

# MANISTEE COUNTY LAND BANK AUTHORITY AGENDA

October 10, 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. September 12, 2022 Special Meeting
  - b. September 12, 2022 Regular Meeting
6. Finance Report (APPENDIX A)
  - a. Revenue & Expenditure Report (October 1, 2021 – September 30, 2022)
  - b. Trial Balance Report (as of September 30, 2022)
7. New Business
8. Old Business
  - a. Bear Lake (US-31) Property
    - a. Inquiries
    - b. Potential RFP
    - c. Sewer Project/Two Lakes Sewer Authority
    - d. Other Uses for Property
      - i. Flowers/plants
      - ii. October 22, 2022 event
  - b. Bear Lake (Maple St) Property
    - a. Agreement
  - c. ARPA Funds
  - d. Position Description

- e. Blight Elimination Funds
  - f. Potential Collaboration with Habitat
  - g. Potential Collaboration with the City of Manistee
  - h. Follow-up From Regional Summit
9. Comments from the Authority Chair
- a. Radio Interview
10. Comments from Authority Members
11. Adjournment

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2021-22 Amended Budget	YEAR-TO-DATE THRU 09/30/22	Available Balance	Used
<b>Revenues</b>					
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		
07/21/2022	CR NORMAN TOWNSHIP/2022 SUMMER TAX DISBURSEMENT BLOCK: 07/		58.24 Receipt #: 75010		
07/27/2022	CR VILLAGE OF BEAR LAKE/2022 PORTION OF TAXES FOR LAND BAN		145.64 Receipt #: 75076		
08/01/2022	CR MAPLE GROVE TOWNSHIP/2022 TAX DISBURSEMENT SUMMER: LAND		166.26 Receipt #: 75150		
09/19/2022	CR CLEON TOWNSHIP/2022 SUMMER TAX DISBURSEMENT RANGE: 401-		2.85 Receipt #: 75739		
404.000	TAX CAPTURE - LAND BANK	500.00	1,603.41	(1,103.41)	320.68
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		
07/05/2022	GJ JE# 6955		253.20 JE# 6955		
08/01/2022	GJ JE# 6998		253.20 JE# 6998		
668.000	LAND CONTRACT	3,038.00	4,085.20	(1,047.20)	134.47
<b>Total - Dept 000</b>		<b>3,538.00</b>	<b>6,068.61</b>	<b>(2,530.61)</b>	<b>171.53</b>
<b>Total Revenues</b>		<b>3,538.00</b>	<b>6,068.61</b>	<b>(2,530.61)</b>	<b>171.53</b>
<b>Expenditures</b>					
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'		
07/14/2022	AP MARK THOMPSON TREE & STUMP REMOVAL/TREE REMOVAL 06-481-		200.00 Inv #: '5135' Vendor '9999'		
09/02/2022	AP MUNICIPAL CONSULTING SERVICES, LLC/POSITION CLASSIFICAT		400.00 Inv #: 'MC-3' Vendor '4715'		
800.000	CONTRACTED SERVICES	500.00	1,950.00	(1,450.00)	390.00
806.000	ATTORNEY FEES	1,000.00	0.00	1,000.00	0.00
812.000	DUES AND FEES				

APPENDIX A

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2021-22 Amended Budget	YEAR-TO-DATE THRU 09/30/22	Available Balance	Used
Expenditures					
Department 000: GENERAL					
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 PROPERT		475.00		Inv #: '16922974' Vendor '9999'
812.000	DUES AND FEES	125.00	650.00	(525.00)	520.00
860.000	TRAVEL				
07/19/2022	AP VISA/ADVERTISING/DUES/SUPPLIES/TRAVEL/CONFERE		245.37		Inv #: '0701 - JUNE 22' Vendor '6780'
09/22/2022	AP RACHEL NELSON/TRAVEL EXPENSES REIMBURSEMENTS		79.25		Inv #: '09142022' Vendor '5022'
860.000	TRAVEL	500.00	324.62	175.38	64.92
901.000	ADVERTISING				
09/22/2022	AP MICHIGAN ASSOCIATION OF PLANNING/SUPPORT SERVICE POSITI		75.00		Inv #: '37957' Vendor '4699'
901.000	ADVERTISING	500.00	75.00	425.00	15.00
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	3,029.62	508.38	85.63
Total Expenditures		3,538.00	3,029.62	508.38	85.63
NET OF REVENUES AND EXPENDITURES		0.00	3,038.99	(3,038.99)	

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A-3

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 238 - LAND BANK AUTHORITY FUND				
238-000-001.000	CASH		28,150.50	
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		1,603.41
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		4,085.20
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	1,950.00	
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	324.62	
238-000-901.000	ADVERTISING	500.00	75.00	
238-000-995.000	MISC. EXPENSE	413.00	30.00	
Total Fund 238 - LAND BANK AUTHORITY FUND		0.00	31,180.12	31,180.12