

NOTICE OF MEETING

A Regular Meeting of the **Leelanau County Brownfield Redevelopment Authority (LCBRA)** will be held at 10:00 a.m. on **Wednesday, December 17, 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 NOVEMBER 20, 2024 MEETING MINUTES *pgs. 2-4*

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 *pgs. 5-8*
- b. Fishbeck – EPA Assessment Grant *pgs.9-14*

OLD BUSINESS

NEW BUSINESS

- 1. Review of Site Inventory List *pgs. 15-16*
- 2. Technical Assistance Opportunities (handout at meeting)
- 3. Resolution of Appreciation – Dan Heinz *pg. 17*

FINANCIALS

- 1. Claims & Accounts \$3,196.75 *pgs. 18-30*
- 2. Post Audit, Budget Amendments, Transfers *pg. 31*
- 3. Trial Balance/Revenue & Expense Report *pgs. 32-35*

CORRESPONDENCE/COMMUNICATION ITEMS

PUBLIC COMMENT

DIRECTOR COMMENTS

MEMBER / CHAIRPERSON COMMENTS

ADJOURN

<u>Members</u>
Dan Heinz-Chairman
Rick Foster-Vice Chair
David King/Treasurer
Gwenne Allgaier
T. Eftaxiadis
Richard Lewis
<i>1 vacancy</i>
<u>Director</u>
Gail Myer

A regular meeting of the Leelanau County Brownfield Redevelopment Authority (LCBRA) was held on Wednesday, November 20, 2024 at the Leelanau County Government Center.

CALL TO ORDER

Meeting was called to order at 10:03 am by Chairman Heinz who led the Pledge of Allegiance.

ROLL CALL

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

Members Absent: T. Eftaxiadis, G. Allgaier
(prior notice)

Members Absent: None

Staff: G. Myer, Planning Director, A. Immel, Planning Secretary

Public: T. Searles, C. Hartesvelt

PUBLIC COMMENT- None.

DIRECTOR COMMENTS

Myer gave an update on the Provemont Pines Part I application. Myer sent a site eligibility determination to Sarah Gruza with the EPA. Gruza asked for a more details on the perceived contamination sites. Searles and Myer worked on a response and Sarah emailed back stating “If the county is unable to provide a reason for suspicious or potential presence of hazardous substances and/or petroleum based on historic use, I don’t see how this site could meet the definition of a Brownfield. And given the current information provided, if the site doesn’t meet the definition of a Brownfield, it is not an eligible site unfortunately.”

Discussion ensued

CONSIDERATION OF AGENDA

Heinz added “Brownfield LCBRA vacancy and reappointment” under “New Business”, “Item 6 a” & “Paying \$10,000 from Brownfield general fund to the county as an annual payment on the seed loan” under “New Business” Item 6 b”

Motion by Foster, seconded by King, to approve the agenda as amended. Motion carried 4-0.

CONFLICT OF INTEREST – None.

CONSIDERATION OF OCTOBER 15, 2024 MINUTES

Motion by Foster, seconded by King, to approve the minutes as presented. Motion carried 4-0.

CONSENT AGENDA

- a. Fishbeck – General Consulting and TIF Management
- b. Fishbeck – EPA Assessment Grant

Motion by King, seconded by Foster, to approve the consent agenda as presented. Motion carried 4-0.

OLD BUSINESS- None.

NEW BUSINESS

Fishbeck Work Order #2 GES, Amendment #2

Motion by Foster, seconded by King, to approve Fishbeck's Work Order #2 GES, Amendment No. 2 Tax Increment Tracking and Annual Reporting as presented. Motion carried 4-0.

TIF Spreadsheet- Courthouse TIF \$35,000 payout

Heinz reviewed the spreadsheet provided and suggested that \$35,000 be designated to pay back the county for \$166,773.00 to pay for expenses for the Courthouse the Brownfield plan agreed to pay the DEQ.

Discussion ensued.

King suggested a memo from Hartesvelt explaining what it is. Heinz suggested Hartesvelt come explain to LCBRA. Lewis left to get Hartesvelt.

Hartesvelt explained that the default Varley sale proceeds need to go in front of the BOC first to decide if the money could stay with Brownfield in the general fund.

Hartesvelt stated the LCBRA has TIF revenue from the Courthouse and LCBRA is wanting to take the remaining money and use it as Brownfield general fund or it could be used to pay down the perceived Courthouse money. Hartesvelt stated that the LCBRA should keep the \$35,000 and put it in a Brownfield General fund till she speaks with the BOC.

*Motion by Lewis, seconded by King, that \$35,000 be transferred from the unspent Courthouse TIF Balance to the LCBRA general fund. This payment is a payment towards the Courthouse obligation to pay back the LCBRA for DEQ loan payments made on the Courthouse's behalf.
Motion carried 4-0*

2025 Proposed Budget

Heinz reviewed the proposed budget that was provided.

*Motion by Lewis, seconded by Foster, to approve the 2025 adopted as submitted.
Motion carried 4-0*

Community Outreach Documents: 2022 USEPA Grant Talking Points/ Community Outreach Documents:

USEPA Grant Dashboard

Searles gave an update based off the handout. Heinz asked this information be added to the Brownfield website.

Brownfield LCBRA vacancy and reappointment

Heinz informed the board of the vacancies on the LCBRA and wanted to make sure it was recommended to the BOC that King should be reappointed for another term. Discussion ensued.

Lewis stated he would represent the LCBRA voice the recommendation to the BOC for King to be reappointed for another term.

Motion by Lewis, seconded Foster, to make a recommendation to the BOC to have David King be appointed to another term on Brownfield. Motion carried 4-0

Paying \$10,000 from Brownfield general fund to the county as an annual payment on the seed loan

Heinz gave a history on the seed loan to start the LCBRA and suggested that LCBRA makes an annual \$10,000 payment to the county for repayment on the seed loan.

Motion by Lewis, seconded by Foster, that a \$10,000 payment be made to Leelanau as partial repayment to the seed loan toward the Brownfield Board. Motion carried 4-0

Discussion- King asked if LCBRA would be able to bump it up to 20,000 to pay it out and be done with it, Heinz stated no LCBRA would not have enough money to pay another capital contribution that was made to create the LCBRA that will have to be handled by another administration at a later date. Lewis stated it needs to be in the meeting minutes that November 2025 this item needs to be on the agenda for discussion to pay the final \$10,000 repayment to the county.

FINANCIALS

Claims & Accounts - \$2,386.28

Motion by Foster, seconded by King, to approve Claims & Accounts in the amount of \$2,386.28. Motion carried 4-0.

Trial Balance/Revenue & Expense Report

Heinz reviewed the report provided.

CORRESPONDENCE/COMMUNICATION ITEMS- None.

PUBLIC COMMENT- None.

DIRECTOR COMMENTS- None.

MEMBER / CHAIRPERSON COMMENTS- King thanked Heinz for his time on the LCBRA.

ADJOURN

Meeting adjourned at 10:49 AM.

Memo

TO: Leelanau County Brownfield Redevelopment Authority
FROM: Therese Searles, Fishbeck
DATE: December 17, 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.

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

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. Fishbeck has completed general consulting tasks at the request of the Brownfield Director and the LCBRA Chair. ***Amended Work Order 2-GES, Amendment No. 2, was approved last month to continue general consulting services, as requested. Activities included in this month's invoice were related to review and correspondence regarding closeout of a previous EPA RLF grant, preparation of a meeting memo, and email correspondence with the chair regarding Leland's proposed reimbursement schedule.***

Project Invoices for Consideration:

Invoice #445829 (\$585.75)

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

Update:

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. Fishbeck also assisted the LCBRA with Annual Reporting through the MEDC online portal in August of 2024. ***There is a greater need to support the Statement of Account budget as this task also includes preparation of TIF disbursement memos and has recently included consulting and administrative support toward the termination of the West Shore Brownfield Plan. Last month, a budget reallocation was made, upon consultation with the Brownfield Director and LCBRA Chair, to reallocate the remaining budget for the Annual Reporting task to support the expanded need of the Statement of Account task. The overall project budget did not change as a result of this reallocation between tasks. Activities included in this month's invoice were related to an update to the Leland Government Courthouse Reimbursement Analysis sheet to note board action taken last month to transfer \$35,000 from the unused courthouse TIF to reimburse the LCBRA for costs incurred to pay the ELGE loan payment during years there was insufficient TIF.***

Project Invoices for Consideration:

Invoice #445832 (\$22.00)

**Leelanau County Brownfield Redevelopment Authority
General Services
Budget and Cost Summary**

12/2024

Number		Activity	Budget Estimates	Actual			Project Budget Remaining					
Project	W.O.	Site/Phase	Total		Invoice No.	Invoice Date	Total Invoiced Amount		Total	Project Complete		
230507 BT1	1-GES	Tax Increment Tracking and Annual Reporting (2023)	\$ 4,900.00	Invoice Total	421222	3/13/2023	\$ 333.75			X		
					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				Budget Returned	\$ 0.20	
				Statement of Account and Reimbursement Analysis Preparation (2023)	\$ 3,700.00	Stmnt of Acct/RA	421222	3/13/2023	\$ 333.75	Budget Remaining	\$ -	
							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 BT2	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					
				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					
				Invoice Total	442356	9/11/2024	\$ 418.00					
				Invoice Total	443446	10/9/2024	\$ 333.50					
				Invoice Total	444676	11/7/2024	\$ 391.00					
						Invoice Total	445832*	12/4/2024	\$ 22.00			
									\$ 7,866.60	Project Subtotal Remaining	\$ 1,133.40	

**Leelanau County Brownfield Redevelopment Authority
General Services
Budget and Cost Summary**

12/2024

			Invoice Breakdown					
		Statement of Account and Reimbursement Analysis Preparation (2024)	\$	4,500.00	Stmnt of Acct/RA			
		Amendment No. 2-2024	\$	3,000.00	432670	1/8/2024	\$	745.00
		Budget added from Annual Rept task	\$	1,170.00	433691	2/13/2024	\$	1,080.50
		Phase Subtotal	\$	8,670.00	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
					442356	9/11/2024	\$	110.00
					443446	10/9/2024	\$	311.50
					444676	11/7/2024	\$	391.00
					445832	12/4/2024	\$	22.00
					Phase Subtotal		\$	7,536.60
		Annual Reporting (2024)	\$	1,500.00				Phase Subtotal Remaining \$ 1,133.40
		Budget reallocated to Stmnt of Acct task	\$	1,170.00				Budget added from A.Rept. Task \$ 1,170.00
		Phase Subtotal	\$	330.00				Phase Budget Remaining \$ 1,133.40
					442356	9/11/2024	\$	308.00
					443446	10/9/2024	\$	22.00
					Phase Subtotal		\$	330.00
								Phase Subtotal Remaining \$ 1,170.00
								Budget reallocated to SofA task \$ 1,170.00
								Phase Budget Remaining \$ -
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
		Amendment #2	\$	6,000.00	426199	8/2/2023	\$	88.50
		Phase Subtotal	\$	18,000.00	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
					433689	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	\$ 309.50
					Invoice Total	442545	9/11/2024	\$ 105.50
					Invoice Total	444653	11/6/2024	\$ 240.00
					Invoice Total	445829*	12/4/2024	\$ 585.75
					Project Subtotal		\$	12,413.00
								Project Subtotal Remaining \$ 5,587.00
		Approved Project Budgets Subtotal	\$	31,900.00	Total Expended		\$	25,179.40
		Estimated Budget Remaining		N/A				Budgets Remaining \$ 6,720.60
		Project Budgets Returned						Check \$ 31,900.00
230507	1-GES	Tax Increment Tracking and Annual Reporting (2023)-BT1	\$	0.20				
		Available Budget Remaining	\$	6,720.80				
		Notes:						

Memo

TO: Leelanau County Brownfield Redevelopment Authority
FROM: Therese Searles, Fishbeck
DATE: December 17, 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. 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, required quarterly and annual reporting, and communications with the Director of the LCBRA regarding implementing the grant activities. *The Brownfield Director and Fishbeck were interviewed by the Leelanau Enterprise to promote the remaining EPA Assessment Grant funds. The article was printed at the end of November. The Brownfield Director and Fishbeck also met with the USEPA Project Officer, Sarah Gruza, to check-in on the status of the grant and discuss strategies for expending the remaining grant funds. Ms. Gruza would like the LCBRA to review the site inventory list and determine which sites are still relevant. Ms. Gruza would also like the Brownfield Director to reach out to the Leelanau County Land Bank Authority to see if the LCLBA may have project sites that warrant assessment. Discussion was also had regarding a request to expand the community outreach budget to update the site inventory and increase community outreach efforts since the project application process has been slow. All remaining assessment grant funds, approximately \$130,000, need to be used by September 2025 to avoid having to return funds. Ms. Gruza did mention that a no cost grant period extension, of up to one year, may be requested, if needed. Activities included in this month's invoice for consideration include preparing meeting materials, preparing community outreach grant documents, and community outreach communication.*

Project Invoices for Consideration:

Invoice #445834 (\$1,414.00).

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 and are considering a multi-use community center, coffee shop, and DC fast charging station. The LCBRA board took action in June to move forward with pursuing a Brownfield Plan as tax increment modeling, based on initial 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 development team has met with MEDC to discuss potential support of the project. A follow up meeting was held with the development team, Gail Myer, and Fishbeck. Final project considerations, including scope and budget, are still being determined. ***Fishbeck reached back out to the development team for an update this month and it sounds like some project scope changes have occurred/are being considered. The development team has indicated that they will have an update for the Brownfield Director and Fishbeck soon and intend to move forward working with the LCBRA and the Village. There is no invoice for consideration this month.***

Project Invoices for Consideration:

N/A

3. Provemont Pines – Lake Leelanau, MI

Project No: 241775 – W.O. # 9

Update:

Homestretch submitted a project application for the LCBRA's consideration requesting support for the rehabilitation of the Provemont Pines Condominiums, located in the Village of Lake Leelanau in Leland Township. Jon Stimson of Homestretch informed the LCBRA board that some funding was received through MSHDA. However, the LCBRA was considering conducting a Brownfield evaluation on the Provemont Pines property to determine if a Brownfield Plan would be an appropriate tool to cover the identified \$45,000 budget shortfall from the anticipated \$110,000 rehabilitation needs. This project support considered Michigan's expanded definition of eligible property to include housing property. However, the first step in being able to utilize EPA Assessment Grant funding is determining eligibility. For a property to be eligible it must meet the federal definition of a brownfield which is "a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant." It was originally thought that the unknown environmental conditions may warrant further assessment. However, upon further review of site use and environmental databases there is no indication of perceived contamination. Eligibility was not received by the USEPA and therefore grant funds can not be expended on this project beyond the efforts in pursuing eligibility. The LCBRA determined in November that there is not another financial mechanism to support this project at this time. This project is complete.

Project Invoices for Consideration:

Invoice #445838 (\$529.00).

**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 - 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			\$ 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	\$ 8,243.00	\$ 19,757.00	
			Task 4: Community Outreach	\$ 6,000.00		Task 4: Community Outreach	\$ 15,915.45	\$ (9,915.45)	
			Total Contractual - Fishbeck	\$ 243,000.00		Total	\$ 105,021.34	\$ 137,978.66	
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		
					Invoice Total	442357 9/11/2024	\$ 427.00		
					Invoice Total	443447 10/9/2024	\$ 630.50		
					Invoice Total	444651 11/6/2024	\$ 1,127.50		
					Invoice Total	445834* 12/4/2024	\$ 1,414.00		
					Project Subtotal		\$ 15,915.45	Project Subtotal Remaining	\$ 2,084.55
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						
230504	3	3	Brownfield Plan	\$ 5,000.00	Invoice Breakdown					
			Amended Budget	\$ 2,000.00	Brownfield Plan					
				\$ 7,000.00	421224	3/13/2023	\$ 127.50			
					422204	4/5/2023	\$ 1,057.20			
					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	Phase I ESA					
					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	Asbestos Survey					
					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	Phase II ESA					
			Reallocated budget	\$ (7,300.00)	425233	7/6/2023	\$ 176.00			
				\$ 8,000.00	426202	8/2/2023	\$ 1,474.00			
					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					
					425224	7/6/2023	\$ 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					
					Phase I ESA					
					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					
					425225	7/6/2023	\$ 257.00			X
					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	Phase I ESA					
					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	
240201	8	2,3	Former Empire Schoolhouse Restoration Project	\$ 6,000.00	Invoice Total					
					433693	2/13/2024	\$ 900.50			
					434703	3/12/2024	\$ 2,315.50			
					435832	4/10/2024	\$ 88.00			
					436948	5/13/2024	\$ 140.50			
					437989	6/10/2024	\$ 418.00			
					441190	8/13/2024	\$ 61.00			
					Invoice Total		\$ 4,823.00			
					442359	9/11/2024	\$ 122.00			
					443452	10/9/2024	\$ 271.00			
					444703	11/7/2024	\$ 61.00			
					Project Subtotal		\$ 4,377.50	Project Subtotal Remaining	\$ 1,622.50	

**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					
		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		
						442359	9/11/2024	\$ 122.00		
						443452	10/6/2024	\$ 271.00		
						444703	11/7/2024	\$ 61.00		
								\$ 1,243.00	Phase Subtotal Remaining	\$ 1,257.00
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
									Budget Returned	\$ 10,135.99
									Budget Remaining	\$ -
					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
									Phase Budget Returned	\$ 1,484.00
									Phase Bdgct Remaining	\$ -
		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
									Phase Budget Returned	\$ 1,442.03
									Phase Bdgct Remaining	\$ -
		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
									Phase Budget Returned	\$ 7,209.96
									Phase Bdgct Remaining	\$ -
232214	6	1	Four Land Bank Parcels	\$ 12,800.00	Invoice Total	433686	2/13/2024	\$ 3,326.00		
					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
									Budget Returned	\$ 4,990.60
									Budget Remaining	\$ -

LEGEND
 PR-Privately Owned
 PU-Publicly Owned

Lecelanu County
 Potential Sites for
 EPA Petroleum Assessment Grant
 Site Prioritization List

Revised 09/11/08
 Page 1 of 2

Site Rank #	UST site Name/Facility Name (if different)	Address	City	Local Unit of Govt.	Property Tax ID #	Project	Current Owner of Property	Mailing Address	Estimated Site Value	Report Class	DEQ ID #	DEQ 2007 #	Pollutants	Site Status	Score
1	Arco Tavern	6987 W. Western Ave.	Glen Arbor	Glen Arbor Township	006-661-009-00	0.100	Medias Shirk Paw	P.O. Box 318 Empire, MI 49630	\$217,630	201	C-0295-00			Open UST status	66
2	B & Z Well Drilling Co.	233 East Kasson Rd.	Maple City	Kasson Township	007-023-006-20	5.427	General Lorraine H. Toth	233 East Kasson Rd. Maple City, MI 49661-2774	\$240,600	201	C-0427-92			Open UST status 3 Open Islands	35
3	Dave's Auto Service	9162 Kasson	Cedar	Solon Township	010-007-001-20	1.956	David Dean Gaultier	1607 E. 49th St. Cedar, MI 49614	\$82,600	201	C-0677-96*			1 closed UST	43
4	Holiday Station Store #182	13986 West Bayshore Drive	Traverse City	Elmwood Township	45-51-033-36-00	0.94	Troywood Oil Co	P.O. Box 1274 Palmreston, WI 53440	\$561,000	NA	C-0071-89*			Open UST status	Active
5	Ice Cream Factory	405 St. Joseph	Suttons Bay	Suttons Bay Township	043-767-001-00	0.179	Plamondon Family LLC	1573 S. Montgomery Ln. Suttons Bay, MI 49682	\$126,710	201	C-0239-85			Open UST status	watch
6	J & J Food Shop	112 N. St. Joseph St.	Suttons Bay	Suttons Bay Township	043-767-001-00	0.179	Plamondon Family LLC	P.O. Box 139 Lake Leelanau, MI 49663-0139	\$230,972	201	C-1083-97			Open UST status	Active
7	Lakeview Resort and Party Store	9851 Perrins Landing	Traverse City	Solon Township	010-011-001-00	2.659	Patricia L. Waiski	9850 S. Perrins Landing Dr. TC, MI 49684-9517	\$256,800	201	C-1327-99			Open UST status	52
8	Lakeview Orchard	9035 W. Empire	Empire	Empire Township	NA	NA	unknown	NA	NA	NA	C-1302-85*			Open UST status	watch
9	Miller Shop Store/N. C. Shop Store	8634 S. Maple City Rd	Maple City	Kasson Township	007-003-044-00	0.219	David Stancinik	P.O. Box 339 Maple City, MI 49664	\$147,300	201	C-0937-90*			Open UST status	Active
10	Rich's Amoco/Post's Amoco	6475 Western Ave	Glen Arbor	Glen Arbor Township	006-661-008-10	0.254	Nesoon Bart Real Estate	Glen Arbor, MI 49636-0215	\$162,460	201	C-1065-00			Open UST status	omb. w/#1
11	Standard Oil, Lake Leelanau (Tief's)	108 W. Phillips St.	Lake Leelanau	Leland Township	009-770-201-00	0.865	Robert Scott Anderson	P.O. Box 811 Leland, MI 49654	\$109,800	201	C-0028-98*			Open UST status	49
12	Standard Marine	111 Boulevard Dr. Rt. 1 Townline Rd./4500	Leland	Leland Township	009-600-701 & 704-00	1.326 & .211	Teri Shandler Gibson	Leland, MI 49651-0381	\$734,900	201	C-0864-91			Open UST status	57
13	Supernat Resort	Houghton Bld.	Cedar	Cleveland and Centerville Township	NA	NA	various	NA	NA	NA	C-0484-97*			Inhibition Response In Progress	79
14	Supco Onik Heart/Quick-Mart	5981 S. West Bay Shore Dr	Suttons Bay	Suttons Bay	001-240-001-00	0.971	Jack Thomas Koet	5981 SW Bayshore Drive, Suttons Bay, MI 49682	\$202,160	201	C-0235-86			Open UST status	Active
15	Tobacco Service/Emmie EZ Mart	9988 W. Front	Empire	Village of Empire	041-719-003-00	0.439	Banner Castle Oil Co.	Empire, MI 49630	\$259,900	201	C-0236-85			Open UST status	Active
16	Fuel Oil Spill Leelanau Twp.	406 N. Mill Street	Northport	Village of Northport	042-450-105-00	0.161	J. Spears & D. Voraia	406 N. Mill St. Northport, MI 49670	\$72,302	401				Open UST status	44
17	Peshliss Farm	County Rd. 643 6087 Co Rd. 645 (French Road)	Cedar	unknown	NA	NA	NA	NA	NA	NA			Inactive	watch	
18	Res. Well Co Rd 645	unknown	Cedar	Centerville Township	NA	NA	Private Households	NA	NA	NA			Inactive	watch	
19	Res. Well Elmwood Twp.	unknown	Traverse City	Elmwood Township	NA	NA	Private Households	NA	NA	NA			Inactive	watch	
20	Stove Oil Co.	209 6th Street	Northport	Village of Northport	042-450-123-00	0.249	R. & G. Lewis	4362 Orange Point R Oronoco, MI 49874	\$61,977	401				Inactive Remedial Action In Progress	watch

NOTES:
 1. MDEQ Part 213 List: Total of 15 Sites in County, MDEQ Part 201 List 34 total in county, only those with petroleum contaminants listed included on inventory list.

2. The above list of sites was compiled from the MDEQ Part 213 List of Leaking Underground Storage Tank sites (all 15 sites in the county are included) and the Part 201 Lists of Sites of Contamination (only those with petroleum contamination included), sites that were presented by local units of government that responded to our Candidate Site Survey request and sites that were identified by other individuals or organizations. This list is not intended to be final or complete and is considered a dynamic process which will be updated or modified as information becomes available.

3. DEQ ID numbers marked with an asterisk indicate that more than one DEQ Leak # exists.

LEGEND
 Pre-Privately Owned
 PU=Publicly Owned

Lecelanu County
 Potential Sites for
 EPA Petroleum Assessment Grant
 Site Prioritization List

Revised 09/11/08
 Page 2 of 2

Site #	LIST Site Name/Facility Name (if different)	Address	City	Local Unit of Govt.	Property Tax ID #	Property Address	Current Owner of Property	Mailing Address	Current Site	Prob. Class	DEQ ID #	Site Status	Score
21	Total Petroleum Marine Terminal	13544 W. Bayshore Dr.	Tawassee City	Elmwood Township	004-033-096-00	10,825	Marathon Ashland Refin.	13510 S. West Bayshore Dr., TC MI 49681	\$1,397,200	201	45000015	Interim Response In Progress	watch
22	Zephyr, Inc.	13380 West Bayshore Dr.	Tawassee City	Elmwood Township	004-033-099-01	10,410	Inter Bay Partners	13380 S. West Bay Shore Dr., TC MI 49689	\$723,700	201	45000017	Interim Response In Progress	55
23	Konkacka Garage	4025 S. Whitehill Lane	Cedar	Centerville Township	002-015-001-30	2,278	Konkacka Trust	4025 S. Whitehill Dr., Cedar MI 49521	\$165,400	401	45000018	Interim Response In Progress	watch
24	North Manitou Life Station	North Manitou Island	Island	NA	NA	NA	General Government	NA	NA	NA	45000027	Interim Response In Progress	watch
25	Peter Price Res.	1233 North Manitou West	Island	Island Township	009-016-647-00	0,492	V. & B. Engerer	13825 Buckingham Ct., Plymouth, MI 48170	\$655,700	401	45000029	Interim Response In Progress	watch
26	Harbor Boat Service Center	13240 West Bayshore Drive	Tawassee City	Elmwood Township	004-033-077 & 080-00	2,732 & .021	Boatry Camps	202 E. Grandview Pkwy, Site 200, TC MI 49684 P.O. Box 272	\$0	90	45000032	Regulation In Progress Interim Response In Progress	53
27	Grand Ave. Fuel Loss	104 Grand Ave.	Island	Island Township	009-009-015-00	0,23	Parade & David Garth	Northport, MI 49670	\$181,200	401	45000040	Interim Response In Progress	54
28	Thompson Rd. Res. Spill	4472 Thompson Rd.	Glen Arbor	Glen Arbor Township	006-112-009-10	2,804	Kevin & Kathleen Seitz	4342 Thompson Rd. Maple City, MI 49664	\$448,570	401	45000044	Interim Response In Progress	watch
29	Burner Castle Oil Co. Bulk Plant	10627 Carter Rd.	Tawassee City	Elmwood Township	004-033-107-00	1,148	Blaney Castle Oil Co.	Beard Lake, MI 49614	\$156,600	201	45000047	Interim Response In Progress	watch
30	Fowler Res. Spill	12321 Bughn Rd.	Tawassee City	Elmwood Township	004-670-008-00	1,373	Nicholas & Janet Pichla	12321 S. Bughn Rd., Cedar MI 49621	\$76,900	401	45000045	Interim Response In Progress	watch
31	Empire Front Street	10184 Front Street	Empire	Village of Empire	041-701-008-00	0,112	Lincoln Trust Co.	Denver, CO 80217	\$71,500	401	45000067	Delisted Interim Response In Progress	watch
32	Birchway Drive Res Spill	7476 Birchway Drive 13561 South West Bayshore Dr.	Glen Arbor	Glen Arbor Township	006-215-004-00	0,239	Birchway Company LLC	117 West Hill Lane, Feland, MI 49735	\$809,390	401	45000071	Interim Response In Progress	watch
33	Commercial Wall W. Bayshore	10184 Front Street	Empire	Village of Empire	041-701-008-00	0,112	Nicholas & Janet Pichla	12321 S. Bughn Rd., Cedar MI 49621	\$76,900	401	45000045	Interim Response In Progress	watch
34	Houdek Farm	4941 North Houdek Rd.	Suttons Bay	Leshanau Township	008-131-014-00	1,994	Elizabeth Houdek	4941 N. Houdek Rd. Suttons Bay, MI 49858	\$78,259	401	45000076	Interim Response In Progress	watch
35	Strang Residence	803 St. Josephs (M-23)	Suttons Bay	Village Of Suttons Bay	043-831-009-00	2,333	John J. Mastry	3336 Glenlake Ave Troy, OH 45314	\$48,152	401	45000078	Interim Response In Progress	watch
36	Empire School	10017 Front Street	Empire	Village Of Empire	041-300-006-00	0,755	Joseph Van Esley	44675 Joy Rd NPT 1 Canton, MI 48187-1728	\$250,400	201	45000089	Interim Response In Progress	watch
37	Famer Maple City Lumber Company	Stedrick Rd./Sullivan Woods R./Maple City	Cleveland Township	Cleveland Township	003-035-015-01	3,613	Todd Stedrick	7246 S. Stedrick Road Maple City, MI 49664	\$55,700	201	NA	NA	52

NOTES:
 1. MDEQ Part 213 List- Total of 15 Sites in County, MDEQ Part 201 List 34 total in county, only those with petroleum contaminants listed included on inventory list.
 2. The above list of sites was compiled from the MDEQ Part 213 List of Leaking Underground Storage Tank sites (all 15 sites in the county are included) and the Part 201 Lists of Sites of Contamination (only those with petroleum contamination indicated), sites that were presented by local units of government that responded to our Candidate Site Survey request and sites that were identified by other individuals or organizations. This list is not intended to be final or complete and is considered a dynamic process which will be updated or modified as information becomes available.
 3. DEQ ID numbers marked with an asterisk indicate that more than one DEQ Leak # exists.

**LEELANAU COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY**

RESOLUTION NO. BRA2024-02

**RESOLUTION OF APPRECIATION
HONORING DAN HEINZ**

WHEREAS, Dan Heinz was a member of the Leelanau County Brownfield Redevelopment Authority and was appointed to the Brownfield Redevelopment Authority starting January 1, 2022; and

WHEREAS, Dan served as a member of the Leelanau County Brownfield Redevelopment Authority for three (3) years, and offered his experience and insight on various Brownfield Redevelopment Authority matters; and

WHEREAS, Dan 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 Dan 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 Dan Heinz,

Vice Chairman
Leelanau County Brownfield Redevelopment Authority

Date

Claims & Accounts
 17-Dec-24
Leelanau County Brownfield Redevelopment Authority

1.	Fishbeck – Invoice #445838 – Grant (Provemont Pines) 101.000000.801-205 Contractual	\$ 529.00
2.	Fishbeck - Invoice #445832 - TIF Tracking and Annual Reporting 101.000000.801.000 Contractual	\$ 22.00
3.	Fishbeck - Invoice #445829 - General Consulting Services 101.000000.801.000 Contractual	\$ 585.75
4.	Fishbeck - Invoice #445834 - Grant - Outreach 101.000000.801.205 Contractual	\$ 1,414.00
5.	Homestretch - Reimbursement Part II Application	\$ 500.00
6.	EGLE - Invoice #INV-0000522 Approved Work Plans	\$ 146.00

Total Claims & Accounts:	\$ 3,196.75
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Total EPA Grant	\$1,943.00
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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 : 445838
Invoice Date : 12/4/2024
Project : 241775
Project Name : LCBRA/Provemont Pines, Leelanau, MI
Bill Term : BT1

For Professional Services Rendered Through 11/30/2024

WO9

	Fee	Available	Billings		
			To Date	Previous	Current
BF Review - Brownfield Project Review	5,000.00	5,000.00	529.00	0.00	529.00
Rate Labor		529.00			

Current Billings 529.00
Amount Due This Bill 529.00 ✓

Total Fee : 5,000.00
To Date Billings : 529.00
Total Remaining : 4,471.00

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BF Review - Brownfield Project Review

Rate Labor

Class / Employee

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Environmental Specialist			
Trudy Galla	0.25	150.0000	37.50 ✓
Senior Geologist			
Therese Searles	2.75	122.0000	335.50 ✓
Senior Hydrogeologist			
Courtney Dunaj	0.75	122.0000	91.50 ✓
Staff Environmental Specialist			
Solomon Boisvert	0.75	86.0000	64.50 ✓

Total Rate Labor

529.00

Total Bill Task: BF Review - Brownfield Project Review

529.00

Total Project: 241775 - LCBRA/Provemont Pines, Leelanau, MI

529.00

2024 SOA/RA - 2024 Statement of Account/Reimbursement

Analysis

Rate Labor

Class / Employee

Staff Environmental Specialist

Logan Mulholland

Hours

0.25

Rate

88.0000

Amount

22.00

Total Rate Labor

22.00

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

22.00

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: 445829
Invoice Date: 12/4/2024
Project: 230894
Project Name: LCBRA/ General Consulting Services
Bill Term: BT1

For Professional Services Rendered Through 11/30/2024

WO2-GES / Amend 1

	Fee	Available	Billings		
			To Date	Previous	Current
BP - General Consulting Services	18,000.00	6,172.75	12,413.00	11,827.25	585.75
Rate Labor	585.75				

Current Billings 585.75
Amount Due This Bill 585.75 ✓

Total Fee : 18,000.00
To Date Billings : 12,413.00
Total Remaining : 5,587.00

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[Signature]
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BP - General Consulting Services			
Rate Labor			
<i>Class / Employee</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Environmental Specialist			
Trudy Galla	2.50	150.0000	375.00 ✓
Senior Geologist			
Therese Searles	1.00	122.0000	122.00 ✓
Senior Hydrogeologist			
Jeffrey Hawkins	0.25	179.0000	44.75 ✓
Staff Environmental Specialist			
Logan Mulholland	0.50	88.0000	44.00 ✓
Total Rate Labor			585.75
Total Bill Task: BP - General Consulting Services			585.75
Total Project: 230894 - LCBRA/ General Consulting Services			585.75 ✓

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

Invoice : 445834
Invoice Date : 12/4/2024
Project : 230505
Project Name : LCBRA/FY22 Grant Community Outreach/Programmatic Activities
Bill Term : BT1

For Professional Services Rendered Through 11/30/2024

WO2

	Fee	Available	Billings		
			To Date	Previous	Current
BP - Outreach & Programmatic (Task 4)	18,000.00	3,632.25	15,781.75	14,367.75	1,414.00
Rate Labor		1,414.00			

Current Billings 1,414.00
Amount Due This Bill 1,414.00 ✓

Total Fee : 18,000.00
To Date Billings : 15,781.75
Total Remaining : 2,218.25

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BP - Outreach & Programmatic (Task 4)

Rate Labor

Class / Employee

Hours

Rate

Amount

Production Support

Shelbey Senkewitz

1.25

88.0000

110.00 ✓

Senior Environmental Specialist

Trudy Galla

3.00

150.0000

450.00 ✓

Senior Geologist

Therese Searles

7.00

122.0000

854.00 ✓

Total Rate Labor

1,414.00

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

1,414.00

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

1,414.00

JOHN A. GALLAGHER III
LEELANAU COUNTY TREASURER
LEELANAU COUNTY BROWNFIELD AUTHORITY

Date of Receipt
October 17, 2024

Receipt No.
1024

Received of HOMESTRETCH NONPROFIT HOUSING
Received for HOMESTRETCH NONPROFIT HOUSING ~ PART 2 APPLICATION FEE

Amount of Receipt..... 500.00

Fund/Account	Description	Amount
101 General Fund 000000-607-000	Application Fees	500.00

Amount in words:

** FIVE HUNDRED DOLLARS AND 00/100 **

Total Distributions: 500.00

Paid By: Check

500.00 HOMESTRETCH NONPROFIT HOUSING CK#7027

PREPARED &
PROOFED BY
JM
VERIFIED BY



RECEIVED FOR TREASURER BY:

November 19, 2024

Logan Mulholland
County of Leelanau BRA
8527 East Government Center Drive, Suite 108
Suttons Bay, MI 49682

PREPARED &
PROOFED BY
MM
VERIFIED BY

Invoice: INV-0000522

Dear Logan Mulholland,

Legislative changes occurred on December 28, 2012, permitting the State of Michigan to collect 3 out of the 6 mill State Education Tax annually on new Act 381 Work Plan projects to provide future funding for Brownfield Grants and Loans. The County of Leelanau BRA had Work Plan projects approved by the Michigan Strategic Fund (MSF) and/or the Department of Environment, Great Lakes, and Energy Quality (EGLE) after January 1, 2013.

Project Information is listed below:

Project Name	Site Number	Annual Report Metric Number	Reported Calendar Year	Amount Due
Two Peas, LLC Site	SITE-00001427	M-0000148334	2023	\$146.00
Subtotal Amount Due				\$146.00

Previously Unreported Years (if applicable):

Project Name	Site Number	Annual Report Metric Number	Previous Year(s) Being Reported	Amount Due
Previously Unreported Subtotal Due				\$0.00

Total Amount Due		\$146.00
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Please remit payment of above total amount by **01-18-2025**.

The Amount Due is calculated directly from information entered in the Portal, and submitted by your jurisdiction. If you feel the Amount Due is not accurate, please contact MEDC Brownfield Staff at brownfield@michigan.org or (517) 896-9964, to adjust your reporting.

****See last page for payment information****

Pay by Electronic Funds Transfer:

1. Send payment to:
 - a. Routing #072000326
 - b. Account #878375851
 - c. If a description field is available, please enter "Brownfield Redevelopment Fund"

Pay by Check:

1. Make checks payable to: "State of Michigan"
2. Please be sure to write "Brownfield Redevelopment Fund" on the memo line
3. Mail the remittance check to:

MEDC Finance Department
Michigan Economic Development Corporation
300 N. Washington Square
Lansing, MI 48913

LEELANAU COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY

Post Audit
December 17, 2024

11/30/2024	Check #2412 – Leelanau County Partial repayment of seed loan	\$10,000.00
11/30/2024	Check #2413 - GTRAC TIR (Summer 2024) reimbursement to developer	\$ 7,224.03

POST AUDIT

\$17,224.03

Trial Balance Report

Detail

YTD Ending 11/30/24

Fund 101 General Fund	Beginning Balance	Debits	Credits	Ending Balance
000000-001-000 Cash	82,866.28	262,599.55	309,478.94	35,986.89
000000-001-001 Cash - MMA	121,892.19	1,418.61	0.00	123,310.80
000000-001-010 Cash - TIF Restricted Courthouse	0.00	93,486.94	35,000.00	58,486.94
000000-001-020 Cash - TIF Restricted Two Peas	0.00	2,199.71	2,032.24	167.47
000000-001-030 Cash - TIF Restricted GTRAC	0.00	7,224.03	7,224.03	0.00
000000-040-000 Accounts Receivable	39,398.81	13,936.09	53,334.90	0.00
000000-079-000 Due from Federal Gov	13,701.84	750.00	14,451.84	0.00
000000-202-000 Accounts Payable	-38,347.70	256,176.41	217,828.71	0.00
000000-222-000 Due to County	-20,000.00	10,000.00	0.00	-10,000.00
000000-390-000 Fund Balance	-199,511.42	0.00	0.00	-199,511.42
000000-402-001 TIF - West Shore Crossings	0.00	38,744.25	42,719.21	-3,974.96
000000-402-002 TIF - Leland Residential	0.00	654.56	41,940.77	-41,286.21
000000-402-003 TIF - GTRAC	0.00	0.00	8,320.49	-8,320.49
000000-402-006 TIF - Two Peas	0.00	0.00	2,479.59	-2,479.59
000000-501-005 EPA Assessment	0.00	15,201.84	67,785.25	-52,583.41
000000-607-000 Application Fees	0.00	0.00	1,150.00	-1,150.00
000000-664-000 Interest	0.00	60.69	1,332.07	-1,271.38
000000-664-001 Interest - Savings	0.00	31.00	1,449.61	-1,418.61
000000-728-000 Postage	0.00	9.68	0.00	9.68
000000-801-000 Contractual Services	0.00	15,911.58	2,882.25	13,029.33
000000-801-200 Contractual - Assessment Petroleum	0.00	1,031.50	1,031.50	0.00
000000-801-201 Contractual - Assessment Haz Mat	0.00	46,758.97	46,758.97	0.00
000000-801-205 Contractual - EPA Assessment	0.00	52,612.68	515.75	52,096.93
000000-900-000 Printing & Publishing	0.00	1,125.18	0.00	1,125.18
000000-964-000 Refund Developer Exp - TIF	0.00	8,320.49	0.00	8,320.49
000000-964-002 Refund to DTR - County Treasurer	0.00	104,849.10	104,849.10	0.00
000000-990-000 Debt Payment	0.00	25,000.00	0.00	25,000.00
000000-999-000 Transfer out	0.00	25,000.00	25,000.00	0.00
000000-999-242 Transfer Out-Local LCBRA Revolving	0.00	4,462.36	0.00	4,462.36
Total Fund General Fund 101	0.00	987,565.22	987,565.22	0.00

Trial Balance Report

Leelanau County Brownfield Authority

Detail

YTD Ending 11/30/24

		<u>Beginning</u>			<u>Ending</u>
		<u>Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
Fund 242 Local Brownfield Revolving Fun					
000000-001-000	Cash	0.00	4,462.36	0.00	4,462.36
000000-699-101	Transfer In - LCBRA General Fund	0.00	0.00	4,462.36	-4,462.36
	Total Fund Local Brownfield Revolving Fun 242	0.00	4,462.36	4,462.36	0.00

REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

Leelanau County Brownfield Authority

Department

Period Ending Date: November 30, 2024

Account Number	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Account Name				
Fund 101 General Fund				
Fiscal Year 2024				
Revenues				
000000-401-000 Fund balance forward	0.00	0.00	76,868.00	0.00%
000000-402-001 TIF - West Shore Crossings	0.00	3,974.96	4,000.00	99.37%
000000-402-002 TIF - Leland Residential	0.00	41,286.21	8,600.00	480.07%
000000-402-003 TIF - GTRAC	0.00	8,320.49	1,100.00	756.41%
000000-402-006 TIF - Two Peas	0.00	2,479.59	280.00	885.57%
000000-501-005 EPA Assessment	1,188.50	52,583.41	192,500.00	27.32%
000000-607-000 Application Fees	0.00	1,150.00	2,000.00	57.50%
000000-664-000 Interest	182.79	1,271.38	300.00	423.79%
000000-664-001 Interest - Savings	191.41	1,418.61	375.00	378.30%
Revenues Total	1,562.70	112,484.65	286,023.00	39.33%
Expenses				
000000-727-000 Office Supplies/Operating	0.00	0.00	150.00	0.00%
000000-728-000 Postage	0.00	9.68	50.00	19.36%
000000-801-000 Contractual Services	0.00	13,029.33	12,000.00	108.58%
000000-801-205 Contractual - EPA Assessment	0.00	52,096.93	192,500.00	27.06%
000000-860-000 Travel	0.00	0.00	3,800.00	0.00%
000000-900-000 Printing & Publishing	0.00	1,125.18	1,800.00	62.51%
000000-901-000 Legal Notice	0.00	0.00	200.00	0.00%
000000-960-000 Education	0.00	0.00	1,000.00	0.00%
000000-964-000 Refund Developer Exp - TIF	7,224.03	8,320.49	0.00	100.00%
000000-964-002 Refund to DTR - County Treasurer	0.00	0.00	34,950.00	0.00%
000000-965-006 TIF 3 mils to SOM	0.00	0.00	110.00	0.00%
000000-990-000 Debt Payment	0.00	25,000.00	25,000.00	100.00%
000000-995-000 County Payment	0.00	0.00	10,000.00	0.00%
000000-999-242 Transfer Out-Local LCBRA Revolving	0.00	4,462.36	4,463.00	99.99%
Expenses Total	7,224.03	104,043.97	286,023.00	36.38%
Transfer Out-Local LCBRA Revolving	-5,661.33	8,440.68	0.00	100.00%
Revenues Total	1,562.70	112,484.65	286,023.00	39.33%
Expenses Fund Total	7,224.03	104,043.97	286,023.00	36.38%

REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

Leelanau County Brownfield Authority

Department

Period Ending Date: November 30, 2024

Account Number	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Account Name				
Net (Rev/Exp)	-5,661.33	8,440.68	0.00	
Beginning/Adjusted Balance		YTD Revenues	YTD Expenses	Current Fund Balance
199,511.42	+	112,484.65	-	104,043.97
			=	207,952.10
Grand Total for Revenues	1,562.70	112,484.65	286,023.00	39.33%
Grand Total for Expenses	7,224.03	104,043.97	286,023.00	36.38%
Grand Total Net Rev/Exp	-5,661.33	8,440.68	0.00	