

Leelanau County Brownfield Redevelopment Authority (LCBRA)

Meeting Date: **Tuesday OCTOBER 17, 2023 at 10:00 am**

Location: Leelanau County Government Center

- CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- ROLL CALL**
- WELCOME – Sarah Gruza, Brownfields Project Manager, U.S. EPA Region 5**
- PUBLIC COMMENT**
- DIRECTOR COMMENTS**
- CONSIDERATION OF AGENDA**
- CONFLICT OF INTEREST**
- CONSIDERATION OF MINUTES – SEPTEMBER 19, 2023 *pgs 2-5***
- CONSENT AGENDA**

<p style="text-align: center;"><u>Members</u> Dan Heinz, Chairman Rick Foster, Vice-Chair John Arens-Sect/Treasurer Deborah Allen Gwenne Allgaier T. Eftaxiadis David King</p> <p style="text-align: center;"><u>Director</u> Trudy Galla</p>

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 6-7*
- b. Fishbeck – EPA Assessment Grant *pgs 8-12*

- OLD BUSINESS**
- NEW BUSINESS**
 - 1. Update: Brownfield Plan – Bluebird (Telgard), Leland Township
Public Hearing/Board of Commissioners Action
 - 2. Q&A with Sarah Gruza, EPA Project Manager
- FINANCIALS**
 - 1. Claims & Accounts \$5,310.84 *pgs 13-26*
 - 2. Post Audit, Budget Amendments, Transfers
- CORRESPONDENCE/COMMUNICATION ITEMS**
- PUBLIC COMMENT**
- DIRECTOR COMMENTS**
- MEMBER / CHAIRPERSON COMMENTS**
- ADJOURN**

A regular meeting of the Leelanau County Brownfield Redevelopment Authority (LCBRA) was held on Tuesday, September 19, 2023 at the Leelanau County Government Center.

CALL TO ORDER

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

ROLL CALL

Members Present: D. Allen, G. Allgaier, D. Heinz, D. King
R. Foster T. Eftaxiadis

Members absent: J. Arens
(Prior notice)

Staff: T. Galla, Director, G. Myer, Senior Planner

Public: T. Searles, L. Mawby, L. Telgard, S. Telgard

PUBLIC COMMENT – None.

DIRECTOR COMMENTS

Galla said that their EPA representative will be present at their next meeting in October and afterwards she wants to see some of the projects. Also, today officially marks 35 years that Galla has been with the county. Members applauded Galla on her accomplishment.

CONSIDERATION OF AGENDA

Heinz removed “Item 2” under “New Business” and said the correct Claims and Accounts amount is \$16,155.49.

Motion by Allgaier, seconded by Eftaxiadis, to accept the agenda as amended. Motion carried 6-0.

CONFLICT OF INTEREST – None.

CONSIDERATION OF AUGUST 15, 2023 MINUTES

Motion by Eftaxiadis, seconded by Allgaier, to approve the minutes as presented. Motion carried 6-0.

CONSENT AGENDA

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

Motion by King, second by Allgaier, to accept the consent agenda as presented. Motion carried 6-0.

OLD BUSINESS – None.

NEW BUSINESS

Brownfield Fact Sheet/Brownfield Plan-Bluebird, Leland Township

Searles updated members, saying this is the redevelopment of the Bluebird Restaurant and the former Early Bird Restaurant. The assessor has determined that the property is functionally obsolete which is the basis for eligibility. The total investment for both phases of redevelopment is anticipated at 6.2 million dollars, retaining 27-30 local jobs and creating another 8-14 part-time positions. With this Brownfield Plan there is 19 years of TIF capture anticipated. The LCBRA would have 5 years of full capture into the local LCBRA Revolving Fund to help this program be more sustainable. Anticipated for the LCBRA implementation and administrative fees is \$43,529.00, which is set at 10% of tax increment revenues. Searles stated that all of these reimbursement numbers are set up as a maximum reimbursement. The developer will submit their actual invoices which will then be reimbursed on the actual cost. The maximum to the developer is \$216,775.00. The LCBRA will get their grant funds that they have allocated for the project to reimburse this part of the plan. In conclusion, Searles said the local jurisdiction will continue to capture what they are capturing now on the base tax value throughout the term of the plan.

Heinz questioned the \$815,328.00 of the initial taxable value. Is this amount just for the land after the demolition of the building? Searles said that is the initial taxable value of both parcels in 2023 for land and buildings. The new building will be smaller and all of these future tax estimates are in coordination with the assessor. The assessor feels that due to the inefficiency of the old building and the size of the new building, these are very conservative estimates of the increase that they would see. Heinz mentioned doing just the Bluebird Restaurant and not including the Early Bird on the plan. Searles said they could have stuck to just the Bluebird since it is the first phase of development, but there is enough development of the Early Bird that it makes more sense to keep the two together. They do have plans for both, just further out. Heinz questioned the \$218,025.00 dollar amount saying that the next page list the number at \$216,775.00, so they are off on their numbers. Searles clarified that they are talking about two different things. The Brownfield Plan separates out the environmental and nonenvironmental which can be confusing. Galla thanked Searles for her work on this and said she and Searles are prepared to attend the October 9th meeting of the Leland Township Board. If action to approve is taken by the LCBRA today, they will ask for approval at the township.

Allgaier asked about the jobs retained. S. Telgard responded that he doesn't have 27-30 people waiting to come back to work tomorrow. They have probably moved on and gotten jobs elsewhere. That is the number he would have if the Bluebird was up and running today. They want to expand what they do, that is where the 8-14 part-time jobs came from. Allgaier asked about the living quarter over the Early Bird. Telgard said it would not necessarily be for employees, he would love year-round rentals. Could be short term for a period of time, it has not been determined at this time. Heinz asked if the second story of Bluebird would be housing? Telgard said no, just a small office space. It will mainly be a single-story building.

L. Telgard commented that they are aware of the housing problem for employees. They do have another piece of land that is zoned C2 and they are trying to decide what to do with it. They may petition for changes so they can put in seasonal housing. The only reason they may do Short

Term Rentals temporarily would be for the quick income to facilitate the Bluebird project.

Eftaxiadis said the cost of the environmental assessments are part of the eligible activities. Were those done through the EPA grant or LCBRA? Searls said through the LCBRA with EPA grant funds. Eftaxiadis questioned why the LCBRA was asking for reimbursement of those funds? Searls said the EPA encourages leveraging those funds to create a more sustainable BRA because those grant funds are hard to get. Eftaxiadis said they have funds from EPA to do the assessments, and now they are asking to be reimbursed. Do they have anything from EPA saying that they can do that? And where is the LCBRA putting those funds? Galla said the funds are not a reimburse to the LCBRA, it is going back in so that it can be used for other projects when they don't have grants. During the last grant cycle, they were told that the EPA is not the bank, don't keep coming back for more funds. The EPA wants to know how the LCBRA will continue with our program when grant funds are no longer available. Eftaxiadis said he is concerned if they get audited because he has understood over the years that they can't do that. However, if the EPA has indicated that it is okay, then he is okay with it.

Motion by Eftaxiadis, seconded by Allgaier, to approve the plan and pass it along to the Leland Township. Motion carried 6-0.

S. Telgard mentioned educating the Township board on the process. L. Telgard said the township is fearful because of the old courthouse property. This new project will help elevate the community.

FINANCIALS

Claims & Accounts

Galla confirmed the correct amount of \$16,155.49.

Motion by King, seconded by Foster, to approve Claims & Accounts in the amount of \$16,155.49. Motion carried 6-0.

Post Audit, Budget Amendments, Transfers

Galla mentioned a previous revolving loan fund account that was required with previous EPA grants. It was a separate interest bearing account with a little over \$1,000.00 in it. The account was going to get charged by the bank, so the money was transferred to the LCBRA checking account and closed the account. However, the account was never closed here at the county on the general ledger. This amendment will clean this up and show that the account no longer exists.

Motion by Allgaier, seconded by Foster, to approve the amendment. Motion carried 6-0.

CORRESPONDENCE/COMMUNICATION ITEMS -None.

PUBLIC COMMENT – None.

DIRECTOR COMMENTS -None.

MEMBER / CHAIRPERSON COMMENTS

Heinz thanked Searles and said good luck at the township.

ADJOURN

Meeting adjourned at 10:34 a.m.

DRAFT

Memo

TO: Trudy J. Galla, AICP, Director – Leelanau County Brownfield Redevelopment Authority
FROM: Therese Searles and Jeff Hawkins
DATE: October 17, 2023
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 Services (W.O. #2-GS)

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 subject to this work order may include assistance with existing Brownfield Plans, new project communications, evaluating new State reporting requirements, and other project assistance as needed. ***Activities included in this month's invoice for consideration involved discussions with Trudy Galla on a proposed new project in Elmwood Township and on development agreement considerations.***

Project Invoices for Consideration:

Invoice #428407 (\$263.50)

2. 2023 Tax Increment Tracking and Annual Reporting (W.O. #1-GS)

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 for 2023 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 2023. Fishbeck tracks the collection of TIR received on a continual basis as those checks come in and are forwarded on by Trudy Galla. ***Activities included in this month's invoice were related to review of tax increment revenues (TIR) received.***

Project Invoices for Consideration:

Invoice #428408 (\$42.00)

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

10/17/2023

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	1-GS	Tax Increment Tracking and Annual Reporting	\$ 4,900.00	Invoice Total	421222	3/13/2023	\$ 333.75		
					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		
				Project Subtotal			\$ 3,919.40	Project Subtotal Remaining	\$ 980.60
				Invoice Breakdown					
		Statement of Account and Reimbursement Analysis Preparation	\$ 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		
				Phase Subtotal			\$ 3,189.90	Phase Subtotal Remaining	\$ 510.10
		Annual Reporting	\$ 1,200.00		423195	5/8/2023	\$ 136.50		
					426200	8/2/2023	\$ 42.00		
					427526	9/7/2023	\$ 551.00		
				Phase Subtotal			\$ 729.50	Phase Subtotal Remaining	\$ 470.50
230894	2-GS	General Consulting	\$ 6,000.00	Invoice Total	423194	5/4/2023	\$ 59.00		
					425213	7/6/2023	\$ 59.00		
					426199	8/2/2023	\$ 88.50		
					427537	9/7/2023	\$ 646.00		
					428407*	10/5/2023	\$ 263.50		
				Project Subtotal			\$ 1,116.00	Project Subtotal	\$ 4,884.00
		Approved Project Budgets Subtotal	\$ 10,900.00	Total Expended			\$ 5,035.40	Budgets Remaining	\$ 5,864.60
		Estimated Budget Remaining	\$ -					Check	\$ 10,900.00
		Project Budgets Returned							
		Available Budget Remaining	\$ 5,864.60						
		Notes:							

Memo

TO: Trudy J. Galla, AICP, Director – Leelanau County Brownfield Redevelopment Authority

FROM: Therese Searles and Jeff Hawkins

DATE: October 17, 2023

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. This activity is complete. There are no further invoices for consideration.

Project Invoices for Consideration:

N/A

2. Community Outreach and Programmatic

Project No: 230505 – W.O. # 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.

Activities included in this month's invoice for consideration include preparing meeting materials and budget discussion in preparation of the quarterly report.

Project Invoices for Consideration:

Invoice #428409 (\$606.50).

3. Bluebird Redevelopment Project - 102 & 103 E. River St. and 101 E. Main St., Leland, MI

Project No: 230504 – W.O. # 3, Amendment #1

Update:

Skip (Daryl) and Lynn Telgard submitted a project application to the LCBRA for their Bluebird Redevelopment Project in Leland. The Bluebird restaurant, designated as “functionally obsolete” by the Township Assessor, will be rebuilt as a smaller restaurant with a rentable commercial space, occupying less land and located closer to the river. The adjacent former Early Bird restaurant will be redeveloped as well. Leelanau Coffee Roasting Co. currently leases this space and that may continue after redevelopment. This phase of redevelopment anticipates the demolition of the existing structure in two to three years. The redevelopment anticipates a new two-story mixed-use building will be constructed with retail on the first floor and up to three residential units on the second floor.

Private investment is anticipated at \$6,200,000 for both phases of redevelopment, retaining 27-30 local jobs and creating another 8-14 part-time positions. The developers have requested support from the LCBRA through the preparation of a brownfield plan, completion of a Phase I ESA, Pre-Demolition Asbestos Surveys and a Phase II ESA. A petroleum eligibility determination was received from EGLE for the use of petroleum grant funds on March 16, 2023 and EPA has concurred with the LCBRA’s eligibility demonstration for the use of hazardous substance grant funds as of March 22, 2023. EPA accepted the HASP and approved the SAP on May 18, 2023. The asbestos survey activities are complete and reports have been issued. The Phase I ESA is complete and identified one Recognized Environmental Condition (REC) pertaining to remaining tank(s) closed in place and the lack of assessment to determine whether impacts to the subject property exist as a result of these tank(s). The GPR Survey is complete and has been furnished to the LCBRA. UST Site Assessment sampling is recommended when the tanks are removed, anticipated to be concurrent with demolition of the Early Bird structure in a few years. A brownfield redevelopment 101 presentation was provided to Leland Township during their August 14th Township Board meeting.

Preparation of the Brownfield Plan is complete and was recommended for approval by the LCBRA board on September 19, 2023 and supported with a resolution by Leland Township on October 9, 2023. The next step is preparing the public notice and notice to the taxing jurisdictions. The Executive Director of the LCBRA is working to have the Brownfield Plan on the agenda for the November County Executive Board and Board of Commissioners meetings.

Project Invoices for Consideration:

Invoice #428410 (\$2,876.55).

**4. Centerville Township Dump – Centerville Township, MI
Project No: 231190 – W.O. # 4**

Update:

Centerville Township owns a 14-acre parcel of land that is a closed Township dump site located on Gatzke Road in Centerville Township. There is little information known regarding operation of the dump with respect to years in operation, geographic boundaries, specific materials dumped on the site, etc. Based on local knowledge, the dump is believed to have closed in the mid-1970s or earlier. Centerville Township is evaluating future plans for the site including the potential to redevelop the site for reuse as a public park or selling the property to fund other Township needs. Centerville Township is seeking funding support through the Leelanau County Brownfield Redevelopment Authority (LCBRA) to conduct assessment of the property to determine appropriate reuse options for the property and identify what activities may be needed to safely reuse the site. The LCBRA approved funding a Phase I ESA at the June LCBRA meeting to assist with understanding the historical context and geographic boundaries of the former dump site. Completion of the Phase I ESA will also inform the scope of subsequent assessment needed based on any Recognized Environmental Conditions (RECs) that may be identified in the Phase I ESA. An Eligibility Demonstration was prepared and submitted to the USEPA on June 29, 2023. Eligibility was confirmed on July 12, 2023. The Phase I ESA is complete and identified one Recognized Environmental

Condition (REC) associated with the known historic unregulated landfill in the vicinity of the Subject Property from at least the 1930s to late 1970s. Historical resources indicate a majority of the landfilling activities occurred south of the Subject Property ; however, a small area (approximately 6,000 square feet) of potential landfilling activities may have been located in the northwestern portion of the Subject Property. ***There is not a requirement for further assessment and at this point, the grant funded activities approved in Work Order #4 are complete. However, redevelopment planning may warrant further assessment especially if the use of a well for water consumption is anticipated. The Township is currently experiencing a change in governmental leadership. The Executive Director of the LCBRA will be reaching out to the Township to determine if they will be seeking additional support from the LCBRA for additional assessment.***

Project Invoices for Consideration:

This project was invoiced in full in August. There are no further invoices for consideration based on approved work orders to date.

**5. Peninsula Housing – 980 Herman Road, Suttons Bay, MI
Project No: 231191 – W.O. # 5**

Update:

Peninsula Housing, a Michigan non-profit Corporation, is redeveloping an over 10-acre old farmstead with a house, barn, and other outbuildings located in Suttons Bay, Michigan. The existing buildings are unusable and need to be demolished for redevelopment plans. There is known lead-based paint in the house. The house and other structures have the potential to contain asbestos, which needs to be determined prior to demolition.

Peninsula Housing proposes to develop up to 80 housing units on the site in a mix of rental and owner-occupied apartments, duplexes, etc. beginning in 2024/2025. Current zoning allows two-story, multi-family development at a density of 8 units/acres as special land use. Redevelopment is anticipated to be completed by 2028.

Peninsula Housing is seeking funding support from the Leelanau County Brownfield Redevelopment Authority (LCBRA) for the completion of a Pre-Demolition Hazardous Materials Inspection, inclusive of an asbestos survey and universal waste inventory which the LCBRA approved at the June LCBRA meeting. Some assessment work has already been completed on the property. Since there is already knowledge of lead-based paint, no further scope of work related to a lead assessment is proposed. There is also knowledge of lead and arsenic in soil, and a Baseline Environmental Assessment (BEA) has already been completed.

There is potential for Peninsula Housing to request grant funding assistance for cleanup planning and/or the preparation of a Brownfield Plan to reimburse certain eligible brownfield costs. Based on the anticipated redevelopment, there are expected brownfield eligible activities that may include lead and asbestos abatement, building and site demolition, and potentially soil management activities. Other funding sources are being sought to leverage different portions of the project. The outcome of any other funding source requests used to support the project and results of the Pre-Demolition Hazardous Materials Inspection will inform the decision to consider preparation of a Brownfield Plan.

An Eligibility Demonstration was prepared and submitted to the USEPA on June 29, 2023. Eligibility was confirmed on July 11, 2023. Fishbeck prepared the Health and Safety Plan (HASP), which was accepted, and Sampling and Analysis Plan (SAP), which was approved by the EPA on August 2, 2023. The field work for the Pre-Demolition HMI was completed on August 23-25, 2023. ***Analytical results were received and evaluated. The Hazardous Materials Inspection report has been finalized and sent to the LCBRA and Peninsula Housing. A copy of the report was also forwarded on to the USEPA. Five structures exist on the property. Five types of miscellaneous non-friable asbestos-containing materials were identified, associated with two of the structures: the house and the farmhand housing***

building. All grant funded activities approved in Work Order #5 are complete. Fishbeck will reach out to Peninsula Housing to determine if they will be seeking additional support from the LCBRA.

Project Invoices for Consideration:

Invoice #428411 (\$1,439.90).

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

10/17/2023

Number	Grant	W.Q.	Task	Site/Phase	Activity	Budget Estimates		Actual			Project Budget Remaining	
						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	\$	3,140.96	
				Amended Travel Budget		\$	4,609.53					\$ -
County			4	Supplies		\$	-					
County			4	Other		\$	-					
				County Subtotal		\$	14,000.00		County Subtotal	\$	4,609.53	County Subtotal
				Contractual - Fishbeck		\$	236,000.00			\$	-	\$ -
230506	1		2	QAPP		\$	3,000.00		Invoice Total 423193 5/4/2023	\$	3,000.00	
				Project Subtotal		\$	3,000.00			\$	3,000.00	Project Subtotal Remaining \$ -
230505	2		4	Community Outreach and Programmatic		\$	6,000.00		Invoice Total 421223 3/13/2023	\$	42.50	
									422203 4/5/2023	\$	590.00	
									423196 5/4/2023	\$	1,315.25	
									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	
										\$	5,469.25	Project Subtotal Remaining \$ 530.75
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	\$	8,681.32	
									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	
										\$	26,248.46	Project Subtotal Remaining \$ 3,751.54
									Invoice Breakdown			
			3	3	Brownfield Plan	\$	5,000.00		Brownfield Plan 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	\$	1,953.50	
									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-AF 1			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-AF 1			2	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-AF 1			2	2	Phase II ESA (Conceptual)	\$	15,300.00		Phase II ESA 426203 8/2/2023	\$	176.00	
					Reallocated budget	\$	(7,300.00)		426204 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 425224 7/6/2023	\$	198.00	
									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-380 Herman Rd. Suttons Bay	\$	13,100.00		Invoice Total 426225 7/6/2023	\$	257.00	
									426204 8/2/2023	\$	294.50	
									427529 9/7/2023	\$	8,738.12	
									428411* 10/5/2023	\$	1,439.80	
									Project Subtotal	\$	10,729.52	Project Subtotal Remaining \$ 2,370.48
									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	\$	1,439.80	
									Phase Subtotal	\$	10,729.52	Phase Subtotal Remaining \$ 2,370.48
					Approved Project Budgets Subtotal	\$	60,400.00		Invoice Total	\$	48,447.23	Budgets Remaining \$ 6,652.77
					Estimated Contractual Budget Remaining	\$	175,600.00			\$	187,552.77	Check \$ 236,000.00
					Project Budgets Returned	\$	-		Actual Contractual Budget Remaining and un-invoiced			
230504	3		1,2,3	Bluebird Redevelopment Project		\$	5,300.00					
						\$	-					
					Available Contractual Budget Remaining	\$	180,900.00					
					Notes:							

Claims & Accounts
17-Oct-23
Leelanau County Brownfield Redevelopment Authority

1.	Fishbeck – Invoice #428407 – Gen Services 101.000000.801-000 Contractual	\$	263.50
2.	Fishbeck – Invoice #428408 – TIF Tracking and Annual Reporting 101.000000.801-000 Contractual	\$	42.00
3.	Fishbeck - Invoice #428409 - Grant - Outreach 101.000000.801.200 Contractual	\$	606.50
4.	Fishbeck – Invoice #428410 – Grant – Bluebird Project 101.000000.801.200 Contractual	\$	2,876.55
5.	Fishbeck – Invoice #428411 – Grant - Peninsula Housing 101.000000.801.200 Contractual	\$	1,439.90
7.	T. Galla - Mileage for Brownfield Conference in Detroit 101.000000.860.000	\$	82.39
Total Claims & Accounts:			\$ 5,310.84

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Payment Options

Remit Wire/ACH payments to Acct: 100094457 ABA: 072413829
 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 : 428407
Invoice Date : 10/5/2023
Project : 230894
Project Name : LCBRA/ General Consulting Services
Bill Term : BT1

For Professional Services Rendered Through 9/29/2023

WO2-GS

	Fee	Available	Billings		
			To Date	Previous	Current
BP - General Consulting Services	6,000.00	5,147.50	1,116.00	852.50	263.50
<i>Rate Labor</i>		263.50			
			Current Billings		263.50
			Amount Due This Bill		<u>263.50</u>

Total Fee : 6,000.00
To Date Billings : 1,116.00
Total Remaining : 4,884.00

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BP - General Consulting Services

Rate Labor

<u>Class / Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Senior Geologist			
Therese Searles	0.75	118.0000	88.50 ✓
Senior Hydrogeologist			
Jeffrey Hawkins	1.00	175.0000	175.00 ✓

Total Rate Labor

263.50

Total Bill Task: BP - General Consulting Services

263.50

Total Project: 230894 - LCBRA/ General Consulting Services

263.50



Payment Options

Remit Wire/ACH payments to Acct: 100094457 ABA: 072413829
 Remit checks to: 1515 Arboretum Drive, SE, Grand Rapids, Michigan 49546
 Remittance Advice: accounts.receivable@fishbeck.com
 616.575.3824
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Attention: Trudy Galla
Leelanau County Brownfield Redevelopment Authority
 8527 East Government Center Drive, Suite 108
 Suttons Bay, MI 49682-9718
 United States

Invoice : 428408
Invoice Date : 10/5/2023
Project : 230507
Project Name : LCBRA/Tax Increment Tracking and Annual Reporting
Bill Term : BT1

For Professional Services Rendered Through 9/29/2023

WO1 -GS

	Fee	Available	Billings		
			To Date	Previous	Current
SOA/RA - Statement of Account/Reimbursement Analysis	3,700.00	551.90	3,190.10	3,148.10	42.00
<i>Rate Labor</i>		42.00			
RPT - Annual Reporting (1 Event)	1,200.00	470.50	729.50	729.50	0.00
			Current Billings		42.00
			Amount Due This Bill		<u>42.00</u>

Total Fee : 4,900.00
To Date Billings : 3,919.60
Total Remaining : 980.40

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SOA/RA - Statement of Account/Reimbursement Analysis

Rate Labor

Class / Employee

Hours

Rate

Amount

Staff Environmental Specialist

Logan Mulholland

0.50

84.0000

42.00 ✓

Total Rate Labor

42.00

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

42.00 ✓

Payment Options

Remit Wire/ACH payments to Acct: 100094457 ABA: 072413829
 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 : 428409
Invoice Date : 10/5/2023
Project : 230505
Project Name : LCBRA/FY22 Grant Community Outreach/Programmatic Activities
Bill Term : BT1

For Professional Services Rendered Through 9/29/2023

WO2

	Fee	Available	Billings		
			To Date	Previous	Current
BP - Outreach & Programmatic (Task 4)	6,000.00	1,137.25	5,469.25	4,862.75	606.50
Rate Labor	606.50				
			Current Billings		606.50
			Amount Due This Bill		<u>606.50</u>

Total Fee : 6,000.00
To Date Billings : 5,469.25
Total Remaining : 530.75

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BP - Outreach & Programmatic (Task 4)

Rate Labor

<u>Class / Employee</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Senior Geologist			
Therese Searles	4.25	118.0000	501.50 ✓
Staff Environmental Specialist			
Logan Mulholland	1.25	84.0000	105.00 ✓

Total Rate Labor

606.50

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

606.50

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

606.50 ✓

BP - Brownfield Plan (Task 3)

Rate Labor

Class / Employee

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Senior Geologist			
Therese Searles	15.00	118.0000	1,770.00 ✓
Senior Hydrogeologist			
Jeffrey Hawkins	0.25	175.0000	43.75 ✓
Staff Environmental Specialist			
Logan Mulholland	1.25	84.0000	105.00 ✓
Staff Technician			
Shelbey Senkewitz	1.25	84.0000	105.00 ✓
Technician			
Michelle Bell	4.50	86.0000	387.00 ✓

Total Rate Labor

2,410.75

Total Bill Task: BP - Brownfield Plan (Task 3)

2,410.75

PH2 - Phase II ESA

Rate Labor

Class / Employee

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Hydrogeologist			
Courtney Dunaj	3.25	118.0000	383.50 ✓
Senior Geologist			
Therese Searles	1.25	118.0000	147.50 ✓
Staff Technician			
Shelbey Senkewitz	0.25	84.0000	21.00 ✓

Total Rate Labor

552.00

Total Bill Task: PH2 - Phase II ESA

552.00

Total Project: 230504 - LCBRA/Bluebird Redevelopment Project/Leland, MI

2,962.75 ✓

Payment Options

Remit Wire/ACH payments to Acct: 100094457 ABA: 072413829
 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 : 428411
Invoice Date : 10/5/2023
Project : 231191
Project Name : LCBRA/Peninsula Housing -980
 Herman Rd, Suttons Bay, MI
Bill Term : BT1

For Professional Services Rendered Through 9/29/2023

	Fee	Available	Billings		
			To Date	Previous	Current
231191 - LCBRA/Peninsula Housing -980					
Herman Rd, Suttons Bay, MI					
ELG & PREP - Eligibility and preparaton of HASP & SAP	1,000.00	301.00	699.00	699.00	0.00
Demo - Pre-Demolition Hazardous Material Inspection	12,100.00	3,509.38	10,030.52	8,590.62	1,439.90
<i>Rate Labor</i>	500.50				
<i>Expenses</i>	884.40				
<i>Unit Rate Expense</i>	55.00				
<i>Total Expense</i>	939.40				
			Current Billings		1,439.90
			Amount Due This Bill		1,439.90

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Demo - Pre-Demolition Hazardous Material Inspection

Rate Labor

<u>Class</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Senior Geologist	1.00	118.0000	118.00 ✓
Staff Engineering Specialist	4.25	90.0000	382.50 ✓
Total Staff Engineering Specialist	4.25		382.50
Total Rate Labor			500.50

Expenses

<u>Account / Vendor</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
Subconsultant			
Apex Research Inc	804.00	1.10	884.40 ✓
Total Expenses			884.40

Unit Rate Expenses

<u>Account / Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Amount</u>
Meals			
Per Diem - Partial Day	1.00	55.0000	55.00 ✓
Total Unit Rate Expenses			55.00

Total Bill Task: Demo - Pre-Demolition Hazardous Material Inspection **1,439.90**

Total Project: 231191 - LCBRA/Peninsula Housing -980 Herman Rd, Suttons Bay, MI **1,439.90** ✓



Rocky Mountain Chocolate Factory
 8825 Marketplace Drive
 Birch Run, MI 48415
 989-624-4784

Jacoby's
 624 Brush St
 Detroit MI, 48226
 313-962-7067

DATE 8/11/2023 2:19 PM
 EMPLOYEE Sandra R.
 CHECK 0210810 SALE

Opened: 08/10/2023 7:05 pm
 Order: 190657
 Order Type: Dine In
 Name: Table 25
 Server: Keri
 Check: 4

1 Bulk Chocolate 5.28
 0.23 LB @ \$22.95/LB
 Lite Bulk TOTAL 5.28
 TOTAL \$5.28
 CASH TENDERED 20.00
 CHANGE \$14.72

1 Rib Tips 20.00
 2 Moscalo 14.00
 Subtotal 34.00
 Mi Tax 2.04
 Total 36.04

Thank You!



-- 54 - 8/11/2023 2:19 PM --

20.
 1.20 Tax
 30.20
 24.20 -

26216

Huntington Place
Coffee Shop
Date: 08/11/2023 00:49:36AM
Server: portable4s1

ITEM	PRICE
1 Cup Coffee 12oz	\$4.00
Subtotal:	\$4.00
Michigan State Tax (Included):	\$0.23
Amount:	\$4.00
Total:	<u>\$4.00</u>



APPLEBEE'S
NEIGHBORHOOD GRILL & BAR
8800 Main St
Birch Run, MI, 48415
989-624-4307

JULIE C TB#66-CO
DATE: 08-11-23 TIME: 01:07 PM GUESTS: 1
Check #:9309-2058863

PAYMENT

EMV AID: A0000000042203
CVM: SIGNATURE VERIFIED
App Label: Debit
Reference Number: EWDQWBSXXRPQA
Auth #: 011962
Name: TRUDY GALLA

APPROVED
SOURCE: POS
CARD TYPE: MASTERCARD
CARD NUMBER: *****
APPROVAL CODE: 1
Merchant ID:
Trans Type: AUTH

Thank you!

App Label: Debit MasterCard
Card Entry: ()
AID: :
TVR: :
TSI: :
AC: 2
ARC: :

APPLEBEE'S
NEIGHBORHOOD GRILL & BAR
8800 Main St
Birch Run, MI, 48415
989-624-4307

JULIE C TB#66-CO
DATE: 08-11-23 TIME: 01:07 PM GUESTS: 1
Check #:9309-2058863

Amount: 17.47
Tip: 4.00
Total: 21.47

1 LEMONADE	2.99
1 STRW BAL CHX	13.49

Check TOTAL: 16.48
TAX: 0.99

Cardmember agrees to pay total in accordance with agreement governing use of such card.

1540 TP
262
= \$20.08

MASTERCARD: 17.47
Cash Due: 0.00

** Guest Copy **

DUPLICATE # 1

THANK YOU FOR CHOOSING APPLEBEES
