

NOTICE OF MEETING

A Regular Meeting of the **Leelanau County Brownfield Redevelopment Authority (LCBRA)** will be held at 10:00 a.m. on **Tuesday, August 20, 2024** (or immediately following the Land Bank Authority meeting, whichever is later) in the Leelanau County Government Center – 1st floor.

DRAFT AGENDA

CALL TO ORDER & PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

DIRECTOR COMMENTS

CONSIDERATION OF AGENDA

CONFLICT OF INTEREST

CONSIDERATION OF JUNE 18, 2024 MEETING MINUTES *pgs. 2-6*

CONSENT AGENDA

Items of a routine nature to be voted on with one motion - no discussion. Upon request, members may remove any item and place elsewhere on the agenda, with no vote of the commission. Members will vote on remaining items on the Consent Agenda, after the item removed has been placed elsewhere on the agenda.

- a. Fishbeck – General Consulting and TIF Management (July & August) *pgs. 7-12*
- b. Fishbeck – EPA Assessment Grant (July & August) *pgs.13-24*

OLD BUSINESS

- 1. \$35,000 Courthouse TIF payment

NEW BUSINESS

- 1. Recommendation of new member for LCBRA (RE: resignation of John Arens) *pgs. 25-30*
- 2. Review/Revise Authorized Check Signers
- 3. Resolution of Appreciation – John Arens *pg. 31*

FINANCIALS

- 1. Claims & Accounts \$40,343.85 *pgs. 32-54*
- 2. Trial Balance/Revenue & Expense Report

CORRESPONDENCE/COMMUNICATION ITEMS

PUBLIC COMMENT

DIRECTOR COMMENTS

MEMBER / CHAIRPERSON COMMENTS

ADJOURN

<u>Members</u>
Dan Heinz-Chairman
Rick Foster-Vice Chair
Vacant-Sect/Treasurer
Gwenne Allgaier
T. Eftaxiadis
David King
Richard Lewis
<u>Director</u>
Gail Myer

A regular meeting of the Leelanau County Brownfield Redevelopment Authority (LCBRA) was held on Tuesday, June 18, 2024 at the Leelanau County Government Center.

CALL TO ORDER

Meeting was called to order at 10:00 am by Chairman Heinz who led the Pledge of Allegiance.

ROLL CALL

Members Present: D. Heinz, R. Lewis, G. Allgaier, R. Foster, D. King

Members Absent: T. Eftaxiadis
(prior notice)

Members Absent: J. Arens

Staff: G. Myer, Planning Director, J. Herman, Senior Planner

Public: T. Galla, C. Hartesvelt, S. Mitchell

PUBLIC COMMENT- None.

DIRECTOR COMMENTS

Myer said the \$25,000.00 DEQ loan payment was made on June 2 and the \$13,000.00 ETA draw request from September of 2023 was also made. Myer also said that the delinquent tax check of \$39,000.00 from the Delinquent Tax Revolving Fund was deposited into a checking account but no checks have been written for reimbursement.

CONSIDERATION OF AGENDA

Heinz updated pages on “Old Business” “Item #2 to pages 20-22” and “Item #3a. to pages 23-35” and that the handouts given would be “Financials #2b. pages 86-88”.

Motion by King, seconded by Foster, to approve the agenda as amended. Motion carried 5-0.

CONFLICT OF INTEREST – None.

CONSIDERATION OF MAY 21, 2024 MINUTES

Motion by Foster, seconded by Allgaier, to approve the minutes as presented. Motion carried 5-0.

CONSENT AGENDA

Fishbeck - General Consulting and TIF Management
Fishbeck - EPA Assessment Grant

***Motion by Lewis, seconded by Allgaier, to approve the consent agenda as presented.
Motion carried 5-0.***

OLD BUSINESS

West Bay/West Shore Hotel Redevelopment Brownfield Plan

Heinz said that the dollar amount has changed over the weekend on the memo provided by Fishbeck. He said that the original recommendation was that the entire \$18,867.70 could be taken out as administrative fees, however, it was determined by Fishbeck that only the administrative fees could be taken out of the local Tax Increment Financing (TIF) collections, as written in the brownfield plan. He said only \$14,405.34 could be taken out which leaves \$4,462.36 remaining. Heinz read from an email, stating that \$14,405.34 unobligated TIR is reserved for the BRA's administrative costs, including the BRA Administrative Loan if desired, or disbursed to the respective taxing jurisdictions. He continued, saying that \$4,462.36 of the unobligated TIR is reserved for the local brownfield revolving fund, which the BRA does not have right now.

Galla, Fishbeck Consultant, explained that the memo was revised because the Environment, Great Lakes, and Energy (EGLE) Agreement states that the BRA could only use local TIF for administrative costs. She explained that \$4,462.36 was not local TIF and would be put into a local brownfield revolving fund and use the remaining \$14,405.34 for administrative costs, which could also be used to pay back the loan to the County. Galla said the BRA does not have a local brownfield revolving fund but the BRA can set one up. Heinz said this would be the first brownfield plan out of the current five to generate the local revolving fund.

Heinz said that Searles spoke with Mr. Johnson and she explained to him that any future brownfield projects are not guaranteed as they would need to go through the approval process between the Brownfield Association Authority, Elmwood Township, and Leelanau County. If the BRA chooses to terminate the plan, then they will need to follow proper procedures to do so. Galla said that there is seven years left on this brownfield plan and if the plan is amended, the clock does not start over and the plan will still have a seven-year time frame. She explained the termination process that the BRA will need to recommend to the Board of Commissioners (BOC) of terminating the brownfield plan and then there is a 30-day notice prior to the public hearing.

Motion by Lewis, seconded by Allgaier, to recommend to the Board of Commissioners to begin the process of termination of the West Bay/West Shore Hotel Redevelopment Brownfield Plan. Motion carried 5-0.

Motion by Allgaier, seconded by Foster, to approve \$14,405.34 unobligated TIR for the BRA's administrative costs, including the BRA Administration Loan and if necessary, to recommend to the BOC to begin the process of creating a local brownfield revolving fund and putting \$4,462.36 of the remaining unspent TIF into it. Motion carried 5-0.

Two Peas Brownfield Tax Increment Revenue

Galla, gave a brief explanation on the Memo from May and the Reimbursement Analysis Review. She

said that developer expenses are not on the analysis because the developer did not sign a reimbursement agreement with the BRA.

Discussion ensued on revolving fund possibilities.

Motion by Lewis, seconded by King, to approve \$10,087.26 that was reserved for reimbursement to the BRA remain in the BRA's operational/general fund account and is utilized how the BRA best deems fit. Motion carried 5-0.

LCBRA Old Courthouse Brownfield Spreadsheet

Heinz explained the spreadsheet and compared it to the one he presented in last month's meeting. He originally suggested making two payments on the DEQ loan in last month's meeting. Today he presented an alternative option of allocating the available funds within the courthouse TIF. The BRA would pay the required \$25,000.00 DEQ payment and he noticed they have \$35,000.00 that they could pay into other loans. Heinz continued to explain the spreadsheet to BRA members. Hartesvelt explained that she is looking to see if the BRA has to pay the County back or not but she needs more time to evaluate.

Motion by Lewis, seconded by King, to move this item and defer any further discussion to the August meeting to allow time for research. Motion carried 5-0.

Leelanau County Complex Redevelopment Brownfield Tax Increment Revenue

No discussion since this item was discussed in the last meeting.

Due Care & Brownfield Plan Evaluation- Former Empire School

Galla gave a brief history outline of the former Empire School area. She said that the contaminants of concern analyzed in soil and groundwater samples varied across the site being a combination of petroleum-based VOCs, PNAs, and/or Michigan 10 metals. She continued, saying that the groundwater wells that are existing will need to be removed and installation of a new septic system. She stated that Fishbeck has been in communication with the Empire Township Assessor, Pam Zientek, for a preliminary estimated future taxable value, what this project will do to increase tax values, and whether or not a brownfield plan should be put into place.

Galla continued, saying that Fishbeck concluded that there is money there and it would make sense to have a brownfield plan on this site to help with reimbursement on some of these tasks the developer has to take on. She said the developer has also indicated that approximately \$30,000.00 of abatement activities were previously incurred, which could be considered for local-only reimbursement at the BRA's discretion.

Galla said they may need to check with the Village of Empire first to see if they are supportive and then see if this is a project the developer would like to consider. If so, Fishbeck will bring back a memo for the BRA to review to begin the process of a brownfield plan. Galla reminded members that the developer has already applied for a 381 plan.

Motion by Lewis, seconded by Allgaier, to approve Fishbeck to continue working with the developers, Joseph and Elizabeth Van Esley, of the former Empire School Brownfield Plan and to continue further investigating a plan with the Village of Empire. Motion carried 5-0.

NEW BUSINESS

Fishbeck Work Order #1 GES, Amendment No. 2

Motion by Lewis, seconded by Allgaier, to approve Fishbeck's Work Order #1 GES, Amendment No. 2 2024 Tax Increment Tracking and Annual Reporting as presented. Motion carried 5-0.

Fishbeck Work Order #2, Amendment No. 2 (community Outreach/Programmatic Activities)

Motion by Lewis, seconded by Foster, to approve Fishbeck's Work Order #2, Amendment No. 2 Community Outreach/Programmatic as presented. Motion carried 5-0.

FINANCIALS

Claims & Accounts - \$4,171.06

Motion by Foster, seconded by King, to approve Claims & Accounts in the amount of \$4,171.06. Motion carried 5-0.

Post Audit, Budget Amendments, Transfers

Amendment Number 24-001

Hartsvelt explained that the goal is to give the BRA a budgetary status and to delineate the expenditures than the revenues. When they look at the document, they will know what the contractual services are. Since they are working with the EPA assessment grant, the Finance Department will set up an expense line item for that so the BRA can cut checks to Fishbeck and the Finance Department can track the spending and reimbursements. She said that this is just a budget and is not a mandate to spend or permit the BRA, but it will be a working document to show the current year amended budget against the actual.

Motion by King, seconded by Foster, to accept the Budget Amendment Number 24-001. Motion carried 5-0.

Reclassification Entries

Hartsvelt explained the general ledger entry process and said it is available to anyone at any time as public record.

Huntington National Bank-Money Market Account

Heinz stated that the BRA has \$118,294.82 in the cash account and \$122,044.13 in the Money Market Account. He said in the past they were getting .3% interest each month on the balance paid by Huntington Bank. He asked if there was a need to keep the Money Market Account if it is still earning the same interest rate as the cash account. He asked Leelanau County Treasurer, John Gallagher, to see if Gallagher could get a deal on a higher interest rate above the .3% with Huntington National Bank. He said Gallagher replied yes, he renegotiated a 2.5% interest rate on the Money Markey Account starting July 1.

Motion by Allgaier, seconded by Lewis, to authorize Leelanau County Treasurer, John Gallagher, to negotiate a higher interest rate on the BRA Money Market Account. Motion carried 5-0.

Excerpt Leelanau County Board of Commissioners Special Session – September 7, 2007

Heinz gave an update and said that Hartesvelt has done a deep dive into the history of the BRA. He said in relation to the seed loan, they knew it would be in two components of \$50,000.00 each. According to the excerpts of the BOC September 7, 2007 Special Session, this was approved as a borrowed loan with a baring a 0% interest rate. The BRA has paid \$30,000.00 and the remaining balance owed is \$20,000.00.

Excerpt Leelanau County Board of Commissioners Regular Session- September 15, 2009

Heinz gave an update and said that Hartesvelt also looked into the history for this topic. The excerpts of the BOC September 15, 2009 Regular Session state that it is a “capital contribution” which means it is not a loan. The BRA retroactively received an extra \$50,000.00 in fund equity, which does not show on the trial balance until the audit is approved and the BOC agrees. This would mean the BRA would not have to pay \$50,000.00 back to the County.

Trial Balance/Revenue & Expense Report

Hartesvelt gave a brief history on the report and said that on the EPA draw balance, in 2023 there was a draw that was not turned in so it was set up as a “receivable” as of December 31, 2023 by the auditors. There was also a duplicated draw of \$750.00 in 2023, so they reduced the receivable by \$750.00 which they now owe back to the EPA. She is working with Myer on fixing that for 2024. The January expenditure for EPA draw down is a 2023 reimbursable that was also a receivable and the auditors are doing adjustment journal entering. In the meantime, they have a drawn down the \$13,000.00 from the EPA as receivable so it will not show as revenue in 2024.

Hartesvelt then explained the 2022 Delinquent Tax Revolving Fund (DTR) of the \$39,398.81 check that was uncashed for a year. There had been discussion that not all of it belonged to the BRA. She has been working with the Treasurer’s Department and receipted in the money that was appropriate for the West Bay/West Shore Hotel Redevelopment Brownfield Plan. She continued to explain that the Finance Department will put that back into the budget amendment and set up an expense line item to pay that overage back to the DTR. She said she is working with the Equalization Department, Treasurer’s Department and the Elmwood Township Treasurer to make sure all of the calculations are correct and to send the money back to the DTR. Those monies will then be disbursed to the appropriate municipalities.

CORRESPONDENCE/COMMUNICATION ITEMS- None.

PUBLIC COMMENT- None.

DIRECTOR COMMENTS- None.

MEMBER / CHAIRPERSON COMMENTS- None.

ADJOURN

Meeting adjourned at 11:23 AM.

Memo

TO: Leelanau County Brownfield Redevelopment Authority
FROM: Therese Searles and Jeff Hawkins
DATE: July 16, 2024
RE: General Consulting and TIR Management Monthly Updates and Invoices

This memorandum serves to provide information regarding invoices and updates that are being presented to the Leelanau County Brownfield Redevelopment Authority (LCBRA) for services rendered on various projects related to General Environmental Consulting activities.

Please find attached several items for your consideration:

1. General Environmental Services (W.O. #2-GES, Amendment No. 1)

Update:

Fishbeck has entered into an agreement of service with the LCBRA for environmental consulting services related to the County's FY22 EPA Assessment Grant. Applicable to this Agreement, Work Order Number 2-GS, an overall general services work order, dated April 18, 2023, was approved at the April LCBRA regular meeting. **Activities included in this month's invoice for consideration involved discussions regarding considerations and next steps for terminating the West Shore Brownfield Plan, emails with the Board Chair, and evaluation meetings and preparation of distribution memos.**

Project Invoices for Consideration:

Invoice #439226 (\$888.75)

2. Tax Increment Tracking and Annual Reporting (W.O. #1-GES, Amendment No. 2)

Update:

Fishbeck has established a tax increment financing (TIF) tracking system for the LCBRA for its existing Brownfield Plans. The LCBRA has engaged Fishbeck to manage the tracking of tax increment collection and reimbursement associated with the LCBRA's existing brownfield plans by updating and sending out Statement of Account twice a year to coincide with tax collection periods. Reimbursement Analysis will also be updated for the LCBRA twice a year. As we have assisted in previous years, Fishbeck will also assist the LCBRA with Annual Reporting through the MEDC online portal in August of 2024. **Amendment No. 2 to W.O. #1-GES was approved at the June 2024 regular meeting. The amendment was needed to prepare Summer 2024 Statement of Accounts as the existing budget was expended reviewing historical tax increment collection at the request of the Board Chair. The 2024 Summer Statements are being finalized this week.**

Activities included in this month's invoice were related to review of tax increment revenues (TIR) received, TIF tracking on the Leland Residential Plan, meetings and emails regarding TIF collection.

Project Invoices for Consideration:

Invoice #439229 (\$1,641.50)

Leelanau County Brownfield Redevelopment Authority
General Services
Budget and Cost Summary

07/16/2024

Project	Number W.O.	Site/Phase	Activity	Budget Estimates Total	Actual			Project Budget Remaining	
					Invoice No.	Invoice Date	Total Invoiced Amount	Total	Project Complete
230507	1-GES		Tax Increment Tracking and Annual Reporting (2023)	\$ 4,900.00	Invoice Total	421222	3/13/2023	\$ 333.75	
	BT1					422202	4/5/2023	\$ 63.75	
						230507	5/8/2023	\$ 283.50	
						424163	6/8/2023	\$ 126.00	
						425212	7/6/2023	\$ 892.00	
						426200	8/2/2023	\$ 605.00	
						427526	9/7/2023	\$ 1,573.40	
						428408	10/5/2023	\$ 42.00	
						430405	11/9/2023	\$ 63.00	
						431436	12/7/2023	\$ 917.40	
						Project Subtotal		\$ 4,899.80	Project Subtotal Remaining \$ 0.20
						Invoice Breakdown			
			Statement of Account and Reimbursement Analysis Preparation (2023)	\$ 3,700.00	Stmnt of Acct/RA	421222	3/13/2023	\$ 333.75	
						422202	4/5/2023	\$ 63.75	
						423195	5/8/2023	\$ 147.00	
						424163	6/8/2023	\$ 126.00	
						425212	7/6/2023	\$ 892.00	
						426200	8/2/2023	\$ 563.00	
						427526	9/7/2023	\$ 1,022.40	
						428408	10/5/2023	\$ 42.00	
						430405	11/9/2023	\$ 63.00	
						431436	12/7/2023	\$ 446.90	
						Phase Subtotal		\$ 3,699.80	Phase Subtotal Remaining \$ 0.20
			Annual Reporting (2023)	\$ 1,200.00		423195	5/8/2023	\$ 136.50	
						426200	8/2/2023	\$ 42.00	
						427526	9/7/2023	\$ 551.00	
						431436	12/7/2023	\$ 470.50	
						Phase Subtotal		\$ 1,200.00	Phase Subtotal Remaining \$ -
230507	1-GES, A-1		Tax Increment Tracking and Annual Reporting (Amendment No. 1-2024)	\$ 9,000.00	Invoice Total	432670	1/8/2024	\$ 745.00	
	BT2					433691	2/13/2024	\$ 1,080.50	
						434699	3/12/2024	\$ 50.50	
						435830	4/10/2024	\$ 42.00	
						436941	5/13/2024	\$ 769.50	
						437986	6/10/2024	\$ 1,786.60	
						Invoice Total	439229*	7/9/2024	\$ 1,641.50
						Project Subtotal		\$ 6,115.60	Project Subtotal Remaining \$ 2,884.40
						Invoice Breakdown			
			Statement of Account and Reimbursement Analysis Preparation (2024)	\$ 4,500.00	Stmnt of Acct/RA	432670	1/8/2024	\$ 745.00	
			Amendment No. 2-2024	\$ 3,000.00		433691	2/13/2024	\$ 1,080.50	
			Phase Subtotal	\$ 7,500.00		434699	3/12/2024	\$ 50.50	
						435830	4/10/2024	\$ 42.00	
						436941	5/13/2024	\$ 769.50	
						437986	6/10/2024	\$ 1,786.60	
						439229*	7/9/2024	\$ 1,641.50	
						Phase Subtotal		\$ 6,115.60	Phase Subtotal Remaining \$ 1,384.40
			Annual Reporting (2024)	\$ 1,500.00					
						Phase Subtotal		\$ -	Phase Subtotal Remaining \$ 1,500.00
230894	2-GES		General Consulting	\$ 6,000.00	Invoice Total	423194	5/4/2023	\$ 59.00	
	BT1		Amendment #1	\$ 6,000.00		425213	7/6/2023	\$ 59.00	
				\$ 12,000.00		426199	8/2/2023	\$ 88.50	
						427537	9/7/2023	\$ 646.00	
						428407	10/5/2023	\$ 263.50	
						430404	11/9/2023	\$ 1,089.75	
						431434	12/7/2023	\$ 2,041.00	
						432669	1/8/2024	\$ 2,137.25	
						433699	2/13/2024	\$ 1,107.00	
						434696	3/12/2024	\$ 1,034.00	
						435828	4/10/2024	\$ 87.50	
						436969	5/13/2024	\$ 576.00	
						437985	6/10/2024	\$ 1,095.00	
						Invoice Total	439226*	7/9/2024	\$ 888.75
						Project Subtotal		\$ 11,172.25	Project Subtotal Remaining \$ 827.75
			Approved Project Budgets Subtotal	\$ 25,900.00	Total Expended			\$ 22,187.65	Budgets Remaining \$ 3,712.35
			Estimated Budget Remaining	\$ -					Check \$ 25,900.00
			Project Budgets Returned						
			Available Budget Remaining	\$ 3,712.35					
			Notes:						

Memo

TO: Leelanau County Brownfield Redevelopment Authority

FROM: Therese Searles and Jeff Hawkins

DATE: August 20, 2024

RE: General Consulting and TIR Management Monthly Updates and Invoices

This memorandum serves to provide information regarding invoices and updates that are being presented to the Leelanau County Brownfield Redevelopment Authority (LCBRA) for services rendered on various projects related to General Environmental Consulting activities.

Please find attached several items for your consideration:

1. General Environmental Services (W.O. #2-GES, Amendment No. 1)

Update:

Fishbeck has entered into an agreement of service with the LCBRA for environmental consulting services related to the County's FY22 EPA Assessment Grant. Applicable to this Agreement, Work Order Number 2-GS, an overall general services work order, dated April 18, 2023, was approved at the April LCBRA regular meeting. ***Fishbeck prepared a memo in July detailing next steps for consideration of terminating the West Shore Brownfield Plan. The Brownfield Director sent a letter via certified mail on July 24, 2024 to the property owner of the West Shore property informing of the Public Hearing and Board of Commissioners meeting to be held on September 17, 2024 considering terminating the Plan. Activities included in this month's invoice for consideration involved document review and communications regarding terminating the West Shore Brownfield Plan.***

Project Invoices for Consideration:

Invoice #441185 (\$309.50)

2. Tax Increment Tracking and Annual Reporting (W.O. #1-GES, Amendment No. 2)

Update:

Fishbeck has established a tax increment financing (TIF) tracking system for the LCBRA for its existing Brownfield Plans. The LCBRA has engaged Fishbeck to manage the tracking of tax increment collection and reimbursement associated with the LCBRA's existing brownfield plans by updating and sending out Statement of Account twice a year to coincide with tax collection periods. Reimbursement Analysis will also be updated for the LCBRA twice a year. As we have assisted in previous years, Fishbeck will also assist the LCBRA with Annual Reporting through the MEDC online portal in August of 2024. Amendment No. 2 to W.O. #1-GES was approved at the June 2024 regular meeting. The amendment was needed to prepare Summer 2024 Statement of Accounts as the existing budget was expended reviewing historical tax increment collection at the request of the Board Chair. ***The 2024 Summer Statements have been finalized and the Brownfield Director has sent them to the corresponding local jurisdictions.***

Activities included in this month's invoice were related to preparation of the 2024 Summer Statements of Account.

Project Invoices for Consideration:

Invoice #441187 (\$586.50)

Leelanau County Brownfield Redevelopment Authority
General Services
Budget and Cost Summary

8/20/2024

Project	Number	W.O.	Site/Phase	Activity	Budget Estimates	Actual			Project Budget Remaining	
						Invoice No.	Invoice Date	Total Invoiced Amount	Total	Project Complete
					Total					
230507	1-GES			Tax Increment Tracking and Annual Reporting (2023)	\$ 4,900.00					
	BT1									
						Invoice Total	421222	3/13/2023	\$ 333.75	
							422202	4/5/2023	\$ 63.75	
							230507	5/8/2023	\$ 263.50	
							424163	6/8/2023	\$ 126.00	
							425212	7/6/2023	\$ 852.00	
							426200	8/2/2023	\$ 605.00	
							427526	9/7/2023	\$ 1,573.40	
							428408	10/5/2023	\$ 42.00	
							430405	11/9/2023	\$ 63.00	
							431436	12/7/2023	\$ 917.40	
						Project Subtotal			\$ 4,899.80	Project Subtotal Remaining \$ 0.20
						Invoice Breakdown				
				Statement of Account and Reimbursement Analysis Preparation (2023)	\$ 3,700.00	Strmt of Acct/RA	421222	3/13/2023	\$ 333.75	
							422202	4/5/2023	\$ 63.75	
							423195	5/8/2023	\$ 147.00	
							424163	6/8/2023	\$ 126.00	
							425212	7/6/2023	\$ 852.00	
							426200	8/2/2023	\$ 563.00	
							427526	9/7/2023	\$ 1,022.40	
							428408	10/5/2023	\$ 42.00	
							430405	11/9/2023	\$ 63.00	
							431436	12/7/2023	\$ 446.90	
						Phase Subtotal			\$ 3,699.80	Phase Subtotal Remaining \$ 0.20
				Annual Reporting (2023)	\$ 1,200.00		423195	5/8/2023	\$ 136.50	
							426200	8/2/2023	\$ 42.00	
							427526	9/7/2023	\$ 551.00	
							431436	12/7/2023	\$ 470.50	
						Phase Subtotal			\$ 1,200.00	Phase Subtotal Remaining \$ -
230507	1-GES, A-1			Tax Increment Tracking and Annual Reporting (Amendment No. 1-2024)	\$ 9,000.00	BT2	Invoice Total	432670	1/8/2024	\$ 745.00
							Invoice Total	433691	2/13/2024	\$ 1,080.50
							Invoice Total	434699	3/12/2024	\$ 50.50
							Invoice Total	435830	4/10/2024	\$ 42.00
							Invoice Total	436941	5/13/2024	\$ 769.50
							Invoice Total	437986	6/10/2024	\$ 1,786.60
							Invoice Total	439229	7/9/2024	\$ 1,641.50
							Invoice Total	441187*	8/13/2024	\$ 586.50
						Project Subtotal			\$ 6,702.10	Project Subtotal Remaining \$ 2,297.90
						Invoice Breakdown				
				Statement of Account and Reimbursement Analysis Preparation (2024)	\$ 4,500.00	Strmt of Acct/RA	432670	1/8/2024	\$ 745.00	
				Amendment No. 2-2024	\$ 3,000.00		433691	2/13/2024	\$ 1,080.50	
				Phase Subtotal	\$ 7,500.00		434699	3/12/2024	\$ 50.50	
							435830	4/10/2024	\$ 42.00	
							436941	5/13/2024	\$ 769.50	
							437986	6/10/2024	\$ 1,786.60	
							439229	7/9/2024	\$ 1,641.50	
							441187	8/13/2024	\$ 586.50	
						Phase Subtotal			\$ 6,702.10	Phase Subtotal Remaining \$ 797.90
				Annual Reporting (2024)	\$ 1,500.00					
						Phase Subtotal			\$ -	Phase Subtotal Remaining \$ 1,500.00
230894	2-GES			General Consulting	\$ 6,000.00	BT1	Invoice Total	423194	5/4/2023	\$ 59.00
				Amendment #1	\$ 6,000.00		425213	7/6/2023	\$ 59.00	
					\$ 12,000.00		426199	8/2/2023	\$ 88.50	
							427537	9/7/2023	\$ 646.00	
							428407	10/5/2023	\$ 263.50	
							430404	11/9/2023	\$ 1,089.75	
							431434	12/7/2023	\$ 2,041.00	
							432669	1/8/2024	\$ 2,137.25	
							433669	2/13/2024	\$ 1,107.00	
							434696	3/12/2024	\$ 1,034.00	
							435828	4/10/2024	\$ 87.50	
							436969	5/13/2024	\$ 576.00	
							437985	6/10/2024	\$ 1,095.00	
							Invoice Total	439226	7/9/2024	\$ 888.75
							Invoice Total	447785	8/13/2024	\$ 399.50
						Project Subtotal			\$ 11,481.75	Project Subtotal Remaining \$ 518.25
				Approved Project Budgets Subtotal	\$ 25,900.00	Total Expended			\$ 23,083.65	Budgets Remaining \$ 2,816.35
				Estimated Budget Remaining	\$ -					Check \$ 25,900.00
				Project Budgets Returned						
				Available Budget Remaining	\$ 2,816.35					
				Notes:						

Memo

TO: Leelanau County Brownfield Redevelopment Authority
FROM: Therese Searles and Jeff Hawkins
DATE: July 16, 2024
RE: FY22 EPA Grant Updates and Invoices

This memorandum serves to provide information regarding updates and invoices that are being presented to the Leelanau County Brownfield Redevelopment Authority (LCBRA) for activities and services rendered on various projects related to the EPA Brownfield Assessment Grant (4B-00E03213-0).

1. QAPP

Project No: 230506 – W.O. # 1

Update:

Preparation of the QAPP is complete and has been submitted to and approved by the USEPA. QAPP self-certification was found to be complete and satisfactory on May 8, 2023. *The Annual Update is complete and has been submitted to the Brownfield Director who in turn submitted the Annual Update to the USEPA prior to the May 8, 2024 deadline. This task is complete until the next annual update is needed prior to May 8th, 2025. There are no invoices for consideration.*

Project Invoices for Consideration:

N/A

2. Community Outreach and Programmatic

Project No: 230505 – W.O. # 2, Amendment No. 2

Update:

Programmatic activities relate to preparing work orders, preparing meeting materials, setting up/inputting ACRES information, and communications with the Director of the LCBRA regarding implementing the grant activities. *Work Order 2, Amendment No. 2 was approved by the LCBRA during the regular June 2024 meeting to authorize reallocating \$7,000 of the contractual grant budget into the Grant Outreach and Programmatic Task 4 to support remaining outreach and programmatic activities required to complete the grant period. The EPA Quarterly Report is being prepared this month. Activities included in this month's invoice for consideration include preparing meeting materials and discussions regarding grant documentation.*

Project Invoices for Consideration:

Invoice #439231 (\$549.00).

3. Former Empire Schoolhouse Restoration Project - Empire, MI

Project No: 240201 – W.O. # 8

Update:

Joe and Elizabeth Van Esley have submitted a project application for the LCBRA’s consideration requesting support for the redevelopment of the former Empire Schoolhouse. The project site consists of two parcels (041-300-036-00 and 041-300-049-00) located in the Village of Empire. The Van Esleys plan a historic restoration of the property with a multi-use community center, coffee shop, and DC fast charging station. Concurrence with the LCBRA’s determination of brownfield eligibility on the site was received by the USEPA on February 1, 2024. *Due Care Planning and initial Brownfield Evaluation activities are complete. A summary of findings for both activities was prepared for the Board’s consideration and presented at the June 18, 2024 meeting after the agenda item was tabled in May due to a lengthy meeting. The parcel located at 10017 W. Front Street meets the definition of a “facility as defined by Part 201 of NREPA. As such, due care considerations apply. Further, as a “facility” this northern parcel meets the definition of “eligible property” as defined by Act 381. The southern parcel located on S. Lacore Road is also “eligible property” under Act 381 as it is adjacent and contiguous to the facility parcel. Tax increment modeling, based on costs received from the developer, and future taxable value estimates established through the local assessor, indicate that sufficient TIF would be generated to reimburse eligible costs. The LCBRA board took action in June to move forward with pursuing a Brownfield Plan, subsequent to confirmation from Mr. Van Esley that pursuing a Brownfield Plan is still a desire, from the developer’s perspective. Fishbeck has reached to Mr. Van Esley for confirmation and is awaiting a return response. The next step would be engaging the Village of Empire to assess local support before preparation of Plan documents. There are no invoices for consideration this month.*

Project Invoices for Consideration:

N/A

**Leelanau County Brownfield Redevelopment Authority
FY22 U.S. EPA Brownfield Assessment Grant
Budget and Cost Summary**

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining		
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount		Total	Project Complete
			Initial Grant Award	\$ 250,000.00						
County		4	Personnel - Initial Budget	\$ 4,000.00			\$ -			
			Budget Amendment	\$ (1,609.53)						
			Amended Personnel Budget	\$ 2,390.47					\$ 2,390.47	
County		4	Travel - Intial Budget	\$ 3,000.00		BF Conference Aug. 2022	\$ 1,469.17			
			Budget Amendment	\$ 1,609.53		BF Conference Aug. 2023	\$ 750.00			
			Amended Travel Budget	\$ 4,609.53		BF Conference Aug. 2023	\$ 2,390.36		\$ -	
County		4	Supplies	\$ -						
County		4	Other	\$ -						
			County Subtotal	\$ 7,000.00			\$ -			
			County Subtotal	\$ 7,000.00			\$ 4,609.53		\$ 2,390.47	
			Contractual - Fishbeck	\$ 243,000.00			\$ 100,107.84		\$ 142,892.16	
230506	1	2	QAPP	\$ 3,000.00	Invoice Total	423193 5/4/2023	\$ 3,000.00			X
					Project Subtotal		\$ 3,000.00	Project Subtotal Remaining	\$ -	
230506	1	2	QAPP Annual Updates	\$ 1,200.00	Invoice Total	433685 2/13/2024	\$ 486.48			
						434693 3/12/2024	\$ 135.00			
						435826 4/10/2024	\$ 180.00			
						436932 5/13/2024	\$ 67.56			
						437984 6/10/2024	\$ 330.96			
					Project Subtotal		\$ 1,200.00	Project Subtotal Remaining	\$ -	
230505	2	4	Community Outreach and Programmatic	\$ 6,000.00	Invoice Total	421223 3/13/2023	\$ 42.50			
			Amendment No. 1 (11-21-2023)	\$ 5,000.00		422203 4/5/2023	\$ 590.00			
			Amendment No. 2	\$ 7,000.00		423196 5/4/2023	\$ 1,315.25			
				\$ 18,000.00		424161 6/8/2023	\$ 660.25			
						425211 7/6/2023	\$ 793.50			
						426201 8/2/2023	\$ 989.25			
						427527 9/7/2023	\$ 472.00			
						428409 10/5/2023	\$ 606.50			
						430406 11/9/2023	\$ 530.75			
						431437 12/7/2023	\$ 619.50			
						432671 1/8/2024	\$ 515.75			
						433692 2/13/2024	\$ 985.00			
						434701 3/12/2024	\$ 708.00			
						435831 4/10/2024	\$ 472.00			
						436944 5/13/2024	\$ 993.50			
						County Expense 9/1/2023	\$ 133.70			
					Invoice Total	437987 6/10/2024	\$ 540.50			
					Invoice Total	439231* 7/9/2024	\$ 549.00			
					Project Subtotal		\$ 11,516.95	Project Subtotal Remaining	\$ 6,483.05	
230504	3	1,2,3	Bluebird Redevelopment Project	\$ 35,300.00	Invoice Total	421224 3/13/2023	\$ 127.50			
			Reallocated project budget	\$ (5,300.00)		422204 4/5/2023	\$ 1,057.20			
				\$ 30,000.00		423197 5/4/2023	\$ 1,458.50			
						424160 6/8/2023	\$ 8,661.32			
						425223 7/6/2023	\$ 5,988.89			
						426202 8/2/2023	\$ 2,315.50			
						427528 9/7/2023	\$ 3,763.00			
						428410 10/5/2023	\$ 2,876.55			
					Project Subtotal		\$ 26,248.46	Project Subtotal Remaining	\$ 3,751.54	

**Leelanau County Brownfield Redevelopment Authority
FY22 U.S. EPA Brownfield Assessment Grant
Budget and Cost Summary**

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining		
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount		Total	Project Complete
			Initial Grant Award	\$ 250,000.00						
230504	3	3	Brownfield Plan	\$ 5,000.00			\$ 127.50			
			Amended Budget	\$ 2,000.00			\$ 1,057.20			
				\$ 7,000.00			\$ 193.50			
							\$ 600.25			
							\$ 195.00			
							\$ 841.50			
							\$ 1,660.50			
							\$ 2,324.55			
							\$ 7,000.00	Phase Subtotal Remaining	\$ -	
	3-A# 1	1	Phase I ESA	\$ 3,000.00			\$ 1,176.50			
							\$ 1,823.50			
							\$ 3,000.00	Phase Subtotal Remaining	\$ -	
	3-A# 1	2	Pre-Demolition Asbestos Survey	\$ 12,000.00			\$ 88.50			
							\$ 6,237.57			
							\$ 5,617.89			
							\$ 11,943.96	Phase Subtotal Remaining	\$ 56.04	
	3-A# 1	2	Phase II ESA (Conceptual)	\$ 15,300.00			\$ 176.00			
			Reallocated budget	\$ (7,300.00)			\$ 1,474.00			
				\$ 8,000.00			\$ 2,102.50			
							\$ 552.00			
							\$ 4,304.50	Phase Subtotal Remaining	\$ 3,695.50	
231190	4	1	Centerville Township Dump Site	\$ 3,000.00			\$ 198.00			X
							\$ 2,802.00			
							\$ 3,000.00	Project Subtotal Remaining	\$ -	
		1	Phase I ESA	\$ 3,000.00			\$ 198.00			
							\$ 2,802.00			
							\$ 3,000.00	Phase Subtotal Remaining	\$ -	
231191	5	2	Peninsula Housing-980 Herman Rd, Suttons Bay	\$ 13,100.00			\$ 257.00			
							\$ 294.50			
							\$ 8,738.12			
							\$ 1,439.90			
							\$ 777.00			
							\$ 11,506.52	Project Subtotal Remaining	\$ 1,593.48	
		2	Pre-Demolition HMI	\$ 13,100.00			\$ 257.00			
							\$ 294.50			
							\$ 8,738.12			
							\$ 1,439.90			
							\$ 777.00			
							\$ 11,506.52	Phase Subtotal Remaining	\$ 1,593.48	

**Leelanau County Brownfield Redevelopment Authority
FY22 U.S. EPA Brownfield Assessment Grant
Budget and Cost Summary**

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining		
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount		Total	Project Complete
			Initial Grant Award	\$ 250,000.00						
240201	8	2,3	Former Empire Schoolhouse Restoration Project	\$ 6,000.00	Invoice Total	433693	2/13/2024	\$ 900.50		
					Invoice Total	434703	3/12/2024	\$ 2,315.50		
					Invoice Total	435832	4/10/2024	\$ 88.00		
					Invoice Total	436948	5/13/2024	\$ 140.50		
					Invoice Total	437989	6/10/2024	\$ 418.00		
					Project Subtotal			\$ 3,862.50	Project Subtotal Remaining	\$ 2,137.50
					Invoice Breakdown					
		2	Eligibility	\$ 500.00	Eligibility	433693	2/13/2024	\$ 356.50		
					Phase Subtotal			\$ 356.50	Phase Subtotal Remaining	\$ 143.50
		2	Due Care Planning	\$ 3,000.00	Due Care Planning	433693	2/13/2024	\$ 544.00		
						434703	3/12/2024	\$ 2,114.00		
						437989	6/10/2024	\$ 120.00		
								\$ 2,778.00	Phase Subtotal Remaining	\$ 222.00
		3	Brownfield Evaluation	\$ 2,500.00	Browfield Evaluation	434703	3/12/2024	\$ 201.50		
						435832	4/10/2024	\$ 88.00		
						436948	5/13/2024	\$ 140.50		
						437989	6/10/2024	\$ 298.00		
								\$ 728.00	Phase Subtotal Remaining	\$ 1,772.00
232213	7	1,2	Empire Downtown Revitization/Former Empire Lumberyard	\$ 42,100.00	Invoice Total	433690	2/13/2024	\$ 2,727.50		
					Invoice Total	434697	3/12/2024	\$ 13,345.47		
					Invoice Total	435829	4/10/2024	\$ 8,459.74		
						436938	5/13/2024	\$ 7,431.30		
					Project Subtotal			\$ 31,964.01	Project Subtotal Remaining	\$ 10,135.99
					Invoice Breakdown					
		1	Eligibility and Phase I ESA	\$ 3,500.00	Eligibility/Phase I ESA	433690	2/13/2024	\$ 1,536.50		
						434697	3/12/2024	\$ 1,963.50		
					Phase Subtotal			\$ 3,500.00	Phase Subtotal Remaining	\$ -
		2	Due Care Planning	\$ 3,000.00	Due Care Planning	433690	2/13/2024	\$ 382.00		
						434697	3/12/2024	\$ 920.50		
						435829	4/10/2024	\$ 66.00		
						436938	5/13/2024	\$ 147.50		
					Phase Subtotal			\$ 1,516.00	Phase Subtotal Remaining	\$ 1,484.00
		2	Hazardous Materials Inspections	\$ 15,600.00	HMI	433690	2/13/2024	\$ 809.00		
						434697	3/12/2024	\$ 9,933.47		
						435829	4/10/2024	\$ 3,415.50		
					Phase Subtotal			\$ 14,157.97	Phase Subtotal Remaining	\$ 1,442.03
		2	Phase II ESA (Conceptual)	\$ 20,000.00	Phase II ESA	434697	3/12/2024	\$ 528.00		
						435829	4/10/2024	\$ 4,978.24		
						436938	5/13/2024	\$ 7,283.80		
					Phase Subtotal			\$ 12,790.04	Phase Subtotal Remaining	\$ 7,209.96

**Leelanau County Brownfield Redevelopment Authority
FY22 U.S. EPA Brownfield Assessment Grant
Budget and Cost Summary**

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining		
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount	Total	Project Complete	
			Initial Grant Award	\$ 250,000.00						
232214	6	1	Four Land Bank Parcels	\$ 12,800.00	Invoice Total	433686 2/13/2024	\$ 3,326.00		X	
					Invoice Total	434694 3/12/2024	\$ 2,996.90			
					Invoice Total	435827 4/10/2024	\$ 1,486.50			
					Project Subtotal		\$ 7,809.40	Project Subtotal Remaining	\$ 4,990.60	
					Invoice Breakdown					
		1	Eligibility and Phase I ESAs	\$ 12,800.00	Eligibility/Phase I ESA	433686 2/13/2024	\$ 3,326.00			
						434694 3/12/2024	\$ 2,996.90			
						435827 4/10/2024	\$ 1,486.50			
					Phase Subtotal		\$ 7,809.40	Phase Subtotal Remaining	\$ 4,990.60	
			Approved Project Budgets Subtotal	\$ 134,500.00	Invoice Total		\$ 100,107.84	Budgets Remaining	\$ 29,092.16	
			Estimated Contractual Budget Remaining	\$ 108,500.00	Actual Contractual Budget Remaining and un-invoiced		\$ 142,892.16			
			Project Budgets Returned						Check \$ 243,000.00	
230504	3	2	Bluebird Redevelopment Project	\$ 5,300.00						
				\$ -						
			Available Contractual Budget Remaining	\$ 113,800.00						
			<u>Notes:</u>							

Memo

TO: Leelanau County Brownfield Redevelopment Authority
FROM: Therese Searles and Jeff Hawkins
DATE: August 20, 2024
RE: FY22 EPA Grant Updates and Invoices

This memorandum serves to provide information regarding updates and invoices that are being presented to the Leelanau County Brownfield Redevelopment Authority (LCBRA) for activities and services rendered on various projects related to the EPA Brownfield Assessment Grant (4B-00E03213-0).

1. QAPP

Project No: 230506 – W.O. # 1

Update:

This task is complete until the next annual update is needed prior to May 8th, 2025. There are no invoices for consideration.

Project Invoices for Consideration:

N/A

2. Community Outreach and Programmatic

Project No: 230505 – W.O. # 2, Amendment No. 2

Update:

Programmatic activities relate to preparing work orders, preparing meeting materials, setting up/inputting ACRES information, and communications with the Director of the LCBRA regarding implementing the grant activities. Work Order 2, Amendment No. 2 was approved by the LCBRA during the regular June 2024 meeting to authorize reallocating \$7,000 of the contractual grant budget into the Grant Outreach and Programmatic Task 4 to support remaining outreach and programmatic activities required to complete the grant period. *Efforts should continue to seek projects to utilize grant funding. Activities included in this month's invoice for consideration include preparing meeting materials and preparing the EPA Quarterly Report.*

Project Invoices for Consideration:

Invoice #441188 (\$799.50).

3. Former Empire Schoolhouse Restoration Project - Empire, MI

Project No: 240201 – W.O. # 8

Update:

Joe and Elizabeth Van Esley have submitted a project application for the LCBRA's consideration requesting support for the redevelopment of the former Empire Schoolhouse. The project site consists of two parcels (041-300-036-00 and 041-300-049-00) located in the Village of Empire. The Van Esleys plan a historic restoration of the property with a multi-use community center, coffee shop, and DC fast charging station. Concurrence with the LCBRA's determination of brownfield eligibility on the site was received by the USEPA on February 1, 2024. ***Due Care Planning and initial Brownfield Evaluation activities are complete. A summary of findings for both activities was prepared for the Board's consideration and presented at the June 18, 2024 meeting after the agenda item was tabled in May due to a lengthy meeting. The parcel located at 10017 W. Front Street meets the definition of a "facility as defined by Part 201 of NREPA. As such, due care considerations apply. Further, as a "facility" this northern parcel meets the definition of "eligible property" as defined by Act 381. The southern parcel located on S. Lacore Road is also "eligible property" under Act 381 as it is adjacent and contiguous to the facility parcel. Tax increment modeling, based on costs received from the developer, and future taxable value estimates established through the local assessor, indicate that sufficient TIF would be generated to reimburse eligible costs. The LCBRA board took action in June to move forward with pursuing a Brownfield Plan, subsequent to confirmation from Mr. Van Esley that pursuing a Brownfield Plan is still a desire, from the developer's perspective. Mr. VanEsley instructed Fishbeck to coordinate brownfield communications with a consulting firm he hired, Revitalize LLC, to assist with acquiring grant assistance for the project. The development team is meeting with MEDC to discuss potential support of the project. The next step would be debriefing with the development team following discussions with MEDC. Then, engaging the Village of Empire to assess local support before preparation of Plan documents. As we are still in the planning phase of the Brownfield Plan and budget remains, we are continuing to utilize the evaluation budget. After communication with the development team and the Village to determine local support, an amended work order will be prepared to move forward with formal preparation of a Brownfield Plan. There is one invoice for consideration this month related to the brownfield evaluation.***

Project Invoices for Consideration:

Invoice #441190 (\$61.00).

Leelanau County Brownfield Redevelopment Authority
 FY22 U.S. EPA Brownfield Assessment Grant
 Budget and Cost Summary

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining	
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount	Total	Project Complete
			Initial Grant Award	\$ 250,000.00					
County		4	Personnel - Initial Budget	\$ 4,000.00			\$ -		
			Budget Amendment	\$ (1,609.53)					
			Amended Personnel Budget	\$ 2,390.47				\$ 2,390.47	
County		4	Travel - Initial Budget	\$ 3,000.00		BF Conference Aug. 2022	\$ 1,469.17		
			Budget Amendment	\$ 1,609.53		BF Conference Aug. 2023	\$ 750.00		
			Amended Travel Budget	\$ 4,609.53		BF Conference Aug. 2023	\$ 2,390.36	\$ -	
County		4	Supplies	\$ -					
County		4	Other	\$ -			\$ -		
			County Subtotal	\$ 7,000.00			\$ 4,609.53	County Subtotal	\$ 2,390.47
			Task 1: Phase I ESA	\$ 33,000.00		Task 1: Phase I ESA	\$ 17,309.40	\$ 15,690.60	
			Task 2: Phase II ESA	\$ 176,000.00		Task 2: Phase II ESA	\$ 63,553.49	\$ 112,446.51	
			Task 3: Brownfield Plans	\$ 28,000.00		Task 3: Brownfield Plans	\$ 7,789.00	\$ 20,211.00	
			Task 4: Community Outreach	\$ 6,000.00		Task 4: Community Outreach	\$ 12,316.45	\$ (6,316.45)	
			Total Contractual - Fishbeck	\$ 243,000.00		Total	\$ 100,968.34	\$ 142,031.66	
230506	1	2	QAPP	\$ 3,000.00	Invoice Total	423193 5/4/2023	\$ 3,000.00		X
					Project Subtotal		\$ 3,000.00	Project Subtotal Remaining	\$ -
230506	1	2	QAPP Annual Updates	\$ 1,200.00	Invoice Total	433685 2/13/2024	\$ 486.48		
						434693 3/12/2024	\$ 135.00		
						435826 4/10/2024	\$ 180.00		
						436932 5/13/2024	\$ 67.56		
						437984 6/10/2024	\$ 330.96		
					Project Subtotal		\$ 1,200.00	Project Subtotal Remaining	\$ -
230505	2	4	Community Outreach and Programmatic	\$ 6,000.00	Invoice Total	421223 3/13/2023	\$ 42.50		
			Amendment No. 1 (11-21-2023)	\$ 5,000.00		422203 4/5/2023	\$ 590.00		
			Amendment No. 2	\$ 7,000.00		423196 5/4/2023	\$ 1,315.25		
				\$ 18,000.00		424161 6/8/2023	\$ 660.25		
						425211 7/6/2023	\$ 793.50		
						426201 8/2/2023	\$ 989.25		
						427527 9/7/2023	\$ 472.00		
						428409 10/5/2023	\$ 606.50		
						430406 11/9/2023	\$ 530.75		
						431437 12/7/2023	\$ 619.50		
						432671 1/8/2024	\$ 515.75		
						433692 2/13/2024	\$ 985.00		
						434701 3/12/2024	\$ 708.00		
						435831 4/10/2024	\$ 472.00		
						436944 5/13/2024	\$ 993.50		
						County Expense 9/1/2023	\$ 133.70		
						437987 6/10/2024	\$ 540.50		
						439231 7/9/2024	\$ 549.00		
					Invoice Total	441188* 8/13/2024	\$ 799.50		
					Project Subtotal		\$ 12,316.45	Project Subtotal Remaining	\$ 5,683.55
230504	3	1,2,3	Bluebird Redevelopment Project	\$ 35,300.00	Invoice Total	421224 3/13/2023	\$ 127.50		
			Reallocated project budget	\$ (5,300.00)		422204 4/5/2023	\$ 1,057.20		
				\$ 30,000.00		423197 5/4/2023	\$ 1,458.50		
						424160 6/8/2023	\$ 8,661.32		
						425223 7/6/2023	\$ 5,988.89		
						426202 8/2/2023	\$ 2,315.50		
						427528 9/7/2023	\$ 3,763.00		
						428410 10/5/2023	\$ 2,876.55		
					Project Subtotal		\$ 26,248.46	Project Subtotal Remaining	\$ 3,751.54

**Leelanau County Brownfield Redevelopment Authority
FY22 U.S. EPA Brownfield Assessment Grant
Budget and Cost Summary**

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining	
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount	Total	Project Complete
			Initial Grant Award	\$ 250,000.00					
					Invoice Breakdown				
230504	3	3	Brownfield Plan	\$ 5,000.00	421224	3/13/2023	\$ 127.50		
			Amended Budget	\$ 2,000.00	422204	4/5/2023	\$ 1,057.20		
				\$ 7,000.00	423197	5/4/2023	\$ 193.50		
					424160	6/8/2023	\$ 600.25		
					425223	7/6/2023	\$ 195.00		
					426202	8/2/2023	\$ 841.50		
					427528	9/7/2023	\$ 1,660.50		
					428410	10/5/2023	\$ 2,324.55		
					Phase Subtotal		\$ 7,000.00	Phase Subtotal Remaining	\$ -
	3-A# 1	1	Phase I ESA	\$ 3,000.00	423197	5/4/2023	\$ 1,176.50		
					424160	6/8/2023	\$ 1,823.50		
					Phase Subtotal		\$ 3,000.00	Phase Subtotal Remaining	\$ -
	3-A# 1	2	Pre-Demolition Asbestos Survey	\$ 12,000.00	423197	5/4/2023	\$ 88.50		
					424160	6/8/2023	\$ 6,237.57		
					425223	7/6/2023	\$ 5,617.89		
					Phase Subtotal		\$ 11,943.96	Phase Subtotal Remaining	\$ 56.04
					Invoice Breakdown				
	3-A# 1	2	Phase II ESA (Conceptual)	\$ 15,300.00	425233	7/6/2023	\$ 176.00		
			Reallocated budget	\$ (7,300.00)	426202	8/2/2023	\$ 1,474.00		
				\$ 8,000.00	427528	9/7/2023	\$ 2,102.50		
					428410	10/5/2023	\$ 552.00		
					Phase Subtotal		\$ 4,304.50	Phase Subtotal Remaining	\$ 3,695.50
231190	4	1	Centerville Township Dump Site	\$ 3,000.00	Invoice Total		\$ 198.00		X
					426203	8/2/2023	\$ 2,802.00		
					Project Subtotal		\$ 3,000.00	Project Subtotal Remaining	\$ -
		1	Phase I ESA	\$ 3,000.00	Invoice Breakdown				
					425224	7/6/2023	\$ 198.00		
					426203	8/2/2023	\$ 2,802.00		
					Phase Subtotal		\$ 3,000.00	Phase Subtotal Remaining	\$ -
231191	5	2	Peninsula Housing-980 Herman Rd, Suttons Bay	\$ 13,100.00	Invoice Total		\$ 257.00		
					426204	8/2/2023	\$ 294.50		
					427529	9/7/2023	\$ 8,738.12		
					428411	10/5/2023	\$ 1,439.90		
					430407	11/9/2023	\$ 777.00		
					Project Subtotal		\$ 11,506.52	Project Subtotal Remaining	\$ 1,593.48
					Invoice Breakdown				
		2	Pre-Demolition HMI	\$ 13,100.00	525225	7/6/2023	\$ 257.00		
					426204	8/2/2023	\$ 294.50		
					427529	9/7/2023	\$ 8,738.12		
					428411	10/5/2023	\$ 1,439.90		
					430407	11/9/2023	\$ 777.00		
					Phase Subtotal		\$ 11,506.52	Phase Subtotal Remaining	\$ 1,593.48

Leelanau County Brownfield Redevelopment Authority
 FY22 U.S. EPA Brownfield Assessment Grant
 Budget and Cost Summary

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining		
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount		Total	Project Complete
			Initial Grant Award	\$ 250,000.00						
240201	8	2,3	Former Empire Schoolhouse Restoration Project	\$ 6,000.00	Invoice Total	433693	2/13/2024	\$ 900.50		
					Invoice Total	434703	3/12/2024	\$ 2,315.50		
					Invoice Total	435832	4/10/2024	\$ 88.00		
					Invoice Total	436948	5/13/2024	\$ 140.50		
					Invoice Total	437989	6/10/2024	\$ 418.00		
					Invoice Total	441190*	8/13/2024	\$ 61.00		
					Project Subtotal			\$ 3,923.50	Project Subtotal Remaining	\$ 2,076.50
					Invoice Breakdown					
		2	Eligibility	\$ 500.00	Eligibility	433693	2/13/2024	\$ 356.50		
					Phase Subtotal			\$ 356.50	Phase Subtotal Remaining	\$ 143.50
		2	Due Care Planning	\$ 3,000.00	Due Care Planning	433693	2/13/2024	\$ 544.00		
						434703	3/12/2024	\$ 2,114.00		
						437989	6/10/2024	\$ 120.00		
								\$ 2,778.00	Phase Subtotal Remaining	\$ 222.00
		3	Brownfield Evaluation	\$ 2,500.00	Brownfield Evaluation	434703	3/12/2024	\$ 201.50		
						435832	4/10/2024	\$ 88.00		
						436948	5/13/2024	\$ 140.50		
						437989	6/10/2024	\$ 298.00		
						441190	8/13/2024	\$ 61.00		
								\$ 789.00	Phase Subtotal Remaining	\$ 1,711.00
232213	7	1,2	Empire Downtown Revitization/Former Empire Lumberyard	\$ 42,100.00	Invoice Total	433690	2/13/2024	\$ 2,727.50		
					Invoice Total	434697	3/12/2024	\$ 13,345.47		
					Invoice Total	435829	4/10/2024	\$ 8,459.74		
						436938	5/13/2024	\$ 7,431.30		
					Project Subtotal			\$ 31,964.01	Project Subtotal Remaining	\$ 10,135.99
					Invoice Breakdown					
		1	Eligibility and Phase I ESA	\$ 3,500.00	Eligibility/Phase I ESA	433690	2/13/2024	\$ 1,536.50		
						434697	3/12/2024	\$ 1,963.50		
					Phase Subtotal			\$ 3,500.00	Phase Subtotal Remaining	\$ -
		2	Due Care Planning	\$ 3,000.00	Due Care Planning	433690	2/13/2024	\$ 382.00		
						434697	3/12/2024	\$ 920.50		
						435829	4/10/2024	\$ 66.00		
						436938	5/13/2024	\$ 147.50		
					Phase Subtotal			\$ 1,516.00	Phase Subtotal Remaining	\$ 1,484.00
		2	Hazardous Materials Inspections	\$ 15,600.00	HMI	433690	2/13/2024	\$ 809.00		
						434697	3/12/2024	\$ 9,933.47		
						435829	4/10/2024	\$ 3,415.50		
					Phase Subtotal			\$ 14,157.97	Phase Subtotal Remaining	\$ 1,442.03
		2	Phase II ESA (Conceptual)	\$ 20,000.00	Phase II ESA	434697	3/12/2024	\$ 528.00		
						435829	4/10/2024	\$ 4,978.24		
						436938	5/13/2024	\$ 7,283.80		
					Phase Subtotal			\$ 12,790.04	Phase Subtotal Remaining	\$ 7,209.96

Leelanau County Brownfield Redevelopment Authority
 FY22 U.S. EPA Brownfield Assessment Grant
 Budget and Cost Summary

Number		Grant	Activity	Budget Estimates	Actual			Project Budget Remaining	
Project	W.O.	Task	Site/Phase	Total	Invoice No.	Invoice Date	Total Invoiced Amount	Total	Project Complete
			Initial Grant Award	\$ 250,000.00					
232214	6	1	Four Land Bank Parcels	\$ 12,800.00	Invoice Total	433686	2/13/2024	\$ 3,326.00	X
					Invoice Total	434694	3/12/2024	\$ 2,996.90	
					Invoice Total	435827	4/10/2024	\$ 1,486.50	
					Project Subtotal			\$ 7,809.40	Project Subtotal Remaining
									\$ 4,990.60
					Invoice Breakdown				
		1	Eligibility and Phase I ESAs	\$ 12,800.00	Eligibility/Phase I ESA	433686	2/13/2024	\$ 3,326.00	
						434694	3/12/2024	\$ 2,996.90	
						435827	4/10/2024	\$ 1,486.50	
					Phase Subtotal			\$ 7,809.40	Phase Subtotal Remaining
									\$ 4,990.60
			Approved Project Budgets Subtotal	\$ 134,500.00	Invoice Total			\$ 100,968.34	Budgets Remaining
									\$ 28,231.66
			Estimated Contractual Budget Remaining	\$ 108,500.00	Actual Contractual Budget Remaining and un-invoiced			\$ 142,031.66	
			Project Budgets Returned						Check \$ 243,000.00
230504	3	2	Bluebird Redevelopment Project	\$ 5,300.00					
				\$ -					
			Available Contractual Budget Remaining	\$ 113,800.00					
			Notes:						

Leelanau County
Appointment Application to Boards/Commissions/Committees/Authorities

The Leelanau County Board of Commissioners is committed to seeking qualified and interested citizens to participate in public service through appointment to various Boards/Commissions/Committees/Authorities. To be considered for an appointment, a citizen must be a resident of Leelanau County, a registered voter of Leelanau County, and must have an application on file in the Administrator's Office. Applications will expire four (4) years from the issue date.

Please type or print legibly

Name: LoisBahle Date: 11/9/22
Address: PO Box 221, Suttons Bay, Mi 49682
Occupation: Retired
Daytime Telephone: 231-866-1466
Email Address: loisbahle@gmail.com

- 1. Are you a resident of Leelanau County? [checked] Yes [] No
2. Are you a registered voter of Leelanau County? [checked] Yes [] No

Township or Village: Suttons Bay Village

- 3. Can you regularly attend scheduled meetings? Day: [checked] Yes [] No
Evening: [checked] Yes [] No

4. State your understanding of citizen involvement on Leelanau County Boards, Commissions, Committees, and Authorities (use page 4 if you need additional space).
I currently serve on the Housing Action Committee, SWC, Land Bank and Brownfield Authority

5. What are your qualifications for appointment?
Past experience on the Village planning Commission, County Planning Commission, original Leelanau General Plan and volunteer for many non profits.

6. Please indicate below with an X any/all Boards/Commissions/Committees/Authorities you are willing to serve on. Please place two Xs on the one(s) you feel strongly about:

	X	Board/Commission/Committee/Authority	Have you served on this board in the past? Give dates.
1		Area Agency on Aging of Northwest Michigan (AAA) (1 member / 2 year terms)	
2		Bay Area Transportation Authority (BATA) (2 members / 3 year terms)	
3		Benzie-Leelanau District Health Department Board of Health (3 members / 2 year terms)	
4		Benzie-Leelanau Environmental Health Board of Appeals (3 members / 2 year terms)	
5		Brownfield Redevelopment Authority (BRA) (7 members / 3 year terms)	X
6		Construction Codes Authority Board of Appeals (5 members / 5 year terms) <i>Specify the category(ies) AND list your qualifications under question #5: Select One</i>	
7		Michigan Department of Health and Human Services (DHHS) (2 members / 3 year terms) See Agency-specific application	
8		Land Bank Fast Track Authority (LBA) (7 members / 3 year terms)	X
9		Northern Lakes Community Mental Health Authority (CMH) (2 members / 3 year terms)	
10		Northern MI Regional Entity (NMRE) Substance Use Disorder Services Policy Oversight Board (1 member / 3 year term)	
11		Northwest Michigan Community Action Agency (NMCAA) (1 member / 3 year term - COMMISSIONER APPOINTMENT)	
12		Northwestern Regional Airport Commission (NRAC) (2 members / 3 year terms)	
13		Parks & Recreation Commission (P & R) (10 members / 3 year terms)	
14		Planning Commission (PC) (11 members / 3 year terms) <i>Specify category(ies) you qualify for AND list your qualifications for each category under question #5: Select One</i>	
15		Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance Board of Appeals (SESSRC) (5 members / 3 year terms)	
16		Solid Waste Council (SWC) (14 members / 2 year terms) <i>Specify category(ies) you qualify for AND list your qualifications under question #5: Select One</i>	X
17		Veterans Affairs Administrative Committee (VA) (1 member / 2 year term - must be a Veteran)	
18		Workforce Development Board (WDB) (2 members / 2 year terms) <i>Must apply with Agency specific application only</i>	

7. List references and contact information (minimum of two):

Reference #1
Trudy Galla

Reference #2
Ty Wessell

8. Are you available to attend an Open Meetings Act Training Session and a Freedom of Information Act Training Session during your first year of appointment?

Yes No

9. Are you willing to consent to a Background Investigation?

Yes No

10. Signature:

A handwritten signature in cursive script, reading "Lois Bahle", is written over a horizontal line.

Leelanau County Appointment Application to Boards/Commissions/Committees/Authorities

The Leelanau County Board of Commissioners is committed to seeking qualified and interested citizens to participate in public service through appointment to various Boards/Commissions/Committees/Authorities. To be considered for an appointment, a citizen must be a resident of Leelanau County, a registered voter of Leelanau County, and must have an application on file in the Administrator's Office. Applications will expire four (4) years from the issue date.

Please type or print legibly

Name: Rodney M Brush	Date: 08/12/2021
Address: 320 N Hoeft Rd, Lake Leelanau, MI 49653	
Occupation: Partially retired, business development, realtor.	
Daytime Telephone: 231-499-6334	
Email Address: Rodney.Brush@CBGreatLakes.com	

1. Are you a resident of Leelanau County? Yes No

2. Are you a registered voter of Leelanau County? Yes No

Township or Village: Leland Township

3. Can you regularly attend scheduled meetings? Day: Yes No
Evening: Yes No

RECEIVED

AUG 13 2021

LEELANAU COUNTY
ADMINISTRATOR

4. State your understanding of citizen involvement on Leelanau County Boards, Commissions, Committees, and Authorities (use page 4 if you need additional space).

Citizens are used to look at options, gather data, and make recommendations for any given situation the board may be considering. They should have the communities greater good and well being as their first priority. Board members should act as advisors.

5. What are your qualifications for appointment?

I have sat on, and led multiple boards in the past. Community, state wide, government, and business boards which some were volunteer, and some were paid. I have a college degree in finance/economics from Hope College. For 30 years, I started and was president of 3 corporations with multiple locations in the greater Grand Rapids area. All were sold in 2018. During those years, I was able to work with multiple local communities and their governments. For those 30 yrs, my wife and I summered here in Leelanau county. We have been here full time since 2018.

Since then, I have volunteered for local community events, like Un Caged, and Adopt-a-Road. I currently am a state licensed Realtor, and I'm willing to serve where I could be of help.

See Attachment #1 Page 4

6. Please indicate below with an X any/all Boards/Commissions/Committees/Authorities you are willing to serve on. Please place two Xs on the one(s) you feel strongly about:

	X	Board/Commission/Committee/Authority	Have you served on this board in the past? Give dates.
1		Area Agency on Aging of Northwest Michigan (AAA) (1 member / 2 year terms)	
2		Bay Area Transportation Authority (BATA) (2 members / 3 year terms)	
3		Benzie-Leelanau District Health Department Board of Health (3 members / 2 year terms)	
4		Benzie-Leelanau Environmental Health Board of Appeals (3 members / 2 year terms)	
5	X	Brownfield Redevelopment Authority (BRA) (7 members / 3 year terms)	NO
6		Construction Codes Authority Board of Appeals (5 members / 5 year terms) <i>Specify the category(ies) AND list your qualifications under question #5: Select One</i>	
7		Michigan Department of Health and Human Services (DHHS) (2 members / 3 year terms) <i>See Agency-specific application</i>	
8	X	Land Bank Fast Track Authority (LBA) (7 members / 3 year terms)	NO
9		Northern Lakes Community Mental Health Authority (CMH) (2 members / 3 year terms)	
10		Northern MI Regional Entity (NMRE) Substance Use Disorder Services Policy Oversight Board (1 member / 3 year term)	
11		Northwest Michigan Community Action Agency (NMCAA) (1 member / 3 year term - COMMISSIONER APPOINTMENT)	
12		Northwestern Regional Airport Commission (NRAC) (2 members / 3 year terms)	
13		Parks & Recreation Commission (P & R) (10 members / 3 year terms)	
14	XX	Planning Commission (PC) (11 members / 3 year terms) <i>Specify category(ies) you qualify for AND list your qualifications for each category under question #5: Legal/Real Estate</i> <input checked="" type="checkbox"/>	NO
15		Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance Board of Appeals (SESSRC) (5 members / 3 year terms)	
16		Solid Waste Council (SWC) (14 members / 2 year terms) <i>Specify category(ies) you qualify for AND list your qualifications under question #5: Select One</i>	
17		Veterans Affairs Administrative Committee (VA) (1 member / 2 year term - must be a Veteran)	
18		Workforce Development Board (WDB) (2 members / 2 year terms) <i>Must apply with Agency specific application only</i>	

7. List references and contact information (minimum of two):

Reference #1
Elizabeth Schaub
PO Box 426
Suttons Bay, MI 49682
231-360-1100

Reference #2
Dennis Pool
2086 Pleasant Pond
Byron Center, MI 49315
616-540-5400

8. Are you available to attend an Open Meetings Act Training Session and a Freedom of Information Act Training Session during your first year of appointment?

Yes No

9. Are you willing to consent to a Background Investigation?

Yes No



10. Signature: Rodney M Brush Rodney M Brush
2021.08.12 14:49:34 -04'00'

**LEELANAU COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY**

RESOLUTION NO. BRA2024-01

**RESOLUTION OF APPRECIATION
HONORING JOHN ARENS**

WHEREAS, John Arens was a member of the Leelanau County Brownfield Redevelopment Authority and was appointed to the Brownfield Authority starting July 16, 2019; and

WHEREAS, John served as a member of the Leelanau County Brownfield Redevelopment Authority for five (5) years, and offered his experience and insight on various Brownfield matters; and

WHEREAS, John provided information and input on various township and community projects during his time on the Brownfield Redevelopment Authority; and

NOW, THEREFORE, BE IT RESOLVED that the Leelanau County Brownfield Redevelopment Authority and the Planning Department officially recognize John for the time and effort he contributed to the County of Leelanau and for his contributions and insights to the Authority and the community; and

BE IT FURTHER RESOLVED that a copy of this resolution be made part of the official minutes to the Leelanau County Brownfield Redevelopment Authority and the original presented to John Arens,

Chairman
Leelanau County Brownfield Redevelopment Authority

Date

Claims & Accounts
 20-Aug-24
Leelanau County Brownfield Redevelopment Authority

1.	Fishbeck – Invoice #441190 – Grant (former Empire schoolhouse) 101.000000.801-205 Contractual	\$ 61.00
2.	Fishbeck - Invoice #439226 - Gen Services (July) 101.000000.801.000 Contractual	\$ 888.75
3.	Fishbeck - Invoice #441185 - Gen Services (August) 101.000000.801.00 Contractual	\$ 309.50
4.	Fishbeck – Invoice #439229 – TIF Tracking and Annual Reporting (July) 101.000000.801-000 Contractual	\$ 1,641.50
5.	Fishbeck - Invoice #441187 - TIF Tracking and Annual Reporting (August) 101.000000.801.000 Contractual	\$ 586.50
6.	Fishbeck - Invoice #439231 - Grant - Outreach (July) 101.000000.801.205 Contractual	\$ 549.00
7.	Fishbeck - Invoice #441188 - Grant - Outreach (August) 101.000000.801.205 Contractual	\$ 799.50
8.	Leelanau Enterprise - Invoice #57975 West Shore Public Hearing Notice	\$ 558.40
9.	Leelanau County - Delinquent Tax Revenue 2022 Delinquent Tax Increment Revenue Capture reimbursement	\$ 34,949.70

Total Claims & Accounts:

\$ 40,343.85

Total EPA Grant

\$1,409.50

**PREPARED &
PROOFED BY**

VERIFIED BY

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Gail Myer
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 439226
Invoice Date : 7/9/2024
Project : 230894
Project Name : LCBRA/ General Consulting Services
Bill Term : BT1

For Professional Services Rendered Through 6/30/2024

WO2-GES / Amend 1

	Fee	Available	Billings		
			To Date	Previous	Current
BP - General Consulting Services	12,000.00	1,716.50	11,172.25	10,283.50	888.75
<i>Rate Labor</i>		888.75			
			Current Billings		888.75
			Amount Due This Bill		<u>888.75</u>

Total Fee : 12,000.00
To Date Billings : 11,172.25
Total Remaining : 827.75

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[Signature]
 VERIFIED BY

BP - General Consulting Services

Rate Labor

Class / Employee

Hours

Rate

Amount

Senior Environmental Specialist

Trudy Galla

1.25

150.0000

187.50

Senior Geologist

Therese Searles

0.50

122.0000

61.00

Senior Hydrogeologist

Jeffrey Hawkins

0.75

179.0000

134.25

Total Senior Hydrogeologist

0.75

134.25

Staff Environmental Specialist

Logan Mulholland

5.75

88.0000

506.00

Total Rate Labor

888.75

Total Bill Task: BP - General Consulting Services

888.75

Total Project: 230894 - LCBRA/ General Consulting Services



888.75

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Trudy Galla
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 439229
Invoice Date : 7/9/2024
Project : 230507
Project Name : LCBRA/Tax Increment Tracking and Annual Reporting
Bill Term : BT2

For Professional Services Rendered Through 6/30/2024

WO 1- GES/ Amend 1

	Fee	Available	Billings		
			To Date	Previous	Current
2024 SOA/RA - 2024 Statement of Account/Reimbursement Analysis	7,500.00	3,025.90	6,115.60	4,474.10	1,641.50
<i>Rate Labor</i> 1,641.50					
2024 Report - 2024 Annual Reporting (for FY 2023)	1,500.00	1,500.00	0.00	0.00	0.00
			Current Billings		1,641.50
			Amount Due This Bill		<u>1,641.50</u>

Total Fee : 9,000.00
To Date Billings : 6,115.60
Total Remaining : 2,884.40

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2024 SOA/RA - 2024 Statement of Account/Reimbursement

Analysis

Rate Labor

Class / Employee

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Senior Environmental Specialist			
Trudy Galla	5.75	150.0000	862.50
Total Senior Environmental Specialist	----- 5.75		----- 862.50
Senior Geologist			
Therese Searles	3.50	122.0000	427.00
Total Senior Geologist	----- 3.50		----- 427.00
Staff Environmental Specialist			
Logan Mulholland	4.00	88.0000	352.00
Total Staff Environmental Specialist	----- 4.00		----- 352.00
Total Rate Labor			1,641.50
Total Bill Task: 2024 SOA/RA - 2024 Statement of Account/Reimbursement Analysis			1,641.50

Total Project: 230507 - LCBRA/Tax Increment Tracking and Annual Reporting

✓ 1,641.50

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Gail Myer
Leelanau County Brownfield Redevelopment Authority
8527 East Government Center Drive, Suite 108
Suttons Bay, MI 49682-9718
United States

Invoice : 439231
Invoice Date : 7/9/2024
Project : 230505
Project Name : LCBRA/FY22 Grant Community Outreach/Programmatic Activities
Bill Term : BT1

For Professional Services Rendered Through 6/30/2024

WO2

	Fee	Available	Billings		
			To Date	Previous	Current
BP - Outreach & Programmatic (Task 4)	18,000.00	7,165.75	11,383.25	10,834.25	549.00
<i>Rate Labor</i>		549.00			
			Current Billings		549.00
			Amount Due This Bill		<u>549.00</u>

Total Fee : 18,000.00
To Date Billings : 11,383.25
Total Remaining : 6,616.75

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BP - Outreach & Programmatic (Task 4)

Rate Labor

Class / Employee

Hours

Rate

Amount

Senior Geologist

Therese Searles

4.50

122.0000

549.00

Total Rate Labor

549.00

Total Project: 230505 - LCBRA/FY22 Grant Community Outreach/Programmatic Activities

✓ 549.00

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Gail Myer
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 441188
Invoice Date : 8/13/2024
Project : 230505
Project Name : LCBRA/FY22 Grant Community Outreach/Programmatic Activities
Bill Term : BT1

For Professional Services Rendered Through 7/31/2024

WO2

	Fee	Available	Billings		
			To Date	Previous	Current
BP - Outreach & Programmatic (Task 4)	18,000.00	6,616.75	12,182.75	11,383.25	799.50
Rate Labor		799.50			
				Current Billings	799.50
			Amount Due This Bill		<u>799.50</u>

Total Fee : 18,000.00
To Date Billings : 12,182.75
Total Remaining : 5,817.25

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BP - Outreach & Programmatic (Task 4)

Rate Labor

Class / Employee

Hours

Rate

Amount

Senior Geologist

Therese Searles

4.75

122.0000

579.50 ✓

Staff Environmental Specialist

Logan Mulholland

2.50

88.0000

220.00 ✓

Total Rate Labor

799.50

Total Bill Task: BP - Outreach & Programmatic (Task 4)

799.50

Total Project: 230505 - LCBRA/FY22 Grant Community Outreach/Programmatic Activities

799.50

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Trudy Galla
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 441187
Invoice Date : 8/13/2024
Project : 230507
Project Name : LCBRA/Tax Increment Tracking and Annual Reporting
Bill Term : BT2

For Professional Services Rendered Through 7/31/2024

WO 1- GES/ Amend 1

	Fee	Available	Billings		
			To Date	Previous	Current
2024 SOA/RA - 2024 Statement of Account/Reimbursement Analysis	7,500.00	1,384.40	6,702.10	6,115.60	586.50
<i>Rate Labor</i>	553.50				
<i>Expenses</i>	33.00				
2024 Report - 2024 Annual Reporting (for FY 2023)	1,500.00	1,500.00	0.00	0.00	0.00
				Current Billings	586.50
				Amount Due This Bill	<u>586.50</u>

Total Fee : 9,000.00
To Date Billings : 6,702.10
Total Remaining : 2,297.90

PREPARED & PROOFED BY

VERIFIED BY

2024 SOA/RA - 2024 Statement of Account/Reimbursement

Analysis

Rate Labor

<u>Class / Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Senior Geologist			
Therese Searles	0.25	122.0000	30.50 ✓
Staff Environmental Specialist			
Logan Mulholland	3.50	88.0000	308.00 ✓
Olivia Selby-Tomaszewicz	2.50	86.0000	215.00 ✓
Total Staff Environmental Specialist	6.00		523.00
		Total Rate Labor	553.50

Expenses

<u>Account / Vendor</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
Miscellaneous			
Olivia Selby-Tomaszewicz	30.00	1.10	33.00 ✓
		Total Expenses	33.00

Total Bill Task: 2024 SOA/RA - 2024 Statement of Account/Reimbursement Analysis **586.50**

Total Project: 230507 - LCBRA/Tax Increment Tracking and Annual Reporting **586.50** ✓

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Gail Myer
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 441185
Invoice Date : 8/13/2024
Project : 230894
Project Name : LCBRA/ General Consulting Services
Bill Term : BT1

For Professional Services Rendered Through 7/31/2024

WO2-GES / Amend 1

	Fee	Available	Billings		
			To Date	Previous	Current
BP - General Consulting Services	12,000.00	827.75	11,481.75	11,172.25	309.50
Rate Labor		309.50			

Current Billings 309.50
Amount Due This Bill 309.50

Total Fee : 12,000.00
To Date Billings : 11,481.75
Total Remaining : 518.25

PREPARED & PROOFED BY
[Signature]
VERIFIED BY

BP - General Consulting Services

Rate Labor

Class / Employee

Hours

Rate

Amount

Senior Environmental Specialist

Trudy Galla

1.25

150.0000

187.50 ✓

Senior Geologist

Therese Searles

1.00

122.0000

122.00 ✓

Total Rate Labor

309.50

Total Bill Task: BP - General Consulting Services

309.50

Total Project: 230894 - LCBRA/ General Consulting Services

309.50 ✓

Payment Options

NEW: Remit Wire/ACH payments to Acct: 585033205 ABA: 072000326
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
 Federal I.D. No. 38-1841857 | Incorporated

Attention: Gail Myer
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 441190
Invoice Date : 8/13/2024
Project : 240201
Project Name : LCBRA/Former Empire Schoolhouse
 Restoration Project- Empier, MI
Bill Term : BT1

For Professional Services Rendered Through 7/31/2024

WO #8

	Fee	Available	Billings		
			To Date	Previous	Current
Elig - Eligibility	500.00	143.50	356.50	356.50	0.00
DC Plan - Due Care Planning	3,000.00	222.00	2,778.00	2,778.00	0.00
BP Eval - Brownfield Plan Evaluation	2,500.00	1,772.00	789.00	728.00	61.00
Rate Labor		61.00			
				Current Billings	<u>61.00</u>
				Amount Due This Bill	<u><u>61.00</u></u>

PREPARED &
 PROOFED BY

 VERIFIED BY

BP Eval - Brownfield Plan Evaluation

Rate Labor

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Senior Geologist	0.50	122.0000	61.00
Total Rate Labor			61.00

Total Project: 240201 - LCBRA/Former Empire Schoolhouse Restoration Project- Empier, MI

61.00

Leelanau Enterprise

MICHIGAN NEWSPAPER OF THE YEAR

7200 E. Duck Lake Rd., Lake Leelanau, MI 49653 P: 231.256.9827 F:231.256.7705

Invoice Number Invoice Date

57975

7/31/2024

Advertiser No.

Amount Due

Due Date

1229

\$558.40

8/25/2024

LC PLANNING DEPT / LCBRA
8527 E Government Center Dr Suite 108
Suttons Bay MI 49682-9718

A fee of 1.5% will be imposed on all balances past due.

Amount Enclosed

Please detach top portion and return with your payment.

INVOICE

Leelanau Enterprise		LC PLANNING DEPT / LCBRA			Invoice No. 57975		7/31/2024	
Date	Order	Description	Ad Size	SubTotal	Sales Tax	Amount		
7/18/2024	19076 LE	Classified Display: Classified: Proposal Ad- Leelanau County Brownfield Redevelopment Authority	4 x 11			\$558.40		
				Sub Total:		\$558.40		
				Total Transactions: 1		Total: \$558.40		

SUMMARY Advertiser No. 1229 Invoice No. 57975 Invoice Amount \$558.40

A fee of 1.5% will be imposed on all balances past due.

Please make checks payable to: Leelanau Enterprise
A fee of 1.5% will be imposed on all balances past due.

Thank you for Advertising with our paper! We are glad you have entrusted us to assist you with marketing your business.

FINANCIAL DEPARTMENT
APPROVAL FOR PAYMENT

ACCT. NO. _____ \$ _____
ACCT. NO. _____ \$ _____
APPROVED BY: _____
DATE: _____

PREPARED &
PROOFED BY
JAM
VERIFIED BY

Leelanau County Brownfield Authority Reconciliation of 2022 Brownfield Settlement - Elmwood and Leland Townships

Parcel Information	Tax Heading	Tax Billed	Captured Tax	Net Total	
004-033-088-00	Summer	State Ed	\$ 1,387.20	\$ -	\$ 1,387.20
West Shore		School Operating	\$ 4,161.60	\$ -	\$ 4,161.60
(increase in taxable to base)		School Debt	\$ 716.72	\$ -	\$ 716.72
		Intermediate Sch Tax	\$ 667.49	\$ 27.37	\$ 640.12
		County Alloc	\$ 776.36	\$ 31.84	\$ 744.52
004-033-090-01	Summer	State Ed	\$ 2,379.00	\$ -	\$ 2,379.00
West Shore		School Operating	\$ 7,137.00	\$ -	\$ 7,137.00
(decrease in taxable to base)		School Debt	\$ 1,229.15	\$ -	\$ 1,229.15
		Intermediate Sch Tax	\$ 1,144.73	\$ -	\$ 1,144.73
		County Alloc	\$ 1,331.44	\$ -	\$ 1,331.44
004-898-090-01	Summer	State Ed	\$ 1,980.00	\$ -	\$ 1,980.00
West Shore		School Operating	\$ 5,940.00	\$ -	\$ 5,940.00
(increase in taxable to base)		School Debt	\$ 1,023.00	\$ -	\$ 1,023.00
		Intermediate Sch Tax	\$ 952.74	\$ 952.74	\$ -
		County Alloc	\$ 1,108.14	\$ 1,108.14	\$ -
004-033-088-00	Winter	County Road	\$ 115.60	\$ 4.74	\$ 110.86
West Shore		BATA	\$ 110.69	\$ 4.54	\$ 106.15
(increase in taxable to base)		County Seniors	\$ 72.45	\$ 2.97	\$ 69.48
		Twp Alloc	\$ 144.68	\$ 5.93	\$ 138.75
		Fire Oper/Equipment	\$ 601.12	\$ 24.65	\$ 576.47
		Early Childhood	\$ 48.80	\$ 2.00	\$ 46.80
004-033-090-01	Winter	County Road	\$ 198.25	\$ -	\$ 198.25
West Shore		BATA	\$ 189.84	\$ -	\$ 189.84
(decrease in taxable to base)		County Seniors	\$ 124.26	\$ -	\$ 124.26
		Twp Alloc	\$ 248.12	\$ -	\$ 248.12
		Fire Oper/Equipment	\$ 1,030.90	\$ -	\$ 1,030.90
		Early Childhood	\$ 83.70	\$ -	\$ 83.70
004-898-090-01	Winter	County Road	\$ 165.00	\$ 165.00	\$ -
West Shore		BATA	\$ 158.00	\$ 158.00	\$ -
(increase in taxable to base)		County Seniors	\$ 103.42	\$ 103.42	\$ -
		Twp Alloc	\$ 206.51	\$ 206.51	\$ -
		Fire Oper/Equipment	\$ 858.00	\$ 858.00	\$ -
		Early Childhood	\$ 69.66	\$ 69.66	\$ -
Totals Elmwood Twp			\$ 36,463.57	\$ 3,725.51	\$ 32,738.06
Administrative Fee			\$ 364.61	\$ -	\$ 364.61
Interest	Summer		\$ 1,916.07	\$ 127.20	\$ 1,788.87
			\$ 38,744.25	\$ 3,852.71	\$ 34,891.54
009-805-006-00	Winter	County Road	\$ 32.66	\$ 32.66	\$ -
Martineau Trust		County Seniors	\$ 20.47	\$ 20.47	\$ -
(increase in taxable to base)		Early Childhood	\$ 13.78	\$ 13.78	\$ -
		Twp Alloc	\$ 26.08	\$ 26.08	\$ -
		Twp Fire/Res Op	\$ 137.17	\$ 137.17	\$ -
		Twp Fir/Res Equip	\$ 32.66	\$ 32.66	\$ -
		Twp Fire Bond	\$ 28.06	\$ -	\$ 28.06
		Library	\$ 24.91	\$ 24.91	\$ -
009-805-008-00	Winter	County Road	\$ 35.03	\$ 35.03	\$ -
Mershon		County Seniors	\$ 21.96	\$ 21.96	\$ -
(increase in taxable to base)		Early Childhood	\$ 14.79	\$ 14.79	\$ -
		Twp Alloc	\$ 27.98	\$ 27.98	\$ -
		Twp Fire/Res Op	\$ 147.15	\$ 147.15	\$ -
		Twp Fir/Res Equip	\$ 35.03	\$ 35.03	\$ -
		Twp Fire Bond	\$ 30.10	\$ -	\$ 30.10
		Library	\$ 26.73	\$ 26.73	\$ -
Totals Leland Township			\$ 654.56	\$ 596.40	\$ 58.16
Grand Total			\$ 39,398.81	\$ 4,449.11	\$ 34,949.70
Brownfield Capture - Elmwood Township			\$ (3,725.51)	\$ 3,725.51	
Brownfield Capture - Elmwood Township - Interest			\$ (127.20)	\$ 127.20	
Brownfield Capture - Leland Township			\$ (596.40)	\$ 596.40	
Due to State Education Fund			\$ (5,746.20)		\$ 5,746.20
Due to TC School Operating			\$ (17,238.60)		\$ 17,238.60
Due to TC School Debt			\$ (2,968.87)		\$ 2,968.87
Due to Intermediate Schools District			\$ (1,784.85)		\$ 1,784.85
Due to County Allocation			\$ (2,075.96)		\$ 2,075.96
Due to County Road			\$ (309.11)		\$ 309.11
Due to BATA			\$ (295.99)		\$ 295.99
Due to County Seniors			\$ (193.74)		\$ 193.74
Due to Elmwood Township			\$ (4,147.72)		\$ 4,147.72
Due to Early Childhood			\$ (130.50)		\$ 130.50
Due to Leland Fire Bond			\$ (58.16)		\$ 58.16
			\$ (39,398.81)	\$ 4,449.11	\$ 34,949.70
			\$ 0.00		

Check #121389 dtd 5/8/23 paid to Brownfield without capture or calculation on incremental increase/decrease in base to taxable

Elmwood 2022 BS&A Reports corrected after settlement with County per Elmwood Township Treasurer
County 2022 Cotax was correct for winter, incorrect for summer but not utilized at all in settlement calculation

Brownfield Claims & Accounts payable to Leelanau County Treasurer for DTR with capture and calculation on incremental increase/decrease in base to taxable for August 2024 meeting to be held 8/20/24

ELMWOOD TOWNSHIP
 10090 E. LINCOLN RD
 TRAVERSE CITY, MI 49684
 516-000-000-226-004

TAX NAME	TAX TYPE	MILLS	DLQ TAX	LOCAL INTEREST	TAX+INTEREST	PAID	MARKED PD/CHGBK ADJ	DUE
SCHOOL: 28010 YEAR: 2022	516-000-000-028-010							
S SCHOOL OPERATING	School Operating	18.00000	52,719.06	3,163.16	55,882.22	0.00	(18,272.91)	37,609.31
S SCHOOL DEBT	School Debt	3.10000	15,848.31	905.35	16,753.66	0.00	(3,147.00)	13,606.66
TOTAL:			68,567.37	4,068.51	72,635.88	0.00	(21,419.91)	51,215.97
SCHOOL: 45050 YEAR: 2022	516-000-000-045-050							
S SCHOOL OPERATING	School Operating	17.54160	921.26	55.27	976.53	0.00	0.00	976.53
S SCHOOL DEBT	School Debt	1.43000	75.09	4.51	79.60	0.00	0.00	79.60
S SINKING FUND	School Debt	0.48640	25.53	1.53	27.06	0.00	0.00	27.06
TOTAL:			1,021.88	61.31	1,083.19	0.00	0.00	1,083.19
UNIT: 004 YEAR: 2022	516-000-000-226-004							
S LOCAL ADMIN	City/Vill/Twn Tax	0.00000	1,327.95	0.00	1,327.95	0.00	(319.33)	1,008.62
W FIRE OPER/EQUIP	City/Vill/Twn Tax	2.60000	44,795.56	0.00	44,795.56	0.00	(2,490.02)	42,305.54
W LOCAL ADMIN	City/Vill/Twn Tax	0.00000	813.89	0.00	813.89	0.00	(45.28)	768.61
W TWP ALLOC	City/Vill/Twn Tax	0.62580	10,781.21	0.00	10,781.21	0.00	(599.31)	10,181.90
W ET MAINTENANCE	Spec. Assess.	0.00000	772.00	0.00	772.00	0.00	0.00	772.00
W GREIL H2O RES	Spec. Assess.	0.00000	762.84	0.00	762.84	0.00	0.00	762.84
W SB MAINTENANCE	Spec. Assess.	0.00000	184.00	0.00	184.00	0.00	0.00	184.00
W SEWER	Spec. Assess.	0.00000	292.10	0.00	292.10	0.00	0.00	292.10
TOTAL:			59,729.55	0.00	59,729.55	0.00	(3,453.94)	56,275.61
State Educ. Tax YEAR: 2022	516-000-000-226-228							
S STATE ED TAX	State Educ. Tax	6.00000	30,989.54	1,771.21	32,760.75	0.00	(6,090.98)	26,669.77
County Tax YEAR: 2022	VARIOUS UNITS							
S COUNTY ALLOC	516-000-000-226-402	3.35800	17,343.61	991.29	18,334.90	0.00	(3,408.90)	14,926.00
W BATA	516-000-000-028-012	0.47880	8,248.49	0.00	8,248.49	0.00	(458.53)	7,789.96
W COUNTY ROAD	516-000-000-226-201	0.50000	8,613.97	0.00	8,613.97	0.00	(478.85)	8,135.12
W COUNTY SENIORS	516-000-000-226-281	0.31340	5,398.83	0.00	5,398.83	0.00	(300.13)	5,098.70
W EARLY CHILDHOOD	516-000-000-226-280	0.21110	3,636.19	0.00	3,636.19	0.00	(202.16)	3,434.03
TOTAL:			43,241.09	991.29	44,232.38	0.00	(4,848.57)	39,383.81
I.S.D. Tax YEAR: 2022	516-000-000-028-011							
S INTERMED SCH TAX	I.S.D. Tax	2.88710	14,911.40	852.24	15,763.64	0.00	(2,930.85)	12,832.79
Spec. Assess. YEAR: 2022	516-000-000-226-230							
W COUNTY RECYCLE	Spec. Assess.	0.00000	2,958.55	0.00	2,958.55	0.00	0.00	2,958.55
W PREXD	Spec. Assess.	0.00000	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL:			2,958.55	0.00	2,958.55	0.00	0.00	2,958.55
BROWNFIELD	516-000-000-226-219						38,744.25	38,744.25
2022	193 Parcels	REPORT	221,419.38	7,744.56	229,163.94	0.00	0.00	229,163.94
TOTALS	192 Parcels	BSA	221,419.38	7,744.56	229,163.94	0.00	0.00	229,163.94

DISCREPANCY

✓ TOTAL AMOUNT DUE TO TOWNSHIP 56,275.61

I, JOHN A GALLAGHER III, LEELANAU COUNTY TREASURER, VERIFY THAT THE ABOVE REPORT FOR THE 2022 DELINQUENT PROPERTY TAXES AND THE TOTAL DUE TO THE RESPECTIVE TAXING AUTHORITIES ARE CORRECT.

SIGNATURE John A. Gallagher III DATE 3/30/23

I, Chris M. Rowland ELMWOOD TOWNSHIP TREASURER, REVIEWED THE REPORT FOR THE 2022 DELINQUENT REAL PROPERTY TAXES AND VERIFY THAT ALL THE AMOUNTS AND THE AMOUNT DUE TO MY UNIT ARE THE CORRECT.

SIGNATURE Chris M. Rowland DATE 4/6/2023

Vendor 4242
Invoice 050123nw

ELMWOOD TWP TREASURER
Amount

56,275.61

Credit Memo F

Invoice Dat 05/01/23
G/L Date 05/01/23
Due Date 05/08/23

escription
Treasurer - 2022 Settlement

Fund	Account	Amount /	Liq Amt	1099
516	000000-226.004	56,275.61		

istribution To 56,275.61



LELAND TOWNSHIP
 123 N. ST JOSEPH ST.
 LAKE LELANAU, MI 49654
 516-000-000-226-009

TAX NAME	TAX TYPE	MILLS	DLQ TAX	LOCAL INTEREST	TAX+INTEREST	MARKED PD/CHGBK PAID	ADJ	DUE
SCHOOL: 45020 YEAR: 2022								
S LPS OPERATIONS	School Operating	10.90130	86,481.56	5,188.87	91,670.43	0.00	0.00	91,670.43
S 2019 DEBT	School Debt	0.26000	3,039.05	182.33	3,221.38	0.00	0.00	3,221.38
S CONSTRUCTION DEB	School Debt	2.24000	26,184.80	1,571.14	27,755.94	0.00	0.00	27,755.94
S SINKING FUND	School Debt	0.50000	5,844.64	350.65	6,195.29	0.00	0.00	6,195.29
TOTAL:			121,550.05	7,292.99	128,843.04	0.00	0.00	128,843.04
SCHOOL: 45050 YEAR: 2022								
S SCHOOL OPERATING	School Operating	17.54160	1,476.26	88.58	1,564.84	0.00	0.00	1,564.84
S SCHOOL DEBT	School Debt	1.43000	120.34	7.22	127.56	0.00	0.00	127.56
S SINKING FUND	School Debt	0.48640	40.93	2.46	43.39	0.00	0.00	43.39
TOTAL:			1,637.53	98.26	1,735.79	0.00	0.00	1,735.79
UNIT: 009 YEAR: 2022								
W TWP ALLOC	City/Vill/Twn Tax	0.39940	14,328.02	0.00	14,328.02	0.00	(54.06)	14,273.96
W TWP FIRE BOND	City/Vill/Twn Tax	0.42960	15,411.58	0.00	15,411.58	0.00	(58.16)	15,353.42
W TWP FIRE/RES EQP	City/Vill/Twn Tax	0.50000	17,937.43	0.00	17,937.43	0.00	(67.69)	17,869.74
W TWP FIRE/RES OP	City/Vill/Twn Tax	2.10000	75,339.69	0.00	75,339.69	0.00	(284.32)	75,055.37
W SEWER	Spec. Assess.	0.00000	4,799.52	0.00	4,799.52	0.00	0.00	4,799.52
W SEWER PENALTY	Spec. Assess.	0.00000	287.98	0.00	287.98	0.00	0.00	287.98
TOTAL:			128,104.22	0.00	128,104.22	0.00	(464.23)	127,639.99
State Educ. Tax YEAR: 2022								
S STATE ED TAX	State Educ. Tax	6.00000	70,643.33	4,238.68	74,882.01	0.00	0.00	74,882.01
County Tax YEAR: 2022								
S BATA	516-000-000-028-012	0.47880	5,637.06	338.24	5,975.30	0.00	0.00	5,975.30
S COUNTY ALLOC	516-000-000-226-402	3.35800	39,536.55	2,372.14	41,908.69	0.00	0.00	41,908.69
W COUNTY ROAD	516-000-000-226-201	0.50000	17,937.44	0.00	17,937.44	0.00	(67.69)	17,869.75
W COUNTY SENIORS	516-000-000-226-281	0.31340	11,242.59	0.00	11,242.59	0.00	(42.43)	11,200.16
W EARLY CHILDHOOD	516-000-000-226-280	0.21110	7,572.59	0.00	7,572.59	0.00	(28.57)	7,544.02
TOTAL:			81,926.23	2,710.38	84,636.61	0.00	(138.69)	84,497.92
I.S.D. Tax YEAR: 2022								
S NORTH ED(TBAISD)	I.S.D. Tax	2.88710	33,992.19	2,039.50	36,031.69	0.00	0.00	36,031.69
Library Tax YEAR: 2022								
W LIBRARY	Library Tax	0.38150	13,685.93	0.00	13,685.93	0.00	(50.64)	13,634.29
Spec. Assess. YEAR: 2022								
W RECYCLE FEE	Spec. Assess.	0.00000	3,530.78	0.00	3,530.78	0.00	0.00	3,530.78
BROWNFIELD 516-000-000-226-219 654.56 654.56								
2022	212 Parcels	REPORT	455,070.26	16,379.81	471,450.07	0.00	0.00	471,450.07
TOTALS	212 Parcels	BSA	455,070.26	16,379.81	471,450.07	0.00	0.00	471,450.07

DISCREPANCY

TOTAL AMOUNT DUE TO TOWNSHIP 127,639.99

I, JOHN A GALLAGHER III, LELANAU COUNTY TREASURER, VERIFY THAT THE ABOVE REPORT FOR THE 2022 DELINQUENT PROPERTY TAXES AND THE TOTAL DUE TO THE RESPECTIVE TAXING AUTHORITIES ARE CORRECT.

SIGNATURE John A Gallagher III DATE 3/30/23

Shirley Curthe LELAND TOWNSHIP TREASURER, REVIEWED THE REPORT FOR THE 2022 DELINQUENT REAL PROPERTY TAXES AND VERIFY THAT ALL THE AMOUNTS AND THE AMOUNT DUE TO MY UNIT ARE THE CORRECT.

SIGNATURE Shirley Curthe DATE 4/5/23

Vendor 104
Invoice 050123rw

LELAND TOWNSHIP TREASURER

Credit Memo F

Amount 127,639.99

Invoice Dat 05/01/23
G/L Date 05/01/23
Due Date 05/08/23

escription
Treasurer - 2022 Settlement

Fund	Account	Amount/ Liq Amt	1099
516	000000-226.009	127,639.99	

istribution To 127,639.99



Memo

TO: Leelanau County Brownfield Redevelopment Authority

FROM: Logan Mulholland, Brownfield Project Analyst
Therese Searles, Senior Brownfield Specialist

DATE: May 10, 2024

PROJECT NO.: 230507

RE: 2022 Delinquent Tax Increment Revenue Capture

A check was received by the Leelanau County Brownfield Redevelopment Authority (LCBRA) from the Leelanau County Treasurer in May of 2023 for \$39,398.81. The check included 2022 delinquent taxes on parcels 00-033-088-00, 004-033-090-01, and 004-898-090-01 included in the West Bay/West Shore Hotel Redevelopment (West Shore) Brownfield Plan and parcels 009-805-006-00 and 009-805-008-00 included in the Leelanau County Complex Redevelopment Brownfield Plan. The check included the parcel's entire tax bill including taxes that are not eligible for capture by the LCBRA.

West Shore, Elmwood Township

- The LCBRA no longer captures State Education Tax (SET) (\$5,746.20) or School Operating (\$17,238.60) on the West Shore Brownfield Plan and therefore these taxes should be dispersed to the taxing jurisdictions.
- School Debt (\$2,968.87) is an ineligible debt millage that should be dispersed to the taxing jurisdictions.
- The Local Admin (\$364.61) is not typically captured by the LCBRA and should be dispersed to the taxing jurisdictions.
- The West Shores Delinquent Tax Capture includes the total taxable value for the properties, rather than just the applicable Brownfield incremental tax revenues for the parcels, therefore, the LCBRA should only collect a portion of the Fire Oper/Equip, Township Alloc, County Alloc, BATA, County Road, County Seniors, Early Childhood, and Intermediate School Tax (ISD) tax capture.
 - 00-033-088-00: The 2007 base value included in the Brownfield Plan is \$221,717. The 2022 taxable value was \$231,200. Therefore, eligible taxes generated on the \$9,483 taxable value increment can be reserved by the LCBRA. The total Summer and Winter tax increment capture associated with this parcel is \$104.04.
 - 004-033-090-01: The 2007 base value included in the Brownfield Plan is \$566,533. The 2022 taxable value was \$396,500. Therefore, there was no incremental value in 2022 and all tax capture on this parcel should be disbursed to the taxing jurisdictions.
 - 004-898-090-01: The 2017 base value included in the Brownfield Plan is \$0. The 2022 taxable value was \$330,000. Therefore, eligible taxes generated on the full \$330,000 taxable value are considered increment and can be reserved by the LCBRA. The total Summer and Winter tax increment capture associated with this parcel is \$3,621.47.

- It is our understanding, that the interest applicable to the LCBRA's portion of tax increment capture can be reserved by the LCBRA. 35.45% of the County Allocating and ISD taxes can be reserved by the LCBRA, therefore, 35.45% of the County Allocating and ISD interest can be reserved by the LCBRA, \$127.20. SET, School Operating, and School Debt interest is not capturable by the LCBRA, therefore the remaining \$1,788.87 should be disbursed accordingly.

Leelanau County Complex Redevelopment, Leland Township

- Township Fire Bond (\$58.16) is an ineligible debt millage that should be dispersed to the taxing jurisdictions.
- The base value for both parcels 009-805-006-00 and 009-805-008-00 is \$0 in the Former Government Center Complex Brownfield Plan, therefore the full 2022 taxable value is considered increment.
 - 009-805-006-00: The 2022 taxable value was \$65,321. Therefore, eligible taxes generated on the full \$65,321 taxable value are considered increment and can be reserved by the LCBRA. The total Summer and Winter tax increment capture associated with this parcel is \$287.73.
 - 009-805-008-00: The 2022 taxable value was \$70,074. Therefore, eligible taxes generated on the full \$70,074 taxable value are considered increment and can be reserved by the LCBRA. The total Summer and Winter tax increment capture associated with this parcel is \$308.67.

In summary, the School Operating, School Debt, SET, and associated interest should be disbursed to the taxing jurisdiction, for a total of \$27,510.89. The non-increment county taxes and associated interest should also be disbursed to the County, for a total of \$5,021.80. The non-increment Elmwood Township taxes of \$2,358.85 and local admin fees of \$364.61 should be disbursed to the local unit of government. The ineligible Leland Township debt taxes of \$58.16 should be disbursed to the local unit of government. The remaining \$4,449.11 is considered eligible tax increment revenues and associated interest that can be reserved by the LCBRA.

A copy of the Delinquent Taxpayer Report is included in Appendix 1, the Recommendation of Disbursement of 2022 Delinquent Taxes Summary is included in Appendix 2, the West Shore Brownfield Plan 2022 Statement of Account is included in Appendix 3, and the Leelanau County Complex Redevelopment Brownfield Plan 2022 Statement of Account is included in Appendix 4.

RECOMMENDATION:

- Fishbeck recommends that \$4,449.11 of the 2022 West Shore and Leelanau County Complex Brownfield Plan delinquent tax capture is reserved for the LCBRA and the remaining \$34,949.70 is disbursed to the respective taxing jurisdictions as described above.

If you have any questions or require additional information, please contact me at 269.544.6966 or lmulholland@fishbeck.com.