



**BOARD OF DIRECTORS**

Alan Fox CHAIR  
Mark Grebner VICE CHAIR  
Sharon Frischman TREASURER  
Robert Pena SECRETARY  
Ryan Sebolt MEMBER

THE LAND BANK BOARD WILL MEET ON MONDAY, SEPTEMBER 18, 2023 AT 5 P.M. IN THE MAIN CONFERENCE ROOM OF THE LAND BANK OFFICE, 3024 TURNER ST, LANSING, MI

Join Zoom Meeting

<https://us02web.zoom.us/j/89841949753?pwd=dUhDbE1vZEY1SFE1YWRwaGRJdzgzdz09>

Meeting ID: 898 4194 9753

Passcode: 295257

Dial by your location

|                               |                                 |                              |
|-------------------------------|---------------------------------|------------------------------|
| +1 929 205 6099 US (New York) | +1 301 715 8592 US (Germantown) | +1 312 626 6799 US (Chicago) |
| +1 669 900 6833 US (San Jose) | +1 346 248 7799 US (Houston)    | +1 253 215 8782 US (Tacoma)  |

## Agenda

Call to Order - The Ingham County Land Bank Board of Directors meeting is called to order. This meeting is also being held virtually.

Approve of the minutes from August 21, 2023

Additions to the Agenda

Introductions of 2 new Land Bank employees – Nicholas Cottrell, Construction Field Coordinator  
Scott Spalding, Program Administrator

Public Comment

1. Commercial – Multi-Family
  - A. Sale Status report
2. Residential
  - A. List of Properties – August 2023
  - B. Resolution to Authorize Deed Restrictions for Housing Assistance on Land Bank For-Sale Projects Which Use American Rescue Plan Funds
3. Administration
  - A. Accounts Payable – August 2023
  - B. Budget 2024 draft
  - C. Communications Narrative / Executive Director's Report
  - D. Legal
4. Limited public comment
5. Announcements, Comments, or other Questions
6. Adjournment
  - Next meeting Monday, October 16, 2023, at 5pm.

**INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY**

Creating place. Creating community. Creating opportunity.

Roxanne L Case  
EXECUTIVE DIRECTOR  
[rcase@ingham.org](mailto:rcase@ingham.org)

3024 Turner Street  
Lansing MI 48906

517.267.5221  
[www.inghamlandbank.org](http://www.inghamlandbank.org)



Ingham County Land Bank

3024 Turner St, Lansing, MI

August 21, 2023 – 5 p.m.

In-person and virtually via Zoom

<https://us02web.zoom.us/j/82909139015?pwd=ZGFRZHVleEhyWnR6cU9YZYnJmcWFZZz09>

Meeting ID: 829 0913 9015

Passcode: 648978

By Phone: 1 929 205 6099 US (New York)

**CALL TO ORDER**

Chairperson Fox called the August 21, 2023 Regular Meeting of the Ingham County Land Bank to order at 5:00 p.m., held in-person at the Ingham County Human Services Building, Conf Rm B, 5303 S Cedar St, Lansing and virtually via Zoom.

Members Present: Fox, Grebner, Frischman, Pena, Sebolt

Members Absent: NONE

Others Present: Tim Perrone, Roxanne Case, Myles Johnson, Bryce Bailey, Lethorn Irving II

**APPROVAL OF THE MINUTES**

MINUTES OF JULY 17, 2023 ACCEPTED AS AMENDED.

**ADDITIONS TO THE AGENDA**

None

**LIMITED PUBLIC COMMENT**

None

1. Commercial – Multi-Family

A. Sale Status report

Brief discussion. Director Case thanked everyone who attended the groundbreaking ceremony at the Saginaw St Condo site where the Land Bank is building a 5-unit building.

Commissioner Pena stated that he was grateful for Ingham County's Land Bank because he found out that many counties do not have an active Land Bank.

Commissioner Grebner asked about the costs of this building. Director Case and Chairperson Fox explained that there is stacked funds from Ingham County Housing Trust Fund (\$2M), MEDC (\$1M), Brownfield, and the sale to the homeowner that covers 4 different sites on Saginaw St, MLK, and 2 on S Pennsylvania.

August 21, 2023 REGULAR MEETING

2. Residential

A. List of Properties – July 2023

Brief discussion. Commissioner Johnson asked about the notation of New Construction-awarded contract pending documentation. Director Case explained that the contract requires a few documents such as bonding and insurance certificates, before a contract is signed and executed. Questions were raised about Balzer. Chairperson Fox explained that this property had adjoining utilities with the adjacent property, and the adjacent property has been delinquent and may foreclose next year. The Detroit St property is in Lansing Township and has an incorrect parcel #, which will be corrected. Commissioner Pena asked about the FEMA grants. Director Case stated that Land Bank is still waiting on the City of Lansing who is waiting on FEMA. If FEMA grants don't come through, the Land Bank will raze the structures using grant funds through the State Land Bank.

3. Administration

A. Accounts Payable – July 2023 - Accepted and on file.

B. Communications Narrative / Executive Director's Report

Brief discussion.

C. Legal

Mr. Perrone stated that he was in the process of advising the Land Bank with a quiet title action on a combined property that had a legal description discrepancy.

4. Limited public comment

None

5. Announcements, Comments, or other Questions

Commissioner Pena reminded that Ingham County's "Unity in the Community" event is set for this Friday, August 25<sup>th</sup> at Hawk Island Park, 4-7pm. Event includes a dunk tank!

Chairperson Fox shared that the Ingham County Treasurer Tax Foreclosure auction is set for this Thursday, August 24<sup>th</sup> at the Lansing Center. 10am start date. Should end by noon.

6. Adjournment - accepted. THE MOTION CARRIED UNANIMOUSLY.

Chairperson Fox adjourned the meeting at 5:25pm.

Next meeting on September 18, 2023, at 5pm.

## Commercial / Multi-Family Properties - Sale Status Report

9/12/2023

| Parcel Number         | Address                                   | City    | Market List Price or Contract Price                                     | Status & Date<br>(On Development, Market, Pending, Sold)   |
|-----------------------|---|---------|---|--|
| 1 33-01-01-08-427-021 | (715) W Willow                            | Lansing | Split to MMLA contract price: \$35,000 remaining value to be determined | Mid-Michigan Leadership Academy (MMLA) purchased on May 10, 2023 2.55 acres (track portion) of the 10.56 acre site selling for \$35,000. Land Bank considering a development/joint venture with CAHP/other developers using remaining 8.01 acres. Land Bank and CAHP to discuss project scope and partner responsibilities. Missing middle, affordable and home ownership are priorities. Lengthy timeline and a fairly complicated process anticipated. Brownfield, and other subsidies required. MSU Design students have prepared development plans for this site.  |
| 2 33-01-01-09-127-022 | 0 W North St                              | Lansing | Will revise list price when we relist                                   | Waiting until bottle plant redevelopment has begun before relisting. Possible extra land available with part of Reasoner Park.   |
| 3 33-01-01-09-177-003 | 1506 N. Grand River Ave. (Bottling Plant) | Lansing | Contract price: \$100,000   | PA/DA signed with NXT Commercial, 7/21/20. PA/DA extended to 10/9/23. Likely will not close this year, but potentially 1st quarter 2024. Architectural and engineering plans will be modified to reduce costs. Parking structure will be eliminated, most commercial space will be eliminated. Number of stories will be reduced. Unit count is yet to be determined. River trail improvements are still in the project scope. Community outreach delayed. More conversation with the developer is needed to fully understand where they are with all the anticipated changes. Interest rates and construction costs are the primary reason for cost reduction measures. |
| 33-01-01-09-176-062   | O N. Capitol Ave.                         | Lansing |   |  |
| 33-01-01-09-176-073   | 1611 N. Capitol Ave.                      | Lansing |   |  |
| 33-01-01-09-176-082   | 1617 N. Capitol Ave.                      | Lansing |   |  |
| 4 33-01-01-29-305-122 | 2130 W Holmes (Pleasant Grove School)     | Lansing | Contract price: \$100,000   | Signed PA on 12/11/19 with Ferguson Development for \$100,000. 12/11/20 a 6 month extension to PA was signed and has been extended every 6 months since. Current extension expired August 11, 2023. Total on deposit is \$7,500, \$2,500 non refundable. Developer is working on building plans & end users. Brownfield plan approved by LBA on 1/14/22. Public hearing for brownfield 2/28/22 went well. Historic review of building took place, no changes to plans anticipated. Land Bank applied for State Land Bank blight elimination funds to demolish; grant application submitted 5/30/23. Awarded 8/16/23. Revisiting PA and terms.                            |
| 5 33-17-14-21-351-019 | 104 Worthington Place Dr.                 | Leslie  | List price: \$69,125  | We have verbal agreement with developer Richard Floyd to sell 11.06 acre parcel for \$40k. Floyd is planning for an apartment development. PA currently being drafted with contingencies built in to provide additional compensation to Land Bank if project does not start one year post sale. Will need PA language help from Tim Perone. Continuing effort with City staff on planning municipal infrastructure improvements on this parcel.  |

| Parcel Number  | Address                                | City    | Market List Price or Contract Price | Status & Date<br>(On Development, Market, Pending, Sold)  |
|--|--|---------|-------------------------------------|---|
| 6 33-17-14-28-126-016  | 112 Woodworth (old Leslie High School) | Leslie  | List Price:<br>\$199,000            | Applied for and received funds from the State Land Bank to demolition the building. Completed a Phase I assessment and report. City of Leslie has been very cooperative. Demolition contract signed with a contractor. Asbestos abatement has begun. Demolition slated for October and finish by end of year. Development plans and end uses for the property will be discussed in detail. Marketing for the site will be reconsidered. RFP process will be considered to select a developer.   |
| 7 33-01-01-08-481-451  | (1000) W Saginaw St                    | Lansing | \$50,000                            | Listed, no current offers.  |
| 8 33-21-01-07-352-005  | (3600) W Saginaw St (billboard lot)    | Lansing | \$99,000                            | Old gas station site. Land Bank has been working with EGLE for several years to remove tanks on site. EGLE finally approved funds in 2023 for tank and contamination removal. Work tentatively to begin in summer 2023. Potential lease with a food truck. \$300 per month, they hook up electric and pay bill.   |
| 9 Various parcel #s  | E Park Term / May / Saginaw / Penn     | Lansing | \$34,722                            | Working with H-Inc on large residential development on 21 Land Bank parcels including one house plus several more parcels owned by them. House at 914 May St was sold; buyer has demolished house. Signed rental agreement with phased purchase option. Developer maintaining all the parcels effective 7/1/22. 3-year agreement plus extensions if necessary. Had a zoom call with city and other larger property owners from the area to discuss development intent for area. Developer has been working on plans and has submitted for rezoning. |
| 10 33-25-05-14-151-015   | E Norwood Ave (12.9 acres)             | Holt    | List price:<br>\$99,900             | Have interested buyer for 55 unit 9% senior tax credit deal. Will be a long term PA/Option to purchase. Rezoning the site will be required. We are working with the developer on the best approach to re-zoning. Deal on hold.  |
| 11 33-01-01-31-126-291,<br>33-01-01-31-126-281,<br>33-01-01-31-128-125 | Holmes Rd / Glenbrook Dr               | Lansing | TBD                                 | 2 parcels plus 1 lot totaling 5.76 acres. An interested developer is considering this site for a new development. Waiting to hear back from them after site review with Land Bank, LEAP and City. If interested, this will be a long term development process involving several sources of financing.   |

| Parcel Number   | Address   | City    | Market List Price or Contract Price           | Status & Date<br>(On Development, Market, Pending, Sold)  |
|---|---|---------|---|---|
| 12<br>33-01-01-17-204-xxx<br>33-01-01-17-204-xxx<br>33-01-01-17-204-xxx<br>33-01-01-17-204-xxx<br>33-01-01-17-204-xxx | 1213 W Saginaw St<br>1217 W Saginaw St<br>1221 W Saginaw St<br>1225 W Saginaw St<br>1229 W Saginaw St | Lansing | Listing price targeting 80% AMI qualification | 3 parcels to be combined and developed by the Land Bank with a 5 unit condo named Pointe West. Condo Documents are nearing completion. Public notice per state law has been sent to required parties. Entitlements received, contractor selected. NHI Commercial signed a construction contract and are preparing to start. Groundbreaking event held on 8/15/23 was a success. Meeting will be scheduled with local residence's to discuss their concerns. |
| 13<br>33-01-01-17-231-041<br>33-01-01-17-231-031<br>33-01-01-17-231-021<br>33-01-01-17-231-011                        | N MLK (420-424-426-428)   | Lansing | Listing price targeting 80% AMI qualification | 4 parcels combined for land bank 4 unit condo to be called Genesee Pointe. Architectural and engineering submitted for approvals and resubmitted with changes based on city staff comments. Contractor RFP released in early August with bids due August 31, 2023. Neighborhood meeting will be scheduled soon. Still awaiting final site plan approval. Codo documents are moving forward.   |
| 14<br>33-01-01-15-376-011<br>33-01-01-15-376-021<br>33-01-01-15-376-031   | S Pennsylvania Ave (413-415-419)  |         | Listing price targeting 80% AMI qualification | 3 parcels to be combined and developed by the Land Bank. Preliminary planning to be phased in after Saginaw and MLK construction has begun. Attached 4-unit Row House to be sold as individual units.   |
| 15<br>33-01-01-15-378-043<br>33-01-01-15-378-044  | S Pennsylvania Ave (500 block)  |         | Listing price targeting 80% AMI qualification | 2 parcels to be combined and developed by the Land Bank. Preliminary planning to be phased in after Saginaw and MLK construction has begun. Attached 4-unit Row House to be sold as individual units.   |

**Residential or Vacant Properties Sold List****August 2023 Sales**

| Parcel Number  | Address       | City    | Property Class  | Sold Amount | Sold Date |
|--|---------------|---------|---|-------------|-----------|
| 33-01-01-14-381-191/202<br>/221/231/182, -23-127-191 | S Mifflin Ave | Lansing | Residential Vacant<br>(6 lots combined into 1 large garden) | 4,244.00    | 8/8/2023  |

**Residential Properties - in progress**

| Parcel #                | Address                | Project type   | Listing \$ | Notes                 |
|-------------------------|------------------------|--|------------|-----------------------|
| 33-01-01-30-478-121     | (3318) Avalon St       | New Construction - all electric/solar  |            | Listing in 1-2 weeks. |
| 33-01-01-09-354-041/051 | (910) N Chestnut St    | New Construction -- awarded contract, pending documentation                      |            |                       |
| 33-01-01-10-326-551/561 | 0 E Cesar E Chavez     | New Construction -- awarded contract, pending documentation                      |            |                       |
| 33-01-01-14-357-211/201 | 500-504 Fairview St    | New Construction - Modular Grant thru MSHDA - looking for field contractor       |            |                       |
| 33-01-01-32-176-361     | (1727) Hillcrest St    | New Construction -- awarded contract, pending documentation                      |            |                       |
| 33-01-01-32-351-352     | (2101) Reo Rd          | New Construction -- awarded contract, pending documentation                      |            |                       |
| 33-21-01-18-428-016     | 124 HUNGERFORD ST      | New Construction - Partnership w/Habitat for Humanity Capital Region.            |            | Selling soon.         |
| 33-01-01-32-151-001     | 2131 Pleasant View Ave | Partnering & selling to Mikey23 Foundation for training & apprenticeship program |            |                       |
| 33-01-05-05-202-022     | 5135 Balzer            | On hold for possible foreclosure of 5133 Balzer St - utilities connected         |            |                       |

**Residential Properties - Slated for Demolition**

|                     |                   |   |
|---------------------|-------------------|---|
| 33-01-01-22-352-261 | 1735 Lyons Ave    | Deconstruction to occur October 2023. Training Michael Andrick                          |
| 33-21-01-14-452-005 | 421 S Detroit St  | Will apply for Blight Elimination Funds thru the State Land Bank Authority in fall 2023 |
| 33-01-01-23-105-052 | 725 S Hayford Ave | FEMA grant - Phase 7 - slated for fall 2023   |
| 33-01-01-23-105-061 | 729 S Hayford Ave | FEMA grant - Phase 7 - slated for fall 2023   |
| 33-01-01-14-380-141 | 642 S Francis Ave | FEMA grant - Phase 8 - slated for summer 2023. Appraisal completed by City.             |

## INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

### RESOLUTION TO AUTHORIZE DEED RESTRICTIONS FOR HOUSING ASSISTANCE ON LAND BANK FOR-SALE PROJECTS WHICH USE AMERICAN RESCUE PLAN FUNDS

#### RESOLUTION 23-

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, ("the Act") establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Act allows a foreclosing governmental unit, such as the Ingham County Treasurer, to enter into an intergovernmental agreement with the State Land Bank Fast Track Authority providing for the exercise of the powers, duties, functions, and responsibilities of an authority under the Act, and for the creation of a County Land Bank Fast Track Authority (the "Authority") to exercise those functions; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, has entered into such an intergovernmental agreement under the Act; and established the Ingham County Land Bank Fast Track Authority (the "Land Bank") in 2005; and

WHEREAS, no member of the Land Bank Board of Directors nor Land Bank staff has disclosed any direct or indirect personal or financial interest in this matter, and the Land Bank management is unaware of any such conflict of interest; and

WHEREAS, the Ingham County Board of Commissioners, through Resolution #22-383, has allocated \$2,000,000 in American Rescue Plan (ARP) funds to the Ingham County Land Bank to construct row houses on vacant parcels owned by the Ingham County Land Bank; and

WHEREAS, the Ingham County Board of Commissioners, through Resolution #23-047, has allocated \$1,750,000 in ARP funds to the Ingham County Land Bank to construct single-family homes on scattered sites; and

WHEREAS, the intent of Resolutions #22-383 and #23-047 is that ARP funds will be used to cover the cost difference between the construction costs and the sale prices of each property. This cost difference is considered Housing Assistance for the buyer.

THEREFORE, BE IT RESOLVED, that any property sold by the Land Bank that has been constructed with funds allocated by Resolutions #22-383 or #23-047 shall include a covenant requiring repayment of the total amount of Housing Assistance if a buyer sells or otherwise transfers such a property with seven years of the issuance of a deed by the Land Bank; and

BE IT FURTHER RESOLVED, that any funds repaid under this resolution will be allocated as required by ARP regulations and by the Ingham County Board of Commissioners; and

BE IT FURTHER RESOLVED, that the Land Bank authorizes its Chairperson or Executive Director to prepare and sign the documents necessary to carry out this resolution.

AYE:

ABSENT:

NAY:

Adopted



09/01/2023

CHECK REGISTER FOR INGHAM COUNTY LAND BANK  
CHECK DATE FROM 08/01/2023 - 08/31/2023

| Check Date                    | Bank | Check | Vendor     | Vendor Name                         | Amount     |
|-------------------------------|------|-------|------------|-------------------------------------|------------|
| Bank GEN PNC GENERAL CHECKING |      |       |            |                                     |            |
| 08/04/2023                    | GEN  | 14742 | CAPITAL AR | CAPITAL AREA ACCOUNTING SOLUTIONS   | 150.00     |
| 08/04/2023                    | GEN  | 14743 | LANSING CI | CITY OF LANSING                     | 95.00      |
| 08/04/2023                    | GEN  | 14744 | MOHR CODY  | CODY MOHR                           | 608.00     |
| 08/04/2023                    | GEN  | 14745 | DBI        | DBI BUSINESS INTERIORS              | 319.42     |
| 08/04/2023                    | GEN  | 14746 | FELDPAUSCH | FELDPAUSCH CLEANING SERVICES, LLC   | 245.00     |
| 08/04/2023                    | GEN  | 14747 | HABITAT    | HABITAT FOR HUMANITY CAPITAL REGION | 899.54     |
| 08/04/2023                    | GEN  | 14748 | HBA        | HBA OF GREATER LANSING              | 250.00     |
| 08/04/2023                    | GEN  | 14749 | HOUSING    | INGHAM COUNTY HOUSING COMMISSION    | 1,933.90   |
| 08/04/2023                    | GEN  | 14750 | J & J HARD | J & J HARDWOODS, INC.               | 1,540.00   |
| 08/04/2023                    | GEN  | 14751 | LAKE       | LAKE STATE LAWN-LANDSCAPING & SNOW  | 1,767.00   |
| 08/04/2023                    | GEN  | 14752 | PNC        | PNC BANK, NA                        | 50,000.00  |
| 08/04/2023                    | GEN  | 14753 | REO GATEWA | REO GATEWAY LLC                     | 139,132.83 |
| 08/04/2023                    | GEN  | 14754 | ROBIN      | ROBIN WRIGHT                        | 425.00     |
| 08/04/2023                    | GEN  | 14755 | FOUR       | SCHUMACHER'S FOUR SEASONS           | 3,436.00   |
| 08/04/2023                    | GEN  | 14756 | WE'RE      | WE'RE DIFFERENT LAWNS & MORE        | 3,434.00   |
| 08/18/2023                    | GEN  | 14757 | ABSOLUTE   | ABSOLUTE WATERPROOFING SOLUTIONS    | 2,500.00 V |
| 08/18/2023                    | GEN  | 14758 | ALL STAR   | ALL STAR SNOW REMOVAL               | 2,344.00   |
| 08/18/2023                    | GEN  | 14759 | CITY PULSE | CITY PULSE                          | 217.93     |
| 08/18/2023                    | GEN  | 14760 | MOHR CODY  | CODY MOHR                           | 120.00     |
| 08/18/2023                    | GEN  | 14761 | EDEN       | EDEN GLEN CONDO ASSOCIATION         | 1,680.00   |
| 08/18/2023                    | GEN  | 14762 | FRITZY     | FRITZY'S LAWN & SNOW                | 3,827.00   |
| 08/18/2023                    | GEN  | 14763 | GRANGER    | GRANGER                             | 130.40     |
| 08/18/2023                    | GEN  | 14764 | HABITAT    | HABITAT FOR HUMANITY CAPITAL REGION | 15,308.55  |
| 08/18/2023                    | GEN  | 14765 | RHODE      | JILL RHODE C.P.A.                   | 2,250.00   |
| 08/18/2023                    | GEN  | 14766 | KWIK       | KWIK REPO INC                       | 6,950.00   |
| 08/18/2023                    | GEN  | 14767 | LAKE       | LAKE STATE LAWN-LANDSCAPING & SNOW  | 3,545.00   |
| 08/18/2023                    | GEN  | 14768 | MAGWV      | MAGWV                               | 1,490.00   |
| 08/18/2023                    | GEN  | 14769 | MI FLEET   | MICHIGAN FLEET FUELING SOLUTIONS LL | 455.77     |
| 08/18/2023                    | GEN  | 14770 | MYERS      | MYERS PLUMBING & HEATING, INC       | 257.50     |
| 08/18/2023                    | GEN  | 14771 | CASE       | ROXANNE CASE                        | 46.05      |
| 08/18/2023                    | GEN  | 14772 | FOUR       | SCHUMACHER'S FOUR SEASONS           | 3,436.00   |
| 08/18/2023                    | GEN  | 14773 | WE'RE      | WE'RE DIFFERENT LAWNS & MORE        | 2,329.00   |
| GEN TOTALS:                   |      |       |            |                                     |            |
| Total of 32 Checks:           |      |       |            |                                     | 251,122.89 |
| Less 1 Void Checks:           |      |       |            |                                     | 2,500.00   |
| Total of 31 Disbursements:    |      |       |            |                                     | 248,622.89 |

| Check Date                   | Bank | Check  | Vendor    | Vendor Name                 | Amount |
|------------------------------|------|--------|-----------|-----------------------------|--------|
| Bank PR PNC PAYROLL CHECKING |      |        |           |                             |        |
| 08/04/2023                   | PR   | 443(E) | BWL       | BOARD OF WATER & LIGHT      | 43.06  |
| 08/04/2023                   | PR   | 444(E) | BWL       | BOARD OF WATER & LIGHT      | 43.63  |
| 08/04/2023                   | PR   | 445(E) | BWL       | BOARD OF WATER & LIGHT      | 356.45 |
| 08/04/2023                   | PR   | 446(E) | CONSUMERS | CONSUMERS ENERGY            | 17.63  |
| 08/04/2023                   | PR   | 447(E) | PITNEYBOW | PITNEY BOWES INC            | 104.94 |
| 08/18/2023                   | PR   | 448(E) | COMCAST   | COMCAST                     | 184.90 |
| 08/18/2023                   | PR   | 449(E) | CONSUMERS | CONSUMERS ENERGY            | 12.91  |
| 08/18/2023                   | PR   | 450(E) | PITNEY    | PITNEY BOWES PURCHASE POWER | 50.00  |
| 08/18/2023                   | PR   | 451(E) | PNC       | PNC BANK, NA                | 213.56 |

PR TOTALS:

|                           |                 |
|---------------------------|-----------------|
| Total of 9 Checks:        | 1,027.08        |
| Less 0 Void Checks:       | 0.00            |
| Total of 9 Disbursements: | <u>1,027.08</u> |

REPORT TOTALS:

|                            |            |
|----------------------------|------------|
| Total of 41 Checks:        | 252,149.97 |
| Less 1 Void Checks:        | 2,500.00   |
| Total of 40 Disbursements: | 249,649.97 |

| Worked on it 8/15/23, 8/28/23, 9/1/23, 9/11/23 |                 |   |                     |                     |                     |                     | INGHAM COUNTY LAND BANK |                   |                   |                            |                         |                                     |  |                     |                     |
|--|-----------------|---|---------------------|---------------------|---------------------|---------------------|-------------------------|-------------------|-------------------|----------------------------|-------------------------|-------------------------------------|--|---------------------|---------------------|
|  |                 |   |                     |                     |                     |                     | 2024 BUDGET             |                   |                   |                            |                         |                                     |  |                     |                     |
|  |                 |   |                     |                     |                     |                     | Draft #1 - 9/11/21      |                   |                   |                            |                         |                                     |  |                     |                     |
| FUND/DEPT/ACCOUNT                              | DESCRIPTION     | Actual 2019                               | Actual 2020         | Actual 2021         | Actual 2022         | 2023 Budget         | Total as of 6/30/23     | 101 GENERAL FUND  | 300 RENTAL        | 204 NEIGHBORHOODS IN BLOOM | 300 EDEN GLEN TOWNHOMES | 250 HOUSING TRUST FUND - ROW HOUSES | 250 HOUSING TRUST FUND - SINGLE FAMILY | Total 2024 Budget   |                     |
|  | <b>REVENUE</b>  |   |                     |                     |                     |                     |                         |                   |                   |                            |                         |                                     |  |                     |                     |
| 1  | 101-201-673.000 | PROPERTY SALES                            | \$ 1,493,421        | \$ 735,597          | 593,798             | 556,358             | 2,166,000               | 167,065           | \$ 318,000        |                            |                         | 1,440,000                           | 1,111,000                              | 2,869,000           |                     |
| 2  | 101-201-673.010 | RETURN SALES PROCEEDS >\$500 TO HHF       | (44,000)            | (1,990)             | (24,800)            | (8,500)             |                         |                   | -                 |                            |                         |                                     |  |                     |                     |
| 3  | 101-201-        | RETURN EXCESS PROCEEDS - RAFAELI          |                     |                     | 0                   | -                   | (50,000)                |                   | (50,000)          |                            |                         |                                     |  | (50,000)            |                     |
| 4  | 228-201-659.000 | CDBG REVENUE                              | -                   | 403,348             | 96,248              | 14,329              | 100,000                 | 71,898            | -                 |                            |                         |                                     |  | -                   |                     |
| 5  | 220-201-667.000 | HOME REVENUE                              | 23,000              | 131,839             | 0                   | (70,364)            |                         |                   | -                 |                            |                         |                                     |  | -                   |                     |
| 6  | 250-101-670-100 | BROWNFIELD DEBT REVENUE - COUNTYWIDE      |                     |                     |                     |                     |                         | 2,000             |                   |                            |                         | 250,000                             |  | 250,000             |                     |
| 7  | 235-101-670.000 | MEDC REVENUE (ARPA RAP Grant)             | -                   | -                   | 9,100               | 90,900              | 1,000,000               | -                 |                   |                            |                         | 1,000,000                           |  | 1,000,000           |                     |
| 8  | 250-201-        | HOUSING TRUST FUND GRANT                  |                     |                     |                     | 44,322              | 2,000,000               |                   | -                 |                            |                         | 867,125                             | 944,353                                | 1,811,478           |                     |
|  |                 | MSHDA MOD & MICH FUNDS                    |                     |                     |                     |                     |                         |                   |                   |                            |                         |                                     | 99,900                                 | 99,900              |                     |
| 9  | 101-101-699.000 | REV. TRANSFER - Treasurer, LOC            | 700,000             | 700,000             | 700,000             | 700,000             | 400,000                 |                   | 400,000           |                            |                         |                                     |  | 400,000             |                     |
| 10   | 101-101-672.000 | SPECIFIC TAX REVENUE                      | 187,731             | 190,154             | 200,000             | 180,000             | 180,000                 | 68,222            | 225,000           |                            |                         |                                     |  | 225,000             |                     |
| 11   | 300-201-631.000 | RENTAL INCOME                             | 151,863             | 142,225             | 124,986             | 80,057              | 76,800                  | 40,252            | 1,800             | 37,500                     | 37,500                  |                                     |  | 76,800              |                     |
| 12   | 204-101-679.000 | NEIGHBORHOODS IN BLOOM REVENUE            | 20,000              | 20,000              | (700)               | 20,000              | 20,000                  |                   | -                 | 20,000                     |                         |                                     |  | 20,000              |                     |
| 13   | 202-201-675.000 | GARDEN PROJECT REVENUE                    | 9,395               | 7,795               | 11,946              | 19,602              | 16,000                  | 4,001             | 10,000            |                            |                         |                                     |  | 10,000              |                     |
| 14   | 300-201-693.000 | GAIN ON SALE OF ASSETS (selling rentals)  | 14,554              | (32,246)            | 0                   | -                   |                         |                   | -                 |                            |                         |                                     |  | -                   |                     |
| 15   | 300-101-635.000 | INTEREST INCOME (Land Contracts)          | 22,716              | 29,721              | 10,932              | 9,207               | 5,000                   |                   | 7,800             |                            |                         |                                     |  | 7,800               |                     |
| 16   | 300-201-641.000 | LATE FEE REVENUE                          | 449                 | -                   | 0                   | -                   |                         |                   | -                 |                            |                         |                                     |  | -                   |                     |
| 17   |                 | CAPITAL CONTRIBUTIONS (inventory revenue) | -                   | -                   | 25,001              | -                   | 30,000                  |                   | -                 |                            |                         |                                     |  | -                   |                     |
| 18   | 101-000-640.000 | MISCELLANEOUS INCOME                      | 67,775              | 975                 | 373                 | -                   | 500                     | 124               | 200               |                            |                         |                                     |  | 200                 |                     |
|  |                 | <b>TOTAL REVENUE</b>                      | <b>\$ 2,646,904</b> | <b>\$ 2,327,418</b> | <b>\$ 1,746,884</b> | <b>\$ 1,635,911</b> | <b>\$ 5,944,300</b>     | <b>\$ 753,562</b> | <b>\$ 912,800</b> | <b>\$ 37,500</b>           | <b>\$ 20,000</b>        | <b>\$ 37,500</b>                    | <b>\$ 3,557,125</b>                    | <b>\$ 2,155,253</b> | <b>\$ 6,720,178</b> |
|  |                 | <b>EXPENSES</b>                           |                     |                     |                     |                     |                         |                   |                   |                            |                         |                                     |  |                     |                     |
| 19   | 202-201-830.000 | GARDEN PROJECT                            | 16,885              | 9,337               | 14,097              | 15,963              | 15,000                  | 4,949             | 10,000            |                            |                         |                                     |  | 10,000              |                     |
| 20   | 228-201-659.000 | CDBG EXPENSES                             | -                   | 8,634               | 0                   | 20,932              | 94,565                  | 77,800            | -                 |                            |                         |                                     |  | -                   |                     |
| 21   | 220-201-800.000 | HOME EXPENSES                             | -                   | -                   | 0                   |                     |                         |                   | -                 |                            |                         |                                     |  | -                   |                     |
| 22   | 235-101-818.000 | MEDC EXPENSES (ARPA RAP Grant)            | -                   | -                   | 9,100               | 90,900              | 1,000,000               |                   | -                 |                            |                         | 1,000,000                           |  | 1,000,000           |                     |
|  |                 | MSHDA MOD & MICH FUNDS                    |                     |                     |                     |                     |                         |                   |                   |                            |                         |                                     | 99,900                                 | 99,900              |                     |
| 23   | 204-101-994.000 | COMMUNITY DEVELOPMENT PROJECTS - NIB      | 15,937              | 15,032              | 14,843              | 14,901              | 16,000                  |                   | -                 | 16,000                     |                         |                                     |  | 16,000              |                     |
| 24   | 101-201-737.000 | CLOSING COSTS - COMBINED                  | 151,331             | 77,366              | 69,904              | 44,517              | 143,800                 | 25,645            | 59,800            |                            |                         | 84,600                              | 41,600                                 | 186,000             |                     |
| 25   | 101-101-726.030 | AUDIT FEE                                 | 17,850              | 18,150              | 18,500              | 17,500              | 18,000                  | 18,900            | 20,000            |                            |                         |                                     |  | 20,000              |                     |
| 26   | 101-101-804.000 | BANK FEE                                  | 1,341               | 2,738               | 2,013               | 2,717               | 2,000                   | 1,474             | 2,500             |                            |                         |                                     |  | 2,500               |                     |
| 27   | 101-XXX-820.000 | INSURANCE PROPERTY                        | 16,897              | 10,566              | 22,114              | 21,465              | 25,000                  |                   | 33,000            |                            |                         |                                     |  | 33,000              |                     |
| 28   | 101-101-995.000 | INTEREST EXPENSE (LoC)                    | 71,069              | 15,474              | 7,300               | 8,776               | 15,000                  | 5,044             | -                 |                            |                         |                                     |  | -                   |                     |
| 29   | 101-201-731.000 | PROPERTY TAXES                            | 2,425               | 4,008               | 953                 | 1,839               | 2,000                   | 421               | 2,000             |                            |                         |                                     |  | 2,000               |                     |
| 30   | 101-201-967.000 | LOSS ON INVENTORY                         | 32,120              | -                   | 0                   |                     |                         |                   | -                 |                            |                         |                                     |  | -                   |                     |
| 31   | 101-101-968.000 | DEPRECIATION AND DEPLETION                | 42,098              | 39,230              | 35,804              | 31,075              | 32,000                  |                   | 20,400            | 14,000                     |                         |                                     |  | 34,400              |                     |
| 32   | 101-101-814.060 | LEGAL-ADMINISTRATIVE                      | 36,197              | 8,484               | 2,552               |                     | 500                     | 1,585             | 500               |                            |                         | 25,000                              | 5,000                                  | 30,500              |                     |
| 33   | 101-201-814.060 | LEGAL-PROPERTIES                          | 8,779               | -                   | 4,058               | 20,464              | 3,000                   |                   | 3,000             |                            |                         |                                     |  | 3,000               |                     |
| 34   | 101-201-731.XXX | CODE COMPLIANCE                           | 12,454              | 5,240               | 200                 | 4,334               | 2,000                   | 219               | 2,000             |                            |                         |                                     |  | 2,000               |                     |

|    | FUND/DEPT/<br>ACCOUNT | DESCRIPTION                                      | Actual 2019      | Actual 2020      | Actual 2021      | Actual 2022      | 2023 Budget      | Total as of<br>6/30/23 | 101<br>GENERAL<br>FUND | 300 RENTAL          | 204<br>NEIGHBOR<br>HOODS<br>IN BLOOM | 300<br>EDEN GLEN<br>TOWNHOMES | 250 HOUSING<br>TRUST FUND -<br>ROW HOUSES | 250 HOUSING<br>TRUST FUND -<br>SINGLE FAMILY | Total 2024<br>Budget |
|----|-----------------------|--|------------------|------------------|------------------|------------------|------------------|------------------------|------------------------|---------------------|--------------------------------------|-------------------------------|---|--|----------------------|
| 35 | 101-XXX-931.010       | LAWN & SNOW                                      | 272,049          | 217,368          | 178,595          | 163,639          | 147,330          | 31,460                 | 134,000                |                     |                                      |                               |   |  | 134,000              |
| 36 | 101-101-921.000       | UTILITIES-OFFICE                                 | 2,916            | 1,304            | 3,248            | 4,000            | 4,000            | 354                    | 4,000                  |                     |                                      |                               |   |  | 4,000                |
| 37 | 101-201-921.000       | UTILITIES-PROPERTIES                             | 15,945           | 9,166            | 5,497            | 5,268            | 5,000            | 3,692                  | 6,000                  |                     |                                      |                               |   |  | 6,000                |
| 38 | 101-101-931.000       | MAINTENANCE-OFFICE                               | 7,920            | 4,555            | 2,687            |                  | 20,000           | 5,625                  | 8,000                  |                     |                                      |                               |   |  | 8,000                |
| 39 | 101-201-931.000       | MAINTENANCE-PROPERTIES (Elec, Plumb, Trees)      | 58,457           | 23,807           | 38,352           | 21,041           | 20,000           | 10,262                 | 40,000                 |                     |                                      |                               |   |  | 40,000               |
| 40 | 250-201-800.000       | NEW CONSTRUCTION - BROWNFIELD                    |                  |                  |                  |                  |                  |                        | -                      |                     |                                      |                               | 250,000                                   |  | 250,000              |
| 41 | 101-101-800.000       | RENOVATIONS - OFFICE                             |                  |                  |                  |                  | 8,000            |                        | 5,000                  |                     |                                      |                               |   |  | 5,000                |
| 42 | 101-201-800.000       | RENOVATIONS-PROPERTIES                           | 171,424          | 170,234          | 26,175           | 144,130          | 40,000           | 63,555                 | 40,000                 |                     |                                      |                               |   |  | 40,000               |
| 43 | 250-201-800.000       | RENOVATIONS-HOUSING TRUST FUND                   |                  |                  |                  | 44,322           | 3,502,914        | 239,487                |                        |                     |                                      |                               | 1,980,475                                 | 1,840,115                                    | 3,820,590            |
| 44 | 101-201-811.000       | DEVELOPMENT EXPENSE                              | 0                | 0                | 0                | 29,884           | 87,000           | -                      | 40,000                 |                     |                                      |                               |   |  | 40,000               |
| 45 | 101-201-700.000       | COST OF PROJECTS-INVENTORY (value of sold props) | 790,117          | 588,418          | 193,643          | 101,624          | 85,000           | 21,790                 | 134,000                |                     |                                      |                               |   |  | 134,000              |
| 46 | 101-201-726.020       | PERMITS  | -                | -                | 1,255            | 960              | 2,000            | -                      | -                      |                     |                                      |                               |   |  | -                    |
| 47 | 101-XXX-727.050       | SURVEY   | 920              | 8,930            | 9,595            | 2,025            | 7,375            | 4,975                  |                        |                     |                                      |                               | 2,300                                     | 1,150  | 3,450                |
| 48 | 101-201-727.000       | APPRAISAL  | 1,350            | 2,950            | 500              | 500              | 5,900            | 100                    |                        |                     |                                      |                               | 4,500                                     | 3,000  | 7,500                |
| 49 | 220-201-800.500       | DEMOLITION (emergency)                           | 2,850            | 9,527            | 83,086           | 22,363           | 18,000           | -                      | 25,000                 |                     |                                      |                               |   |  | 25,000               |
| 50 | 300-101-760.000       | RENTAL MANAGEMENT - IC Housing Comm              | 16,062           | 13,770           | 11,564           | 8,226            | 8,000            | 3,271                  |                        | 7,736               |                                      |                               |   |  | 7,736                |
| 51 | 300-201-803.000       | HOA/CONDO FEE                                    | 41,362           | 26,279           | 16,080           | 12,589           | 12,600           | 5,040                  |                        |                     |                                      | 10,080                        |   |  | 10,080               |
| 52 | 101-101-726.050       | SECURITY   | 888              | 615              | 710              | 546              | 800              | 182                    | 600                    |                     |                                      |                               |   |  | 600                  |
| 53 | 101-XXX-818.000       | CONTRACTUAL SERVICE - IT, Acct, Gardens          | 40,284           | 92,793           | 84,003           | 49,573           | 59,960           | 34,665                 | 59,960                 |                     |                                      |                               |   |  | 59,960               |
| 54 | 101-101-819.000       | SOFTWARE - BSA, ePP, website platform            | 25,601           | 31,173           | 19,414           | 24,732           | 29,600           | 25,470                 | 29,600                 |                     |                                      |                               |   |  | 29,600               |
| 55 | 101-101-726.040       | COMMUNICATION - Comcast, AT&T                    | 4,822            | 4,774            | 3,444            | 3,610            | 3,500            | 1,661                  | 3,800                  |                     |                                      |                               |   |  | 3,800                |
| 56 | 101-XXX-726.010       | SUPPLIES   | 7,272            | 3,015            | 5,070            | 4,714            | 2,588            | 1,493                  | 4,500                  |                     |                                      |                               |   |  | 4,500                |
| 57 | 101-101-728.000       | POSTAGE  | 457              | 763              | 1,192            | 642              | 1,000            | 515                    | 1,200                  |                     |                                      |                               |   |  | 1,200                |
| 58 | 101-101-802.000       | CONSULTANTS - V Gracia-Wing                      | 1,167            | 25,392           | 3,200            | 3,300            | 3,600            | 1,650                  | 4,800                  |                     |                                      |                               |   |  | 4,800                |
| 59 | 101-101-735.000       | MEDIA/PR - GravityWorks, events, recruitment     | 3,030            | 813              | 963              | 10,094           | 2,000            | 600                    | 3,500                  |                     |                                      |                               | 2,000                                     | 2,000  | 7,500                |
| 60 | 101-101-726.060       | MEMBERSHIPS                                      | 1,805            | 1,555            | 1,405            | 2,084            | 2,500            | 1,899                  | 3,200                  |                     |                                      |                               |   |  | 3,200                |
| 61 | 101-101-726.090       | VEHICLE EXPENSE                                  | 5,228            | 3,144            | 4,882            | 4,831            | 4,000            | 2,432                  | 4,000                  |                     |                                      |                               |   |  | 4,000                |
| 62 | 101-101-861.100       | TRAVEL - Mileage                                 | 5,482            | 245              | 1,423            | 1,238            | 1,500            | 693                    | 2,000                  |                     |                                      |                               |   |  | 2,000                |
| 63 | 101-101-862.000       | PROF.TRAINING/CONFERENCES                        | 3,096            | 70               | 1,266            | 6,049            | 8,000            | 956                    | 10,000                 |                     |                                      |                               |   |  | 10,000               |
| 64 | 101-101-901.000       | AMERICORPS MEMBER                                | -                | -                | 29,384           | -                | -                | -                      | -                      |                     |                                      |                               |   |  | -                    |
| 65 | XXX-101-900.000       | PAYROLL REIMBURSEMENT                            | 391,027          | 296,363          | 280,781          | 317,339          | 365,741          | 171,534                | 117,785.42             |                     | 4,000                                |                               | 195,910                                   | 156,218                                      | 473,913              |
| 66 | 101-101-903.000       | PAYROLL SERVICE FEE                              | 4,202            | 6,704            | 4,967            | 1,331            | 4,200            | 650                    | 1,500                  |                     |                                      |                               |   |  | 1,500                |
| 67 | XXX-101-906.000       | HEALTH INSURANCE PREMIUM (BENEFITS)              | 73,323           | 66,057           | 62,179           | 66,068           | 75,600           | 40,325                 | 86,400                 |                     |                                      |                               |   |  | 86,400               |
| 68 | 101-908.000           | 457 PLAN ADMIN EXP                               | 2,665            |                  |                  |                  |                  | -                      | -                      |                     |                                      |                               |   |  | -                    |
| 69 | XXX-101-902.000       | EMPLOYER TAX LIABILITY (7.65% of Payroll Reimb)  | 29,325           | 34,481           | 23,140           | 24,391           | 28,000           | 14,370                 | 9,317                  |                     |                                      |                               | 14,987                                    | 11,951                                       | 36,254               |
| 70 | XXX-101-905.000       | UNEMPLOYMENT INSURANCE REIMBURSEMENT             | (4,838)          | 398              | 9,165            | 712              | 1,500            | -                      | -                      |                     |                                      |                               |   |  | -                    |
| 71 | XXX-101-904.000       | WORKER'S COMP PREMIUM                            | 10,997           | 7,307            | 7,060            | 5,412            | 8,000            | 3,395                  | 7,000                  |                     |                                      |                               |   |  | 7,000                |
|    |                       | <b>TOTAL EXPENSES</b>                            | <b>2,412,588</b> | <b>1,866,230</b> | <b>1,315,363</b> | <b>1,382,617</b> | <b>5,944,073</b> | <b>828,138</b>         | <b>938,362</b>         | <b>21,736</b>       | <b>20,000</b>                        | <b>10,080</b>                 | <b>3,559,772</b>                          | <b>2,160,934</b>                             | <b>6,710,884</b>     |
|    |                       | <b>NET OF REVENUES &amp; EXPENDITURES</b>        | <b>234,316</b>   | <b>461,189</b>   | <b>431,521</b>   | <b>253,294</b>   | <b>227</b>       | <b>(74,576)</b>        | <b>(25,562)</b>        | <b>15,764</b>       | <b>-</b>                             | <b>27,420</b>                 | <b>(2,647)</b>                            | <b>(5,681)</b>                               | <b>9,294</b>         |
|    |                       | <b>CASH BALANCE</b>                              |                  |                  | <b>1,053,226</b> | <b>873,519</b>   |                  | <b>873,520</b>         |                        |                     |                                      |                               |   |  |                      |
|    |                       | <b>LOC Payments</b>                              |                  |                  |                  |                  |                  | <b>50,000</b>          | <b>134,322</b>         |                     |                                      |                               |   |  |                      |
|    |                       | <b>LOC BALANCE</b>                               |                  | <b>1,184,332</b> | <b>734,332</b>   | <b>184,332</b>   |                  | <b>134,322</b>         | <b>-</b>               | <b>as of 9/1/23</b> |                                      |                               |   |  |                      |

Communications Narrative / Executive Director's Report

9/12/23

- Old Leslie High School - Abatement has started; demolition estimated in October. Plans to have an event near the end of September to honor and memorialize the old school before demolition.
- Getting ready to start the application process for Blight Elimination round 3.
- Applied for MSHDA grant funding for 3 single-family homes; deadline was 8/11/23. Did not receive.
- Land Bank is hosting a media event for a Check Presentation from MSHDA on 9/18/23. 2 recipients in this Region – Land Bank and Habitat. (Received MSHDA grant for the 2<sup>nd</sup> modular that we're setting in 2024.)
- Land Bank is involved in the Regional State Housing Economic Collaborative. Tri-County Regional Planning office and Capital Area Housing Partnership are the co-leaders of this State directive through MSHDA. The Land Bank is co-leader of the Housing Stock New Development sub-committee.
- Michigan Association of Land Banks Leadership Summit is scheduled for Wednesday-Friday, September 20-22, in Flint, Genesee County. All staff scheduled to attend.
- Hired Scott Spalding as Program Administrator and Nicholas Cottrell as Construction Field Coordinator.
- National Land Bank Network has provided a scholarship to Director Case to attend the NLBN Conference in Cleveland, OH on October 16-17. This lands on our October board meeting Monday. (This scholarship is provided by General Motors as a philanthropic partner of NLBN since there is a GM facility in our service area.)