

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

APPROVED MEETING MINUTES
Thursday, May 14, 2026, 9:00 a.m.

Board Present: Katie Jones – Chair, Dan Swallow, Trevor Woollatt, Christy Maier – Secretary/Treasurer, James Harless, Jenn Cornell, James Downing, Allison Krueger

Board Absent: Katie Scott

Staff: Nathan Voght – OCED

Joining the Meeting: Ken Garber, Craig Lyon – Pittsfield Charter Township, Andy Andre – Arbor South. Several members of the public joined by Zoom, including Anne Jamieson – 350 S. Fifth, Keith Maziasz – 4025 Packard, Trish Reilly – Pittsfield Charter Township, Jennifer Hall – Ann Arbor Housing Commission/350 S. Fifth, Robert Nowakowski, Yasmine.

Handouts: None

1. Call to Order

Katie Jones, Chair, called the meeting to order at 9:00 a.m.

2. Public Comment

No public comment.

3. Approval of Agenda

J. Downing moved to remove Business item #2 from the agenda and approve the agenda as amended (2nd J. Harless), and the motion passed unanimously.

4. Approval of April 9th, 2026 Meeting Minutes

J. Downing moved to approve the minutes of April 9, 2026 as presented (2nd D. Swallow) and the motion passed unanimously. Jenn Cornell arrived at 9:10 a.m.

5. Board Member Conflict of Interest Disclosure

None.

6. Business

1. 4025 Packard Consideration of Brownfield Plan Termination – Public Hearing, Discussion/Action

J. Harless moved to open the public hearing on the proposed termination of the Brownfield Plan (2nd D. Swallow), and the motion passed unanimously.

N. Voght provided background on the Brownfield Plan, approved in 2022, for a new multi-tenant commercial building replacing a former gas station. The building was demolished several years

ago, but the hard surface and underground tanks remain. There was no capture last year and this year, but staff requested the hearing, as 3 years has passed with no eligible activities conducted. The Township was asked to participate to discuss status of the project and whether adequate progress is being made.

Keith Maziasz, one of the developers, joined the meeting on Zoom and spoke to the status of the project. Financing closed yesterday, and they need to pick an underground contractor, and then they can schedule the pre-construction meeting with the Township and Township engineers. Mr. Maziasz states the project is absolutely happening and will begin this summer, and asks that the Brownfield Plan not be terminated.

Craig Lyon, Pittsfield Charter Township Economic Development and Capital Planning Administrator, spoke about the status of the project and indicated it appears to be ready to have the pre-con meeting and begin work.

J. Harless moved to close the public hearing (2nd J. Cornell), and the motion passed unanimously.

The Authority and developers discussed further the timing of the beginning of construction, and how much time to give before the matter would be brought back up. Three months time frame was agreed to, after which an update would be provided on the progress.

D. Swallow moved to recommend that the Brownfield Plan not be terminated at this time, subject to a report back on the project status in three months (2nd J. Cornell), and the motion passed unanimously.

2. 326 E. Michigan Youth Arts Alliance LBRF Grant Application – Action

The Authority skipped this item until later in the agenda to allow time for the applicant to join the meeting.

3. 350 S. Fifth LBRF Grant Agreement – Action

The Authority skipped this item until later in the agenda.

4. 3003 Washtenaw EGLE Grant Proposal – Discussion

Staff provided background on the project, which was presented to the Authority several months ago. Project planning discussions are ongoing with the City, Developer and MSHDA.

In the meantime, Anne Jamieson, the environmental consultant with the project, has approached EGLE with a grant proposal, which received a favorable response. The County or County Authority would be the applicant. The grant proposal is in the Authority packet, which provides activities to be undertaken with the grant funds. Staff is requesting the Authority review the project and grant proposal, and discuss any concerns there may be in pursuing the grant. Staff has a limited capacity to administer several grants at once, and currently he manages three. The grant for 300 N. Zeeb in Scio Township is wrapping up now. The grant for 2 W. Michigan was just extended by EGLE until June of 2027, but it is hoped activities will be completed this year.

Should the Authority support the grant application, it would be prudent to understand that staff would be at capacity for grant management until end of 2026, or whenever the 2 W. Michigan grant is closed out. Further, staff is supportive of submitting the initial proposal for vetting to EGLE, but the overall framework of the Brownfield Plan needs to be settled prior to formal submittal of the application. The County Board of Commissioners needs to authorize formal submittal of the grant.

There was general agreement to submit the EGLE Grant proposal for initial vetting.

5. 326 E. Michigan Youth Arts Alliance LBRF Grant Application – Action (pushed back on agenda from #2)

Staff referred to the LBRF application from Heather Martin at Youth Arts Alliance. The Board had previously discussed a potential grant amount of about \$125,000, and had requested more information on the project budget, sources and uses, and annual operating costs.

The Board discussed the application, and whether the budget submitted was clear, if any award should be conditional on getting a shovel in the ground by a certain date, and concerns for the project fully coming to completion.

Heather Martin, Director of the Youth Arts Alliance, provided more budget information and status of project funding. She asked for a higher grant award than initially offered. The Board discussed the amount of LBRF funds in the account, and limiting current grants to preserve funds for future projects.

J. Harless moved to approve an LBRF grant of \$125,000 to the Youth Arts Alliance (2nd J. Cornell), and the motion passed unanimously.

6. 350 S. Fifth LBRF Grant Agreement – Action (formerly Business item #3)

Staff referred to the Agreement, which allows staff to review monthly construction draws to allow funding to flow, and report back to the Authority, similar to what was done for 121 Catherine.

T. Woollatt moved to approve the Grant Agreement (2nd D. Swallow), and the motion passed unanimously.

7. Program and Policies Proposed Revisions – Action

Staff referred to proposed revisions to further update the Program Policies and Procedures, including lowering max Admin to 20%, and increasing LBRF capture to 20% of developer activities lump sum, and adding a schedule of Implementation Fees, depending on how many units will be monitored.

This will be brought back next month to the Authority for further review.

8. May 2026 Financial Report – Information Only

The agenda indicated this is an action item, but it's information only.

7. Other Business

None.

8. Public Comment:

None

9. Adjournment:

J. Harless moved to adjourn the meeting at 10:43 a.m. (2nd T. Woollatt), and the motion passed unanimously.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the June 11, 2026 meeting, held at 200 N. Main, lower level large conference room, downtown Ann Arbor.