

Hope Anderson – Chairman Emilie LaGrow – Vice Chairman
Monica McMichael – Secretary Harry Shaffer – Member Jeremiah Jones– Member

AGENDA

February 17, 2026 10 am

1st Floor Conference Room 140, Cass County Building

- A. Call to Order – Hope Anderson
- B. Call the Role – Monica McMichael
- C. Introduction of Visitors
- D. Public Comment
- E. Approval of Amended Agenda
- F. Public Hearing for the Michigan Community Development Block Grant (CDBG) – MI Neighborhood Grant.
 - a. Motion to open public hearing for CDBG Grant
 - b. Motion to close public hearing for CDBG Grant
- G. Approval of Minutes of January 6, 2026
- H. Motion to approve claims dated 1/6/25 to 2/16/26
- I. Old Business
 - a. Round 3 Blight Elimination: update from Fishbeck/Logan Mullholland
 - i. Fishbeck request for additional administrative resources.
 - ii. 1219 Barron Lake Rd. Rehabilitation: balance available \$310,450.00 + admin
 - b. Round 4 Blight Elimination
 - 1. Rehabilitation of 117 S. Broadway: update from Emilie LaGrow
 - 2. Stabilization of Village of Marcellus former Tailgater. Update from Amelia/Barton Group
 - c. 14-060-012-214-30: 69665 Kessington Rd. : \$180,000
 - 1. Update from Susan Loux
 - d. 14-060-012-214-40: 69775 Kessington Rd. Resident: Greg Taylor
 - 1. Update from Susan Loux
 - e. Neighborhood Stabilization Program: 2 new homes, update from Emilie LaGrow.
- J. New Business
 - a. State of Michigan Whole Home Performance Pilot Program:
 - b. CDBG Grant: Funds reserved for CCLBA on 12/18/25
 - i. \$1,275,000 Homeowner Rehab & \$225,000 Admin
 - ii. Adoption of CDBG Authorizing Resolution
 - iii. Full application and all required steps due by April 16, 2026
- K. Board Member Comments/Announcements
- L. Adjournment

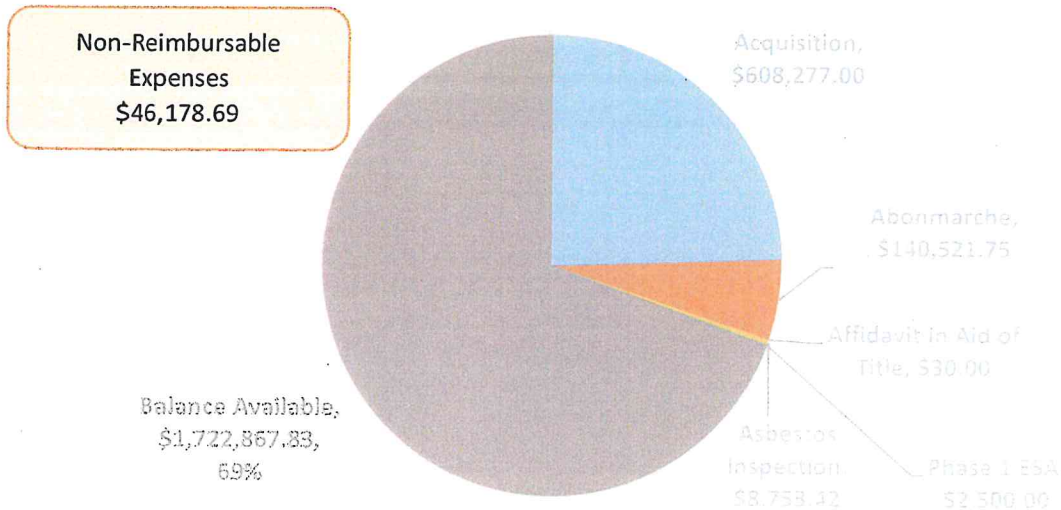
Next Board Meeting Tuesday, March 17, 2026 at 10am
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Blight Elimination Funding

TOTAL: \$4,027,923.87

Round 1	Round 2	Round 3 (ARPA funds)**	Round 4 (ARPA funds)**
AWARD: \$159,226.40	AWARD: \$531,034.75	AWARD: \$600,000	AWARD: \$2,837,662.72
Released 10-01-2022	Released early April 2023	Letters of Acceptance of Grant Funds by Local Land Banks* Letters sent out by 7-10-2023	Competitive RFP Release 10-1-2023
Proposals Due 1-31-2023	Proposals Due 5-31-2023	Responses Due 8-1-2023	Proposals Due 12-8-2023
Project Completed 12-31-2023	Project Completed 8-31-2024	Grant Agreements Issued to Local Land Banks* Sent by 8-31-2023 Approved & Executed by 9-30-2023	Awards Announced/Grant Agreements Issued 2-15-2024
COMPLETE		Proposals Due for Pre-approval 3-31-2024	Project Completion 9-30-2026
		Project Completion 9-30-2026	

117 S. BROADWAY REHABILITATION: \$2,482,950



MI-HOPE Funding

TOTAL: \$975,000

Phase 2	Phase 4	Hi-Performer	Phase 6
AWARD:	AWARD:	AWARD:	AWARD:
\$500,000	\$250,000	\$125,000	\$100,000
Project Dollars	Project Dollars	Project Dollars	Project Dollars
\$450,000	\$225,000	\$112,500	\$90,000
Administration Dollars	Administration Dollars	Administration Dollars	Administration Dollars
\$50,000	\$25,000	\$12,500	\$10,000

COMPLETE

NSP Formerly CHILL Funding (CDBG)

TOTAL: \$472,000

218 N. Broadway St.
Cassopolis, MI
NEW HOME CONSTRUCTION

419 S. East St
Cassopolis, MI
NEW HOME CONSTRUCTION

Meeting Schedule 2026

Tuesday, January 6, 2026, at 10a.m.

Tuesday, February 17, 2026, at 10a.m.: Public Hearing for MI Neighborhood CDBG Funding,
ALSO, adopt CDBG Authorizing Resolution

Tuesday, March 17, 2026, at 10a.m.

Tuesday, May 12, 2026, at 10 a.m.

Tuesday, July 21, 2026, at 10 a.m.

Tuesday, September 22, 2026, at 10 a.m.

Tuesday, November 17, 2026, at 10 a.m.

Cass County Land Bank Authority Mission Statement

The Mission of the Cass County Land Bank Authority is to alleviate blight and enhance its communities by increasing property value and economic opportunity through the acquisition and redevelopment of foreclosed, vacant, and abandoned properties. Which can be accomplished through collaboration and open communication with community organizations, local government units and the public.

**THE CASS COUNTY LAND BANK AUTHORITY
NOTICE OF PUBLIC HEARING FOR
MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
MI NEIGHBORHOOD PROGRAM**

Notice is hereby given that The Cass County Land Bank Authority (CCLBA) will hold a public hearing on **Tuesday, February 17, at 10:00 a.m.**, to receive public comment and afford citizens an opportunity to examine and submit comments on the proposed application for funding under the **Michigan Community Development Block Grant (CDBG) – MI Neighborhood Program**.

Hearing Location:

Cass County Building, 120 N. Broadway, Cassopolis, MI. Room 311 at 10 a.m.

Cass County Land Bank Authority intends to apply for CDBG funding to implement a Homeowner Rehabilitation Program to assist eligible low- and moderate-income homeowners with necessary home repairs. Eligible activities may include health and safety repairs, code compliance improvements, accessibility upgrades, and energy efficiency improvements. The program will serve households at or below 80% of Area Median Income (AMI).

100% of assisted housing units will be occupied by low- or moderate-income households, as required for homeowner rehabilitation activities. Zero persons are anticipated to be displaced as a result of the proposed activities.

CCLBA has received a CDBG Funding Designation of \$1,500,000 from the Michigan State Housing Development Authority (MSHDA) and must submit a full application by April 16, 2026. No choice-limiting actions may occur prior to grant award and environmental clearance.

A copy of the proposed application will be available for public review at the Cass County Treasurers Office, 120 N. Broadway, Cassopolis, MI 49031, Suite 220 during normal business hours. Written comments may be submitted in writing through February 17, 2026 at 10am.

The Cass County Land Bank Authority has not previously received CDBG funding.

Contact:

Hope Anderson, Cass County Treasurer
Chairman, Cass County Land Bank Authority
269-445-4468 | hopea@cassco.org

ADA Notice: The CCLBA will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon seven (7) days' notice to the CCLBA. Individuals with disabilities requiring auxiliary aids or services should contact the CCLBA by writing or calling.



COMMUNITY DEVELOPMENT BLOCK GRANT

MI Neighborhood CDBG Funding Designation Memorandum

Applicant Name: Cass County Land Bank Authority

Total CDBG Award Amount: \$ 1,500,000.00

Funds Source(s): CDBG

Total Leveraged Funds Commitment: \$ 0.00

Leveraged Funds Source(s): N/A

Total Project Funds: \$ 1,500,000.00

CDBG FUNDING DESIGNATED: Enter information for all that apply:

A. Reconstruction \$ 0.00

OF TOTAL UNITS BEING CONSTRUCTED: _____ # OF TOTAL UNITS MSHDA FUNDED: _____

For-Sale Homebuyer Units: _____ # Tenant Rental Units: _____ # VISITABLE: _____

Project Description:

B. Homeowner Rehabilitation \$ 1,275,000.00

OF TOTAL UNITS BEING REHABBED: 30 # OF TOTAL UNITS MSHDA FUNDED: 30

Owner Occupied Units: 30 # Tenant Rental Units: _____ # VISITABLE: _____

Project Description:

The CDBG Homeowner Rehabilitation Program aims to improve quality of life for local residents by funding essential home repairs for properties occupied by households earning at or below 80% of the area median income. All repairs must be eligible under CDBG guidelines as defined in the MSHDA CDBG Policy Manual, comply with local building codes and meet MSHDA Housing Rehabilitation Standards.

C. Unoccupied Rental Rehabilitation \$ 0.00

OF TOTAL UNITS BEING REHABBED: _____ # OF TOTAL UNITS MSHDA FUNDED: _____

OF LMI UNITS SERVED: _____ # Owner Occupied Units: _____ # Tenant Rental Units: _____

Project Description:

D. Infrastructure (Housing) \$ 0.00

OF TOTAL UNITS SERVED/DEVELOPED: _____ # OF LMI UNITS SERVED/DEVELOPED: _____

Project Description:

E. Manufactured Housing \$ 0.00

OF TOTAL UNITS BEING PURCHASED: _____ # OF TOTAL UNITS MSHDA FUNDED: _____

Project Description:

TOTAL MSHDA ADMINISTRATION FUNDING DESIGNATION: \$ 225,000.00

MSHDA Administration funding request maximum amount cannot exceed 18% (except for Manufactured Housing capped at 5%) of the MSHDA Component Funding requested amount. All administration is reimbursed based on documented and itemized program planning and administration costs.

1. All MI Neighborhood assisted activities must occur within the approved site boundaries and all assisted units must assist program income qualified households at or below 80% Area Median Income. In addition, all CDBG assisted rental units must follow rent limit restrictions for the county being served, and at least 51% of residential units in the assisted building(s) must be rented to low- or moderate-income households. Income and rent limits are posted on our website for reference.

2. Regional Areas Served (refer to map):

☐ A	☐ D	☐ G	☒ J	☐ M
☐ B	☐ E	☐ H	☐ K	☐ N
☐ C	☐ F	☐ I	☐ L	☐ O

3. List boundaries within above selected region(s) that will be served, as appropriate:

Geographic boundaries of Cass County (MI); all townships, villages and cities located therein,
excluding other municipal entities participating in MSHDA CDBG programming (TBD).

4. Regional Areas are rural urban

5. Counties Served:

Cass County (MI)

6. CDBG Funding Source Contingencies:

See itemized contingencies and compliance notice below.

This Designation Memo establishes the designation of Community Development Block Grant (CDBG) funds for the applicant. The purpose of this designation is to provide the unit of general local government (UGLG) with an opportunity to complete and submit a full CDBG application by April 16, 2026.

This designation is contingent upon the following conditions:

1. Availability of funds from the U.S. Department of Housing and Urban Development (HUD).
2. Completion of any applicable additional action items outlined in section #6 above.
3. Submission and approval of the CDBG application.
4. Fulfillment of the required public engagement process.
5. Passage of a resolution by the local government's legislative body authorizing the application submission to MSHDA.

Important Compliance Notice: No choice-limiting actions or activities may be undertaken during this designation period. Funding is not officially awarded until a grant agreement has been fully executed. Additionally, no costs may be incurred prior to receiving written authorization and an environmental release from MSHDA.

If the CDBG application is not submitted to MSHDA-CDBG@michigan.gov by April 16, 2026 at 11:59 PM, this Designation Memo is immediately rescinded.

Acceptance of Designation: As a designated MSHDA MI Neighborhood Program CDBG applicant, my organization acknowledges this funding designation and agrees to complete the full application process and all required steps by April 16, 2026.

Hope Anderson

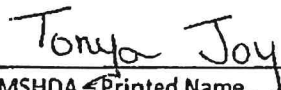
Applicant Authorized Signer – Printed Name



Applicant Authorized Signer – Signature

12/18/25

Date



MSHDA – Printed Name



MSHDA – Signature

12/22/2025

Date

 Outlook

RE: December Invoice for Blight Elimination Grant - Round 3

From Mulholland, Logan <lmluholland@fishbeck.com>
Date Thu 1/15/2026 12:04 PM
To Hope Anderson <HopeA@cassco.org>
Cc Stegink, David <dstegink@fishbeck.com>; Searles, Therese <tsearles@fishbeck.com>

Hi Hope,

Our original contract allocated \$40,000 for total administrative costs, based on the 8% of project costs guideline, anticipated project complexity, and budget estimates. However, several unforeseen factors have contributed to the need for additional administrative resources:

- **Multiple Revisions of Environmental Reports:** Many of the environmental reports required two to three rounds of revisions, which significantly increased the time and effort needed for review and coordination. These revisions were necessary to ensure compliance and accuracy, but they extended the administrative workload beyond initial projections.
- **Budget Variability Across Projects:** Thus far, all completed projects came in under our initial projected budget, which reduced the overall anticipated project cost base. As a result, the original administrative allocation—calculated as 8% of projected costs—proved insufficient when applied to actual expenditures. A table summarizing the difference in budget vs. actual expenditures, including the total admin overage, is below. The only project where the admin overage exceeds the difference in budget is 61618 S Main Street.

	TOTAL BUDGETED	ADMIN BUDGETED	ACTUAL	ACTUAL ADMIN LIMIT		OVERAGE
126 N Disbrow St.	\$ 77,054.02	\$ 6,700.35	\$ 54,697.67	\$ 4,375.81	\$ (2,324.54)	\$ -
218 N Broadway St.	\$ 49,472.77	\$ 4,301.98	\$ 47,059.38	\$ 3,764.75	\$ (537.23)	\$ (282.42)
509 S O Keefe St.	\$ 42,809.61	\$ 3,722.58	\$ 22,124.80	\$ 1,769.98	\$ (1,952.60)	\$ (129.52)
520 Pearl St.	\$ 72,350.81	\$ 6,291.38	\$ 37,143.67	\$ 2,971.49	\$ (3,319.89)	\$ -
54517 Jefferson Ave.	\$ 18,572.50	\$ 1,615.00	\$ 11,956.58	\$ 956.53	\$ (658.47)	\$ (43.47)
61618 S Main St.	\$ 78,642.55	\$ 6,838.48	\$ 41,850.00	\$ 3,348.00	\$ (3,490.48)	\$ (4,597.00)
61613 S Main St.	\$ 56,793.61	\$ 4,938.57	\$ 57,540.00	\$ 4,603.20	\$ (335.37)	\$ (1,081.55)

- **Phase II ESA and Discovery of Underground Storage Tank (UST) at 61618 S Main Street:** While this did not substantially increase direct project costs, it required additional coordination with contractors and documentation, adding to administrative responsibilities.
- **Additional Time for Documentation and Invoicing:** Significant time was required to track down missing documentation from contractors and resubmit invoices for reimbursement correctly in CAPGEMs, as requested by both CCLBA and SLBA. While some effort was anticipated, the level required across eight project sites was significantly greater than expected.

These additional efforts were essential to maintain regulatory compliance and avoid project delays. Given these circumstances, the original allocation no longer reflects the actual level of effort required. While the grant program only allows administrative costs up to 8% of project costs, this limited budget is insufficient to meet compliance needs for the reasons stated above. Communication with CCLBA in September of 2025 indicated that we should continue to support the

projects as needed and that there was potential for CCLBA to finance additional costs outside of the grant program. We understand that CCLBA does not have a significant fund balance, and we will continue to look for ways to streamline remaining project needs while keeping CCLBA in compliance with grant requirements.

Please let me know if the board is amenable to amending the contract to cover this overage—or how much the CCLBA is able and willing to support. Additionally, a contract amendment will likely be needed to incorporate the additional \$100,000 awarded to the 1219 Barron Lake Rd project, which increases administrative costs by \$8,000 (bringing the total to \$48,000 plus accepted overages).

Best,

Logan

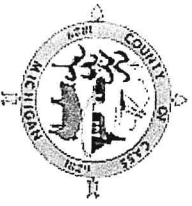
Logan Mulholland | Brownfield Project Analyst | c: 616.560.8339 | Fishbeck.com

From: Hope Anderson <HopeA@cassco.org>
Sent: Saturday, January 10, 2026 2:47 PM
To: Mulholland, Logan <lmulholland@fishbeck.com>
Subject: Re: December Invoice for Blight Elimination Grant - Round 3

EXTERNAL EMAIL

Hi Logan,

Can you provide me with a written justification for this overage that I can go over with the Land Bank Board? This is more than I can approve on my own. Our contract was for \$40,000 total admin so we probably need to amend it.
Thanks,
Hope



Hope Anderson
Treasurer
Land Bank Chairman
Cass County Treasurer's Office
a: 120 N. Broadway
Suite 220
Cassopolis, MI 49031
t: 269-445-4468
f: 269-445-4497
w: <https://www.casscountymi.org> e: hopea@cassco.org

From: Mulholland, Logan <lmulholland@fishbeck.com>
Sent: Saturday, January 10, 2026 2:42 PM

**CASS COUNTY LAND BANK AUTHORITY
COUNTY OF CASS, STATE OF MICHIGAN
RESOLUTION 2026. _____
AUTHORIZING RESOLUTION FOR CDBG PROGRAM**

WHEREAS, the Michigan State Housing Development Authority has invited the Cass County Land Bank Authority to apply for its Community Development Block Grant (CDBG) funding through the MI Neighborhood Program; and

WHEREAS, the CCLBA desires to request \$1,500,000.00 in CDBG funds for homeowner repairs and improvements; and

WHEREAS, the program is designed to enhance the quality of life by providing vital home repairs to income-eligible households.

WHEREAS, the proposed project is consistent with the Cass County Master Plan as described in the Application; and

WHEREAS, all activities will be for the purpose of home repairs and improvements to homes occupied by low and moderate-income homeowners to address health, safety and energy efficiency needs; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs MSHDA.

NOW, THEREFORE, BE IT RESOLVED that the Cass County Land Bank Authority hereby designates Hope Anderson, CCLBA Chairman as the Environmental Review Certifying Officer, the person authorized to sign the Michigan CDBG Application and attachments, the person authorized to sign the Grant Agreement and amendments, the person authorized to sign the payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the Board of the Cass County Land Bank Authority at a special meeting held on February 17, 2026 at the Cass County Building, with a quorum present.

Monica McMichael, Secretary

Date