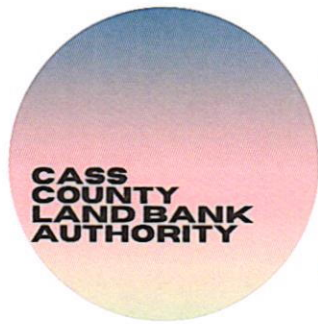




120 NORTH BROADWAY

Cassopolis, MI 49031

269-445-4468

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

AGENDA

August 21, 2026

August 21, 2026, 10 am

3rd Floor Conference Room 311, Cass County Building

- A. Call to Order – Hope Anderson
- B. Call the Roll – Monica McMichael
- C. Introduction of Visitors
- D. Public Comment
- E. Approval of Agenda
- F. Approval of Minutes of June 29, 2026
- G. Motion to approve claims dated 6/29/26 to 8/20/26
- H. Old Business
 - a. Round 3 Blight Elimination: reimbursement received for all demo projects
 - i. 1219 Barron Lake Rd. Rehabilitation update from Fishbeck/Barton Group.
 - ii. \$8,980 received from Gateway Foundation for driveway
 - iii. Grant amendment signed 7/20/26: additional \$106,386
 - b. Round 4 Blight Elimination
 - 1. Rehabilitation of 117 S. Broadway: update from Emilie LaGrow
 - 2. Grant Amendment signed 7/20/26: additional \$300,000
 - c. Neighborhood Stabilization Program: 2 new homes, update from Emilie LaGrow.
 - i. Purchase Agreement signed for 310 N. Disbrow St.
 - 1. CCLBA paid \$25,000 for acquisition
 - ii. Purchase Agreement signed for 419 S. East St.
 - 1. CCLBA paid \$10,000 for acquisition
 - iii. Appraisal report for 126 N. Disbrow: 14-041-117-014-50 & 14-041-117-013-00
 - 1. Will send to State Land Bank Authority for permission to sell
 - d. Hope will attend the MLBA Leadership Summit, October 7-9, 2026 in Battle Creek: \$548.64 for conference registration and hotel
- I. New Business
 - a. RFP for CDBG Grant: Five responses received.
 - i. Motion to award Program Administration contract
 - b. Cass County Whole Home Performance Pilot Information Session
 - i. Tuesday, August 25, 5:30pm
 - c. 117 S Broadway Apartments
 - i. Cass County Maintenance Dept. will assist with maintenance needs
 - ii. Discussion: Application, Lease Agreement, legal guidance
- J. Board Member Comments/Announcements

K. Adjournment

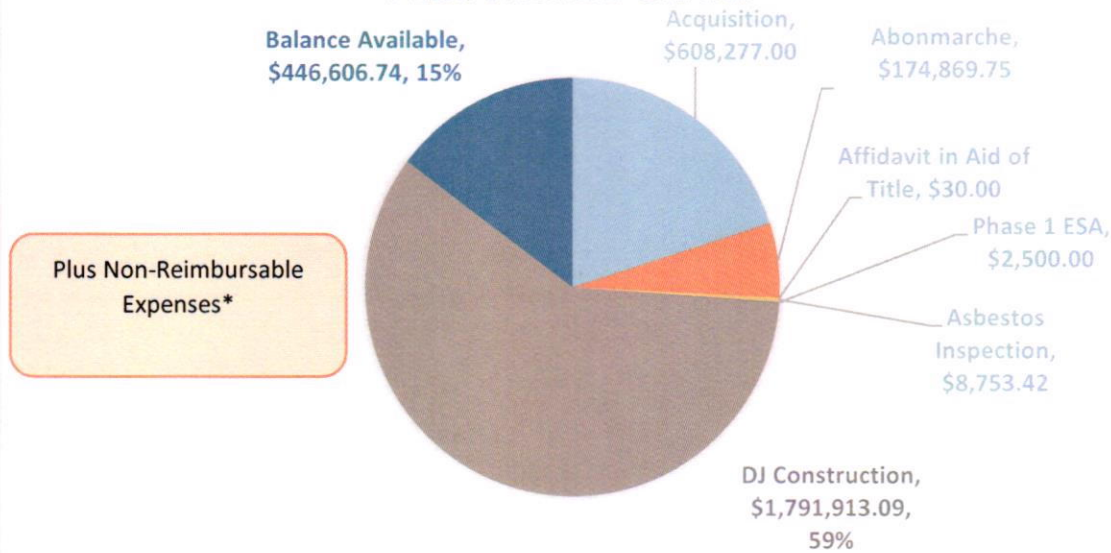
Next Board Meeting Tuesday, September 22, 2026 at 10am

Blight Elimination Funding

TOTAL: \$4,784,310.76

Round 1	Round 2	Round 3 (ARPA funds)**	Round 4 (ARPA funds)**
AWARD: \$159,226.40	AWARD: \$531,034.75	AWARD: \$706,386.89	AWARD: \$3,387,662.72
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: \$3,032,950 PLUS FACADE GRANT



*Property taxes and utilities

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

Calvin-6, Howard-2, Jefferson-5, LaGrange-4, Village of Marcellus-2, Mason-2, Milton-4, Ontwa-2, Village of Vandalia-6, Pokagon-2, Porter-1, Silver Creek-1, Wayne-4

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 13, 2026, at 10 a.m.

Monday, June 29, at 10 a.m.

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

Friday, August 21, 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.

**CASS COUNTY LAND BANK AUTHORITY
SPECIAL MEETING**

June 29, 2026

The Cass County Land Bank Authority met in regular session on Monday, June 29, 2026, in the third-floor conference room of the County Building.

Chair Hope Anderson called the meeting to order at 10:00 a.m.

Secretary Monica McMichael called roll:

MEMBERS PRESENT: Hope Anderson, Roseann Marchetti, Emilie LaGrow and
Monica McMichael.

MEMBERS ABSENT: Harry Shaffer.

INTRODUCTION OF VISITORS

Visitors present introduced themselves.

PUBLIC COMMENT

None.

APPROVAL OF THE AGENDA

Emilie LaGrow moved, seconded by Roseann Marchetti, to approve the June 29, 2026, Cass County Land Bank Authority Agenda. Motion carried by voice vote.

MINUTES

Emilie LaGrow moved, seconded by Roseann Marchetti, to approve minutes from the May 13, 2026, Land Bank Authority Meeting. Motion carried by voice vote.

CLAIMS

Monica McMichael moved, seconded by Emilie LaGrow, to approve claims dated 5/9/2026 to 6/28/2026. Motion carried by voice vote.

UNFINISHED BUSINESS

ROUND 3 BLIGHT ELIMINATION

1219 Barron Lake Road: Chair Anderson shared an update on the project at 1219 Barron Lake Road.

ROUND 4 BLIGHT ELIMINATION

Rehabilitation of 117 S. Broadway: Emilie LaGrow provided a project update on the rehabilitation of 117 S. Broadway.

Stabilization of Neighborhood Stabilization Program: Chair Anderson reported that the project was complete and all reimbursement had been received.

Neighborhood Stabilization Program: Chair Anderson explained that before the property could be sold, the Land Bank must legally own 419 E. East St. Discussion followed. Monica McMichael moved, seconded by Roseann Marchetti, to purchase 419 S. East St. at a price of \$10,000. Motion carried by voice vote.

Chair Anderson reported that the Village of Cassopolis requested to purchase the vacant land at 310 N. Disbrow owned by the Land Bank in order to place a MSHDA Mod home on the property. Discussion followed. Monica McMichael moved, seconded by Roseann Marchetti, to approve the sale contingent on approval from the State Land Bank Authority. Motion carried by voice vote.

Emilie LaGrow moved, seconded by Monica McMichael, to contract with Sue Loux to appraise the property at 310 N. Disbrow. Motion carried by voice vote.

NEW BUSINESS

CDBG Grant: Monica McMichael moved, seconded by Emilie LaGrow, to distribute an RFP for third-party program administration of the CDBG grant. Motion carried by voice vote.

307 Pokagon Street: The City of Dowagiac asked the Land Bank to purchase a property in the city. Discussion followed. Chair Anderson would request additional information from the city before the Land Bank would make a decision.

State of Michigan Whole Home Performance Pilot Program: Chair Anderson reminded Land Bank Board Members it was a county program and that Market One would serve as the third-party administrator.

117 S. Broadway apartments: The Cass County Maintenance Department agreed to assist the Land Bank with maintenance needs.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

None.

ADJOURNMENT

Monica McMichael moved, seconded by Hope Anderson, to adjourn. The meeting adjourned at 10:50 a.m.

RESTRICTED APPRAISAL REPORT

Use of this report is limited to the client(s) and other **named** intended users because it may not contain supporting rationale for all of the opinions and conclusions that are set forth.

Subject Address: 126 N DISBROW STREET, CASSOPOLIS, MI 49031

Legal Description: W 51 FT OF LOT 14 B1N-1W VIL OF CASSOPOLIS.
PARCEL NUMBER # 14-041-117-014-50

Property Type: SINGLE FAMILY RESIDENCE LOT IN VILLAGE OF CASSOPOLIS

Clients: HOPE ANDERSON CHAIRMAN OF CASS COUNTY LAND BANK, 120 N BROADWAY,
CASSOPOLIS, MI 49031

Intended Use: TO ASSIST THE CLIENT IN ESTABLISHING A LISTING PRICE

Intended Users: HOPE ANDERSON

Property Rights: FEE SIMPLE

Type of Value: MARKET VALUE

Source of Value Definition: Although the appraisal communicated in this report was not prepared for a financial institution, the definition of market value specified in regulations published pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA) has been used in this assignment.

Scope of Work: On site interior and exterior inspection of the subject and review of tax assessor's records and a prior MLS listing of the subject property if it exists. The appraiser measured the exterior of the dwelling.

The sales comparison approach was developed. Properties such as the subject are seldom rented and there is no reliable data to develop an income approach. The income approach is not necessary for credible assignment results. Cost approach was considered not helpful in this report. Printed material from Marshall and Swift does not cost out this home properly. The sales comparison approach is generally the strongest of the three approaches to value and it typically reflects the buyers and sellers' actions in the market place for single family homes.

Comparable sales data was taken from local MLS and confirmed via public records and discussions with listing agents. The lack of sales of properties similar to the subject within the subject neighborhood made it necessary to use sales from surrounding areas.

Conditions of Appraisal: The appraisal was performed with no extraordinary assumptions or hypothetical conditions.

Sale and Listing History: There is no current agreement of sale, listing, or option regarding the subject property. There have been no sales or other transfers of the subject property within three years prior to the effective date of this appraisal.

OPINIONS AND CONCLUSIONS

Highest and Best Use: Continued use as-is. The existing use as a single-family residence contributes to the value of the site. Conversion to any other use would not be legal.

Exposure Time: The appraiser's opinion of reasonable exposure time for the subject property is approximately 120 days.

Effective Date: JULY 31, 2026

Opinion of Market Value: The sales comparison approach is the best indicator of value for single-unit residential properties in the market. Therefore, the appraiser's opinion of market value is:

\$ 7000.00
SEVEN THOUSAND DOLLARS

ASSUMPTIONS AND LIMITING CONDITIONS

This assignment was conducted, and the report presented, subject to the following assumptions and limiting conditions. The use and acceptance of this report indicates that the client accepts these assumptions and limiting conditions.

CERTIFICATION

I certify that, to the best of the knowledge and belief:

- The statements of fact contained in the report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have not performed any services as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding the agreement to perform this assignment.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.

- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- I have made a personal inspection of the property that is the subject of this report.
- No one provided significant real property appraisal assistance to the person signing this certification.

Susan L. Lutz
Appraiser's Signature

License number 1204002510

July 31, 2026

Date of Report/Certification

INVOICE

Date: JULY 31, 2026

File No.
Case No.

Prepared for:

HOPE ANDERSON-CHAIRMAN OF THE CASS COUNTY LAND BANK
120 N. BROADWAY
CASSOPOLIS, MI 49031

Property Appraised:

126 N DISBROW STREET
CASSOPOLIS, MI 49031

Work Performed:

PROFESSIONAL APPRAISAL SERVICES RENDERED	\$	
PARCEL # 14-041-117-014-50	\$	350.00
	\$	
	\$	0.00
	\$	
	\$	
Total Amount Due:		\$ 350.00

Please make checks payable to:

SUSAN L. LOUX
125 S. BROADWAY
CASSOPOLIS, MI 49031

TPA Bid Tab for CDBG MI Neighborhood Grant

Company Name	Fully Responsive Bid?	Total Cost	Score	Notes
Vitalworks LLC 1515 W Lafayette Blvd, Detroit (313) 217-1053 vitalworks@gmail.com	Y - Rev'd 7/14/26	\$190,000.00	Cost Proposal - 20pts Qualifications, Exp - 21pts Capacity to Perform Work - 16pts Proximity, Responsiveness - 12pts TOTAL: 69pts	Company has been a TPA for 2yrs w/ 4 projects (1yr/2 projects that are CDBG specific). Staff is described as being "well versed" with no monitoring concerns or delays, however, no specific years of experience listed. 3 staff members, currently administering a grant for Van Buren that will end 2027. Max. amt ever administered has been \$472k (current grant). States on-site presence in the County throughout the grant term, but no details as to what this may look like
Sarah Kopko LLC/FLB Collective Flint (810) 444- 5129 Sarah@FLBCollective.com	Y - Rev'd 7/20/26	\$190,000.00	Cost Proposal - 20pts Qualifications, Exp - 34pts Capacity to Perform Work - 19pts Proximity, Responsiveness - 12pts TOTAL: 85pts	Years in business is not detailed. Staff has decades of experience working on CDBG/MSHDA grant administration. 2 official staff members with 2 more subcontractors, unsure if currently administering another grant or what capacity may look like. Cost includes 1 in-person meeting every 60 days with a FLB principal
Market One 32849 Red Arrow Hwy, Paw Paw (269) 539- 7017 mcfaddenm@marketone.org	Y - Rev'd 8/3/26	\$225,000.00	Cost Proposal - 16.9pts Qualifications, Exp - 21pts Capacity to Perform Work - 6pts Proximity, Responsiveness - 15pts TOTAL: 58.9pts	Company has been a TPA for 8 years. Staff has experience with grant/project management but besides Molly, nothing CDBG or MSHDA specific is detailed. 2 staff members, one joining end of August, and plans to hire another member to make a full staff of 4. Newest August member is planned to be main contact for these funds. Currently administering CDBG for nine communities: total of \$4.3 million. Will have office hours for residents and staff will make biweekly site visits. Cost also includes access to the Digital Information Collaborative Exchange system.
Woodlands Behavioral Healthcare Network 960 M60, Cassopolis (269) 228-2299 michaelm@woodlandsbhn.org	Y - Rev'd 8/3/26	\$213,920.38	Cost Proposal - 17.8pts Qualifications, Exp - 23pts Capacity to Perform Work - 15pts Proximity, Responsiveness - 20pts TOTAL: 75.8pts	Company has not previously served as a TPA for home rehabs. Staff has at least a decade of experience with CDBG and other various grant admin. 1 staff member @ 40 hrs/week. Unsure if any other grants are currently being administered. eGrAMS system will be used throughout the grant process.
MI Path Home 118 Vine St, Albion (269) 229- 0109 benita@mipathhome.org	Y - Rev'd 8/3/26	\$205,750.00	Cost Proposal - 18.5pts Qualifications, Exp - 40pts Capacity to Perform Work - 19pts Proximity, Responsiveness - 18pts TOTAL: 95.5pts	Company was established as a TPA in 2025. 3 staff members, each with multiple years experience administering CDBG/MSHDA grants. Unsure if currently administering another grant or what maximum amount administered has been. Cost includes bi-weekly site visits (minimum 6 in-person visits/homeowner).

Funding available for Home Renovations

The **Cass County Whole Home Performance** program provides health, safety, and efficiency improvements and renovations to eligible homeowners.

Join us for a **free information session** to learn more about the program and see if you qualify.



**Tuesday,
August 25**
5:30 p.m.



**Cass County Administration Building
Commissioners Chambers**
120 N. Broadway, Cassopolis, MI



Unable to join us in person?
Use the QR code to watch online.



Questions?
Reach out to cdbg@marketone.org
for more information.



Cass County, Michigan



MARKET ONE
Economic & Community Development