

## MINUTES

Monday, June 14, 2021  
3:00 P.M.

Manistee County Courthouse & Government Center  
Board of Commissioners' Meeting Room

Members Present: Rachel Nelson, Chair; Gary Buren, Vice Chair; Pauline Jaquish, Secretary/  
Treasurer; Julie Griffis; and Tamara Buswinka

Members Absent: none

Others Present: George Butler, Tiny Developers; Lisa Sagala, County Controller/ Administrator;  
Marc Miller, Director of Economic Development; and Lindsey Traeger, Recording  
Secretary

Rachel Nelson, Chair, called the meeting to order at 3:02 P.M. Roll was taken by the Recording Secretary.

**There was a motion by Ms. Griffis, supported by Ms. Jaquish, to approve the meeting agenda as presented. Motion carried by unanimous vote.**

No public comment.

The Chair confirmed that each member had received a copy and had an opportunity to review the minutes from the regular meeting of the Land Bank Authority held on April 12, 2021.

**There was a motion by Ms. Buswinka, supported by Mr. Buren, to approve the Manistee County Land Bank Authority regular meeting minutes of Monday, April 12, 2021, as presented. Motion carried by unanimous vote.**

The Revenue and Expenditure report is through the end of May, and shows all the revenue and expenses we had this fiscal year, which began October 1<sup>st</sup> of 2020. The Trial Balance shows the balance we have in the bank. (APPENDIX A)

The former Village Variety lot on the highway in Bear Lake will be mowed by Grimm's Snow Removal and Lawn Care.

George Butler from Tiny Developers provided an update on the Bear Lake, Maple Street property. The slow part right now is the garage. It had to be torn down and now they are waiting for cement to pour the footings and foundation down. They did get the water from the street to the house. The biggest encouragement is to put this house back into the best possible service and Mr. Butler believes Tiny Developers is doing just that. The house will be in single ownership, which is required there, with the possibility of three sublets. They do have a buyer in mind. Mr. Butler is very excited, happy and thankful for this opportunity and is continuing to do great things with this house.

The County has received American Rescue Plan Act Funds (ARPA), and there is a potential that the Land Bank could receive up to \$1 million of the funds. Ms. Sagala and Mr. Miller were present to discuss some possibilities. The Land Bank should continue having discussions regarding what to do with these funds if they are received. It was noted that trying to find affordable housing is hard and there are opportunities with the ARPA Funds.

The Consumers Energy Grant Opportunity (APPENDIX B) was discussed. A letter of intent would need to be submitted by Friday, June 18, 2021, and the application would be due July 23, 2021. Ms. Buswinka is going to write the letter of intent on behalf of the Land Bank to begin this process. It was noted that Tiny Developers could apply for this grant opportunity also.

Ms. Griffis asked if there were any upcoming conferences for the Land Bank to get ideas from other Land Banks regarding the possibility of our funds. Ms. Nelson is going to send out an email to the Land Banks for input. Also Ms. Buswinka suggested a work session to come up with some ideas and feedback.

Ms. Jaquish extended a thank you to Tiny Developers, and to Marc and Lisa for sharing the news and some great ideas.

There being no further business to come before the Authority, the meeting was adjourned at 4:06 P.M.

Respectfully Submitted,

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Pauline Jaquish, Land Bank Authority Secretary/Treasurer

APPENDIX A

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 05/31/21	Available Balance	% Used
<b>Revenues</b>					
Department 000: GENERAL					
404.000	TAX CAPTURE - LAND BANK				
01/13/2021	CR		417.91 Receipt #: 65986		
404.000	TAX CAPTURE - LAND BANK	0.00	417.91	(417.91)	100.00
647.000	SALE OF LAND				
03/10/2021	CR SALE OF LAND BANK PARCEL		3,155.00 Receipt #: 66990		
05/05/2021	CR SALE OF LAND (511003537504)		380.00 Receipt #: 68521		
647.000	SALE OF LAND	1,000.00	3,535.00	(2,535.00)	353.50
668.000	LAND CONTRACT				
10/02/2020	GJ JE #5809		253.20 JE# 5809		
11/02/2020	GJ JE #5870		253.20 JE# 5870		
12/01/2020	GJ JE #5902		253.20 JE# 5902		
01/01/2021	GJ JE #6022		253.20 JE# 6022		
01/07/2021	GJ JE #6023		2,900.00 JE# 6023		
02/10/2021	GJ JE #6088		253.20 JE# 6088		
03/04/2021	GJ JE #6122		253.20 JE# 6122		
04/06/2021	GJ JE #6165		253.20 JE# 6165		
668.000	LAND CONTRACT	3,038.00	4,672.40	(1,634.40)	153.80
<b>Total - Dept 000</b>		<b>4,038.00</b>	<b>8,625.31</b>	<b>(4,587.31)</b>	<b>213.60</b>
<b>Total Revenues</b>		<b>4,038.00</b>	<b>8,625.31</b>	<b>(4,587.31)</b>	<b>213.60</b>
<b>Expenditures</b>					
Department 000: GENERAL					
727.000	OFFICE SUPPLIES				
04/08/2021	AP JACKPINE BUSINESS CENTERS/ENVELOPES & LETTERHEAD		229.00 Inv #: '463545-0' Vendor '3400'		
727.000	OFFICE SUPPLIES	413.00	229.00	184.00	55.45
806.000	ATTORNEY FEES				
11/19/2020	AP LUCAS MIDDLETON/TINY DEVELOPERS DEED ECT		150.00 Inv #: '35' Vendor '4175'		
12/18/2020	AP LUCAS MIDDLETON/TINY DEVELOPERS DEED ETC		450.00 Inv #: '38' Vendor '4175'		
02/10/2021	AP LUCAS MIDDLETON/BOTTRELL ENCROACHMENT		100.00 Inv #: '56' Vendor '4175'		
04/08/2021	AP LUCAS MIDDLETON/BAKER SALE		200.00 Inv #: '70' Vendor '4175'		
806.000	ATTORNEY FEES	0.00	900.00	(900.00)	100.00
812.000	DUES AND FEES				
05/20/2021	AP MICHIGAN ASSOCIATION OF LAND BANKS/2021 MEMBERSHIP DUES		125.00 Inv #: '2021' Vendor '4595'		
812.000	DUES AND FEES	125.00	125.00	0.00	100.00
860.000	TRAVEL				
04/08/2021	AP RACHEL NELSON/MILEAGE REIMBURSEMENT		37.24 Inv #: '4/6/21' Vendor '5022'		
860.000	TRAVEL	1,500.00	37.24	1,462.76	2.48
901.000	ADVERTISING	1,000.00	0.00	1,000.00	0.00

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Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 05/31/21	Available Balance	% Used
<b>Expenditures</b>					
Department 000: GENERAL					
995.000	MISC. EXPENSE				
12/03/2020	AP MANISTEE CO. REGISTER OF DEEDS/RECORD EASEMENT IN GROSS		30.00	Inv #: '12/1/2020' Vendor '4205'	
12/03/2020	AP MANISTEE CO. REGISTER OF DEEDS/RECORD DEED (TO TINY DEV		30.00	Inv #: '12/1/2020' Vendor '4205'	
01/14/2021	AP BEAR LAKE TOWNSHIP TREASURER/WINTER 2020 TAXES		159.90	Inv #: '32-221-732-06' Vendor '1420'	
02/11/2021	AP CITY OF MANISTEE/2020 WINTER TAX		16.45	Inv #: '51-664-703-05' Vendor '1800'	
03/11/2021	AP MANISTEE CO. REGISTER OF DEEDS/RECORDING FEE - BAKER		30.00	Inv #: '3/8/2021' Vendor '4205'	
05/05/2021	AP MANISTEE CO. REGISTER OF DEEDS/RECORDING FEE - HAMRICK		30.00	Inv #: '4/26/2021' Vendor '4205'	
995.000	MISC. EXPENSE	1,000.00	296.35	703.65	29.64
<b>Total - Dept 000</b>		<b>4,038.00</b>	<b>1,587.59</b>	<b>2,450.41</b>	<b>39.32</b>
<b>Total Expenditures</b>		<b>4,038.00</b>	<b>1,587.59</b>	<b>2,450.41</b>	<b>39.32</b>
<b>NET OF REVENUES AND EXPENDITURES</b>		<b>0.00</b>	<b>7,037.72</b>	<b>(7,037.72)</b>	

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 238 - LAND BANK AUTHORITY FUND				
238-000-001.000	CASH		24,318.65	
238-000-202.000	ACCOUNTS PAYABLE			
238-000-214.000	DUE TO OTHER FUNDS			
238-000-390.000	FUND BALANCE			17,280.93
238-000-400.000	REVENUE CONTROL	0.00		
238-000-404.000	TAX CAPTURE - LAND BANK	0.00		417.91
238-000-540.000	STATE REIMBURSEMENTS	0.00		
238-000-647.000	SALE OF LAND	1,000.00		3,535.00
238-000-668.000	LAND CONTRACT	3,038.00		4,672.40
238-000-699.020	TRANSFER IN - OTHER FUNDS	0.00		
238-000-727.000	OFFICE SUPPLIES	413.00	229.00	
238-000-800.000	CONTRACTED SERVICES	0.00		
238-000-806.000	ATTORNEY FEES	0.00	900.00	
238-000-807.000	DUES	0.00		
238-000-812.000	DUES AND FEES	125.00	125.00	
238-000-860.000	TRAVEL	1,500.00	37.24	
238-000-901.000	ADVERTISING	1,000.00		
238-000-995.000	MISC. EXPENSE	1,000.00	296.35	
Total Fund 238 - LAND BANK AUTHORITY FUND		0.00	25,906.24	25,906.24

Consumers Energy

FOUNDATION

# PROSPERITY AWARDS

## Submit a Letter of Intent

### Mission & Purpose

The Consumers Energy Foundation is the charitable arm of Consumers Energy, Michigan's largest energy provider. The Consumers Energy Foundation enables communities to thrive and grow by investing in what's most important to Michigan – its people, our planet and Michigan's prosperity.

The Prosperity Awards are the second of three \$500,000 grant allocations in 2021, totaling \$1.5 million. [Planet Awards winners were announced in early May](#) and additional requests for proposals will be announced later in the year for the People Awards.

The Prosperity Awards will provide as much as \$250,000 to two or more Michigan nonprofits or municipalities supporting our economic development priority to improve the welfare of whole communities, with a focus on funding projects with long-term benefits. The Prosperity Awards are currently open for Letters of Intent. Let's make a positive impact in Michigan together.

### Impacting Michigan's Prosperity through Economic Development

The Consumers Energy Foundation is dedicated to ensuring Michigan businesses and communities are growing and have world-class cultural resources. We're deeply involved in community development efforts across the state. This year, we are accepting Letters of Intent in support of our Neighborhood Revitalization and Arts & Culture priorities:

**Neighborhood Revitalization:** We believe all Michigan residents deserve a safe, affordable community in which to live and work. That's why we support nonprofits and municipalities that champion programs to transform communities into attractive neighborhoods, revitalize commercial corridors, encourage downtown development, reduce blight, and create safe and affordable housing.

**Arts & Culture:** We imagine a Michigan where every community is not only livable, but lovable. Places with attractive public assets and attractions that enrich the lives of residents. Arts and culture are integral to the vitality of the communities we serve, providing job and educational opportunities, attracting visitors and creating vibrant communities in Michigan.

### Request for Letters of Intent – Deadline: June 18, 2021

The Consumers Energy Foundation invites nonprofits and municipalities to submit a Letter of Intent (LOI) to express interest in applying for a 2021 Prosperity Award.



## FOUNDATION

The LOI is the first step in a two-step application process, which will facilitate the allocation of up to \$250,000 in funding per awardee – \$500,000 total – for projects. The Consumers Energy Foundation will evaluate all LOI submittals and select the top projects that meet the program and eligibility criteria. Organizations that make the list through the LOI process will be invited to submit a full application by July 23, 2021. Preference will be made in support of projects that seek to secure permanent and quantifiable results. **The deadline for submitting an LOI is 5 p.m. on Friday, June 18.**

### Award Requirements / Eligibility Criteria

To be eligible, all applicants for the Prosperity Awards must meet the following criteria:

- Candidates must be a 501(c)(3) tax-exempt organization or municipality
- Candidates must operate in Michigan, or have a project that benefits Michigan
- The project must impact a territory that is [served by Consumers Energy](#)
- Candidates must submit an LOI by 5 p.m., Friday, June 18, 2021
- Funds cannot be used to enhance or improve Consumers Energy property
- Funds cannot be used for energy-related projects or costs
- Preference will be given to projects where the Consumers Energy Foundation will be a majority contributor to the overall funding
- Award recipients are expected to attend any required check presentation event or grant announcement at the Consumers Energy Foundation's discretion (may be virtual)
- Grantees must provide data illustrating positive impact on an annual basis until completion of the project or beyond
- Candidates must provide information on any ongoing maintenance requirements necessary to maintain project benefits and how those needs will be met

### Letter of Intent Process

To submit a Letter of Intent (LOI), please submit it through the [Consumers Energy Foundation's online application system](#).

If prompted, please sign in or create a login to begin. Select, "\$500,000 Prosperity Awards Letter of Intent" in the dropdown.

The Consumers Energy Foundation uses shareholder funds, along with contributions from employees and retirees to support nonprofit organizations across Michigan.