX CAPTURE - LAND BANK				
12/26/2025	CR NORMAN TOWNSHIP/2025 WINTER TAX DISBURSEMENT 12/02/2025		316202 209.54	Receipt #: 93247	
01/15/2026	CR STRONACH TOWNSHIP/12/16/2025- 12/31/2025 DISBURSEMENT L		317269 144.93	Receipt #: 93440	
01/28/2026	CR CITY OF MANISTEE/2025 SUMMER/ WINTER TAX DISBURSE 01/01		317450 68.69	Receipt #: 93604	
437.000	TAX CAPTURE - LAND BANK	3,000.00	423.16	2,576.84	14.11
540.000	STATE REIMBURSEMENTS	0.00	0.00	0.00	100.00
540.013	STATE - BEP GRANT				
10/01/2025	GJ TO REVERSE MANUAL JOURNAL ENTRY: 9366		314826 (684,660.78)	JE# 9368	
11/26/2025	CR STATE OF MICHIGAN/BEP R3 REIMBURSEMENT INVOICE # 4370 O		314588 49,918.96	Receipt #: 92938	
12/11/2025	CR STATE OF MICHIGAN/BEP R3 REIMBURSEMENT 123285 VIRGINIA		316003 19,097.88	Receipt #: 93074	
12/11/2025	CR STATE OF MICHIGAN/BEP R3 REIMBURSEMENT 123285 VIRGINIA		316004 25,542.16	Receipt #: 93074	
12/22/2025	CR STATE OF MICHIGAN/BEP R3 REIMBURSEMENT 464 1ST ST, EAST		316164 33,965.42	Receipt #: 93216	
01/02/2026	CR STATE OF MICHIGAN/BEP R3 REIMBURSEMENT 183 TAYLOR ST, M		316587 34,518.40	Receipt #: 93282	
540.013	STATE - BEP GRANT	2,000,000.00	(521,617.96)	2,521,617.96	(26.08)
615.019	APPROPRIATIONS REVENUE				
10/01/2025	GJ TO REVERSE MANUAL JOURNAL ENTRY: 9351		314779 484,102.53	JE# 9352	
615.019	APPROPRIATIONS REVENUE	22,500.00	484,102.53	(461,602.53)	2,151.
642.010	SALE OF LAND				
01/02/2026	CR BRIAN ATKINSON/JAVA LODGE PROPERTY, LYNN ST, BEAR LAKE		316584 5,000.00	Receipt #: 93279	
642.010	SALE OF LAND	0.00	5,000.00	(5,000.00)	100.00
667.001	LAND CONTRACT	0.00	0.00	0.00	100.00
675.025	MISC. REVENUE	0.00	0.00	0.00	100.00
699.020	TRANSFER IN - OTHER FUNDS	0.00	0.00	0.00	100.00
Total - Dept 000		2,025,500.00	(32,092.27)	2,057,592.27	1.58
Total Revenues		2,025,500.00	(32,092.27)	2,057,592.27	1.58
Expenditures					
Department 000: GENERAL					
727.000	OFFICE SUPPLIES	300.00	0.00	300.00	0.00
801.000	CONTRACTED SERVICES	200.00	0.00	200.00	0.00
801.021	CONTRACTED SERVICES - CONSULTANT				
12/05/2025	AP FISHBECK/CONSULTANT FEES - BLIGHT ELIMINATION (OC		314708 2,448.75	Inv #: '458158' Vendor '2520'	
801.021	CONTRACTED SERVICES - CONSULTA	20,000.00	2,448.75	17,551.25	12.24
801.022	CONTRACTED SERVICES - PLANNING				

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Fund 283 - LAND BANK FUND

Account	Description	2025-26 Amended Budget	YEAR-TO-DATE THRU 01/31/26	Available Balance	% Used
Expenditures					
Department 000: GENERAL					
11/25/2025	AP MANISTEE CO. PLANNING/OCT 2025 - MCLBA PLANNING CONTRAC	314052	2,894.44	Inv #: '51-2025' Vendor '4151'	
12/10/2025	AP MANISTEE CO. PLANNING/NOV 25 - MCLBA PLANNING CONTRACT	314978	1,435.88	Inv #: '52-2025' Vendor '4151'	
01/21/2026	AP MANISTEE CO. PLANNING/DEC 2025 MCLBA PLANNING CONTRACT	316927	1,357.93	Inv #: '01-2026' Vendor '4151'	
801.022	CONTRACTED SERVICES - PLANNING	25,000.00	5,688.25	19,311.75	22.75
806.000	ATTORNEY FEES				
11/12/2025	AP LUCAS MIDDLETON/ATTORNEY FEES	313668	350.00	Inv #: '479' Vendor '4175'	
12/10/2025	AP LUCAS MIDDLETON/REVIEW PURCHASE AGREEMENT/DEEDS	314976	125.00	Inv #: '497' Vendor '4175'	
806.000	ATTORNEY FEES	3,000.00	475.00	2,525.00	15.83
812.000	DUES AND FEES				
10/01/2025	GJ TO REVERSE MANUAL JOURNAL ENTRY: 9283	314642	200.00	JE# 9332	
01/21/2026	AP MICHIGAN LAND BANK ASSOCIATION/2026 MEMBERSHIP DUES	316925	250.00	Inv #: '2026' Vendor '4595'	
812.000	DUES AND FEES	500.00	450.00	50.00	90.00
860.000	TRAVEL				
10/01/2025	GJ TO REVERSE MANUAL JOURNAL ENTRY: 9283	314642	836.00	JE# 9332	
10/29/2025	AP MICHIGAN LAND BANK ASSOCIATION/NELSON.GRUENBERG LODGING	312819	836.00	Inv #: '10/28/2025' Vendor '4595'	
860.000	TRAVEL	1,000.00	1,672.00	(672.00)	167.20
901.000	ADVERTISING	500.00	0.00	500.00	0.00
955.001	MISC. EXPENSE				
11/12/2025	AP PERFORMANCE LAWN CARE AND LANDSCAPE/LAWN MOWING	313717	300.00	Inv #: '3591' Vendor '5395'	
01/02/2026	CD MISC. EXPENSE	315851	30.00	Check #: '71566 GENWS' Vendor '4205'.	
955.001	MISC. EXPENSE	0.00	330.00	(330.00)	100.00
955.013	MISC EXPENSE (APPROPRIATION)	0.00	0.00	0.00	100.00
955.015	MISC. EXPENSE - BLIGHT ELIMINATION				
11/12/2025	AP SWIDORSKI BROS. EXCAVATING LLC/7702 LAKE ST ABATEMENT/D	313723	42,500.00	Inv #: '5889' Vendor '5885'	
11/12/2025	AP ANALYTICAL TESTING & CONSULTING /ASBESTOS AIR CLEARANCE	313560	500.00	Inv #: '8704-25' Vendor '1127'	
11/25/2025	AP KINCAID BUILDING GROUP/141 WASHINGTON ST - STABILIZATIO	314045	216,681.45	Inv #: '141 - DRAW 4' Vendor '3525'	
11/25/2025	AP OTWELL MAUBY, P.C./PHASE II - 7702 LAKE ST	314066	4,051.00	Inv #: '23779' Vendor '4357'	
12/10/2025	AP ROBERT SLAWINSKI/518 1ST ST SURVEY	314982	400.00	Inv #: '11/20/25' Vendor '5242'	
12/11/2025	AP KINCAID BUILDING GROUP/141 WASHINGTON ST STABILIZATION	315048	178,888.66	Inv #: '141-DRAW 5' Vendor '3525'	
12/26/2025	AP MELCHING INC./518 1ST ST DEMO ECT	315679	78,550.00	Inv #: '2025.1294' Vendor '4251'	
01/21/2026	AP KINCAID BUILDING GROUP/141 WASHINGTON ST. STABILIZATION	316923	37,459.82	Inv #: '141-DRAW 6' Vendor '3525'	
01/21/2026	AP OTWELL MAUBY, P.C./7780 LAKE ST LEAD PAINT INSPECTION	316928	1,370.00	Inv #: '23911' Vendor '4357'	
01/23/2026	AP ANALYTICAL TESTING & CONSULTING /1/12/26 ASBESTOS AIR C	316975	600.00	Inv #: '8821-26' Vendor '1127'	
955.015	MISC. EXPENSE - BLIGHT ELIMINA	1,970,000.00	561,000.93	1,408,999.07	28.48
995.000	TRANSFER OUT - GENERAL FUND	5,000.00	0.00	5,000.00	0.00
Total - Dept 000		2,025,500.00	572,064.93	1,453,435.07	28.24
Total Expenditures		2,025,500.00	572,064.93	1,453,435.07	28.24
NET OF REVENUES AND EXPENDITURES		0.00	(604,157.20)	604,157.20	

PERIOD ENDING 01/31/2026

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 283 - LAND BANK FUND				
283-000-001.000	CASH			585,879.04
283-000-018.000	ACCOUNTS RECEIVABLE			
283-000-123.000	PREPAID EXPENSES			
283-000-202.000	ACCOUNTS PAYABLE			
283-000-214.101	DUE TO GENERAL FUND			
283-000-339.000	UNEARNED REVENUE			
283-000-390.000	FUND BALANCE			20,308.25
283-000-404.000	REVENUE CONTROL	0.00		
283-000-437.000	TAX CAPTURE - LAND BANK	3,000.00		423.16
283-000-540.000	STATE REIMBURSEMENTS	0.00		
283-000-540.013	STATE - BEP GRANT	2,000,000.00	521,617.96	
283-000-615.019	APPROPRIATIONS REVENUE	22,500.00		484,102.53
283-000-642.010	SALE OF LAND	0.00		5,000.00
283-000-667.001	LAND CONTRACT	0.00		
283-000-675.025	MISC. REVENUE	0.00		
283-000-699.020	TRANSFER IN - OTHER FUNDS	0.00		
283-000-727.000	OFFICE SUPPLIES	300.00		
283-000-801.000	CONTRACTED SERVICES	200.00		
283-000-801.021	CONTRACTED SERVICES - CONSULTANT	20,000.00	2,448.75	
283-000-801.022	CONTRACTED SERVICES - PLANNING	25,000.00	5,688.25	
283-000-806.000	ATTORNEY FEES	3,000.00	475.00	
283-000-812.000	DUES AND FEES	500.00	450.00	
283-000-860.000	TRAVEL	1,000.00	1,672.00	
283-000-901.000	ADVERTISING	500.00		
283-000-955.001	MISC. EXPENSE	0.00	330.00	
283-000-955.013	MISC EXPENSE (APPROPRIATION)	0.00		
283-000-955.015	MISC. EXPENSE - BLIGHT ELIMINATION	1,970,000.00	561,000.93	
283-000-995.000	TRANSFER OUT - GENERAL FUND	5,000.00		
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Total Fund 283 - LAND BANK FUND			2,030.09	
DEFICIENCY OF REVENUES/EXPENDITURES - 2024-25		0.00	1,095,712.98	1,095,712.98