

# **MANISTEE COUNTY LAND BANK AUTHORITY**

## **AGENDA**

**July 11, 2023**  
**2:00 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. June 6, 2023 Regular Meeting
6. Finance Report (APPENDIX A)
  - a. Revenue & Expenditure Report (October 1, 2022 – June 30, 2023)
  - b. Trial Balance Report (as of June 30, 2023)
7. Old Business
  - a. Bear Lake (US-31) Property
    - a. Inquiries
    - b. Potential RFP
    - c. Other Uses for Property
      - i. Flowers/plants
  - b. Bear Lake (Maple St) Property
    - a. Ribbon Cutting Ceremony
  - c. Land Bank Project Manager Position
  - d. Blight Elimination Funds
    - a. Round 1 & 2 Progress
    - b. Round 3 – Change in Process & Potential Projects
  - e. ARPA Funds

- f. Potential Collaboration
    - a. Habitat for Humanity
    - b. Charter Township of Filer/DDA (Hamlet Project)
    - c. Wagoner Center
  - g. 2023 Foreclosure Properties
8. New Business
    - a. Vacant position to be filled July 18, 2023
  9. Comments from the Authority Chair
  10. Comments from Authority Members
  11. Adjournment

APPENDIX A

Fund 283 - LAND BANK FUND

Account	Description	2022-23 Amended Budget	YEAR-TO-DATE THRU 06/30/23	Available Balance	% Used
<b>Revenues</b>					
Department 000: GENERAL					
437.000	TAX CAPTURE - LAND BANK				
05/05/2023	GJ JE# 7539		2,115.70 JE# 7539		
05/23/2023	CR MANISTEE COUNTY TREASURER/DLQ TAXES PAYABLE - DUE TO MA		115.12 Receipt #: 79499		
437.000	TAX CAPTURE - LAND BANK	0.00	2,230.82	(2,230.82)	100.00
615.019	APPROPRIATIONS REVENUE				
05/05/2023	GJ JE# 7539		500,000.00 JE# 7539		
615.019	APPROPRIATIONS REVENUE	0.00	500,000.00	(500,000.00)	100.00
667.001	LAND CONTRACT				
05/05/2023	GJ JE# 7539		2,623.60 JE# 7539		
06/14/2023	GJ JE 7636		253.20 JE# 7636		
667.001	LAND CONTRACT	0.00	2,876.80	(2,876.80)	100.00
<b>Total - Dept 000</b>		<b>0.00</b>	<b>505,107.62</b>	<b>(505,107.62)</b>	<b>100.00</b>
<b>Total Revenues</b>		<b>0.00</b>	<b>505,107.62</b>	<b>(505,107.62)</b>	<b>0.00</b>
<b>Expenditures</b>					
Department 000: GENERAL					
727.000	OFFICE SUPPLIES				
05/05/2023	GJ JE# 7539		103.00 JE# 7539		
727.000	OFFICE SUPPLIES	0.00	103.00	(103.00)	100.00
806.000	ATTORNEY FEES				
05/05/2023	GJ JE# 7539		825.00 JE# 7539		
06/14/2023	AP LUCAS MIDDLETON/TINY BUILDERS, FISHBEC, POLICY		1,162.50 Inv #: '243' Vendor '4175'		
806.000	ATTORNEY FEES	0.00	1,987.50	(1,987.50)	100.00
812.000	DUES AND FEES				
05/05/2023	GJ JE# 7539		225.00 JE# 7539		
812.000	DUES AND FEES	0.00	225.00	(225.00)	100.00
860.000	TRAVEL				
05/05/2023	GJ JE# 7539		1,063.01 JE# 7539		
860.000	TRAVEL	0.00	1,063.01	(1,063.01)	100.00
901.000	ADVERTISING				
03/23/2023	AP VISA/ONLINE INDEED/STAFF DEVELOPMENT/ADOBE/HO		160.90 Inv #: '0669 - FEB 23' Vendor '6780'		
05/05/2023	GJ JE# 7539		75.00 JE# 7539		
901.000	ADVERTISING	0.00	235.90	(235.90)	100.00
955.001	MISC. EXPENSE				
05/05/2023	GJ JE# 7539		2.00 JE# 7539		
05/26/2023	AP MANISTEE CO. TREASURER/2022 DELQ TAX		10.38 Inv #: '51-644-702-06' Vendor '4199'		

REVENUE AND EXPENDITURE REPORT FOR MANISTEE COUNTY  
Balances as of 06/30/2023

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Fund 283 - LAND BANK FUND

Account	Description	2022-23 Amended Budget	YEAR-TO-DATE THRU 06/30/23	Available Balance	Used
Expenditures					
Department 000: GENERAL					
955.001	MISC. EXPENSE	0.00	12.38	(12.38)	100.00
Total - Dept 000		0.00	3,626.79	(3,626.79)	100.00
Total Expenditures		0.00	3,626.79	(3,626.79)	0.00
NET OF REVENUES AND EXPENDITURES		0.00	501,480.83	(501,480.83)	

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GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 283 - LAND BANK FUND				
283-000-001.000	CASH		529,210.16	
283-000-202.000	ACCOUNTS PAYABLE			
283-000-214.101	DUE TO GENERAL FUND			160.90
283-000-390.000	FUND BALANCE			27,568.43
283-000-404.000	REVENUE CONTROL	0.00		
283-000-437.000	TAX CAPTURE - LAND BANK	0.00		2,230.82
283-000-540.000	STATE REIMBURSEMENTS	0.00		
283-000-615.019	APPROPRIATIONS REVENUE	0.00		500,000.00
283-000-642.010	SALE OF LAND	0.00		
283-000-667.001	LAND CONTRACT	0.00		2,876.80
283-000-699.020	TRANSFER IN - OTHER FUNDS	0.00		
283-000-727.000	OFFICE SUPPLIES	0.00	103.00	
283-000-801.000	CONTRACTED SERVICES	0.00		
283-000-806.000	ATTORNEY FEES	0.00	1,987.50	
283-000-812.000	DUES AND FEES	0.00	225.00	
283-000-860.000	TRAVEL	0.00	1,063.01	
283-000-901.000	ADVERTISING	0.00	235.90	
283-000-955.001	MISC. EXPENSE	0.00	12.38	
283-000-955.013	MISC EXPENSE (APPROPRIATION)	0.00		
<b>Total Fund 283 - LAND BANK FUND</b>		<b>0.00</b>	<b>532,836.95</b>	<b>532,836.95</b>