

## **AGENDA**

**August 16, 2021**  
**3:00 P.M.**

**Manistee County Court House**  
**Board of Commissioners' Meeting Room and via Zoom**  
**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 12, 2021
6. Finance Report (APPENDIX A)
  - a. Revenue & Expenditure Report (October 1, 2020 – July 31, 2021)
  - b. Trial Balance Report (as of July 31, 2021)
7. Old Business
  - a. Bear Lake (US-31) Property
  - b. Bear Lake (Maple St) Property
  - c. Potential ARPA Funds – Create a Plan
  - d. Consumers Energy Grant
  - e. Manistee County Regional Summit, September 16, 2021
8. New Business
9. Comments from the Authority Chair
10. Comments from Authority Members
11. Adjournment

APPENDIX A

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 07/31/21	Available Balance	Used
Revenues					
Department 000: GENERAL					
404.000	TAX CAPTURE - LAND BANK				
01/13/2021	CR		417.91		Receipt #: 65986
07/28/2021	CR LAND BANK		161.66		Receipt #: 69745
404.000	TAX CAPTURE - LAND BANK	0.00	579.57	(579.57)	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
06/08/2021	GJ JE #6238		506.40		JE# 6238
07/01/2021	GJ JE# 6304		253.20		JE# 6304
668.000	LAND CONTRACT	3,038.00	5,432.00	(2,394.00)	178.80
Total - Dept 000		4,038.00	9,546.57	(5,508.57)	236.42
Total Revenues		4,038.00	9,546.57	(5,508.57)	236.42
Expenditures					
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

A-2

Fund 238 - LAND BANK AUTHORITY FUND

Account	Description	2020-21 Amended Budget	YEAR-TO-DATE THRU 07/31/21	Available Balance	% Used
Expenditures					
Department 000: GENERAL					
901.000	ADVERTISING	1,000.00	0.00	1,000.00	0.00
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'	
07/14/2021	AP STEVE SHIVELY/LAWN MOWING - BL, LYNN STREET		120.00	Inv #: '10764' Vendor '5460'	
07/19/2021	AP STEVE SHIVELY/Void Invoice 10764 5460		(120.00)	Inv #: '10764' Vendor '5460'	
07/19/2021	CD INV# 10764 - MOVING (BL-LYNN ST)		120.00	Check #: '57513 GENWS' Vendor '2923'	
995.000	MISC. EXPENSE	1,000.00	416.35	583.65	41.64
Total - Dept 000		4,038.00	1,707.59	2,330.41	42.29
Total Expenditures		4,038.00	1,707.59	2,330.41	42.29
NET OF REVENUES AND EXPENDITURES		0.00	7,838.98	(7,838.98)	

User: RANELSON

DB: Manistee

PERIOD ENDING 07/31/2021

A-3

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	BALANCE DEBIT	BALANCE CREDIT
Fund 238 - LAND BANK AUTHORITY FUND				
238-000-001.000	CASH		25,119.91	
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		579.57
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		5,432.00
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	416.35	
Total Fund 238 - LAND BANK AUTHORITY FUND		0.00	26,827.50	26,827.50