

MANISTEE COUNTY LAND BANK AUTHORITY

AGENDA

August 1, 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. July 11, 2023 Regular Meeting
6. Finance Report (APPENDIX A)
 - a. Revenue & Expenditure Report (October 1, 2022 – July 31, 2023)
 - b. Trial Balance Report (as of July 31, 2023)
7. Old Business
 - a. Bear Lake (US-31) Property
 - a. Inquiries
 - b. Potential RFP
 - c. Other Uses for Property
 - 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
 - e. ARPA Funds

- f. Potential Collaboration
 - a. Habitat for Humanity
 - b. Charter Township of Filer/DDA (Hamlet Project)
 - c. Wagoner Center

- 8. New Business
 - a. Michigan Association of Land Banks Conference, September 20-22, 2023, Flint, MI
 - b. National Land Bank Network Summit, October 16-17, 2023, Cleveland, OH

- 9. Comments from the Authority Chair

- 10. Comments from Authority Members

- 11. Adjournment

Fund 283 - LAND BANK FUND

Account	Description	2022-23 Amended Budget	YEAR-TO-DATE THRU 07/31/23	Available Balance	% Used
Revenues					
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		
07/25/2023	CR NORMAN TOWNSHIP/2023 TAX DISBURSEMENT SUMMER: 7/03/23		61.58 Receipt #: 80451		
07/27/2023	CR MANISTEE COUNTY TREASURER/50% OF DLQ TAXES DUE TO COUNT		174.20 Receipt #: 80503		
437.000	TAX CAPTURE - LAND BANK	0.00	2,466.60	(2,466.60)	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		
07/05/2023	GJ JE 7638		253.20 JE# 7638		
667.001	LAND CONTRACT	0.00	3,130.00	(3,130.00)	100.00
Total - Dept 000		0.00	505,596.60	(505,596.60)	100.00
Total Revenues		0.00	505,596.60	(505,596.60)	0.00
Expenditures					
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		
07/13/2023	AP CENTER FOR COMMUNITY PROGRESS/NATIONAL LAND BANK NETWORK		375.00 Inv #: '27237595' Vendor '9999'		
812.000	DUES AND FEES	0.00	600.00	(600.00)	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				

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Fund 283 - LAND BANK FUND

Account	Description	2022-23 Amended Budget	YEAR-TO-DATE THRU 07/31/23	Available Balance	Used
Expenditures					
Department 000: GENERAL					
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'		
955.001	MISC. EXPENSE	0.00	12.38	(12.38)	100.00
Total - Dept 000		0.00	4,001.79	(4,001.79)	100.00
Total Expenditures		0.00	4,001.79	(4,001.79)	0.00
NET OF REVENUES AND EXPENDITURES		0.00	501,594.81	(501,594.81)	

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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		529,324.14	
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		2,466.60
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		3,130.00
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	600.00	
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		
Total Fund 283 - LAND BANK FUND		0.00	533,325.93	533,325.93