

**REGULAR MEETING OF
THE CHARLOTTE BROWNFIELD REDEVELOPMENT AUTHORITY**

Council Chambers, Top Floor
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
11:00 A.M. Friday, March 13, 2026

1. Call to Order
2. Excuse Absent Members
3. Early Public Comment – Limit presentation to 5 minutes
4. Approval of Minutes
 - a. November 20, 2025
5. Approval of Agenda
6. Election of officers: Secretary
7. Brownfield Redevelopment Authority Discussion
8. Late Public Comment – Limit presentation to 5 minutes
9. Board Member Comments
10. Adjourn

THE CITY OF CHARLOTTE
BROWNFIELD REDEVELOPMENT AUTHORITY MEETING MINUTES
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
November 20, 2025

CALL TO ORDER:

Called to order by board member Duweck at 6:02 P.M.

ROLL CALL:

Present: Board members Armitage, Scott, Chin, Duweck, Bearup

Also in attendance: Community Development Director Benavidez

EARLY PUBLIC COMMENT:

No Comment

APPROVAL OF AGENDA:

Motion by Duweck, supported Chin to approve the agenda.
Carried: Yea (5); Nay (0); Absent (0)

ELECTION OF BOARD MEMBERS:

Motion by Duweck to elect Armitage as Chairperson, supported by Scott.
Carried: Yea (5); Nay (0); Absent (0)

Motion by Duweck to elect Bearup as Vice Chairperson, seconded by Scott.
Carried: Yea (5); Nay (0); Absent (0).

Motion by Chin to elect Community Development Director Benavidez as Secretary, seconded by Scott.
Carried: Yea (5); Nay (0); Absent (0).

SPECIAL PRESENTATION:

- a. Michigan Department of Environment, Great LAKES, and Energy (EGLE) Brownfield 101
 - Sarah Venner, Brownfield Coordinator

Venner began the presentation noting that a brownfield is a site that is complicated to develop due to past use. EGLE defines it as a piece of property that is known to be contaminated or suspected to be based on prior use. The State of Michigan has criteria with specific numbers of levels of contamination to define it as a brownfield.

Venner noted the purpose of EGLE's program is to 1. Reduce urban sprawl 2. Address contamination 3. Revitalize communities. EGLE has funding to pay for additional costs for eligible activities for development. Projects are ranked by different aspects to help prioritize funding

Venner continued the presentation by sharing that EGLE has a free site assessment program that is usually step one to collect samples and clear up any unknowns. Anyone is eligible for this program. The program can take between 4-8 months to complete.

Venner wrapped up the presentation, noting that EGLE is allowed to allocate one million per project per fiscal year for

brownfield grants and loans. The timeline for grants and loans is 8-12 months from proposing project to the start of work

LATE PUBLIC COMMENT:

No comment

BOARD MEMBER COMMENTS:

No comment

ADJOURNMENT:

Motion by Chairperson Armitage, seconded by Scott to adjourn the meeting at 7:21 P.M.

Carried: Yea (5); Nay (0); Absent (0)