



# Brownfield Redevelopment Authority

## Regular Meeting Agenda

Tuesday, June 9, 2026, 3:00 p.m.  
Plymouth City Hall

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City of Plymouth  
201 S. Main St.  
Plymouth, Michigan 48170-1637

[www.plymouthmi.gov](http://www.plymouthmi.gov)  
Phone 734-453-1234  
Fax 734-455-1892

1. **CALL TO ORDER**
  - a. Roll Call
2. **APPROVAL OF MINUTES**
  - a. May 27, 2025, Brownfield Redevelopment Authority Regular Meeting Minutes
3. **APPROVAL OF THE AGENDA**
4. **CITIZEN COMMENTS**
5. **BOARD COMMENTS**
6. **OLD BUSINESS**
7. **NEW BUSINESS**
  - a. Proposed 2025– 26 Brownfield Budget Amendments
  - b. Proposed 2026 – 27 Brownfield Budget
8. **OTHER MATTERS**
9. **ADJOURNMENT**

Consent Agenda - The items on the Consent Agenda will be approved by one motion as Agenda Item #4. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which case that item will then be placed on the regular agenda.

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues for items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting so an attempt can be made to make reasonable accommodations. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to [clerk@plymouthmi.gov](mailto:clerk@plymouthmi.gov).

# City of Plymouth Strategic Plan 2022-2026

## GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

### OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35<sup>th</sup> District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

## GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

### OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

## GOAL AREA THREE - COMMUNITY CONNECTIVITY

### OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

## GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

### OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan

*“The government in this community is small and accessible to all concerned.”*

-Plymouth Mayor Joe Bida  
November 1977



City of Plymouth  
Brownfield Redevelopment Authority  
Meeting Minutes  
Tuesday, May 27, 2025 – 3:30 p.m.

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201 S. Main  
Plymouth, Michigan 48170-1637

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**1. CALL TO ORDER**

- a. Chair Colleen Pobur called the meeting to order at 3:30 p.m.

Present: Chair Pobur, Members Steve Anderson, Alan Deal, Greg Donofrio, Paul Sincock  
Excused: Economic Director John Buzuvis, Members Nancy Anderson, Josh Rimatzki and John Townsend

Also present: Finance Director John Scanlon

**2. APPROVAL OF THE MEETING MINUTES**

Sincock offered a motion, seconded by S. Anderson, to approve the minutes of the of the May 23, 2024 meeting.

MOTION PASSED

**3. APPROVAL OF THE AGENDA**

Sincock offered a motion, seconded by Deal, to approve the agenda for May 27, 2025.

MOTION PASSED

**4. CITIZENS COMMENTS**

There were no citizen comments.

**5. BOARD MEMBER COMMENTS**

There were no board member comments.

**6. OLD BUSINESS**

There was no old business.

**7. NEW BUSINESS**

- a. Proposed 2024-25 Brownfield Budget Amendments

The following motion was offered by Sincock and seconded by S. Anderson

WHEREAS Actual patterns of departmental expenditures occur differently than originally projected in the 2024-25 Brownfield Redevelopment Authority Budget as adopted in May of 2024; and

WHEREAS Overall revenue and expenditure forecasts require modifications to the original budgetary allocations as established in the adopted budget; and

WHEREAS The Brownfield Redevelopment Authority budget amendments require the approval of the Brownfield Redevelopment Authority and the City Commission.

NOW, THEREFORE, BE IT RESOLVED that the 2024-25 Brownfield Redevelopment Authority budget is hereby amended as indicated in the detailed line-item Budget Adjustment Summary through April 30, 2025, which is made a part of this resolution.

BE IT FURTHER RESOLVED that the City Finance Director is authorized to change the budgetary appropriations as necessary in accordance with this resolution effective May 27, 2025.

**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER - FY 24-25**

| FUND DEPT/ACTIVITY                        | Approved Budget | 1st Qtr. Amendments | 2nd Qtr. Amendments | 3rd Qtr. Amendments | 4th Qtr. Amendments | Tot. All Amendments | Amended Budget |
|---|-----------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| <b>BROWNFIELD SITE REM FUND REV: #242</b> |                 |                     |                     |                     |                     |                     |                |
| Federal/State Grants                      | -               | -                   | -                   | -                   | -                   | -                   | -              |
| Contrib. & Other                          | 50              | -                   | -                   | -                   | 135                 | 135                 | 185            |
| Appropriation of Surplus                  | -               | -                   | -                   | -                   | -                   | -                   | -              |
| <b>TOTAL REVENUES</b>                     | <b>50</b>       | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>135</b>          | <b>135</b>          | <b>185</b>     |
| <b>BROWNFIELD SITE REM FUND REV: #242</b> |                 |                     |                     |                     |                     |                     |                |
| Capital Improvements                      | -               | -                   | -                   | -                   | -                   | -                   | -              |
| Miscellaneous                             | -               | -                   | -                   | -                   | -                   | -                   | -              |
| Contingency                               | 50              | -                   | -                   | -                   | 135                 | 135                 | 185            |
| <b>TOTAL EXPENDITURES</b>                 | <b>50</b>       | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>135</b>          | <b>135</b>          | <b>185</b>     |

| FUND DEPT/ACTIVITY                    | Approved Budget | 1st Qtr. Amendments | 2nd Qtr. Amendments | 3rd Qtr. Amendments | 4th Qtr. Amendments | Tot. All Amendments | Amended Budget |
|---------------------------------------|-----------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| <b>BROWNFIELD OPER FUND REV: #243</b> |                 |                     |                     |                     |                     |                     |                |
| Property Taxes                        | 596,960         | -                   | -                   | -                   | 7,025               | 7,025               | 603,985        |
| Contrib. & Other                      | 210             | -                   | -                   | -                   | 7,390               | 7,390               | 7,600          |
| Appropriation of Surplus              | -               | -                   | -                   | -                   | -                   | -                   | -              |
| <b>TOTAL REVENUES</b>                 | <b>597,170</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>14,415</b>       | <b>14,415</b>       | <b>611,585</b> |
| <b>BROWNFIELD OPER FUND EXP: #243</b> |                 |                     |                     |                     |                     |                     |                |
| Administration                        | 59,690          | -                   | -                   | -                   | 705                 | 705                 | 60,395         |
| Site Remediation                      | 537,270         | -                   | -                   | -                   | 6,320               | 6,320               | 543,590        |
| Contrib & Other                       | -               | -                   | -                   | -                   | -                   | -                   | -              |
| Contingency                           | 210             | -                   | -                   | -                   | 7,390               | 7,390               | 7,600          |
| <b>TOTAL EXPENDITURES</b>             | <b>597,170</b>  | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>14,415</b>       | <b>14,415</b>       | <b>611,585</b> |

MOTION PASSED UNANIMOUSLY

b. Proposed 2025-26 Brownfield Budget

The following motion was offered by Sincock and seconded by S. Anderson.

WHEREAS The 2025-26 Brownfield Redevelopment Authority Budget was presented to the City Commission by the City Manager on April 7, 2025; and

WHEREAS Public Act 381 of 1996 requires the Brownfield Redevelopment Authority to adopt a budget annually and forward their approved budget to the City Commission for final adoption; and

WHEREAS The Board of the Brownfield Redevelopment Authority did review the proposed budget on May 27, 202 and noted changes, if any;

NOW THEREFORE, BE IT RESOLVED that the Board of the Brownfield Redevelopment Authority of the City of Plymouth hereby adopts the proposed fiscal year 2025-26 budget as proposed, with amendments if any, as shown in the enclosed attachment.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Board of the Brownfield Redevelopment Authority hereby directs the City Manager to submit the proposed budget to the City Commission for inclusion in the overall city budget.

MOTION PASSED UNANIMOUSLY

**8. OTHER MATTERS**

There were no other matters before the board.

**9. ADJOURNMENT**

A motion to adjourn was offered at 3:37 p.m. by Sincock and seconded by S. Anderson

MOTION PASSED UNANIMOUSLY

DRAFT



# CITY OF PLYMOUTH

www.plymouthmi.gov

201 S. Main St.  
Plymouth, Michigan 48170-1637

Phone 734-453-1234  
Fax 734-455-1892

## MEMORANDUM

Date: June 4, 2026  
To: Brownfield Redevelopment Authority Board  
Members  
From: Priya J King, Finance Director  
Subject: Budget Amendments

**Issue:** Amendments to the 2025-2026 Brownfield Redevelopment Authority budget

**Analysis:** Please find attached the Revenue and Expenditure reports for the 2025-2026 fiscal year for the Brownfield Redevelopment Authority Fund, as well as the Brownfield Site Remediation Fund. A Budget Adjustment Summary is also included.

The 2025-2026 Brownfield Redevelopment Authority budget was adopted on June 2, 2025. Budget Amendments are reflected in aligning with updated information such as tax appeals, millage updates and other economic factors. The Budget Adjustment Summary outlines these amendments.

The adoptions of these amendments are consistent with our current budget practices, as well as the Uniform Budgeting Act. A proposed resolution adopting the amendments is attached.

**Requested Action:** Approve the resolution to amend the 2025-2026 Brownfield Redevelopment Authority Budget

**Attachment(s):** Budget Amendment Resolution

**BUDGET ADJUSTMENT SUMMARY  
FOURTH QUARTER FY 2025-26**

| FUND<br>DEPT/ACTIVITY                             | Approved<br>Budget | 1st Qtr<br>Amendments | 2nd Qtr.<br>Amendments | 3rd Qtr.<br>Amendments | 4th Qtr.<br>Amendments | Tot. All<br>Amendments | Amended<br>Budget |
|---|--------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|-------------------|
| <b>BROWNFIELD SITE REMEDIATION FUND REV: #242</b> |                    |                       |                        |                        |                        |                        |                   |
| Federal/State Grants                              | -                  | -                     | -                      | -                      | -                      | -                      | -                 |
| Contrib & Other                                   | 50                 | -                     | -                      | -                      | 37                     | 37                     | 87                |
| Appropriation of Surplus                          | -                  | -                     | -                      | -                      | (37)                   | (37)                   | (37)              |
| <b>TOTAL REVENUE</b>                              | <b>50</b>          | <b>-</b>              | <b>-</b>               | <b>-</b>               | <b>-</b>               | <b>-</b>               | <b>50</b>         |
| <b>BROWNFIELD SITE REMEDIATION FUND EXP: #242</b> |                    |                       |                        |                        |                        |                        |                   |
| Capital Improvements                              | -                  | -                     | -                      | -                      | -                      | -                      | -                 |
| Miscellaneous                                     | -                  | -                     | -                      | -                      | -                      | -                      | -                 |
| Contingency                                       | 50                 | -                     | -                      | -                      | -                      | -                      | 50                |
| <b>TOTAL EXPENDITURES</b>                         | <b>50</b>          | <b>-</b>              | <b>-</b>               | <b>-</b>               | <b>-</b>               | <b>-</b>               | <b>50</b>         |

| FUND<br>DEPT/ACTIVITY                          | Approved<br>Budget | 1st Qtr<br>Amendments | 2nd Qtr.<br>Amendments | 3rd Qtr.<br>Amendments | 4th Qtr.<br>Amendments | Tot. All<br>Amendments | Amended<br>Budget |
|--|--------------------|-----------------------|------------------------|------------------------|------------------------|------------------------|-------------------|
| <b>BROWNFIELD REDEVELOPMENT FUND REV: #243</b> |                    |                       |                        |                        |                        |                        |                   |
| Property Taxes                                 | 715,000            | -                     | -                      | -                      | 6,302                  | 6,302                  | 721,302           |
| Contrib & Other                                | 210                | -                     | -                      | -                      | 9,293                  | 9,293                  | 9,503             |
| Appropriation of Surplus                       | -                  | -                     | -                      | -                      | (9,293)                | (9,293)                | (9,293)           |
| <b>TOTAL REVENUE</b>                           | <b>715,210</b>     | <b>-</b>              | <b>-</b>               | <b>-</b>               | <b>6,302</b>           | <b>6,302</b>           | <b>721,512</b>    |
| <b>BROWNFIELD REDEVELOPMENT FUND EXP: #243</b> |                    |                       |                        |                        |                        |                        |                   |
| Administration                                 | 71,500             | -                     | -                      | -                      | -                      | -                      | 71,500            |
| Site Remediation                               | 643,500            | -                     | -                      | -                      | 6,302                  | 6,302                  | 649,802           |
| Contrib & Other                                | -                  | -                     | -                      | -                      | -                      | -                      | -                 |
| Contingency                                    | 210                | -                     | -                      | -                      | -                      | -                      | 210               |
| <b>TOTAL EXPENDITURES</b>                      | <b>715,210</b>     | <b>-</b>              | <b>-</b>               | <b>-</b>               | <b>6,302</b>           | <b>6,302</b>           | <b>721,512</b>    |

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2026

| GL Number   | Description               | YTD Balance<br>06/30/2025<br>Norm (Abnorm) | End Balance<br>06/30/2025 | 25-26<br>Original<br>Budget | 25-26<br>Amended<br>Budget | YTD Balance<br>06/30/2026<br>Norm (Abnorm) | Activity For<br>06/30/2026<br>Incr (Decr) | % Bdgt<br>Used |
|---|---------------------------|--|---------------------------|-----------------------------|----------------------------|--|---|----------------|
| <b>Fund: 242 BROWNFIELD SITE REMEDIATION FUND</b>   |                           |  |                           |                             |                            |  |   |                |
| <b>Account Category: Revenues</b>                   |                           |  |                           |                             |                            |  |   |                |
| <b>Department: 000 GENERAL REVENUES</b>             |                           |  |                           |                             |                            |  |   |                |
| 242-000-665.000                                     | INTEREST ON INVESTMENTS   | 156.48                                     | 156.48                    | 50.00                       | 50.00                      | 73.15                                      | 0.00                                      | 146.30         |
| Total Dept 000 - GENERAL REVENUES                   |                           | <u>156.48</u>                              | <u>156.48</u>             | <u>50.00</u>                | <u>50.00</u>               | <u>73.15</u>                               | <u>0.00</u>                               | <u>146.30</u>  |
| Revenues  |                           | <u>156.48</u>                              | <u>156.48</u>             | <u>50.00</u>                | <u>50.00</u>               | <u>73.15</u>                               | <u>0.00</u>                               | <u>146.30</u>  |
| <b>Account Category: Expenditures</b>               |                           |  |                           |                             |                            |  |   |                |
| <b>Department: 261 ADMINISTRATION</b>               |                           |  |                           |                             |                            |  |   |                |
| 242-261-962.000                                     | RESERVE FOR CONTINGENCIES | 0.00                                       | 0.00                      | 50.00                       | 50.00                      | 0.00                                       | 0.00                                      | 0.00           |
| Total Dept 261 - ADMINISTRATION                     |                           | <u>0.00</u>                                | <u>0.00</u>               | <u>50.00</u>                | <u>50.00</u>               | <u>0.00</u>                                | <u>0.00</u>                               | <u>0.00</u>    |
| Expenditures  |                           | <u>0.00</u>                                | <u>0.00</u>               | <u>50.00</u>                | <u>50.00</u>               | <u>0.00</u>                                | <u>0.00</u>                               | <u>0.00</u>    |
| <b>Fund 242 - BROWNFIELD SITE REMEDIATION FUND:</b> |                           |  |                           |                             |                            |  |   |                |
| TOTAL REVENUES                                      |                           | 156.48                                     | 156.48                    | 50.00                       | 50.00                      | 73.15                                      | 0.00                                      | 146.30         |
| TOTAL EXPENDITURES                                  |                           | 0.00                                       | 0.00                      | 50.00                       | 50.00                      | 0.00                                       | 0.00                                      | 0.00           |
| NET OF REVENUES & EXPENDITURES:                     |                           | <u>156.48</u>                              | <u>156.48</u>             | <u>0.00</u>                 | <u>0.00</u>                | <u>73.15</u>                               | <u>0.00</u>                               |                |
| BEG. FUND BALANCE                                   |                           | 122,540.05                                 | 122,540.05                | 122,696.53                  | 122,696.53                 | 122,696.53                                 |   |                |
| END FUND BALANCE                                    |                           | 122,696.53                                 | 122,696.53                | 122,696.53                  | 122,696.53                 | 122,769.68                                 |   |                |

QTR REV AND EXP REPORT FOR CITY OF PLYMOUTH

Balance As of 06/30/2026

| GL Number  | Description                         | YTD Balance<br>06/30/2025<br>Norm (Abnorm) | End Balance<br>06/30/2025 | 25-26<br>Original<br>Budget | 25-26<br>Amended<br>Budget | YTD Balance<br>06/30/2026<br>Norm (Abnorm) | Activity For<br>06/30/2026<br>Incr (Decr) | % Bdgt<br>Used |
|--|-------------------------------------|--|---------------------------|-----------------------------|----------------------------|--|---|----------------|
| <b>Fund: 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND</b>   |                                     |  |                           |                             |                            |  |   |                |
| <b>Account Category: Revenues</b>                          |                                     |  |                           |                             |                            |  |   |                |
| <b>Department: 000 GENERAL REVENUES</b>                    |                                     |  |                           |                             |                            |  |   |                |
| 243-000-573.000  | LOCAL COMMUNITY STABILIZATION SHARE | 6,826.58                                   | 6,826.58                  | 200.00                      | 200.00                     | 3,386.68                                   | 0.00                                      | 1,693.34       |
| 243-000-665.000  | INTEREST ON INVESTMENTS             | 2,056.80                                   | 2,056.80                  | 10.00                       | 10.00                      | 2,301.90                                   | 0.00                                      | 23,019.00      |
| Total Dept 000 - GENERAL REVENUES                          |                                     | 8,883.38                                   | 8,883.38                  | 210.00                      | 210.00                     | 5,688.58                                   | 0.00                                      | 2,708.85       |
| <b>Department: 070 BRWNFLD CAPTURE/STARKWEATHER</b>        |                                     |  |                           |                             |                            |  |   |                |
| 243-070-402.000  | CURRENT PROPERTY TAX/REAL           | 115,142.13                                 | 115,142.13                | 175,614.00                  | 175,614.00                 | 177,163.18                                 | 0.00                                      | 100.88         |
| Total Dept 070 - BRWNFLD CAPTURE/STARKWEATHER              |                                     | 115,142.13                                 | 115,142.13                | 175,614.00                  | 175,614.00                 | 177,163.18                                 | 0.00                                      | 100.88         |
| <b>Department: 075 BRWNFLD CAPTURE/MILL STREET TOWNS</b>   |                                     |  |                           |                             |                            |  |   |                |
| 243-075-402.000  | CURRENT PROPERTY TAX/REAL           | 488,061.19                                 | 488,061.19                | 539,386.00                  | 539,386.00                 | 544,137.87                                 | 0.00                                      | 100.88         |
| Total Dept 075 - BRWNFLD CAPTURE/MILL STREET TOWNS         |                                     | 488,061.19                                 | 488,061.19                | 539,386.00                  | 539,386.00                 | 544,137.87                                 | 0.00                                      | 100.88         |
| Revenues   |                                     | 612,086.70                                 | 612,086.70                | 715,210.00                  | 715,210.00                 | 726,989.63                                 | 0.00                                      | 101.65         |
| <b>Account Category: Expenditures</b>                      |                                     |  |                           |                             |                            |  |   |                |
| <b>Department: 261 ADMINISTRATION</b>                      |                                     |  |                           |                             |                            |  |   |                |
| 243-261-962.000  | RESERVE FOR CONTINGENCIES           | 0.00                                       | 0.00                      | 210.00                      | 210.00                     | 0.00                                       | 0.00                                      | 0.00           |
| Total Dept 261 - ADMINISTRATION                            |                                     | 0.00                                       | 0.00                      | 210.00                      | 210.00                     | 0.00                                       | 0.00                                      | 0.00           |
| <b>Department: 606 BROWNFIELD/STARKWEATHER</b>             |                                     |  |                           |                             |                            |  |   |                |
| 243-606-970.000  | REIMBURSEMENT/BROWNFIELD EXP        | 103,627.92                                 | 103,627.92                | 158,054.00                  | 158,054.00                 | 159,446.86                                 | 0.00                                      | 100.88         |
| 243-606-970.500  | REIMBURSEMENT/BROWFIELD ADM         | 11,514.21                                  | 11,514.21                 | 17,560.00                   | 17,560.00                  | 17,716.32                                  | 0.00                                      | 100.89         |
| Total Dept 606 - BROWNFIELD/STARKWEATHER                   |                                     | 115,142.13                                 | 115,142.13                | 175,614.00                  | 175,614.00                 | 177,163.18                                 | 0.00                                      | 100.88         |
| <b>Department: 607 BROWNFIELD/MILL STREET TOWNS</b>        |                                     |  |                           |                             |                            |  |   |                |
| 243-607-970.000  | REIMBURSEMENT/BROWNFIELD EXP        | 439,255.07                                 | 439,255.07                | 485,446.00                  | 485,446.00                 | 489,724.08                                 | 0.00                                      | 100.88         |
| 243-607-970.500  | REIMBURSEMENT/BROWFIELD ADM         | 48,806.12                                  | 48,806.12                 | 53,940.00                   | 53,940.00                  | 54,413.79                                  | 0.00                                      | 100.88         |
| Total Dept 607 - BROWNFIELD/MILL STREET TOWNS              |                                     | 488,061.19                                 | 488,061.19                | 539,386.00                  | 539,386.00                 | 544,137.87                                 | 0.00                                      | 100.88         |
| Expenditures   |                                     | 603,203.32                                 | 603,203.32                | 715,210.00                  | 715,210.00                 | 721,301.05                                 | 0.00                                      | 100.85         |
| <b>Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:</b> |                                     |  |                           |                             |                            |  |   |                |
| TOTAL REVENUES   |                                     | 612,086.70                                 | 612,086.70                | 715,210.00                  | 715,210.00                 | 726,989.63                                 | 0.00                                      | 101.65         |
| TOTAL EXPENDITURES   |                                     | 603,203.32                                 | 603,203.32                | 715,210.00                  | 715,210.00                 | 721,301.05                                 | 0.00                                      | 100.85         |
| NET OF REVENUES & EXPENDITURES:                            |                                     | 8,883.38                                   | 8,883.38                  | 0.00                        | 0.00                       | 5,688.58                                   | 0.00                                      |                |
| BEG. FUND BALANCE  |                                     | 37,129.75                                  | 37,129.75                 | 46,013.13                   | 46,013.13                  | 46,013.13                                  |   |                |
| END FUND BALANCE   |                                     | 46,013.13                                  | 46,013.13                 | 46,013.13                   | 46,013.13                  | 51,701.71                                  |   |                |
| <b>Report Totals:</b>                                      |                                     |  |                           |                             |                            |  |   |                |
| TOTAL REVENUES - ALL FUNDS                                 |                                     | 612,243.18                                 | 612,243.18                | 715,260.00                  | 715,260.00                 | 727,062.78                                 | 0.00                                      | 101.65         |
| TOTAL EXPENDITURES - ALL FUNDS                             |                                     | 603,203.32                                 | 603,203.32                | 715,260.00                  | 715,260.00                 | 721,301.05                                 | 0.00                                      | 100.84         |
| NET OF REVENUES & EXPENDITURES:                            |                                     | 9,039.86                                   | 9,039.86                  | 0.00                        | 0.00                       | 5,761.73                                   | 0.00                                      |                |

## **RESOLUTION**

The following resolution was offered by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_.

WHEREAS actual patterns of departmental expenditures occur differently than originally projected in the 2025-2026 Brownfield Redevelopment Authority Budget as adopted in June of 2025; and

WHEREAS overall revenue and expenditure forecasts require modifications to the original budgetary allocations as established in the adopted budget; and

WHEREAS the Brownfield Redevelopment Authority budget amendments require the approval of the Brownfield Redevelopment Authority and the City Commission;

NOW, THEREFORE, BE IT RESOLVED THAT the 2025-2026 Brownfield Redevelopment Authority budget is hereby amended as indicated in the detailed line-item Budget Adjustment Summary through April 30, 2026, which is made a part of this resolution.

BE IT FURTHER RESOLVED THAT the City Finance Director is authorized to change the budgetary appropriations as necessary in accordance with this resolution effective June 9, 2026.



# CITY OF PLYMOUTH

www.plymouthmi.gov

201 S. Main St.  
Plymouth, Michigan 48170-1637

Phone 734-453-1234  
Fax 734-455-1892

## MEMORANDUM

Date: May 27, 2026  
To: Brownfield Redevelopment Authority Board Members  
From: Priya King, Finance Director  
Subject: Budget Adoption

**Issue:** Adoption of 2026-27 Brownfield Redevelopment Authority budget

**Analysis:** Please find attached the proposed budgets for the Brownfield Redevelopment Fund and the Brownfield Site Remediation Fund. Currently, there are two active Brownfield projects, summarized below.

### *Starkweather School Project*

This project began capturing funds in the 2017 tax year. As agreed, it includes a 10% reimbursement to the City's General Fund, which is reflected in GL account 243-606-970.500. The City has received all required documentation for reimbursement requests, and reimbursements will continue through the 2026-27 fiscal year.

### *Mill Street Towns Project*

Originally approved in April 2019, this project was amended in May 2024 to expand the Brownfield coverage area. This project began capturing funds in the 2019 tax year. As agreed, it includes a 10% reimbursement to the City's General Fund, which is reflected in GL account 243-607-970.500. This Brownfield plan also includes a reimbursement of 3% simple interest. The first set of reimbursements was approved in May 2024 and will be fully paid in the 2026-2027 fiscal year.

As the Brownfield Redevelopment Authority is a separate legal entity from the City, it is required to adopt an annual budget. The proposed budget is based on current tax information for the upcoming fiscal year. Any changes would require a formal budget amendment. A budget resolution is attached for your consideration.

**Requested Action:** Approve the resolution to adopt the Proposed Brownfield Redevelopment Fund and Brownfield Site Remediation Fund Budgets

**Attachment(s):** Proposed Brownfield Redevelopment Fund and Brownfield Site Remediation Fund Budget Resolution

The provisions of Act 381 of 1996 establishing Brownfield Authorities permit the continuing capture of taxes in any district for up to 5 years beyond the final reimbursement of site remediation costs to the developer. One of the four Brownfield districts in the city has made such final payments and, under the act, the continuing tax capture receipts are required to be deposited to a Local Site Remediation Revolving Fund.



**-242-**  
**BROWNFIELD SITE REMEDIATION  
FUND**

# BUDGET

| ACCOUNT NUMBER  | ACCOUNT NAME                             | AMENDED BUDGET FY 2025 | Actual FY 2025 | ORIGINAL BUDGET FY 2026 | AMENDED BUDGET FY 2026 | ACTUAL FY 2026 THROUGH 02/28/26 | PROJECTED FY 2026 | PROPOSED FY 2027 | PROPOSED FY 2028 | PROPOSED FY 2029 | PROPOSED FY 2030 | PROPOSED FY 2031 |
|---|--|------------------------|----------------|-------------------------|------------------------|---------------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BROWNFIELD SITE REMEDIATION FUND</b>                 |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| <b>BROWNFIELD SITE REMEDIATION FUND REVENUE</b>         |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| 242-000-665.000   | INTEREST ON INVESTMENTS                  | 185                    | 156            | 50                      | 50                     | 45                              | 67                | 100              | 100              | 100              | 100              | 100              |
| 242-000-699.000   | APPROP OF PR YR FUND BALANCE             | 0                      | 0              | 0                       | 0                      | 0                               | 0                 | 0                | 0                | 0                | 0                | 0                |
| <b>BROWNFIELD SITE REMEDIATION REVENUE GRAND TOTAL</b>  |  | <b>185</b>             | <b>156</b>     | <b>50</b>               | <b>50</b>              | <b>45</b>                       | <b>67</b>         | <b>100</b>       | <b>100</b>       | <b>100</b>       | <b>100</b>       | <b>100</b>       |
| <b>BROWNFIELD SITE REMEDIATION FUND EXPENDITURES</b>    |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| 242-261-962.000   | RESERVE FOR CONTINGENCIES                | 185                    | 0              | 50                      | 50                     | 0                               | 67                | 100              | 100              | 100              | 100              | 100              |
| <b>BROWNFIELD SITE REM FUND EXPENDITURE GRAND TOTAL</b> |  | <b>185</b>             | <b>0</b>       | <b>50</b>               | <b>50</b>              | <b>0</b>                        | <b>67</b>         | <b>100</b>       | <b>100</b>       | <b>100</b>       | <b>100</b>       | <b>100</b>       |
| <b>BROWNFIELD SITE REMEDIATION FUND BALANCE</b>         |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
|   | BEGINNING SURPLUS (OR DEFICIT)           | 122,540                | 122,540        | 122,697                 | 122,697                | 122,697                         | 122,697           | 122,764          | 122,864          | 122,964          | 123,064          | 123,164          |
|   | CURRENT YEAR REVENUES                    | 185                    | 156            | 50                      | 50                     | 45                              | 67                | 100              | 100              | 100              | 100              | 100              |
|   | CURRENT YEAR EXPENDITURES                | (185)                  | 0              | (50)                    | (50)                   | 0                               | (67)              | (100)            | (100)            | (100)            | (100)            | (100)            |
|   | <b>CURRENT YEAR SURPLUS (OR DEFICIT)</b> | <b>0</b>               | <b>156</b>     | <b>0</b>                | <b>0</b>               | <b>45</b>                       | <b>0</b>          | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
|   | + CONTINGENCY/(APPROPRIATION)            | 185                    | 0              | 50                      | 50                     | 0                               | 67                | 100              | 100              | 100              | 100              | 100              |
|   | <b>ENDING SURPLUS (DEFICIT)</b>          | <b>122,725</b>         | <b>122,697</b> | <b>122,747</b>          | <b>122,747</b>         | <b>122,741</b>                  | <b>122,764</b>    | <b>122,864</b>   | <b>122,964</b>   | <b>123,064</b>   | <b>123,164</b>   | <b>123,264</b>   |

The Brownfield Redevelopment Authority Fund accounts for revenues and expenditures for the Authority's development activities. Revenue sources are from captured tax revenues generated by the various projects approved by the Authority.

The Brownfield Redevelopment Authority was established in 1996 to take advantage of new legislation which gives various tools to local governmental units to facilitate the clean-up and redevelopment of environmentally contaminated sites.



# **-243- BROWNFIELD REDEVELOPMENT AUTHORITY FUND**

# CITY OF PLYMOUTH

## BROWNFIELD REDEVELOPMENT AUTHORITY

*The Brownfield Redevelopment Financing Act (Act 381, Public Acts of Michigan, 1996) authorizes local governments to establish a Brownfield Redevelopment Authority to deal with contaminated properties within its jurisdiction. Brownfields are abandoned, undeveloped or under-utilized properties which are not being developed or fully utilized due to environmental contamination. The City's bond counsel has provided a draft resolution for this purpose which is also attached.*

### **How it Works**

An authority established under the Act is authorized to capture tax increment revenues (very much like a DDA) and use the revenues to assess the environmental status of a property, to take steps to mitigate exposure to existing contamination, and to clean up existing contamination. This can include the costs of preparing a Remedial Action Plan, including the costs of review by the Michigan Department of Environmental Quality. In addition, it can include the cost of paying back an obligation issued by the authority to pay for eligible activities. However, the Authority can only capture tax increment revenues on a given site until the year in which the cost of eligible activities have been repaid, or up to five years after that if the Authority establishes a Local Site Remediation Revolving Fund.

For example, the City might enter into an agreement with the owner or buyer of a contaminated site, by which the City would finance the remediation of the contamination and the owner / buyer would redevelop the property. The City would capture taxes from the additional development to pay for the remediation costs which could be financed by a tax increment bond issue. The owner/buyer would receive Single Business Tax credits for a portion of the redevelopment costs. Thus, industrial tax abatement would not have to be used to provide a private incentive.

### **Limitation on School Tax Capture**

An authority is able to capture both local and state school operating taxes, but only for eligible activities that are consistent with a Remedial Action Plan approved by the DEQ before January 1, 2001. There are no opt-out or sharing provisions for other governmental taxing units, in contrast to the provisions for DDA=s. However, the Authority=s tax capture may be limited by the percentage of tax increment revenues captured under all tax increment financing plans in the municipality.

### **Private Sector Incentive**

The biggest incentive for private parties to develop and invest in eligible property is the potential to qualify for a 10% credit on the Michigan Single Business Tax, up to a maximum of \$1,000,000. The credit must be related to redevelopment costs occurring before January 1, 2001; and must be taken within 10 years. This provides a private tax incentive to redevelop sites which are remediated by the authority, when industrial tax abatement might be in conflict with the tax-capturing financing of the remediation.

### **Entire City as Redevelopment Zone**

The enacting resolution established the entire City as the Brownfield Redevelopment Authority Zone. If the City decides later to create a Local Site Remediation Revolving Fund, an additional five year=s capture of taxes from a completed site (beyond its own completion costs) can be allocated to the Fund for remedial projections on other properties in the City. Since we cannot be certain if there are any unknown contaminated sites elsewhere in the City, the City-wide district provides the best opportunity to deal with such sites in the future.

### **The Authority**

The City Commission established the Economic Development Authority as the City of Plymouth Brownfield Redevelopment Authority. The Act permits the Brownfield Redevelopment Authority to be established as a second role for the Downtown Development Authority or the Economic Development Authority, or the City Commission can establish a separate Authority board of 5 to 9 members.

### **Enactment**

The enacting resolution was adopted by the City Commission on December 16, 1996.

# BUDGET

| ACCOUNT NUMBER                                     | ACCOUNT NAME                             | AMENDED BUDGET FY 2025 | Actual FY 2025 | ORIGINAL BUDGET FY 2026 | AMENDED BUDGET FY 2026 | ACTUAL FY 2026 THROUGH 02/28/26 | PROJECTED FY 2026 | PROPOSED FY 2027 | PROPOSED FY 2028 | PROPOSED FY 2029 | PROPOSED FY 2030 | PROPOSED FY 2031 |
|--|--|------------------------|----------------|-------------------------|------------------------|---------------------------------|-------------------|------------------|------------------|------------------|------------------|------------------|
| <b>BROWNFIELD REDEVELOPMENT FUND</b>               |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| <b>BROWNFIELD REDEVELOPMENT FUND REVENUE</b>       |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| 243-000-573.000                                    | LOCAL COMMUNITY STABILIZATION SHARE      | 4,600                  | 6,827          | 200                     | 200                    | 3,387                           | 5,080             | 5,000            | 3,500            | 0                | 0                | 0                |
| 243-000-665.000                                    | INTEREST ON INVESTMENTS                  | 3,000                  | 2,057          | 10                      | 10                     | 1,909                           | 2,863             | 2,900            | 3,000            | 0                | 0                | 0                |
| 243-000-699.000                                    | APPROP OF PR YR FUND BALANCE             | 0                      | 0              | 0                       | 0                      | 0                               | 0                 | 0                | 0                | 0                | 0                | 0                |
| 243-070-402.000                                    | CURRENT PROPERTY TAX/REAL                | 115,145                | 115,142        | 175,614                 | 175,614                | 151,031                         | 151,031           | 184,830          | 0                | 0                | 0                | 0                |
| 243-075-402.000                                    | CURRENT PROPERTY TAX/REAL                | 488,840                | 488,061        | 539,386                 | 539,386                | 463,885                         | 463,885           | 662,412          | 695,533          | 0                | 0                | 0                |
| <b>BROWNFIELD REDEV REVENUE GRAND TOTAL</b>        |  | <b>611,585</b>         | <b>612,087</b> | <b>715,210</b>          | <b>715,210</b>         | <b>620,212</b>                  | <b>622,860</b>    | <b>855,142</b>   | <b>702,033</b>   | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>BROWNFIELD REDEVELOPMENT FUND EXPENDITURES</b>  |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| <b>Administrative Expenditures</b>                 |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| 243-261-962.000                                    | RESERVE FOR CONTINGENCIES                | 7,600                  | 0              | 210                     | 210                    | 0                               | 7,944             | 209,480          | 166,233          | 0                | 0                | 0                |
| <b>Total</b>                                       |  | <b>7,600</b>           | <b>0</b>       | <b>210</b>              | <b>210</b>             | <b>0</b>                        | <b>7,944</b>      | <b>209,480</b>   | <b>166,233</b>   | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>Brownfield-Starkweather School Expenditures</b> |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| 243-606-970.000                                    | REIMBURSEMENT/BROWNFIELD EXP             | 103,630                | 103,628        | 158,054                 | 158,054                | 0                               | 135,928           | 142,724          | 0                | 0                | 0                | 0                |
| 243-606-970.500                                    | REIMBURSEMENT/BROWFIELD ADM              | 11,515                 | 11,514         | 17,560                  | 17,560                 | 0                               | 15,103            | 15,858           | 0                | 0                | 0                | 0                |
| <b>Total</b>                                       |  | <b>115,145</b>         | <b>115,142</b> | <b>175,614</b>          | <b>175,614</b>         | <b>0</b>                        | <b>151,031</b>    | <b>158,583</b>   | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>Brownfield-Mill Street Towns</b>                |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
| 243-607-970.000                                    | REIMBURSEMENT/BROWNFIELD EXP             | 439,960                | 439,255        | 485,446                 | 485,446                | 0                               | 417,497           | 438,371          | 482,200          | 0                | 0                | 0                |
| 243-607-970.500                                    | REIMBURSEMENT/BROWFIELD ADM              | 48,880                 | 48,806         | 53,940                  | 53,940                 | 0                               | 46,389            | 48,708           | 53,600           | 0                | 0                | 0                |
| <b>Total</b>                                       |  | <b>488,840</b>         | <b>488,061</b> | <b>539,386</b>          | <b>539,386</b>         | <b>0</b>                        | <b>463,885</b>    | <b>487,079</b>   | <b>535,800</b>   | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>BROWNFIELD REDEV EXPENDITURE GRAND TOTAL</b>    |  | <b>611,585</b>         | <b>603,203</b> | <b>715,210</b>          | <b>715,210</b>         | <b>0</b>                        | <b>622,860</b>    | <b>855,142</b>   | <b>702,033</b>   | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>BROWNFIELD REDEVELOPMENT FUND BALANCE</b>       |  |                        |                |                         |                        |                                 |                   |                  |                  |                  |                  |                  |
|  | BEGINNING SURPLUS (OR DEFICIT)           | 37,130                 | 37,130         | 46,013                  | 46,013                 | 46,013                          | 46,013            | 53,958           | 263,438          | 429,671          | 429,671          | 429,671          |
|  | CURRENT YEAR REVENUES                    | 611,585                | 612,087        | 715,210                 | 715,210                | 620,212                         | 622,860           | 855,142          | 702,033          | 0                | 0                | 0                |
|  | CURRENT YEAR EXPENDITURES                | (611,585)              | (603,203)      | (715,210)               | (715,210)              | 0                               | (622,860)         | (855,142)        | (702,033)        | 0                | 0                | 0                |
|  | <b>CURRENT YEAR SURPLUS (OR DEFICIT)</b> | <b>0</b>               | <b>8,883</b>   | <b>0</b>                | <b>0</b>               | <b>620,212</b>                  | <b>0</b>          | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
|  | + CONTINGENCY/(APPROPRIATION)            | 7,600                  | 0              | 210                     | 210                    | 0                               | 7,944             | 209,480          | 166,233          | 0                | 0                | 0                |
|  | <b>ENDING SURPLUS (DEFICIT)</b>          | <b>44,730</b>          | <b>46,013</b>  | <b>46,223</b>           | <b>46,223</b>          | <b>666,225</b>                  | <b>53,958</b>     | <b>263,438</b>   | <b>429,671</b>   | <b>429,671</b>   | <b>429,671</b>   | <b>429,671</b>   |

**City of Plymouth Brownfield Redevelopment Authority 2026-2027 Budget**

**RESOLUTION  
ADOPTION OF THE 2026-2027 BUDGET**

The following was moved by Board Member \_\_\_\_\_ and seconded by Board Member \_\_\_\_\_.

WHEREAS the 2026-2027 Brownfield Redevelopment Authority Budget was presented to the City Commission by the City Manager on April 6, 2026; and

WHEREAS Public Act 381 of 1996 requires the Brownfield Redevelopment Authority to adopt a budget annually and forward their approved budget to the City Commission for final adoption; and

WHEREAS, the Board of the Brownfield Redevelopment Authority did review the proposed budget on June 9, 2026, and noted changes, if any;

NOW, THEREFORE, BE RESOLVED THAT the Board of the Brownfield Redevelopment Authority of the City of Plymouth hereby adopts the proposed fiscal year 2026-2027 budget as proposed, with amendments if any, as shown in the enclosed attachment.

NOW, THEREFORE, BE FURTHER RESOLVED THAT the Board of the Brownfield Redevelopment Authority hereby directs the City Manager to submit the proposed budget to the City Commission for inclusion in the overall city budget.