Washtenaw County Brownfield Redevelopment Authority

IN-PERSON MEETING AGENDA

Thursday, March 12th 2026 9:00 a.m.

200 N. Main, Ann Arbor, Lower Level Large Conference Room

Zoom Link to Webinar for Public to Join the Meeting:

https://washtenawcounty.zoom.us/j/83036086060?pwd=GrcdzGxfp5SIG7RdmXxu2VNhrGXUp3.1
(updated link for 2026 meetings)

Dial In Number: (number based on your current location):
+1 312 626 6799 US (Chicago) +1 470 250 9358 US (Atlanta) +1 470 381 2552 US (Atlanta) +1 267 831 0333 US (Philadelphia) +1 301 715 8592 US (Washington DC)

1. **Call to Order**
2. **Public Comment***
3. **Approval of Agenda**
4. **Approval of Minutes**
    a. February 12th, 2026 Meeting
5. **Board Member Conflict of Interest Disclosure**
6. **Business**
    1. 310-312 Detroit St. Eligible Activity Submittal – Action (need Kirstie Resubmittal)
    2. 350 S. Fifth Brownfield Reimbursement Agreement – Action
    3. City of Ypsilanti Water Street Reimbursement Agreement – Action
    4. Program Policies and Procedures – Discussion/action
    5. Discuss Brownfield Plan Publication in Paper of Record Practice – Discussion
    6. Discuss Administrative Account Balance and Projections – Discussion
    7. March 2026 Financial Report – Action
7. **Other Business**
8. **Public Comment***
9. **Adjournment**

*All public comment will be limited to three (3) minutes per person

For more information on this agenda please contact Nathan Voght, Washtenaw County Office of Community and Economic Development at (734) 660-1061 or voghtn@washtenaw.org.

Washtenaw County
Brownfield Redevelopment Authority (WCBRA)
Meeting held in-person at 200 N. Main, downtown Ann Arbor
Lower Level Large Conference Room

DRAFT MEETING MINUTES
Thursday, February 12, 2026, 9:00 a.m.

Board Present: Katie Scott, Trevor Woollatt, Allison Krueger, Christy Maier – Secretary/Treasurer, James Harless, James Downing

Board Absent: Katie Jones – Chair, Elle Cole – Vice-Chair, Jenn Cornell

Staff: Nathan Voght – OCED

Joining the Meeting: Ken Garber, Tom Wieder, Ryan Stanton, Chris Nielsen, Andy Andre, Jacco Gelderloos, Anne Jamieson, Luke Bonner, Joe Giant, all present at the meeting. Various members of the public on Zoom.

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Handouts: None

1. Call to Order

C. Maier, Secretary/Treasurer, called the meeting to order at 9:04 a.m. and delegated authority to James Harless to Chair the meeting.

J. Harless discussed order of business, and that public comments will be limited to 3 minutes per person.

2. Public Comment

Ken Garber spoke about the 3003 Washtenaw proposed development, which will be the City's first MSHDA Housing TIF, with up to 120% of AMI units. A policy needs to be set to ensure the public benefit is there. 120K per year in income is not workforce housing, a policy needs to be set to ensure a public benefit. Regarding Arbor South, the consultant has overestimated parking need. 2600 parking spaces is too many.

Tom Wieder referred to the emailed statement he sent to the Authority members about Arbor South. The project is not eligible for TIF, and the amount of TIF requested is absurd. The assessor that completed the report for the Functional Obsolescence only inspected the site on a Saturday. Did he determine the value of the property? He did not do so. The City Assessor's values does not show declining values for the property. Mr. Wieder continued and referred to previous environmental documents for the corner gas station, and a 2003 release, and in 2010 EGLE closed the LUST site. He continued, but the Chair indicated the 3 minute limit had been reached.

Jennifer Hall, the Ann Arbor Housing Commission Director, spoke on Zoom regarding the Housing Commission's projects, including the two they are involved with on the agenda. Ms. Hall spoke to the 1,000 units that have been built, and those in the pipeline. They have a huge responsibility to manage the affordable housing millage revenue on behalf of the community. The Housing Commission always works with co-developers on projects, as that's the only way to leverage the funding available. Each project is very complex, and require very deep teams to be successful.

Kathy Boris was called on next to speak on Zoom, as she raised her hand, but did not speak.

There was no further public comment.

3. Approval of Agenda

K. Scott moved to approve the agenda (2nd J. Downing), and the motion passed unanimously.

4. Approval of January 8th, 2026 Meeting Minutes

C. Maier had several typos needing correction in the minutes. K. Scott moved to approve the minutes as corrected (A. Krueger 2nd) and the motion passed unanimously.

5. Board Member Conflict of Interest Disclosure

None.

6. Business

1. Arbor South Brownfield Plan – Action

   Staff provided an overview of the project, and history. He referred to members of the development team in attendance, including Luke Bonner, and Andy Andre. He then asked Jennifer Hall, Director of the Ann Arbor Housing Commission, to describe their involvement with the affordable housing component of the project. Ms. Hall explained the developer is providing about 150 units of affordable housing (required by the Ann Arbor Brownfield Policy), and she is "buying" up another 53 units to provide over 200 total. The funding for those 53 units is from the Housing Commission and other sources. The affordable units will be all electric, geo-thermal, and a Low Income Housing Tax Credit has been applied for. Construction will be in 2027.

   Mr. Voght asked if Andy Andre would provide additional information on the project, and pulled up a Powerpoint the Mr. Andre presented to the Board. Mr. Andre reviewed the historic environmental information and investigations for the gas station, including a 2024 Phase I Environmental Site Assessment that included several Recognized Environmental Concerns. Contamination remains on site and there is a Restrictive Covenant recorded on the site. He further provided history of the City's involvement with the project, including bonding to purchase, own and operate the three parking decks, and using Tax Increment Revenues to pay off the bond debt. However, that proposal is no longer included, and the developer will now construct, own, and operate the decks. However, the Brownfield Plan is still structured the same, in terms of the three decks being eligible infrastructure activities, which Tax Increment Financing will be used to repay.

   N. Voght asked about whether all 2600 spaces are within the decks, or does it include other surface parking on site, to which Mr. Andre responded that number does include some other surface parking.

   There was further discussion on the development phasing, and that the affordable units would be built first, the timing of the 4% LIHTC Tax Credits and when those would come in, the overall timeline for the project, which the developer indicated 2028 to 2031, and what guarantees there are if the affordable units can't be built, which Mr. Andre referred to the Development Agreement that provides guarantees.

   The timing of the gas station remediation was discussed, which would occur earlier, and that DTE has a power line that needs to be put underground. The 2024 Baseline Environmental Assessment was discussed.

   T. Woollatt moved to approve the Arbor South Redevelopment Brownfield Plan (2nd C. Maier), and the motion passed unanimously.

2. 350 S. Fifth LBRF Application – Action

Staff provided some background on the project, and EGLE involvement with a potential grant, and the request for an LBRF grant of $1.25M to assist with soil management during construction. The LBRF application provides more information. The Authority previously provided some environmental assessment grant funds. The Transformational Brownfield Plan was going to the County Board of Commissioners for a public hearing on February 18th.

Anne Jamieson was in attendance, who is the environmental consultant on the project, and provided more information on the meeting with EGLE from the previous week, where EGLE has invited a $1M grant application.

Staff referred to the staff report, and projected LBRF fund balances over the next 3 to 5 years. The Board needs to consider that should the entire $1.25M be awarded, it would leave very little to be available for other projects, particularly in western areas of the County. There are two projects that may potentially need support, such as 3045 Broad in Dexter, and 1155 Old Manchester Road in Chelsea.

The Board discussed other projects previously granted funds, and when those funds would be drawn. In addition, what LBRF revenues that are anticipated over the next 5 years.

J. Downing moved to approve 50% of the LBRF Grant Request, or $625,000, for the 350 S. Fifth affordable housing project, (2nd K. Scott), and the motion passed unanimously.

3. 3003 Washtenaw Ave. MSHDA BF TIF Form Sub-Committee – Action

Staff introduced Tom Stegeman, the developer, and Tom Covert, his engineer, and Anne Jamieson, who is also the consultant for this project. Mr. Covert provided a brief presentation on the screen for the project. Mr. Stegeman provided more information, including the approximate 90 units of housing, 17 of which will be workforce housing at 80 to 120% of AMI for 20 years. Other eligible costs will be included in the Brownfield Plan, including parking, stormwater, infrastructure, and Interest.

The Board discussed various things, such as the timing of the Brownfield Plan approval process, what kind of contamination exists, when the last BEAs were done, neighboring pedestrian connections that may be beneficial, etc.

Members A. Krueger, J. Harless, and J. Downing, and T. Woollatt volunteered to help review the draft Brownfield Plan.

4. 1155 Old Manchester Road Phase II Environmental Assessment Grant – Action

Staff referred to the Phase II application, and Jessica Cory, from AKT Peerless, on Zoom. Spire development was selected by the City of Chelsea to develop 90 units of affordable housing on the site. The Board supported the Phase I ESA, but the DCC funded all $5,000 of that cost, due to ease of invoicing for it. The Phase II cost is $20,000, which will be cost-shared 50/50 with the Downriver Community Conference. Ms. Cory indicated they coordinated with EGLE on the scope, in order to test for methane on this former landfill. If any methane is detected, this will stop the project, as MSHDA will no longer support it.

C. Maier moved to approve 50% of the cost of the Phase II investigation, up to $10,000 (2nd T. Woollatt), and the motion passed unanimously.

5. WCBRA Program Policies and Procedures – Discussion/Action

   Staff pulled up the previous redline from March 2025, from C. Maier and J. Harless, to which J. Harless add additional revisions. The Board proceeded to review the proposed revisions, made several changes, then decided to bring this back up at a future meeting.

6. February 2026 Financial Report – Information

   Staff referred to the report, and we still need capture from Chelsea and Ypsilanti in order to calculate 2025 Admin capture.. No transactions are needed this month.

7. Other Business

Staff discussed Elle Cole's change of employment to Chelsea, and how her seat that was representing Saline would be handled. In talking to Dan Swallow, the Saline City Manager, and Elle Cole, now the City Manager for Chelsea, BOC Chair Katie Scott suggested we appoint Dan Swallow to Ms. Cole's seat, which will expire in end of 2027, then the seat could be available for Chelsea and Ms. Cole after that. The Board was agreeable to this approach.

8. Public Comment:

Tom Wieder spoke again about the Arbor South and its eligibility for Act 381. He stated there is no evidence of any leaking or contamination at the gas station. Regarding the developer's inclusion of affordable housing, Mr. Wieder states they have an "out" clause and there's no guarantee the affordable housing will be provided.

Ken Garber thanked the 3003 Brownfield Plan Review Sub-Committee. This project will set an important precedent. The developer's market rents need to be reviewed carefully.

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9. Adjournment:

K. Scott moved to adjourn the meeting at 11:04 a.m. (2nd J. Downing), and the motion passed unanimously.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the ___________, 2026 meeting, held at 200 N. Main, lower level large conference room, downtown Ann Arbor.

Washtenaw County Brownfield Redevelopment Authority

Agenda Summary Memo

REGULAR IN-PERSON MEETING

9:00 a.m. Thursday, March 12th, 2026

200 N. Main, Lower Level Large Conference Room, Ann Arbor

TO: Washtenaw County Brownfield Authority
FROM: Nathan Voght, Washtenaw County Brownfield Coordinator
DATE: March 5th, 2026

This regular board meeting will be held in-person, at 200 N. Main, lower level Large Conference Room, downtown Ann Arbor. Any public wishing to participate can attend the meeting in-person, or use the provided Zoom Webinar link on the meeting agenda.

Business Items:

1. **310-312 Detroit St. Eligible Activity Submittal – Action**

   Please see the March 3rd (2nd) submittal for approval of Eligible Activities for this project. The original submission for this 2nd request was on January 13th, but staff requested revisions, therefore, this is an updated submittal.

   This 2nd and final submittal requests approval of $1,950,957.66 in Eligible Activities, however, only **$667,054.64** of this amount is reimbursable with State and Local Taxes (which gets the total up to the EGLE Work Plan approved amount of Eligible Activities of $1,886,941), and **$324,575.76** will be reimbursed with Local (Proportional) taxes, which gets the total Local Proportional amount due to the developer up to the maximum $1,088,270.79.

	"Contested Amount"	
Difference between $3,298,996 Brownfield Plan Amend. Budget and the $1,886,941 381 Work Plan Amend. Budget:	$1,412,055.00	
Local Proportion (77.07%) of "Contested Amount"	$1,088,270.79	
	local only taxes	state/local taxes
	$1,088,270.79	$ 1,886,941.00
Maximum Reimbursement Amount to Dev.	$2,975,211.79	

Total BF Plan Approved Eligible Activities: $3,298,996

Total EGLE WP Approved Eligible Activities: $1,886,941 ***(max amount the State will participate in reimbursing for)***

Difference between BF Plan Approved and
EGLE approved Activities ***(“Contested Amount”):$1,412,055*** ***(Local Taxes reimbursed at 77.07% Rate)***
1,412,055 X .7707 = $1,088,270.79

The Authority approved the following costs in October 2025:

- *$1,087,050.83 in State/Local reimbursement*
- *$896,530.56 in Local (proportional) Only reimbursement*

Subtracting October 2025 approved amounts for reimbursement from max allowed:

$1,886,941 – *1,087,050.83* = ***$799,890.17*** Remaining in State/Local Reimbursement

$1,088,270.79 – *896,530.56* ***= $191,740.23*** Remaining in Local Proportional Only Reimbursement

Reimbursement Request #2:

$667,054.64 in State/Local reimbursement (Does not max out EGLE Approved Activities)

$191,740.23 in Local Proportional Reimbursement (maxes out Local Proportional “Contested” activities)

HISTORY: The Brownfield Plan was approved originally in 2022, with a maximum of $2.674 million in environmental Eligible Activities. Upon submittal of a Work Plan to EGLE, there were several costs not supported by EGLE, thereby reducing the EGLE-approved Work Plan Eligible Activities to only $1,745,360. The project broke ground, and additional sheeting/shoring and excavation were required due to cobbles discovered while driving piles. SME provided notice to EGLE of “Unanticipated Response Activities” (pursuant to Statute to allow unexpected costs to be able to be eligible for TIF Reimbursement) to allow the costs to be included in a future Brownfield Plan and Work Plan, but not stop construction on the site in the meantime. The additional costs needed to be incorporated in an updated Brownfield Plan, so a Brownfield Plan Amendment was submitted, and was approved by the County in November 2023, with an increase in proposed Eligible Activities to $3.298 million in Eligible Activities.

SME worked with EGLE throughout 2024 and 2025 to determine how to structure an updated Work Plan to include the Unanticipated Response Activities’ costs to be eligible for TIF reimbursement. Bret Stuntz, with SME, presented an updated Work Plan to the Authority in April 2025, which he believed was settled and agreed to with EGLE. However, upon submittal to EGLE, they responded that the Work Plan was not approvable.

Through the summer of 2025 SME continued to work with EGLE staff to get the additional costs in a format and substance that EGLE would accept. A Work Plan Amendment was finally arrived at in the fall of 2025, and the Authority approved the Work Plan Amendment in December 2025, which was submitted in January and approved by EGLE on January 30, 2026. Here is the EGLE approval letter of the Act 381 Work Plan Amendment submitted to EGLE in January.

Staff recommends approval of an additional $667,054.64 in Eligible Activities to be reimbursed with State/Local Tax Increment Revenue, and an additional $1,283,903.02 in Eligible Activities to be approved, and to be reimbursed with Local Proportional Only Tax Increment Revenue at a rate of 77.0%, but capped at an additional $191,740.23, which would reach the maximum Local Proportional Only reimbursement to the developer in the amount of $1,088,270.79.

The Grand Total of Developer Reimbursement approved would be:

$1,754,105.47 (Reimbursed with State and Local TIR)

$1,088,270,79 (Reimbursed with Local Only TIR)

Staff suggests the Authority claim some costs related to unused budget amounts within the Work Plan Implementation Eligible Activity, considering the significant staff time in sorting out eligible activities for this project. Only $6,646 of the $30,000 available has been claimed.

2. 350 S. Fifth Reimbursement Agreement – Action

Please see a CLEAN version of the proposed Reimbursement Agreement for the 350 S. Fifth Transformational Brownfield Project, and REDLINE showing latest revisions. This is the MEDC template for such Agreements, but staff and Corporation Counsel have provided review and input. The key provisions related to tax capture and reimbursement, Admin and LBRF capture, and annual reporting are included.

While this final draft is being reviewed by the MEDC, which could result in minor revisions, the overall structure of the Agreement is presented here for the Authority's approval. Staff requests the Authority approve the Agreement, subject to final review, approval, and signature by the Authority Chair.

3. City of Ypsilanti Water Street Reimbursement Agreement – Action

The Water Street Brownfield Plan was approved in 2015. The Plan was set up to allow multiple developers to be considered for site development, and the City could approve 381 Work Plans for each developer, including whatever appropriate Eligible Activities in the Work Plan to assist with the project. The Plan also allows the City to be a reimbursable entity, should it incur eligible costs.

In February 2025 the Authority reviewed/approved a draft Reimbursement Agreement with the City, and made several final revisions related to limiting the City to only Work Plan Exempt Activities (see Section

5). The concern was that the City cannot be reimbursed for eligible activities that are not Work Plan Exempt, as the assumption was no Act 381 Work Plan approval would be in place to allow reimbursement of State School taxes.

However, the City has been given RLF priority from the Downriver Community Conference to seek funding to complement excavation activities planned for this summer utilizing other MEDC and HUD grant funding. The City is applying for $500,000 in RLF grant funding, and $300,000 in RLF loan funding to assist with additional PCB excavation this summer, which began last summer/fall. The proposal to the DCC is to expend the $300,000 in loan funds on excavation, and seek TIR reimbursement from the Water Street Brownfield Account immediately after the work is complete. The City and AKT Peerless will be preparing an Act 381 Work Plan and seek EGLE approval to cover these activities, and allow reimbursement of TIR.

There are two advantages for this approach: 1) The RLF loan portion of the application is more attractive, as it pays back to the DCC the funds quickly, and 2) It will finally draw down the $300K in TIR funds in the Water Street account, which go back about 8 years.

Please see the updated redline from what the Authority approved a year ago, and revisions to Section 5. Below is a clean version of that section that staff proposes:

1. *City Reimbursable Eligible Costs – The total of costs eligible for reimbursement, the Total Eligible Costs, and the estimated costs for each type of eligible activity, shall be as listed and described in Attachment D, Table 1, Eligible Activities, in the Brownfield Plan. The City may seek reimbursement for any Eligible Activities identified in the approved Brownfield Plan. State School taxes will not be used to reimburse Department Specific Activities that are not Work Plan Exempt unless and Act 381 Work Plan(s) is approved.*

Staff looks forward to further discussion. Jeremy McCallion from AKT Peerless will attend the meeting.

4. Program Policies and Procedures – Discussion/Action

Here is the latest redline version and clean version of the program policies document reviewed in February. Please review and be prepared to discuss at the meeting.

5. Brownfield Plan Publication in Paper of Record Practice – Discussion

The Authority has always published a notice of public hearing in the newspaper of record for all Brownfield Plans before the County Board of Commissioners. Act 381 does not require publication of such a notice – only that all affected taxing jurisdictions are notified of a proposed Brownfield Plan and public hearing:

Section 14 (4) of Act 381:

(4) Not less than 10 days before the hearing on the brownfield plan, the governing body shall provide notice of the hearing to the taxing jurisdictions that levy taxes subject to capture under this act. The authority shall notify the taxing jurisdictions of the proposed brownfield plan. At that hearing, an official from a taxing jurisdiction with millage that would be subject to capture under this act has the

right to be heard in regard to the adoption of the brownfield plan. Not less than 10 days before the hearing on the brownfield plan, the governing body shall provide notice of the hearing to the department if the brownfield plan involves the use of taxes levied for school operating purposes to pay for eligible activities that require the approval of a combined brownfield plan or a work plan by the department under section 13b(6)(c), the Michigan state housing development authority, or its designee, if the brownfield plan involves the use of taxes levied for school operating purposes to pay for eligible activities subject to 13b(4)(b), and the Michigan strategic fund, or its designee, if the brownfield plan involves the use of taxes levied for school operating purposes to pay for eligible activities subject to section 13b(4) other than eligible activities subject to 13b(4)(b).

The program traditionally has published a notice in a local paper at least 10 days prior to the Public Hearing, in addition to mailing public hearing notices with a copy of the Brownfield Plan to all affected taxing jurisdictions at least 10 days prior to the public hearing. Historically, the County had various newspapers to submit for notice publication to meet the 10 day notification. However, it has become more difficult to meet this deadline, with the County's paper of record having longer publication lead times.

Staff proposes that newspaper publication of public hearing notices be discontinued, in favor of more modern advertising methods. Staff suggests the following methods for public notice of public hearings, for consideration and discussion:

1. Post on County's Brownfield Program webpage (Washtenaw.org/brownfields)
2. Publicize on OCED's social media outlets
3. Create a Listserv via a Google Form found on County's Webpage for interested parties to sign up to receive public notices
4. Post notice of hearing on or in front of development site (like a rezoning notice placed on the property being rezoned)
5. News Flash item on County's main home page

6. Discuss Administrative Account Balance and Projections – Discussion

In the early years of the Brownfield Program there was not sufficient Administrative revenue to fully fund staffing. As the program grew, there was excess Administrative revenue, which allowed the Authority to launch the Environmental Assessment Grant Program in 2017. The Authority has granted about $700,000 in assessment grants since 2017. At this time, there is approximately $53,000 in obligated Assessment Grant funds that have not yet been reimbursed.

Act 381 allows increased Admin capture, depending on the number of projects actively capturing Tax Increment Revenue, from Section 13b. (7):

(c) In each fiscal year of the authority, the amount of tax increment revenues attributable to local taxes that an authority may use for the purposes described in subdivisions (a) and (b) is determined as follows:

(i) For authorities that have 5 or fewer active projects, $125,000.00.
(ii) For authorities that have 6 or more but fewer than 11 active projects, $165,000.00.
(iii) For authorities that have 11 or more but fewer than 16 active projects, $200,000.00.
(iv) For authorities that have 16 or more but fewer than 21 active projects, $225,000.00.
(v) For authorities that have 21 or more but fewer than 26 active projects, $250,000.00.
(vi) For authorities that have 26 or more but fewer than 31 active projects, $400,000.00.
(vii) For authorities that have 31 or more but fewer than 54 active projects, $650,000.00.
(viii) For authorities that have 54 or more but fewer than 74 active projects, $900,000.00.
(ix) For authorities that have 74 or more but fewer than 99 active projects, $1,400,000.00.
(x) For authorities that have 99 or more active projects, $2,000,000.00.

(e) As used in this subsection, "active project" means either a project for which the authority is currently capturing taxes under this act or a project for which an authority has ongoing obligations to implement, monitor, or maintain compliance with the income and price monitoring responsibilities associated with housing development activities, or both. The amounts of tax increment revenues attributable to local taxes listed in this subsection that an authority can use for the purposes described in this subsection may be increased by 2% for each written agreement entered into by an authority in either of the following situations up to a total maximum increase of 10%:
(i) The authority is an authority established by a county and that authority enters into a written agreement with 1 or more municipalities within that county to serve as the only authority for those other municipalities.
(ii) The authority enters into a written agreement with 1 or more other authorities to administer 1 or more administrative operations of those other authorities.

Below is a table of Admin revenue since 2014:

Previous 11 Years of Admin Revenue

Total of all CY 2025 Admin from 2024 Tax Year	$	212,179.62
Total of all CY 2024 Admin Transfers (from 23 tax year)	$	247,490.00
Total of all CY 2023 Admin Transfers (From 2022 Tax Year)	$	192,500.00
Total of all CY 2022 Admin Transfers	$	192,500.00
Total of all CY 2019 Admin Transfers	$	165,000.00
Total of all CY 2018 Admin Transfers	$	164,999.72
Total of all CY 2017 Admin Transfers	$	164,113.00
Total of all CY 2016 Admin Transfers	$	150,739.88
Total of all CY 2015 Admin Transfers	$	114,437.35
Total of all CY 2014 Admin Transfers	$	87,198.19

With 16 projects currently active and capturing TIR in 2025, the Authority may capture a maximum of $225,000 + 10% more for being a regional Authority = 247,500. ***It appears our Admin capture for 2025 will be only approximately $169,000.***

The current Admin Account balance is $73,000. There is $53,000 in un-reimbursed assessment grants. Here is the projected outlook for the Admin account for 2026:

Current balance: $73,000

- Outstanding Grants: $53,000

+ 2025 Admin Revenue: $169,000

+ BF App Revenue: $2,500+2,500= $5000 (310 E. Huron, Village of A2)

Processing Fee Reven: $30,000 Emerald Glen
$50,000 350 S. Fifth

Balance = $194,000 (not including $80,000 in "processing fees")

Program Expenses in 2025 (not including Assessment Grants) = $216,000

Future Admin capture will continue to be under $200,000 for several years, and annual program costs will be over $216,000 for 2026 and beyond. Therefore it's recommended the Authority considers some cost-saving measures.

1. Suspending the Environmental Assessment Grant program until Admin revenue increases

2. Utilizing Brownfield Application "Processing fees" to increase available program funding

Staff looks forward to discussing this further at the meeting.

7. March 2026 Financial Report – Information

Please see a list of all Brownfield Projects' capture from 2025, and proposed Admin, LBRF capture, and developer reimbursements. Staff is working with Chelsea, City of Ypsilanti, and Scio Township to complete 2025 distributions from projects within those jurisdictions.

Environmental Assessment Grant Tracker
Administrative Fees Fund Projected Budget

Approval Date	Project	Applicant	Grant Award	Amount Paid	Status?	2018	2019	2020	2021	2022	2023	2024	2025
						Record of Actual Payments for Current Year Only							
2017	Dexter Barn in ROW	City of Dexter	$ 3,600	2,450.00	Closed	**$ 2,450**							
2017	Peninsular Park Dam	HRWC	$ 15,000	15,000.00	Closed	**$ 15,000**							
2017	3045 Broad DTE Site	City of Dexter	$ 9,100	9,100.00	Closed	**$ 5,200**		**$ 3,900**					
2017	3045 Broad Norfolk	Norfolk Homes	$ 15,000	12,294.60	Closed		**$ 12,294.60**						
2018	1514 White St.	A2 Housing Comm	$ 15,000	15,000.00	Closed	**$ 15,000**							
2018	325 E. Summit	325 E. Summit Condos LL	$ 10,000	10,000.00	Closed	**$ 10,000**							
2018	1140 Broadway	Morningside	$ 10,000	10,000.00	Closed		**$ 10,000.00**						
2018	309 North Ashley	307 North Ashley LLC	$ 10,000	10,000.00	Closed	**$ 10,000**							
2018	651 Rice Street	City of Ypsilanti	$ 15,000	11,200.00	Closed	**$ 11,200**	**$ 240.00**						
12/6/2018	1140 Broadway MDEQ	MDEQ/Ann Arbor	$ 15,000	15,000.00	Closed		**$ 15,000.00**						
Mar and May 2019	1150 Midway	Ypsilanti Township	$ 8,435	8,435.00	Closed		**$ 8,435.00**						
5/2/2019	2 W. Michigan	Praxis Properties LLC	$ 15,000	15,000.00	Closed		**$ 15,000.00**						
5/2/2019	2025 E. Clark Rd.	Ypsilanti Township	$ 20,886	19,544.89	Closed		**$ 19,544.89**						
5/2/2019	9101 Main Streeet	Northfield Township	$ 2,500	2,500.00	Closed		**$ 2,500.00**						
6/6/2019	1 Liberator Way	Yankee Air Museum	$ 15,000	12,552.90	Closed		**$ 9,601.60**	**$ 2,951.30**					
6/6/2019	*** 1165 Ecorse Rd Phase	Ypsilanti Township	$ 17,840.00	14,254.00	Closed		**$ 14,254.00**						
7/3/2019	1150 Midway (DDCC+ECM	Ypsilanti Township	$ 6,450	6,450.00	Closed		**$ 6,450.00**						
7/3/2019	Vac Dexter-A2 Road	City of Dexter	$ 2,000	2,000.00	Closed		**$ 2,000.00**						
7/3/2019	2 W. Michigan	EGLE	$ 19,500	19,500.00	Closed		**$ 6,584.22**	**$ 12,915.78**					
7/3/2019	1831 Traver Road (Leslie)	City of Ann Arbor **	$ 50,000		Closed								
9/5/2019	2260/2270 Platt	Thrive Collaborative	$ 15,000	15,000.00	Closed			**$ 15,000.00**					
9/5/2019	701 W. Ellsworth	Pittsfield Twp	$ 9,310	9,310.00	Closed			**$ 9,310.00**					
10/3/2019	301 N. East St, Rockwell	JP Commercial Real Est, Chelse	$ 15,000	4,300.00	Need to close			**$ 4,300.00**					
11/7/2019	Ypsi Community Schools 3 Sites	OCED, on behalf of YCS	$ 12,390	12,389.50	Closed			**$ 12,389.50**					
12/5/2019	1140 Broadway MDEQ Off-Site	EGLE (Contract w Wood)	$ 20,000	16,888.21	Open			**$ 16,888.21**					
1/9/2020	300 N. Zeeb	300 N. Zeeb LLC	$ 14,725	14,725.00	Closed			**$ 14,725.00**					
2/6/2020	5541 Jackson Road	RSB Equities LLC	$ 9,000	9,000.00	Closed			**$ 9,000.00**					
2/6/2020	400 N. Freer Road Phase I	City of Chelsea	$ 3,500	3,500.00	Closed			**$ 3,500.00**					
3/20/2020	327 E. Hoover, Phase I, BEA, DC	Stadium Club 327 LLC	$ 9,900	9,308.75	Closed			**$ 9,308.75**					
3/20/2020	4150 Platt Road, Phase I	Recycle Ann Arbor	$ 6,000	4,388.00	Closed			**$ 4,388.00**					
3/20/2020	400 N. Freer Road, Phase II	City of Chelsea	$ 10,000	6,922.20	Closed			**$ 6,922.20**					
6/4/2020	5541 jackson Road	RSB Equities LLC	9350****	6,000.00	Closed			**$ 6,000.00**					
7/9/2020	701 W. Ellsworth	Pittsfield Twp	$ 5,100.00	4,669.92	Closed			**$ 4,669.92**					
7/9/2020 and 11/5/20	75 Barker Phase II	Transfer to Northfield Townshi	$ 6,167		Closed								
11/5/2020	8140 Main Street Phase I, Haz	City of Dexter	$ 7,300	4,900.00	Closed				**$ 7,300**				
12/3/2020	2260-2270 Platt Rd	Avalon Housing	$ 7,800	6,800.00	Closed				**$ 6,800**				
3/11/2021	S. Union St. Manchester	Manchester Market	$9,160	6,960.00	Closed				**$ 6,960**				
3/11/2021	220 N. Park	City of Ypsilanti	$ 8,250	(DCC Funding to replace)	Closed				$ -				
4/8/2021	3515 Broad Street	City of Dexter	$ 7,375	5,750.00	Closed				**$ 5,750**				
5/13/2021	943 N River 355 W Clark	County Parks	$ 9,200	7,950.00	Closed				**$ 4,500**	**$ 3,450**			
6/10/2021	206-210 N. Washington Ypsi	Avalon Housing LBRF ONLY	$ 30,156	22,548.00	Open								
8/1/2021	1655 LeForge Phase I	Ypsi Comm Schools	$ 3,000	3,000.00	Closed					**$ 3,000**			
10/1/2021	415 W. Washington Phase II	City of Ann Arbor/A2HC	$ 20,700	20,694.00	Closed					**$ 20,694**			
12/1/2021	20 N. Adams	Bill Sloan	$ 13,700	13,700.00	Closed					**$ 13,700**			
5/12/2022	2 W. Michigan	Jamie Taralunga	$ 15,000	9,000.00	Open					**$ 5,000**	**$ 4,000**		
5/12/2022	300 N. Zeeb BEA DDCC	Mark Smith	$ 5,490	5,490.00	Closed						**$ 5,490**		
5/12/2022	300 W. Michigan Ave. COB Pha	Mark Smith	$ 2,500	1,250.00	Closed						**$ 1,250**		
6/9/2022	175 N. Main Phase I	Washtenaw County	$ 3,000	3,000.00	Closed					**$ 3,000**			
10/6/2022	5135 Plymouth Road	Davinci Gallery LLCX	$ 7,500	7,500.00	Closed					**$ 7,500**			
5/14/23 and 6/23	124 Pearl Street	Phase I, II, DDCC (50% DCC)	$ 15,000	15,000.00	Closed							**$ 15,000**	
7/12/2023	14 W. Forest	Phase I, Haz Mat Survey	$ 4,950	4,950.00	Closed							**$ 4,950**	
12/4/2023	599 S. Mansfield	Phase I, City of Ypsi	$ 3,000		On Hold							**$ -**	
4/8/2024	14 W. Forest	Phase II	$ 16,950	16,950.00	Closed							**$ 16,950**	
9/20/2024	90 Maple	Phase I, II	$ 15,000	14,783.00	Closed							**$ 14,783**	
4/8/2024	141 Park St.	Phase I II	$ 10,250	10,000.00	Closed							**$ 10,000**	
10/20/2024	206 N. Grove	Phase I, II, BEA	$ 14,500		Open								
6/14/2024	326 E. Michigan	Phase II	$ 15,000	12,318.00	closed							**$ 12,318**	
8/11/2024	1510 E. Stadium	Phase I, II	$ 15,000	14,298.00	Closed							**$ 14,298**	
1/9/2025	630 S. Ashley	Phase II, BEA	$ 9,050	9,048.00									**$ 9,048.00**
1/9/2025	220 N. Park-Dorsey	Phase II Due Care Testing	$ 24,500	24,500.00									**$ 24,500.00**
5/8/2025	206 N. Grove City of Ypsi	Phase I and II	$ 14,500	14,436.00									**$ 14,436.00**
10/9/2025	5860 Ford Road	Phase II for PFAS	$ 13,975										
9/11/2025	1155 Manchester Rd Chelsea	Phase I MSHDA	$ 5,000	DCC Funded									
11/13/2025	350 S. Fifth	Phase II	$ 26,700	100% BRA cost									
12/11/2025	126 E. Michigan	Haz Material Survey	$ 3,000										
2/12/2026	1155 Old Manchester Rd	Phase II	$ 10,000	50-50 DCC Share									
				$ 581,507.97	TOTALS:	**$ 68,850**	**$ 121,904.31**	**$ 136,168.66**	**$ 31,310.00**	**$ 56,344.00**	**$ 10,740.00**	**$ 88,299.00**	**$ 47,984.00**

****$3,350 of this is LBRF, to be reimbursed upon BF Plan approval

***Phase I for $2,150 only paid whe *** to be rolled into LBRF*

Italicized = Projected

Bold = Actual

Grand Total of all Grant $ 717,909

Grand Total Paid $ 581,508

*Telephone expenses were rolled into CAP expenses as of 2019

		2018	2019	2020	2021	2022	2023
Actual and *Projected* Expenses							
Salary/Fringes		**$ 78,647**	**$ 78,544**	**$ 94,047**	**$ 98,728**	**$ 112,850**	*$ 99,000*
Conf/Travel/Mileage/stipend		**$ 1,530**	**$ 2,381**	**$ 733**	**$ 847**	**$ 3,023**	*$ 1,000*
*Misc. (tele, transfers, DCC)		**$ 2,930**	**$ 3,016**	**$ 16,000**	**$ 8,000**	**$ 8,400**	*$ 500*
*CAP		**$ 17,219**	**$ 17,687**	**$ 21,530**	**$ 24,919**	**$ 23,933**	*$ 25,000*
Paid Assessment Grants		**$ 68,850**	**$ 134,563**	**$ 126,936**	**$ 31,310**	**$ 56,344**	*$ 75,000*
Total Program Expenses		**$ 169,176**	**$ 236,191**	**$ 259,246**	*$ 163,804*	*$ 204,550*	*$ 200,500*
Expenses from County Budget							
Salary/Fringes		*$ 85,000*	*$ 85,000*	*$ 77,410*	*$ 77,410*	*$ 77,410*	*$ 77,410*
Conf/Travel/Mileage		*$ 3,000*	*$ 3,000*	*$ 3,000*	.	*$ 3,000*	*$ 3,000*
Misc. (tele)*		*$ 800*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
*CAP		*$ 16,330*	*$ 16,330*	*$ 19,590*	*$ 19,590*	*$ 19,590*	*$ 19,590*
Paid Assessment Grants		*$ 68,850*	*$ 75,000*	*$ 75,000*	*$ 75,000*	*$ 75,000*	*$ 75,000*
Total Program Expenses		*$ 173,980*	*$ 179,330*	*$ 175,000*	*$ 172,000*	*$ 175,000*	*$ 175,000*
Actual and *Projected* Income							
Admin Fee income		**$ 165,000**	**$ 165,000**	**$ 165,000**	**$ 165,000**	**$ 192,500**	*$ 165,000*
Application Fee Income		**$ 5,000**	**$ 4,000**	**0**	**$ 14,000**	**$ 14,000**	*$ 10,000*
Misc.		**$ 4,888**	**$ 22,838**			**$ 238**	
Total Income		**$ 174,888**	**$ 191,838**	**$ 165,000**	**$ 179,000**	**$ 206,738**	*$ 175,000*
Ann. Net Increase/(Decrease)		$ 5,712	$ (44,353)	$ (94,246)	$ 15,196	$ 2,188	$ (25,500)
Running Balance	**$ 165,321**	**$ 171,033**	**$ 126,680**	**$ 32,434**	**$ 47,630**	**$ 49,818**	**$ 24,318**

WCBRA Financial Report - March 2026

Project	Maple Shoppes	Zingerman's (Developer Reimbursement Complete)	Arbor Hills (Developer Reimbursement Complete)	618 S. Main (Developer Reimbursement Complete)	544 Detroit	Water Street	Kingsley Condos - 221 Felch
Project Parameters							
Brownfield Plan - Total Approved Elig Activities	$ 1,209,027.00	$ 1,233,937.00	$ 5,400,000.00	$ 4,628,636.00	$ 698,773.00	$ 22,874,634.00	$ 5,109,420.00
Brownfield Plan - Maximum Developer Reimbursement	$ 1,010,042.00	$ 817,265.00	$ 5,400,000.00	$ 3,708,031.00	$ 414,668.00		$ 4,000,000.00
Actual Approved Eligible Activity Expenses	$ 1,010,042.00	$ 600,218.85	$ 4,384,556.00	$ 2,726,826.00	$ 383,368.00		$ 4,000,000.00
Approved Eligible Activity Expense Reimbursed to Date	$ 1,010,042.00	$ 436,801.71	$ 4,384,556.00	$ 2,726,826.00	$ 339,310.32		$ 4,000,000.00
Remaining Approved Eligible Activity Expenses	$ -	$ 163,417.14	$ -	$ -	$ 44,057.68	$ -	$ -
Approved Interest to be Reimbursed	$ 41,282.00	$ 229,072.15	$ 1,015,444.00	$ 508,800.85	$ 70,648.00		
Interest Reimbursed to Date	$ 41,282.00		$ 1,015,444.00	$ 508,800.85			
Remaining Interest to be Reimbursed	$ -	$ 229,072.15	$ -	$ -	$ 70,648.00		
Project Financial Activity							
12/31/25 Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 284,525.47	$ 78,743.34
TOTAL 2025 REVENUES							
Application Fee	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interest Revenue*							
TIF Revenue/Capture	$ -	$ -	$ 363,388.79	$ 364,826.71			
Total Revenues	$ -	$ -	$ 363,388.79	$ 364,826.71	$ -	$ -	$ -
2025 EXPENDITURES							
Certified Expense Reimbursement	$ -	$ -					
Administrative Fee Transfer	$ -	$ -					$ 78,743.34
LBRF Revenue or Deposit	$ -	$ -	$ 363,388.79	$ 364,826.71	$ -	$ -	
State of MI Brownfield Fund (Approved after 2014)							
Total Expenditures	$ -	$ -	$ 363,388.79	$ 364,826.71	$ -	$ -	$ 78,743.34
Misc Refund							
Current Brownfield Account Balance	$ -	$ -	$ -	$ -	$ -	$ 284,525.47	$ -

Project	Grand View Commons-Dexter	1140 Broadway-A2	Thompson Block	309 N. Ashley	Broadway Park-Roxbury	Maple Oaks-Saline	Dorsey Estates	4025 Packard Road	303 N. Fifth/312-314 Detroit	3874 Research Park Drive/Sartorius	Village of Ann Arbor	300 N. Zeeb	Rockwell Chelsea	310 E. Huron
Project Parameters														
Brownfield Plan - Total Approved Elig Activities	$ 3,370,613.00	$ 13,159,069.00	$ 1,651,241.00	$ 2,739,022.00	$ 18,689,046.00	$ 781,957.00			$ 4,192,837.00	$ 3,455,087.00				
Brownfield Plan - Maximum Developer Reimbursement	$ 2,799,046.00	$ 10,898,443.00	$ 1,332,613.00	$ 2,039,022.00	$ 17,336,999.00	$ 550,000.00			$ 3,298,995.00	$ 2,735,438.00				
Actual Approved Eligible Activity Expenses	$ 2,044,368.00	$ 10,898,443.00	$ 975,696.00	$ 1,876,130.05	$ -	$ 176,469.06			$ 1,087,050.83	$ 2,735,438.00				
Approved Eligible Activity Expense Reimbursed to Date	$ 1,516,641.25	$ 10,852,610.02	$ 65,866.77	$ 1,507,627.86	$ -	$ 102,397.50			$ 147,335.00	$ 664,882.70				
Remaining Approved Eligible Activity Expenses	$ 527,726.75	$ 45,832.98	$ 909,829.23	$ 368,502.19	$ -	$ 74,071.56	$ -	$ -	$ 939,715.83	$ 2,070,555.30	$ -	$ -		
Approved Interest to be Reimbursed	$ 368,621.11		Need to Calculate INTEREST						$ 896,530.56					
Interest Reimbursed to Date														
Remaining Interest to be Reimbursed	$ 368,621.11													
Project Financial Activity														
12/31/25 Fund Balance	$ -	$ -	$ (2,144.00)	$ -	$ 33,407.22	$ 52,900.00	$ -	$ 448.49	$ 9,230.00	$ -	$ 1,909.40	$ 3,868.21	$ 342.03	3913.53
TOTAL 2025 REVENUES														
Application Fee	$ -	$ -	$ -	$ -	$ -									
Interest Revenue*														
TIF Revenue/Capture	$ -			$ -										
Total Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2025 EXPENDITURES														
Certified Expense Reimbursement	$ -			$ -	$ -									
Administrative Fee Transfer	$ -		$ -	$ -										
LBRF Revenue or Deposit	$ -		$ -	$ -										
State of MI Brownfield Fund (Approved after 2014)	$ -			$ -										
Total Expenditures	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Misc Refund														
Current Brownfield Account Balance	$ -	$ -	$ (2,144.00)	$ -	$ 33,407.22	$ 52,900.00	$ -	$ 448.49	$ 9,230.00	$ -	$ 1,909.40	$ 3,868.21	$ 342.03	$ 3,913.53

***** *Includes Admin and LBRF Funds***

Total of all 2025 CY Tax Increment Revenues	$ 728,215.50			
Total of all 2024 CY TIF Reimburse Transfers	$ 5,183,898.42			
Total 2024 CY LBRF Capture	$ 875,979.86			
Total 2023 CY LBRF CAPTURE	$ 211,548.00			
Total of all CY 2025 Admin from 2024 Tax Year	$ 212,179.62			
Total of all CY 2024 Admin Transfers (from 23 tax year)	$ 247,490.00	16 Active Projects		
Total of all CY 2023 Admin Transfers (From 2022 Tax Year)	$ 192,500.00	16 Active Projects		
Total of all CY 2022 Admin Transfers	$ 192,500.00	16 Active Projects		
Total of all CY 2019 Admin Transfers	$ 165,000.00	15 Active Projects		
Total of all CY 2018 Admin Transfers	$ 164,999.72	15 Active Projects		
Total of all CY 2017 Admin Transfers	$ 164,113.00	15 Active Projects		
Total of all CY 2016 Admin Transfers	$ 150,739.88	ACCOUNT BALANCES SUMMARY		
Total of all CY 2015 Admin Transfers	$ 114,437.35	Admin Fund Cash Reserves as of 12-1-25	**$ 134,944**	
Total of all CY 2014 Admin Transfers	$ 87,198.19	LBRF Interest earned since 2017 as of 9-1-25 (inc. in bal. below)	**$ 295,330**	
2025 LBRF Capture Running Current Yr Total	$ 728,215.50	LBRF Balance as of 12-1-25	**$ 1,414,579**	

	To City of A2 Aff Hsng
Due To A2	$ 1,100,000.00
Paid	$ 664,882.70
Remaining	$ 435,117.30

PROJECT

TIF Capture	**Total 2025 Capture**	**Winter Capture**	**Reserve for '25 Admin**	**LBRF Amount**	**Developer Reimbursen**	**NOTES**		
Grandview Commons Winter 2025 Capture	$ 521,135.00	$ 209,053.69	**$ 26,057.00**		**$ 139,611.69**	5% of Annual TIF Capture to Admin	Reserve 43,385 for SET	
Zingerman's Winter 2025 Capture	$ 109,398.00	$ 23,526.80	**$ 10,940.00**		**$ 12,586.80**	10% of annual TIF to Admin	SET Not Required	
Maples Shoppes Winter 2025 Capture	$ 99,405.00	$ 20,215.07	**$ 4,970.00**	$ 15,245.07	**N/A**	5% of Annual TIF Capture to Admin	SET Not Required	
544 Detroit Winter 2025 Capture	$ 55,711.00	$ 11,603.27	**$ 2,596.00**		**$ 3,806.27**	2596 annually	Reserve 5201 for SET	
310 E. Huron Winter 2025 Capture	$ 7,231.00	$ 3,317.91	**$ 723.00**		**$ 1,940.91**	10% Admin/LBRF	Reserve 654 for SET	
1140 Broadway Winter 2025 Capture	$ 2,649,346.00	$ 112,183.81	**N/A**	$ 79,480.38	**$ 32,703.43**	Developer 100% reimbursed		**2649346= 2025 capture**
Broadway Park DTE Winter 2025 Capture	$ 15,921.00	$ 3,315.98	**$ 1,114.00**		**0**	7% of Annual for Admin		
309 N. Ashley Winter 2025 Capture	$ 557,813.00	$ 88,292.73	**$ 55,781.00**		**$ -**	10% of annual TIF to Admin	Need 60,993 for SET	
Village of Ann Arbor Winter 2025 Capture	$ 44,869.00	$ 43,715.54	**$ 4,487.00**		**$ -**	10% of annual TIF to Admin		
310-312 Detroit St. Winter 2025 Capture	$ 197,752.00	$ 41,186.59	**$ 19,775.00**		**$ 2,951.59**	10% of annual TIF to Admin/LBRF	Reserve 18,460 for SET	
Sartorius 3974 Res. Prk Dr Winter 2025 Capture	$ 373,783.00	$ 74,576.11	**$ 37,378.00**		**$ -**	10% for Admin or LBRF	Need 61,572 for SET	**A2 Aff Hsng Trust fund**
Water Street Summ/Wint 2025 Capture	$ 40,610.14		**$ 4,061.00**		**NA**	10% for Admin		
Thompson Block Summ/Wint 2025 Capture	$ 18,484.25		**NA**		**$ 14,119.25**	No Admin. Reserve for SET Due	Reserve 2221 for SET	
Dorsey Estates Summ/Wint 2025 Capture	$ 95,312.79		**NA**		**$ 90,906.79**	No Admin. Reserve for SET Due	Reserve 4406 for SET	
Rockwell Building Chelsea Summ/Wint 2025 Capture	$ 503.65		**$ 50.00**		**0**	10% for Admin		
300 N. Zeeb 2025 Capture	$ 6,344.86		**$ 634.00**		**0**	10% for Admin. Reserve for SET		
			$ 168,566.00					