



Washtenaw County Brownfield Redevelopment Authority

IN-PERSON MEETING AGENDA

Thursday, July 9th 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=GrcdzGxftp5S1G7RdmXxu2VNhrGXUp3.1>

(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. June 11th, 2026 Meeting

5. Board Member Conflict of Interest Disclosure

6. Business

1. Emerald Glen, Manchester, Reimbursement and Affordable Housing Agreement – Action
2. Emerald Glen, Manchester, Act 381 MSHDA Work Plan – Action
3. Village of Ann Arbor Brownfield Plan Amendment, Project Introduction – Presentation/Discussion
4. Village of Ann Arbor Brownfield Plan Amendment, Form Sub-Committee – Action
5. July 2026 Financial Report – Information

7. Other Business

8. Public Comment*

9. Adjournment

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

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, June 11, 2026, 9:00 a.m.

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

Board Absent: Katie Scott, Allison Krueger

Staff: Nathan Voght – OCED

Joining the Meeting: No attendees in person or on Zoom.

Handouts: None

1. Call to Order

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

2. Public Comment

There was no public comment.

3. Approval of Agenda

J. Downing moved to amend the agenda adding Business Item #3, 326 E. Michigan LBRF Grant Agreement and approve as amended, (2nd T. Woollatt), and the motion passed unanimously.

4. Approval of May 14th, 2026 Meeting Minutes

J. Harless suggested adding a sentence to Business Item #5, adding that the Board discussed the amount of LBRF funding available and that limiting current awards will be more prudent and preserve funds for other future projects.

J. Downing moved to approve the minutes of May 14th, 2026 as amended (2nd D. Swallow) and the motion passed unanimously.

5. Board Member Conflict of Interest Disclosure

None.

6. Business

1. Program and Policies Proposed Revisions – Discussion/Action

Staff pulled up the working redline of the programs and policies on the screen, and got to where the Board left off last month.

The Board discussed whether the state agencies have to be notified of Brownfield Plan approvals, and reviewed the escrow fee language where the Authority could charge for third-party engineering or legal fees incurred due to review of a project.

J. Harless moved to approve the Program Policies and Procedures as amended (2nd D. Swallow), and the motion passed unanimously.

2. Approval of Interest for Brownfield Projects – Action

Staff referred to the staff memo, providing calculations for Interest for four projects, including a correction of 2024 Interest for Grandview Commons.

J. Harless moved to approve the Interest calculations and one correction as presented, (2nd D. Swallow), and the motion passed unanimously.

3. 326 E. Michigan Youth Arts Alliance LBRF Grant Agreement – Action

Staff referred to the Agreement, which is the usual template, except that Corp Counsel agreed that the environmental insurance requirements can be removed, as the site is not a Facility and there are no environmental activities occurring or funded by the LBRF grant.

Katie Jones, who works for the City of Ypsilanti, was asked if the City requires a performance bond for the construction of the new facility, to which she responded she did not think so. J. Downing recommended that for future projects the Authority consider some form of performance guarantee. The Board discussed this further.

C. Maier moved to approve the LBRF Grant Agreement as presented (2nd T. Woollatt), and the motion passed unanimously.

4. June 2026 Financial Report – Action

The report includes the previously approved Interest approvals for four projects, and one correction for Grandview Commons, and a reimbursement to Grandview Commons for additional summer 2025 capture from the City of Dexter that needs to be reimbursed. The account will be left with an amount to pay the 2025 State Brownfield Fund that will be invoiced this fall.

J. Harless moved to approve the Financial Report (2nd C. Maier), and the motion passed unanimously.

7. Other Business

The Board discussed Scio Township and their denial of the Urban Crossroads Brownfield Plan this week. Further discussion is needed on possibly establishing a more effective process for the Township for proposed Brownfields.

Staff needs a new alternate for the DCC, since Jeremy McCallion is still listed, and he's no longer with the Authority. James Harless volunteered to serve as alternate, when staff cannot attend meetings.

8. Public Comment:

None

9. Adjournment:

J. Harless moved to adjourn the meeting at 10:07 a.m. (2nd T. Woollatt), 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, July 9th, 2026

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

TO: Washtenaw County Brownfield Authority

FROM: Nathan Voght, Washtenaw County Brownfield Coordinator

DATE: July 2nd, 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. Emerald Glen, Manchester, Reimbursement and Affordable Housing Agreement – Action

Please see a [draft Brownfield and Affordable Housing Reimbursement Agreement](#) for the Board's consideration. This Agreement has been negotiated over several months with the City of Manchester, Developer, OCED and Corporation Counsel. You'll note that the body of the Agreement is our usual template, and a new Exhibit has been added containing the majority of the affordable housing requirements called "HTIF Requirements." This is loosely based on the approach that the City of Detroit takes. Here are major points of the Agreement:

- a. The affordability term is 15 years, consistent with the Brownfield Plan.
- b. 6 out of the 30 total units will be designated as rent-restricted at maximum rent set at 100% of AMI, but eligible households can earn up to 120% of AMI (the MSHDA maximum).
- c. The Authority/OCED will have 7 days to review and approve a qualifying tenant's complete application for one of the affordable units.
- d. The developer has to report to the Authority by April 1st every year the status of all 6 affordable units, and demonstrate compliance with the affordable housing requirements.
- e. The developer may designate 2 additional rental homes to be converted to "affordable" in the event that any of the households in the original 6 affordable units exceed maximum 120% of AMI upon lease renewal. If there are no other available units to designate, then a grace period of one year will be given to the over-income family to relocate.
- f. Under Terms and Conditions #4 Eligible Activities: in reference to the recent federal housing bill that passed both houses, but has yet to be signed, should this law, or any other, prevent the developer to comply with any of the affordable housing requirements during the 15-year affordability period, the 6 affordable homes will need to be sold to income-qualifying households within 1 year. The developer and County/Authority will work together to developer necessary

deed restrictions and process to allow the City and Authority to review and approve qualified buyers for the homes.

- g. The Authority will be capturing 10% for Admin/LBRF annually from the Plan, and \$2,000 per year for Plan Implementation to assist with housing monitoring, compliance, and reporting.
- h. The Authority will be able to withhold a pro-rate share of TIR Reimbursement to the developer should any unit(s) be determined out of compliance with the Affordability Requirements.

Staff looks forward to discussing the proposed Agreement with the Board.

2. Emerald Glen, Manchester, Act 381 MSHDA Work Plan – Action

Please see a [proposed MSHDA Work Plan for this project](#). The Work Plan template is based on the MSHDA requirements, and a template that Miller Johnson Growth Advisors has successfully submitted numerous times to MSHDA. The Work Plan is essentially addressing a Checklist from MSHDA, with various attachments, including the approved Brownfield Plan, the Brownfield and Affordable Housing Reimbursement Agreement, proof of zoning, etc.

Staff looks forward to reviewing the Work Plan with the Board.

3. Village of Ann Arbor Brownfield Plan Amendment, Project Introduction – Presentation/Discussion

The [Village of Ann Arbor Brownfield Plan](#) was approved in May 2023. The project consists of eight parcels of land located to the south and east of the corner of Pontiac Trail and Dhu Varren Roads. The property was formally in Ann Arbor Township, and has been annexed by the City of Ann Arbor. The 77 acres of property was proposed to be redeveloped with 604 for-sale and rental units (484 approved in Phase I and an additional 120 apartments as Phase II). A large portion of the site was a former landfill, therefore presenting methane concerns. The original Plan included \$31,371,716 in developer-reimbursable Eligible Brownfield Activities, which included \$26 million in Environmental Activities, and approximately \$5 million in Non-Environmental activities, which were requested to be added by the City, in order to offset other improvements requested by the City Planning Commission related to electrification, solar, and a roundabout improvement nearby to address traffic conditions.

The developer will be presenting a project overview, describing changes within the Plan Amendment. Total Eligible Activity costs have increased from \$31M to \$39M, accounting for increased labor, material, construction costs, and other costs impacting the project. In addition, the project is constructing a \$5.7 million public east-west and north-south connector road open to the public, but maintained privately to provide vehicular and pedestrian linkages to Leslie Park.

After Brownfield Plan approval in 2023, the developer began preparing an Act 381 Work Plan and coordinating with EGLE staff on the overall environmental mitigation strategy. After many months of working with EGLE regarding the proposed approach, EGLE would not accept what was proposed.

Complicating this was that EGLE did not have any published guidance for redeveloping methane-impacted sites. EGLE has since published guidance in April of 2025, which the project had to comply with.

A more comprehensive summary and introduction of the Plan Amendment will be given by the developers.

4. Village of Ann Arbor Brownfield Plan Amendment, Form Sub-Committee – Action

A Sub-Committee is needed to assist with reviewing the draft Brownfield Plan Amendment.

5. July 2026 Financial Report – Information

Information only.

Other Business:

Chelsea Park Ribbon Cutting August 21st: <https://thesuntimesnews.com/chelseas-holmes-family-park-ribbon-cutting-and-block-party-august-21-22/>

Arbor South Work Plan: Staff is working with the City and MEDC to draft a Work Plan. It will be presented to the Authority for approval in the next month.

Arbor South Reimbursement Agreement: Staff is working with the City, developers, and County Corporation Counsel to draft an Agreement. It will be presented to the Authority for approval in the coming months.

310 E. Huron BF Plan Amendment: A final draft of the Plan Amendment was reviewed by the sub-committee this week, and will be sent to Ann Arbor City Council for consideration.

