

MANISTEE COUNTY LAND BANK AUTHORITY

AGENDA

July 11, 2022
3:00 P.M.

Manistee County Court House
Board of Commissioners' Meeting Room
415 Third St, Manistee, MI 49660

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes
 - a. May 9, 2022
6. Finance Report (APPENDIX A)
 - a. Revenue & Expenditure Report (October 1, 2021 – June 30, 2022)
 - b. Trial Balance Report (as of June 30, 2022)
7. Old Business
 - a. Bear Lake (US-31) Property
 - a. Inquiries
 - b. Potential RFP
 - c. Sewer Project/Two Lakes Sewer Authority
 - d. Mowing
 - e. Survey
 - f. Other Uses for Property
 - i. Flowers/plants
 - b. Bear Lake (Maple St) Property
 - c. Potential ARPA Funds
 - a. Meeting on July 15, 2022
 - d. Potential Collaboration with Habitat
8. New Business
 - a. HAT Summit July 21, 2022 (APPENDIX B)
 - b. Tree Removal
9. Comments from the Authority Chair
10. Comments from Authority Members
11. Adjournment

APPENDIX A

Fund 238 - LAND BANK AUTHORITY FUND

| Account | Description | 2021-22 Amended Budget | YEAR-TO-DATE THRU 06/30/22 | Available Balance | Used |
|-------------------------|---|---------------------------|--|----------------------|---------------|
| Revenues | | | | | |
| Department 000: GENERAL | | | | | |
| 404.000 | TAX CAPTURE - LAND BANK | | | | |
| 10/12/2021 | CR CLEON TOWNSHIP/2021 SUMMER TAX DISBURSEMENT BLOCK: 1- 8 | | 1.72 Receipt #: 70666 | | |
| 12/28/2021 | CR NORMAN TOWNSHIP/2021 TAX DISBURSEMENT WINTER: 11/30/21 | | 180.09 Receipt #: 71497 | | |
| 01/14/2022 | CR MAPLE GROVE TOWNSHIP/2021 WINTER DISTRIBUTION - LAND BA | | 268.06 Receipt #: 71691 | | |
| 01/24/2022 | CR CLEON TOWNSHIP/2021 WINTER TAX DISBURSEMENT BLOCK: 1- 3 | | 1.89 Receipt #: 71802 | | |
| 04/29/2022 | CR VILLAGE OF BEAR LAKE/LAND BANK DISTRIBUTION 2021 | | 144.01 Receipt #: 73781 | | |
| 05/26/2022 | CR COUNTY OF MANISTEE/2021 DLQ TAX SETTLEMENT PAYMENTS | | 634.65 Receipt #: 74247 | | |
| 404.000 | TAX CAPTURE - LAND BANK | 500.00 | 1,230.42 | (730.42) | 246.08 |
| 647.000 | SALE OF LAND | | | | |
| 01/04/2022 | CR MOREL DEIDRA/PURCHASE OF LAND BANK PARCEL PARCEL NO. | | 380.00 Receipt #: 71568 | | |
| 647.000 | SALE OF LAND | 0.00 | 380.00 | (380.00) | 100.00 |
| 668.000 | LAND CONTRACT | | | | |
| 10/04/2021 | GJ JE# 6440 | | 253.20 JE# 6440 | | |
| 11/03/2021 | GJ JE# 6503 | | 253.20 JE# 6503 | | |
| 12/31/2021 | GJ JE# 6618 | | 253.20 JE# 6618 | | |
| 01/07/2022 | GJ JE# 6648 | | 1,300.00 JE# 6648 | | |
| 01/07/2022 | GJ JE# 6649 | | 253.20 JE# 6649 | | |
| 02/28/2022 | GJ JE# 6803 | | 253.20 JE# 6803 | | |
| 03/31/2022 | GJ JE# 6802 | | 253.20 JE# 6802 | | |
| 04/05/2022 | GJ JE# 6819 | | 253.20 JE# 6819 | | |
| 05/03/2022 | GJ JE# 6865 | | 253.20 JE# 6865 | | |
| 06/03/2022 | GJ JE#6912 | | 253.20 JE# 6912 | | |
| 668.000 | LAND CONTRACT | 3,038.00 | 3,578.80 | (540.80) | 117.80 |
| Total - Dept 000 | | 3,538.00 | 5,189.22 | (1,651.22) | 146.67 |
| Total Revenues | | 3,538.00 | 5,189.22 | (1,651.22) | 146.67 |
| Expenditures | | | | | |
| Department 000: GENERAL | | | | | |
| 727.000 | OFFICE SUPPLIES | 500.00 | 0.00 | 500.00 | 0.00 |
| 800.000 | CONTRACTED SERVICES | | | | |
| 06/16/2022 | AP SPICER GROUP/SURVEY BL PROPERTY | | 1,350.00 Inv #: '214418' Vendor '6144' | | |
| 800.000 | CONTRACTED SERVICES | 500.00 | 1,350.00 | (850.00) | 270.00 |
| 806.000 | ATTORNEY FEES | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 812.000 | DUES AND FEES | | | | |
| 10/21/2021 | AP MICHIGAN ASSOCIATION OF LAND BANKS/2021 MALB SUMMIT VIT | | 50.00 Inv #: '2016' Vendor '4595' | | |
| 03/24/2022 | AP MICHIGAN ASSOCIATION OF LAND BANKS/2022 - MEMBERSHIP DU | | 125.00 Inv #: '2022' Vendor '4595' | | |
| 06/29/2022 | AP CENTER FOR COMMUNITY PROGRESS/RECLAIMING VACANT PROPERTY | | 475.00 Inv #: '16922974' Vendor '9999' | | |
| 812.000 | DUES AND FEES | 125.00 | 650.00 | (525.00) | 520.00 |
| 860.000 | TRAVEL | 500.00 | 0.00 | 500.00 | 0.00 |

REVENUE AND EXPENDITURE REPORT FOR MANISTEE COUNTY
 Balances as of 06/30/2022

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Fund 238 - LAND BANK AUTHORITY FUND

| Account | Description | 2021-22 Amended Budget | YEAR-TO-DATE THRU 06/30/22 | Available Balance | % Used |
|----------------------------------|------------------------|---------------------------|-------------------------------|---------------------------------------|-----------|
| Expenditures | | | | | |
| Department 000: GENERAL | | | | | |
| 901.000 | ADVERTISING | 500.00 | 0.00 | 500.00 | 0.00 |
| 995.000 | MISC. EXPENSE | | | | |
| 01/04/2022 | CD RECORD DEED (MOREL) | | 30.00 | Check #: '58922 GENWS' Vendor '4205'. | |
| 995.000 | MISC. EXPENSE | 413.00 | 30.00 | 383.00 | 7.26 |
| Total - Dept 000 | | 3,538.00 | 2,030.00 | 1,508.00 | 57.38 |
| Total Expenditures | | 3,538.00 | 2,030.00 | 1,508.00 | 57.38 |
| NET OF REVENUES AND EXPENDITURES | | 0.00 | 3,159.22 | (3,159.22) | |

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| GL NUMBER | DESCRIPTION | 2021-22 AMENDED BUDGET | BALANCE DEBIT | BALANCE CREDIT |
|---|---------------------------|---------------------------|------------------|-------------------|
| Fund 238 - LAND BANK AUTHORITY FUND | | | | |
| 238-000-001.000 | CASH | | 28,270.73 | |
| 238-000-202.000 | ACCOUNTS PAYABLE | | | |
| 238-000-214.000 | DUE TO OTHER FUNDS | | | |
| 238-000-390.000 | FUND BALANCE | | | 25,111.51 |
| 238-000-400.000 | REVENUE CONTROL | 0.00 | | |
| 238-000-404.000 | TAX CAPTURE - LAND BANK | 500.00 | | 1,230.42 |
| 238-000-540.000 | STATE REIMBURSEMENTS | 0.00 | | |
| 238-000-647.000 | SALE OF LAND | 0.00 | | 380.00 |
| 238-000-668.000 | LAND CONTRACT | 3,038.00 | | 3,578.80 |
| 238-000-699.020 | TRANSFER IN - OTHER FUNDS | 0.00 | | |
| 238-000-727.000 | OFFICE SUPPLIES | 500.00 | | |
| 238-000-800.000 | CONTRACTED SERVICES | 500.00 | 1,350.00 | |
| 238-000-806.000 | ATTORNEY FEES | 1,000.00 | | |
| 238-000-807.000 | DUES | 0.00 | | |
| 238-000-812.000 | DUES AND FEES | 125.00 | 650.00 | |
| 238-000-860.000 | TRAVEL | 500.00 | | |
| 238-000-901.000 | ADVERTISING | 500.00 | | |
| 238-000-995.000 | MISC. EXPENSE | 413.00 | 30.00 | |
| Total Fund 238 - LAND BANK AUTHORITY FUND | | 0.00 | 30,300.73 | 30,300.73 |



Manistee County - Housing Action Team (HAT) Summit

YOU ARE INVITED to Manistee County HAT's first and only **All-Day Summit: "Let's Find Housing Solutions Together"**. This event will set the table across our county for highly effective coordination of the full spectrum of our housing efforts. We want this to be **About All of Manistee County, For All of Manistee County, By All of Manistee County**.

We know a full day is a big ask but this meeting will be like no other! Time will fly by with the day we have planned including active engagement, structured activities and discussion amongst the cross-functional assembly of people who are all committed to finding housing solutions for Manistee County. All are welcome from staff to community leaders. All sectors are welcome from homeless to market rate construction.

A wonderful lunch will be provided thanks to our generous sponsors. Here's everything you need to know, including how to RSVP today. **Space is limited and we would like to ensure that different sectors are represented so you must RSVP to attend.**

WHO ATTENDS?

Any one is welcome – Please help us spread the word. We want the community represented from Builders, Developers, Funders, Planners, Government Officials, Zoning Officials, Landlords, Realtors, Business Owners, Employers, Health and Human Services Providers, Economic/Community Development Professionals, Educators, and concerned Manistee County Citizens who want to help and provide input.

WHEN & WHERE

Thursday, July 21 from
8:30 a.m. – 3:00p.m.

Manistee County Intermediate School District
772 East Parkdale Ave
Manistee, MI – 49660

HOW?

RSVP to Rose Fosdick at hscbmanistee@gmail.com by July 14th with your name, business/agency affiliation and your email address. Your confirmation and reminder will follow with added details.

RESULTS

This summit is designed with contemporary meeting techniques to rapidly move endeavors forward. You will have the opportunity to meet and work with people across boundaries. The day will end with visible results to shape and prioritize the HAT efforts moving forward.

WHO ELSE – our Design and Planning Team

Bill Gambill, City Manager for the City of Manistee and HAT co-facilitator
Rose Fosdick, Coordinator Manistee County Human Services Collaborative Body and HAT co-facilitator
Laura Heintzelman, President & CEO Manistee County Community Foundation
Yarrow Brown, Executive Director Housing North

MADE POSSIBLE by funding, donations and in-kind support from

Manistee County Community Foundation
Manistee County Human Services Collaborative Body
Manistee County Intermediate School District
Housing North

ABOUT OUR FACILITATOR

Sarah Ely, MSW has over 30 years of experience in organizational development and training. Since 2018, she has been active in Northwest Michigan as a facilitator, trainer and coach with Rotary Charities Traverse City and an array of nonprofits throughout the region. Presently the principal of Crescent Hill Consulting, the span of her career included Ford Motor Company, U-M, K-12 consulting, and United Way affiliated agencies. Sarah completed her undergraduate education at Vanderbilt University in Nashville, TN, and holds an MSW from University of Michigan.