



BOARD OF DIRECTORS

Alan Fox CHAIR
Mark Grebner VICE CHAIR
Robert Pena TREASURER
Rawley Van Fossen SECRETARY
Ryan Sebolt MEMBER

THE LAND BANK BOARD WILL MEET ON THURSDAY, MARCH 18, 2024 AT 4:45 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/89149522521?pwd=TUJadjFjSkFsSVd3aUZvYm51dnIrUT09>

Meeting ID: 891 4952 2521

Passcode: 083385

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 January 25, 2024

Additions to the Agenda

Public Comment

1. Commercial – Multi-Family
 - A. Sale Status report
 - B. Revised Presentation on Bottling Plant by NXT Commercial
2. Residential
 - A. List of Properties – January-February 2024
3. Administration
 - A. Accounts Payable – January-February 2024
 - B. Budget 2023 Pre-Audit Summary / Update
 - C. Communications Narrative / Executive Director's Report
 - D. Legal
4. Limited public comment
5. Announcements, Comments, or other Questions
6. Adjournment
 - Next meeting is the Annual meeting, Monday, April 15, 2024, at 4:45-5pm.

INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

Creating place. Creating community. Creating opportunity.

Roxanne L Case
EXECUTIVE DIRECTOR
rcase@ingham.org

3024 Turner Street
Lansing MI 48906

517.267.5221
www.inghamlandbank.org



Ingham County Land Bank Zoom Meeting

In-person and virtually via Zoom

<https://us02web.zoom.us/j/81735963808?pwd=VnZYTkl4Nko3ZmtQR2djOGF6RkhVQT09>

Meeting ID: 817 3596 3808

Passcode: 344009

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

CALL TO ORDER

Chairperson Fox called the January 25, 2024 Annual Meeting of the Ingham County Land Bank to order at 5:00 p.m., held in-person at the Ingham County Land Bank Office and virtually via Zoom.

Members Present: Fox, Pena, Van Fossen

Members Absent: Sebolt, Grebner

Others Present: Tim Perrone, David Burns, Roxanne Case, Gina Jackson

APPROVAL OF THE MINUTES

MINUTES OF DECEMBER 18 2023 ACCEPTED AS SUBMITTED.

ADDITIONS TO THE AGENDA

None

LIMITED PUBLIC COMMENT

None

Welcome Rawley Van Fossen, Director of EDP of City of Lansing, newly added Board Member

Welcome Gina Jackson – newly hired, as Land Bank Program Administrator

1. Commercial – Multi-Family

A. Sale Status report

Brief discussion. David Burns reiterated some statements listed in the report.

2. Residential

A. List of Properties - Sold & In Progress, Summary 2023

Commissioner Pena asked about 421 S Detroit Ave and the demolition process. Director Case stated that it was planning to be demolished with 3 other properties in one contract. The 642 S Francis Ave property is still set to be demolition by the City of Lansing through their FEMA grant. The Purchase Agreement had to be updated because it was outdated. That was completed along with an update for the (927) S Grand Ave property for the City of Lansing.

3. Administration

A. Accounts Payable – December 2023

Accepted and on file.

Commissioner Pena asked about a couple of the large expenses. Director Case explained that one was the cost of the modular house on S Fairview. One was for construction of the Pointe West condos, and the other large expense was for the demolition of the former Leslie High School. Director Case pointed out that 99.9% of grant funds are reimbursed and that the Land Bank is required to pay for eligible activities in advance. That is why the Land Bank pulled funds out of our PNC Note (stated in the Executive Director's Report within the Board Packet.)

B. Communications Narrative / Executive Director's Report

Brief discussion.

C. Legal

Tim Perrone stated that he reviewed documents for Pointe West condos; these documents seem to be standard documents, and didn't find any specific concerns. Court of Appeals did issue an opinion regarding the bottling plant property. Brief discussion about excess proceeds. The ruling of the Notice of Intent to Claim by July 1st in regards to foreclosures is considered a solid date, and therefore, the Land Bank may be able to purchase properties through the Right of First Refusal.

D. Board Member Positions

Director Case stated that positions were up for appointment. Commissioner Grebner informed Director Case that he would stay on as Vice Chair unless someone else would like to volunteer. A Treasurer is needed; this person will need to be able to come into the Land Bank office to review and sign checks every other week. Discussion occurred.

Chairperson Fox asked for a motion to approve positions as the following:

- Commissioner Grebner as Vice Chair.
- Commissioner Pena as Treasurer.
- Rawley Van Fossen as Secretary.

COMMISSIONER PENA MOVED TO ACCEPT THE POSITIONS AS APPOINTED.
SUPPORTED BY RAWLEY VAN FOSSEN. THE MOTION CARRIED UNANIMOUSLY.

4. Limited public comment

None

5. Announcements, Comments, or other Questions

Director Case stated that Commissioner Pena is on the Human Services Board; these meetings are scheduled at 6pm on the same night as Land Bank Board meetings. Director Case presented two options: a) change the time to 4:45pm; b) move the meeting to Ingham County's Human Services Building. Discussion occurred.

RAWLEY VAN FOSSEN MOVED TO SET THE START TIME OF THE LAND BANK BOARD MEETINGS TO 4:45PM STARTING IN MARCH AT THE LAND BANK OFFICE. SUPPORTED BY COMMISSIONER PENA. THE MOTION CARRIED UNANIMOUSLY.

6. Adjournment

Accepted.

THE MOTION CARRIED UNANIMOUSLY.

Chairperson Fox adjourned the meeting at 5:30pm.

Next meeting on March 18, 2024, at 4:45pm at the Land Bank office.

Commercial / Multi-Family Properties - Sale Status Report

3/7/2024

	Parcel Number	Address	City	Market List Price or Contract Price	Status & Date (On Development, Market, Pending, Sold)
1	33-01-01-08-427-021	(715) W Willow	Lansing	Value to be determined	The land bank is considering a development/joint venture with CAHP/other developers using the remaining 8.01 acres. The land bank and CAHP have discussed a project scope and partner responsibilities. Missing middle, affordable, and home ownership are priorities. This is a complicated and difficult site to develop and will require bownfield and other subsidies to pencil.
2	33-01-01-09-127-022	0 W North St	Lansing	Value to be determined	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 on 7/21/20 and last extended to 4/6/24. Architectural and engineering plans are being modified to reduce project scope and cost. Changes include 9 stories to 4, eliminating parking structure, commercial space reduction to 1400+/- sq. ft., around 130 units down from 196. Developer was to present revised plans to land bank staff before January 31, but did not. River Trail, Detrick Park, and boat launch improvements are still part of the project. Community outreach delayed. Interest rates and construction costs are the primary reason for cost reduction measures. Land bank applying for funds to demolish structure in Round 3 of State Land Bank Blight Elimination funds. If obtained, demolition to take place in summer 2024. Property requires regular board-up maintenance due to break-ins and petty vandualism.
	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	Value to be determined	Land Bank received State Land Bank blight elimination funds to demolish on 8/16/23. A Phase I has been completed. Abatement & demolition RFP bids due on 1/5/24 and contractor was awarded on 2/7/24. Demolition slated for spring 2024, completion by 6/30/24. RFP for new development proposals will be assembled and released early summer. Work is being done by Ingham County Treasurer and Land Bank to obtain commerical tenants for new development which includes possibilities of County medical space along with banking and/or attorney spaces.

Parcel Number	Address	City	Market List Price or Contract Price	Status & Date (On Development, Market, Pending, Sold)
5 33-17-14-21-351-019	104 Worthington Place Dr.	Leslie	List price: \$69,125	Local apartment developer for this 11+ acre site has failed to make a required deposit after signing a Purchase Agreement in January. A revised Purchase Agreement has been sent to the developer in late February and requires his signature by April 15 and a closing no later than April 30, 2024. He has site and building plan approval for a phased apartment project and as a condition of sale, he is required to start construction on 32 units before June 1. Leslie City Engineer will draft additional documents for Land Bank signature granting an easement for the city walking trail. The easement is in addition to another that the Land Bank executed late last year in favor of the City for the public trail. The trail enhances our site and the approved apartment development, so we have no problems with this.
6 33-17-14-28-126-016	112 Woodworth (old Leslie High School)	Leslie	Value to be determined	Demolition completed. Reimbursement received. Marketing for the site is in process. RFP process for a developer is being worked on; plan to put out in April 2024.
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 completed 7 soil borings in Nov 2023, 4 of which turned into monitoring wells, and also installed 3 soil gas wells. Based on field observations, petroleum impacts probably extend under Saginaw St. EGLE trying to reach owner on south side to obtain easement.
9 Various parcel #s	E Park Terrace / May / Saginaw / Penn	Lansing	\$34,722	Working with H-Inc on large residential development. The project site includes 20 vacant land bank parcels and about the same number owned by the developer. In 2023 a blighted house at 914 May St was sold with a condition that required the buyer to demolished by late fall of 2023. The Rental/Option Agreement signed July 1, 2022 requires developer to maintain all the land bank parcels. The agreement allows a phased purchase. The 3-year agreement has a contingency for closing extensions if necessary. The developer recently demolished most of his single-family homes on the site and has been working on plans in preparation of construction. When Option to Purchase is exercised, acquisition of LB lots will be phased per developer timeline.
10 33-25-05-14-151-015	E Norwood Ave (12.9 acres)	Holt	List price: \$99,900	Ohio based developer wanted site control to submit a 9% senior tax credit deal in 2022 but failed at rezoning. LB will attempt to rezone with special use permit for senior only zoning and remarket as a senior development site.
11 33-01-01-31-126-291, 33-01-01-31-126-281, 33-01-01-31-128-125	Holmes Rd / Glenbrook Dr	Lansing	TBD	2 parcels plus 1 lot totaling 5.76 acres. Several developers have looked at this site but no one has returned to make an offer.

Parcel Number	Address	City	Market List Price or Contract Price	Status & Date (On Development, Market, Pending, Sold)
12 33-01-01-17-204-xxx 33-01-01-17-204-xxx 33-01-01-17-204-xxx 33-01-01-17-204-xxx 33-01-01-17-204-xxx	1213 W Saginaw St 1217 W Saginaw St 1221 W Saginaw St 1225 W Saginaw St 1229 W Saginaw St	Lansing	Listing price targeting 80% AMI qualification	Pointe West construction is 60%+ complete. Utility connection delays and some minor building plan changes have extended the completion date into April. A sales flyer has been completed. Marketing efforts are underway. Condo documents and HOA budget is nearly complete. LB will run the HOA meetings initially and turn over responsibility to the co-owners when we are legeally able.
13 33-01-01-17-231-041 33-01-01-17-231-031 33-01-01-17-231-021 33-01-01-17-231-011	N MLK (420-424-426-428)	Lansing	Listing price targeting 80% AMI qualification	Genesee Pointe will be constructed on 4 lots that have been combined into one. The construction contract was awarded to Fedewa Homes, Inc. Site and engineering plans for the 4 unit building have been approved by the city and based on issues discovered during construction of Pointe West, revised architectural drawings have been submitted to Lansing's Building Safety office for review and approval. As a result, the building permit has not been pulled which may delay the completion date. The building inspector assigned has acknowledged a lengthy review time due to current work load. He is doing the best he can to meet our needs.
14 33-01-01-15-376-011 33-01-01-15-376-021 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 33-01-01-15-378-043 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 Update

January-February 2024 Sales

Parcel Number	Address	City	Property Class	Sold Amount	Sold Date
33-01-01-09-428-231	(918) N Larch St	Lansing	Residential Vacant	\$6,000	2/21/2024

Residential Properties - in progress

Parcel #	Address	Project type	Listing \$	Notes
33-01-01-09-354-041/051	(910) N Chestnut St	New Construction -- contract signed, pending City of Lansing approval		
33-01-01-10-326-551/561	0 E Cesar E Chavez	New Construction -- contract signed, pending City of Lansing approval		
33-01-01-14-357-202	502 Fairview St	New Modular Construction thru MSHDA. House set 12/19/23. Building porch, deck, utilities.		
33-01-01-32-176-361	(1727) Hillcrest St	New Construction -- re-bid due to changes/delays. Bids due 4/3/24		
33-01-01-32-351-352	(2101) Reo Rd	New Construction -- re-bid due to changes/delays. Bids due 4/3/24		
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		
33-01-01-10-180-211	Massachusetts Ave	Has a garage at rear of property		
33-01-01-14-310-061	323 S Hayford Ave	Selling to Antroy Nathan for renovations		
33-01-01-29-428-041	804 Loa St	Selling to Antroy Nathan for renovations		

Residential Properties - Slated for Demolition

33-21-01-14-452-005	421 S Detroit St	Rec'd approval by State Land Bank Authority on 1/31/24. Slated for abatement & demo in summer 2024
33-01-01-22-352-261	1735 Lyons Ave	Rec'd approval by State Land Bank Authority on 1/31/24. Slated for abatement & demo in summer 2024
33-01-01-23-105-052	725 S Hayford Ave	Rec'd approval by State Land Bank Authority on 1/31/24. Slated for abatement & demo in summer 2024
33-01-01-23-105-061	729 S Hayford Ave	Rec'd approval by State Land Bank Authority on 1/31/24. Slated for abatement & demo in summer 2024
33-01-01-14-380-141	642 S Francis Ave	FEMA grant, Phase 8. Resolution to approve transfer. Updated PA to City 1/14/24. Waiting on City now.

Prepared 3/6/24									INGHAM COUNTY LAND BANK										3B
2023 BUDGET - APPROVED 11/21/22																			
Actuals as of 12/31/23 Pre Audit																			
FUND/DEPT/ ACCOUNT	DESCRIPTION	Actual 2020	Actual 2021	Actual 2022	101 GENERAL FUND	204 NEIGHBO R HOODS IN BLOOM	220 HOME	300 EDEN GLEN TOWNHO MES	227 CDBG - LANSING REHAB	228 CDBG - LANSING DEMO	230 Blight Elimination	233 HHF - HARDEST HIT FUNDS	250 HOUSING TRUST FUND - ROW HOUSES	250 HOUSING TRUST FUND - SINGLE FAMILY	Pre Audit Actuals as of 12-31-23	Budget 2023 approved 11/23/22	Budget 2024 approved 10/16/23		
REVENUE																			
1	101-201-673.000	PROPERTY SALES	\$ 735,597	593,798	556,358	\$ 226,929								269,000	495,929	2,166,000	2,879,000		
2	101-201-673.010	RETURN SALES PROCEEDS >\$500 TO HHF	(1,990)	(24,800)	(8,500)									-	-	-	-		
3	101-201-	RETURN EXCESS PROCEEDS - RAFAELI		0	-									-	(50,000)	(50,000)			
4	228-201-659.000	CDBG REVENUE	403,348	96,248	14,329				71,899					71,899	100,000				
5	220-201-667.000	HOME REVENUE	131,839	0	(70,364)									-	-	-			
6	101-101-670-100	BROWNFIELD DEBT REVENUE - COUNTYWIDE				141,133								141,133		250,000			
7	235-101-670.000	MEDC REVENUE (ARPA RAP Grant)	-	9,100	90,900									-	1,000,000	1,000,000			
8	250-201-	HOUSING TRUST FUND GRANT** - See note below			44,322								50,916	50,916	2,000,000	1,811,478			
9	251-201-	MSHDA MOD & MICH FUNDS								527,704				527,704		112,600			
10	230-201-661.000	SLBA BLIGHT ELIMINATION FUNDS												-		3,370,077			
11	101-101-699.000	REV. TRANSFER - Treasurer, LOC	700,000	700,000	700,000	400,000								400,000	400,000	400,000			
12	101-101-672.000	SPECIFIC TAX REVENUE	190,154	200,000	180,000	272,266								272,266	180,000	200,000			
13	300-201-631.000	RENTAL INCOME	142,225	124,986	80,057	1,900		82,552						84,452	76,800	76,800			
14	204-101-679.000	NEIGHBORHOODS IN BLOOM REVENUE	20,000	(700)	20,000		40,000							40,000	20,000	20,000			
15	202-201-675.000	GARDEN PROJECT REVENUE	7,795	11,946	19,602	8,575								8,575	16,000	10,000			
16	300-201-693.000	GAIN ON SALE OF ASSETS (selling rentals)	(32,246)	0	-									-	-	-			
17	300-101-635.000	INTEREST INCOME (Land Contracts)	29,721	10,932	9,207	8,311								8,311	5,000	7,800			
18	300-201-641.000	LATE FEE REVENUE	-	0	-									-	-	-			
19		PRINCIPAL PAYMENTS ON LAND CONTRACTS	-	0	-									-	-	-			
20		CAPITAL CONTRIBUTIONS - TREASURER;S PROPERTY	-	25,001	-	22,000								22,000	30,000				
21	101-000-640.000	MISCELLANEOUS INCOME	975	373	-	1,898		2,200					2,000	6,098	500	200			
		TOTAL REVENUE	\$ 2,327,418	\$ 1,746,884	\$ 1,635,911	\$ 1,083,012	\$ 40,000	\$ -	\$ 84,752	\$ -	\$ 71,899	\$ 527,704	\$ -	\$ -	\$ 321,916	\$ 2,129,283	\$ 5,944,300	\$ 10,087,955	
EXPENSES																			
22	202-201-830.000	GARDEN PROJECT	9,337	14,097	15,963	19,046								19,046	15,000	10,000			
23	228-201-659.000	CDBG EXPENSES	8,634	0	20,932				77,800					77,800	94,565	-			
24	220-201-800.000	HOME EXPENSES	-	0										-	-	-			
25	235-101-818.000	MEDC EXPENSES (ARPA RAP Grant)	-	9,100	90,900									-	1,000,000	1,000,000			
26	250-201-800.000	MSHDA MOD & MICH FUNDS												-		99,900			
27	204-101-994.000	COMMUNITY DEVELOPMENT PROJECTS - NIB	15,032	14,843	14,901		14,128							14,128	16,000	16,000			
28	101-201-737.000	CLOSING COSTS - COMBINED	77,366	69,904	44,517	14,596								14,596	143,800	186,000			
29	101-101-726.030	AUDIT FEE	18,150	18,500	17,500	18,900								18,900	18,000	28,000			
30	101-101-804.000	BANK FEE	2,738	2,013	2,717	2,808								2,808	2,000	2,500			
31	101-XXX-820.000	INSURANCE PROPERTY	10,566	22,114	21,465	29,643								29,643	25,000	33,000			
32	101-101-995.000	INTEREST EXPENSE (LoC)	15,474	7,300	8,776	5,799								5,799	15,000	-			
33	101-201-731.000	PROPERTY TAXES	4,008	953	1,839	4,837								4,837	2,000	2,000			
34	101-201-967.000	LOSS ON INVENTORY	-	0										-	-	-			
35	101-101-968.000	DEPRECIATION AND DEPLETION	39,230	35,804	31,075	20,380		13,789						34,169	32,000	34,400			
36	101-101-814.060	LEGAL-ADMINISTRATIVE	8,484	2,552		7,111								7,111	500	30,500			
37	101-201-814.060	LEGAL-PROPERTIES	-	4,058	20,464	259								259	3,000	3,000			
38	101-201-731.XXX	CODE COMPLIANCE	5,240	200	4,334	657								657	2,000	2,000			

	FUND/DEPT/ ACCOUNT	DESCRIPTION	Actual 2020	Actual 2021	Actual 2022	101 GENERAL FUND	204 NEIGHBO R HOODS IN BLOOM	220 HOME	300 EDEN GLEN TOWNHO MES	227 CDBG - LANSING REHAB	228 CDBG - LANSING DEMO	230 Blight Elimination	233 HHF - HARDEST HIT FUNDS	250 HOUSING TRUST FUND - ROW HOUSES	250 HOUSING TRUST FUND - SINGLE FAMILY	Pre Audit Actuals as of 12-31-23	Budget 2023 approved 11/23/22	Budget 2024 approved 10/16/23
39	101-XXX-931.010	LAWN & SNOW	217,368	178,595	163,639	99,972										99,972	147,330	134,000
40	101-101-921.000	UTILITIES-OFFICE	1,304	3,248	4,000	2,148										2,148	4,000	4,000
41	101-201-921.000	UTILITIES-PROPERTIES	9,166	5,497	5,268	5,513						6,146				11,659	5,000	6,000
42	101-101-931.000	MAINTENANCE-OFFICE	4,555	2,687		9,444										9,444	20,000	8,000
43	101-201-931.000	MAINTENANCE-PROPERTIES (Elec, Plumb, Trees)	23,807	38,352	21,041	2,118		308								2,426	20,000	40,000
44	250-201-800.000	NEW CONSTRUCTION - BROWNFIELD														-		250,000
45	101-201-800.000	RENOVATIONS-OFFICE	-	0												-	8,000	5,000
46	101-201-800.000	RENOVATIONS-PROPERTIES	170,234	26,175	144,130	82,508										82,508	40,000	40,000
47	250-201-800.000	RENOVATIONS-HOUSING TRUST FUND			44,322									382,916		382,916	3,502,914	3,720,690
48	251-201-800.00	RENOVATION - MSDHA														-		112,600
49	101-201-811.000	DEVELOPMENT EXPENSE	0	0	29,884											-	87,000	40,000
50	101-201-700.000	COST OF PROJECTS-INVENTORY (value of sold props)	588,418	193,643	101,624	54,065										54,065	85,000	120,000
51	101-201-726.020	PERMITS	-	1,255	960											-	2,000	
52	101-XXX-727.050	SURVEY	8,930	9,595	2,025	575										575	7,375	3,450
53	101-201-727.000	APPRAISAL	2,950	500	500	100										100	5,900	7,500
54	230-201-800.000	SLBA BLIGHT ELIMINATION FUNDS									468,160					468,160		3,370,077
55	220-201-800.500	DEMOLITION	9,527	83,086	22,363						2,300					2,300	18,000	25,000
56	300-101-760.000	RENTAL MANAGEMENT - IC Housing Comm	13,770	11,564	8,226			8,920								8,920	8,000	7,736
57	300-201-803.000	HOA/CONDO FEE	26,279	16,080	12,589			10,560								10,560	12,600	10,080
58	101-101-726.050	SECURITY	615	710	546	877										877	800	600
59	101-XXX-818.000	CONTRACTUAL SERVICE - IT, Acct, Gardens	92,793	84,003	49,573	59,582			30							59,612	59,960	59,960
60	101-101-819.000	SOFTWARE - BSA, ePP, website platform	31,173	19,414	24,732	25,760										25,760	29,600	29,600
61	101-101-726.040	COMMUNICATION - Comcast, AT&T	4,774	3,444	3,610	3,434										3,434	3,500	3,800
62	101-XXX-726.010	SUPPLIES	3,015	5,070	4,714	4,868										4,868	2,588	4,500
63	101-101-728.000	POSTAGE	763	1,192	642	887										887	1,000	1,200
64	101-101-802.000	CONSULTANTS - Parcels	25,392	3,200	3,300	145,072										145,072	3,600	4,800
65	101-101-802.000	CONSULTANTS - Brownfield														-		
66	101-101-735.000	MEDIA/PR - GravityWorks, events, recruitment	813	963	10,094	4,338										4,338	2,000	7,500
67	101-101-726.060	MEMBERSHIPS	1,555	1,405	2,084	2,564										2,564	2,500	3,200
68	101-101-726.090	VEHICLE EXPENSE	3,144	4,882	4,831	4,703										4,703	4,000	4,000
69	101-101-861.100	TRAVEL - Mileage	245	1,423	1,238	2,222										2,222	1,500	2,000
70	101-101-862.000	PROF.TRAINING/CONFERENCES	70	1,266	6,049	4,525										4,525	8,000	10,000
71	101-101-901.000	AMERICORPS MEMBER	-	29,384	-											-	-	-
72	XXX-101-900.000	PAYROLL REIMBURSEMENT	296,363	280,781	317,339	193,618	9,617				624	49,465				253,324	365,741	473,913
73	101-101-903.000	PAYROLL SERVICE FEE	6,704	4,967	1,331	1,442										1,442	4,200	1,500
74	XXX-101-906.000	HEALTH INSURANCE PREMIUM (BENEFITS)	66,057	62,179	66,068	68,648										68,648	75,600	86,400
75	101-908.000	401K PLAN ADMIN EXP														-		
76	NEW	401a MATCH - thru PayChex - 5% match														-	-	-
77	NEW	401a MATCH - thru PayChex - 3% contribution														-	-	-
78	XXX-101-902.000	EMPLOYER TAX LIABILITY (7.65% of Payroll Reimb)	34,481	23,140	24,391	19,031	753					1,633				21,417	28,000	36,255
79	XXX-101-905.000	UNEMPLOYMENT INSURANCE REIMBURSEMENT	398	9,165	712											-	1,500	
80	XXX-101-904.000	WORKER'S COMP PREMIUM	7,307	7,060	5,412	7,744										7,744	8,000	7,000
		TOTAL EXPENSES	1,866,230	1,315,363	1,382,617	929,794	24,498	-	33,577	30	78,424	527,704	-	-	382,916	1,976,943	5,944,073	10,087,661
		NET OF REVENUES & EXPENDITURES	461,189	431,521	253,294	153,218	15,502	-	51,175	(30)	(6,525)	-	-	-	(61,000)	152,340	227	294

<u>FUND/DEPT/ ACCOUNT</u>	<u>DESCRIPTION</u>	<u>Actual 2020</u>	<u>Actual 2021</u>	<u>Actual 2022</u>	<u>101 GENERAL FUND</u>	<u>204 NEIGHBO R HOODS IN BLOOM</u>	<u>220 HOME</u>	<u>300 EDEN GLEN TOWNHO MES</u>	<u>227 CDBG - LANSING REHAB</u>	<u>228 CDBG - LANSING DEMO</u>	<u>230 Blight Elimination</u>	<u>233 HHF - HARDEST HIT FUNDS</u>	<u>250 HOUSING TRUST FUND - ROW HOUSES</u>	<u>250 HOUSING TRUST FUND - SINGLE FAMILY</u>	<u>Pre Audit Actuals as of 12-31-23</u>	<u>Budget 2023 approved 11/23/22</u>	<u>Budget 2024 approved 10/16/23</u>
	CASH BALANCE		1,053,226	873,519											241,510		
	LOC Payments														184,322		
	LOC BALANCE	1,184,332	734,332	184,332											-		
	HOUSING TRUST INVENTORY - CONSTRUCTION IN PROCESS														\$ 1,148,705		
	** \$44,322 WAS REPORTED PREMATURELY IN 2022																

Communications Narrative / Executive Director's Report

3/11/24

- Old Leslie High School - Demolition completed. Reimbursement payment received. PNC Note (line of credit) was immediately paid off. However, we will be pulling funds from the Note again shortly to cover Pointe West condo development. Waiting on City of Lansing for contract in connection with MEDC funds that we were awarded in September 2022.
- Land Bank and Sparrow UM Hospital connected in fall 2023 in regards to 6 properties (5 houses, 1 vacant lot) that Sparrow would like to sell to the Land Bank for \$1. These houses are in the area of Jerome St and Ferguson Ave. Sparrow's goal is to help the community with housing. We are working with them on a purchase agreement, land stake surveys, and the upcoming closing.
 - Land Bank decided best course of action would be to renovate the 5 houses, using Blight Elimination Funds thru the State Land Bank. Tony Olivarez has been working on the specifications and costs, and Melissa McKimmy has been working on creating the 5 applications for round 3 funding, due by 3/31/24.
- Former Pleasant Grove School demolition contract has been awarded. Work to begin within the next 4-6 weeks. We've already salvaged many items out of the school, but plan to salvage other exterior forms to be incorporated into the new development in honor of Malcolm X.
- Land Bank's first modular house was set on 12/19/23 on 502 S Fairview Ave, Lansing. Contractor is working on hooking up utilities and mechanicals. Rear deck and front porch have been built.
- Land Bank 2023 audit is to start the week of March 18th, with Rehmann.
- Land Contract at 1828 W Miller Rd, has been processed, finalized, and deeded over to owner.
- Director Case is gearing up for the MALB Leadership Summit (MI Assoc of Land Banks) slated for Wednesday-Friday, September 18-20, 2024.
- "Leap into Urban Gardening" gathering on February 29th, at Allen Neighborhood Center was a success! Over 50 people attended. Great info and good conversations were had! Cody Mohr, Land Bank Garden Coordinator, spoke about Land Bank vacant lots and ways to help folks with gardening.
- Land Bank has had a back log of vacant lots that we're catching up with. Gina Jackson, new Program Administrator has helped tremendously with organizing these.