

AGENDA
JACKSON COUNTY BOARD OF COMMISSIONERS ANNUAL BOARD MEETING
November 20, 2007
7:00 p.m.
County Commission Chambers

Mission Statement: *Jackson County Government, in cooperation with the community and local governmental units, strives through a planned process to deliver quality services that address public needs.*

1. **CALL TO ORDER** – *Chairman Steve Shotwell*
 - A. Presentation of Colors by Boy Scout Troup #343
2. **INVOCATION** – *by Boy Scout Troup #343*
3. **PLEDGE OF ALLEGIANCE** – *by Boy Scout Troup #343*
4. **ROLL CALL** – *County Clerk Amanda Riska*
5. **APPROVAL OF AGENDA**
6. **AWARDS & RECOGNITIONS**
 - A. American Legion Presentation of the Annual Leo M. Leggett Award to Dave Welihan. This award is selected by the VA&R Director of the American Legion Department of Michigan. The Leggett Award is given to one outstanding County Counselor each year. Jim Topps, American Legion Service Officer, will present the award.
 - B. Recognition of Stephanie Horning by the Jackson County Board of Commissioners – Remarks by Administrator/Controller Randy Treacher
 - C. Proclamation Honoring Phil and Barb Tripp, Owners of Tripp's Auto Shop & Collision Center- Presentation by Jim Guerriero and Kim Conant – Jackson County Parks & Recreation

Attachments:
*Proclamation
7. **COMMUNICATIONS/PETITIONS** – None.
8. **SPECIAL ORDERS/PUBLIC HEARINGS**
 - 7:20 p.m. A. Public Hearing to Review and Adopt the 2008 General Fund Budget

Attachments:
*Public Hearing Notice – 2008 General Fund Budget
 - B. Resolution (11-07.44) Jackson County 2008 General Appropriations Act

Attachments:
*Resolution (11-07.44)

- C. Resolution (11-07.43) to Establish the 2008 Budget for Special Revenue, Enterprise, Capital Project, and Internal Services Funds for the County of Jackson

Attachments:

- *Resolution (11-07.43)
- *2008 Budget Summary
- *2008 All Funds Summary

- 7:30 p.m. D. Public Hearing for consideration of a Brownfield Redevelopment Plan for Northwest Refuse, Inc. in Blackman Charter Township

- 7:35 p.m. E. Public Hearing regarding the Applications for U.S. EPA Environmental Assessment Grant for the Brownfield Redevelopment Authority of Jackson County

9. **PUBLIC COMMENTS**

10. **SPECIAL MEETINGS OF STANDING COMMITTEES – None.**

11. **MINUTES**

- A. Minutes of the 10/05/07 Special and 10/16/07 Regular Meetings of the Jackson County Board of Commissioners

Attachments:

- *10/05/07 Special and 10/16/07 Regular Meeting minutes

12. **CONSENT AGENDA (Roll Call)**

A. **County Affairs**

1. Memo of Agreement between FAA and Jackson County Airport – Regarding provision of necessary services, materials, engineering and equipment to move FAA owned navigation aids at the airport related to the construction of Runway 14-32

Attachments:

- *Memo of Agreement between FAA and Jackson County Airport

2. Resolution (11-07.45) Authorizing the County Board of Commissioners Chair, James E. Shotwell Jr. to Sign the Memorandum of Agreement # AGL488 Between the FAA and Jackson County Airport – Reynolds Field

Attachments:

- *Resolution (11-07.45)

3. 2008 Operating Services Budget - Veolia

Attachments:

*2008 Operating Services Budget - Veolia

4. 2008 Enterprise Fund Budget

Attachments:

*2008 Enterprise Fund Budget

B. County Agencies

5. Resolution (11-07.46) Approving a Brownfield Plan by the County of Jackson Pursuant to and in Accordance with the Provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as Amended

Attachments:

*Memorandum from BRA Staff dated 11/2/07

*Public Notice for Northwest Refuse Brownfield Plan

*Northwest Refuse Brownfield Plan

*Resolution (11-07.46)

6. Resolution (11-07.47) Supporting the Grant Applications from the Jackson County Brownfield Redevelopment Authority to the United States Environmental Protection Agency to Secure Assessment Funds and Brownfield Cleanup Revolving Loan Funds Necessary to Protect the Health of Jackson County Residents and Encourage Economic Reuse of Contaminated Properties within Jackson County

Attachments:

*Memorandum from BRA Staff dated 11/2/07

*Public Notice for US EPA Grant Applications

*US EPA Hazardous Substances Assessment Grant

*US EPA Petroleum Assessment Grant

*US EPA Brownfield Revolving Loan Fund Grant Application

*Resolution (11-07.47)

C. Human Services – None.

D. Personnel & Finance

7. Increase Amount for Witness Fee Drawer

Attachments:

*Email regarding Witness Fee Drawer

8. Budget Adjustments

- a. County Clerk Jury Coordinator
- b. Airport
- c. Department on Aging
- d. Treasurer's Office
- e. Parks – Recommendation for 4x4 Truck
- f. Fair

Attachments:

- *County Clerk
- *Airport
- *Dept. on Aging
- *Treasurer's Office
- *Parks – Budget Adjustment and Attachments
- *Fair

E. **Claims** – 10/1/07-10/31/07

13. **STANDING COMMITTEES**

A. **County Affairs – Commissioner Dave Lutchka**

- 1. Appointment to the Land Bank Authority, one public member, City appointee, term to 10/2011
- 2. Appointment to the Agricultural Preservation Board, one public member with real estate or development interest, term to 6/2008
- 3. Appointment to the Road Commission, one member, term to 12/2008

Attachments:

- *November 2007 Commissioner Board Appointments

B. **County Agencies – Commissioner Gail W. Mahoney**

None.

C. **Human Services – Commissioner Mike Way**

None.

D. **Personnel and Finance – Commissioner James Videto**

None.

14. **UNFINISHED BUSINESS**

- A. Real Estate Purchase Agreement – 3370 Spring Arbor Road, Jackson, Michigan

Attachments:

*Real Estate Purchase Agreement

15. **NEW BUSINESS**

- A. Resignation of Elwin Johnson from the Jackson County Road Commission

Attachments: None.

- B. New Policies

1. Administrative Policy No. 5280 – Sponsorship of Bounty Buildings and Grounds
2. Fiscal Policy No. 1160 – Donation Policy

Attachments:

*Policy No. 5280

*Policy No. 1160

16. **PUBLIC COMMENTS**

17. **COMMISSIONER COMMENTS**

18. **CLOSED SESSION**

- A. Discuss Purchase of Property at the Airport

Attachments: None.

19. **ADJOURNMENT**



Jackson County Proclamation

Whereas, The Cascades Park Rotary Community Band Shell 2007 Free Summer Concert Series, and the Cascade Falls 2007 Family Night Shows, were a tremendous success, enjoyed by thousands of Jackson County residents and visitors to our county. The idea for the concerts and shows is to provide free or inexpensive family oriented, unique and diverse entertainment to the Jackson County community

Whereas, Kim Conant, the Cascade Falls & Park Entertainment Coordinator asked Phil and Barb Tripp if they would sponsor the shows. Soon after meeting with them, Kim learned of the Tripp's commitment to family values, to the community they live in, and their high standard of ethics and business etiquette. Tripp's Auto Shop & Collision Center became the perfect partner by their generous sponsorship of the Cascade Shows, because Phil and Barb believe that music and the arts enriches all our lives.

Now, Therefore, I, James E. Shotwell, Jr., Chairman of the Jackson County Board of Commissioners, hereby proclaims and recognizes Phil and Barb Tripp, owners of Tripp's Auto Shop & Collision Center, 2999 W. Michigan Avenue, Jackson, Michigan, for their heartfelt and generous sponsorship of the Cascades Park Rotary Community Band Shell 2007 Season Concert Series and Falls Family Night Shows.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
November 20, 2007

**NOTICE OF PUBLIC HEARING
2008 BUDGET**

A public hearing will be conducted by the Jackson County Board of Commissioners on Tuesday, November 20, 2007, at 7:20 p.m. in the County Commission Chambers, 2nd Floor, Jackson County Tower Building, 120 W. Michigan Ave., Jackson, MI. The purpose of said hearing is to review and adopt the 2008 General Fund Budget, Capital Improvement Fund Budget and Equipment Fund Budget. Copies of each are available at the County Administrator's Office, 6th Floor, Jackson County Tower Building, 120 W. Michigan, Jackson, MI 49201.

THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET WILL BE A SUBJECT OF THIS HEARING.

SUMMARY OF PROPOSED 2008 GENERAL FUND BUDGET

REVENUE		
	Taxes	\$ 23,849,194
	Licenses & Permits	116,675
	Intergovernmental Revenue	4,752,446
	Charges and Fees	7,503,641
	Fines & Forfeitures	1,726,000
	Interest & Rents	1,312,145
	Transfers In	<u>6,781,832</u>
TOTAL		<u>\$46,041,933</u>
EXPENDITURES		
	Legislative	\$ 220,612
	Judicial	9,851,380
	General Government	6,764,676
	Public Safety	12,810,306
	Health/Social Services	3,130,176
	Other	4,649,394
	Transfers Out	<u>8,615,389</u>
TOTAL		<u>\$46,041,933</u>

Projected Fund Balance 12-31-08, Unreserved/Undesignated \$7,770,437

SUMMARY OF PROPOSED 2008 CAPITAL IMPROVEMENT FUND BUDGET

REVENUE	<u>\$888,100</u>
EXPENDITURES	<u>\$888,100</u>

Projected Fund Balance 12-31-08, Unreserved/Undesignated \$1,670,099

SUMMARY OF PROPOSED 2008 EQUIPMENT FUND BUDGET

REVENUE	<u>\$322,400</u>
EXPENDITURES	
	Vehicles \$ 138,600
	Equipment/Computers 183,800
TOTAL	<u>\$322,400</u>

Projected Fund Balance 12-31-08, Unreserved/Undesignated \$15,200

Resolution (11-07.44)
JACKSON COUNTY 2008 GENERAL APPROPRIATIONS ACT

WHEREAS, in accordance with the provisions of Michigan Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Government, it is the responsibility of the Jackson County Board of Commissioners to establish and adopt the annual County Budget; and

WHEREAS, the County Administrator/Controller has received budget requests from all County and appropriated departments and submitted a proposed budget in which revenues equal expenses; and

WHEREAS, Commissioners at a Committee of the Whole meeting have reviewed the Administrator's proposed budget and made appropriate recommendations; and

WHEREAS, the full Board of Commissioners has reviewed the proposed General Fund Budget and a General Appropriations Act balancing total expenses with anticipated revenues has been formulated; and

WHEREAS, a public hearing was publicized and held on the Budget for the fiscal year 2008; and

WHEREAS, the FY 2008 Budget is predicated on the removal of certain positions that will be vacated in 2008; and

WHEREAS, the FY 2008 Budget transfers out \$1,500,000 to the General Fund Balance and \$500,000 to the Budget Stabilization Fund; and

WHEREAS, the FY 2008 Budget reimburses employee mileage based on the IRS recognized rate.

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners does hereby adopt the 2008 operating budget as the official budget for Jackson County for the fiscal year beginning January 1, 2008; and

BE IT FURTHER RESOLVED that the FY 2008 Budget is based on an operating millage rate of 5.1187 mills; and

BE IT FURTHER RESOLVED that the FY 2008 Budget is based on a Jail millage rate of 0.4851 mills; and

BE IT FURTHER RESOLVED that the FY 2008 Budget is based on a Senior millage rate of 0.2473 mills; and

BE IT FURTHER RESOLVED that the FY 2008 Budget is based on a Medical Care Facility millage rate of 0.1398 mills; and

BE IT FURTHER RESOLVED that appropriate funds as detailed in the budget be transferred to the General Fund; and

BE IT FURTHER RESOLVED, pursuant to Michigan Public Act 2 of 1986, that 50% of the actual Convention Facility/Liquor Tax revenues received from the State shall be used for the specific purpose of substance abuse prevention in the County; and

BE IT FURTHER RESOLVED, pursuant to Michigan Public Act 264 of 1987, that 12/17ths of the Health and Safety Fund Act revenues shall be distributed to the local Health Department to be used only for public health prevention programs and services; and

BE IT FURTHER RESOLVED, also in accordance with Michigan Public Act 264 of 1987, that the remaining 5/17ths of the Health and Safety Fund Act revenues shall be distributed for personnel and operating costs, which are in excess of 1988 levels, at an existing county jail or juvenile facility.

**James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
November 20, 2007**

Resolution (11-07.43)
**To Establish the 2008 Budget for Special Revenue, Enterprise,
Capital Project, and Internal Services Funds for the County of
Jackson**

WHEREAS, it is the responsibility of the Board of Commissioners to establish budgets for various activities of Jackson County in addition to the General Fund; and

WHEREAS, those funds include Special Revenue, Enterprise, Capital Project, and Internal Service funds, and

WHEREAS, budgets for those funds have been presented to the Board of Commissioners.

NOW THEREFORE BE IT RESOLVED, that the Jackson County Board of Commissioners adopts budgets for FY 2008 for the several funds outlined in the attached document.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
November 20, 2007

**JACKSON COUNTY
GENERAL FUND
DEPARTMENT BUDGET SUMMARY
2007 vs 2008**

DEPARTMENT	2007 REVENUE	2008 REVENUE	difference '07-'08	2007 EXPENSE	2008 EXPENSE	difference '07-'08
Board of Commissioners	-	-	-	\$212,606	\$220,612	\$8,006
Circuit Court	\$578,454	\$583,454	\$5,000	\$2,228,439	\$2,267,477	\$39,038
Jury Commission	\$30,000	\$42,000	\$12,000	\$209,863	\$232,086	\$22,223
12 th District Court	\$4,490,887	\$4,662,900	\$172,013	\$3,517,848	\$3,564,522	\$46,674
County Guardian	\$121,253	-	-	\$154,666	-	-\$154,666
Adult Probation-Circuit Court	-	-	-	\$19,915	\$18,515	-\$1,400
Public Elections	\$20,746	\$39,140	\$18,394	\$143,515	\$202,059	\$58,544
County Administrator/Controller	-	-	-	\$236,275	\$191,114	-\$45,161
County Clerk	\$593,819	\$623,969	\$30,150	\$913,343	\$973,136	\$59,793
GIS	\$95,500	\$110,000	\$14,500	\$236,087	\$254,023	\$17,936
Administrative Services	-	-	-	\$266,792	\$262,816	-\$3,976
Printing	\$105,000	\$105,000	-	\$120,337	\$123,860	\$3,523
Equalization	\$20,000	\$20,000	-	\$547,609	\$521,119	-\$26,490
Human Resources	-	-	-	\$250,973	\$264,049	\$13,076
Prosecuting Attorney	\$67,308	\$66,658	-\$650	\$1,763,700	\$1,792,334	\$28,634
Public Defender	\$211,793	\$223,140	\$11,347	\$1,319,501	\$1,304,458	-\$15,043
Prosecuting Attorney/Family Division	\$180,000	\$184,048	\$4,048	\$262,499	\$278,563	\$16,064
Prosecuting Attorney/Victim Rights	\$101,300	\$101,300	-	\$191,411	\$201,062	\$9,651
Safe Street Gun Grant	-	-	-	-	-	-
Register of Deeds	\$1,316,325	\$1,059,450	-\$256,875	\$333,441	\$326,369	-\$7,072
Remonumentation	\$134,432	\$134,432	-	\$134,432	\$134,432	-
County Treasurer	\$27,033,084	\$27,116,754	\$83,670	\$120,112	\$135,624	\$15,512
ISD/Grant-MSU	\$25,000	-	-	\$25,000	-	-\$25,000
MSU Extension	-	-	-	\$347,282	\$349,402	\$2,120
Information Technology	-	\$2,100	-	\$798,750	\$834,716	\$35,966
Courthouse Maintenance	-	-	-	\$427,341	\$564,321	\$136,980
Northlawn Complex Maintenance	\$46,160	\$36,612	-\$9,548	\$236,875	\$253,976	\$17,101
Tower Building Maintenance	\$176,981	\$175,533	-\$1,448	\$803,729	\$780,357	-\$23,372
Woolworth Building Maintenance	-	-	-	\$23,100	\$12,840	-\$10,260
Fleet Management	\$84,000	-	-	\$329,255	-	-\$329,255
Kresge Building Maintenance	-	-	-	-	-	-
Blackstone Complex Maintenance	-	-	-	\$14,191	\$14,191	-
Human Services Building	-	-	-	\$435,321	\$380,509	-\$54,812
Drain Commissioner	-	-	-	\$157,600	\$185,763	\$28,163
District Court-Intensive Probation	\$200,000	\$211,068	\$11,068	\$168,478	\$192,363	\$23,885
Sheriff	\$550,020	\$545,579	-\$4,441	\$4,107,502	\$4,251,642	\$144,140
Road Patrol	\$246,528	\$265,788	\$19,260	\$269,343	\$267,809	-\$1,534
Comprehensive Safety Grant	-	-	-	-	-	-
Lawnet Narcotics Grant	\$53,505	\$53,505	-	\$205,312	\$212,905	\$7,593
Marine Law Enforcement	\$50,000	\$49,259	-\$741	\$78,533	\$74,156	-\$4,377
Emergency Dispatch	\$84,696	\$86,970	\$2,274	\$1,348,541	\$1,364,707	\$16,166
County Jail	\$623,000	\$602,000	-\$21,000	\$5,388,759	\$5,353,668	-\$35,091
Community Corrections	\$460,688	\$460,688	-	\$524,154	\$519,296	-\$4,858
Emergency Management	\$78,000	\$80,498	\$2,498	\$149,645	\$150,791	\$1,146
Truancy Grant	\$107,000	\$91,056	-\$15,944	\$149,059	\$151,797	\$2,738
Animal Shelter	\$74,750	\$75,350	\$600	\$445,456	\$463,535	\$18,079
Retirees Health Insurance	-	-	-	\$2,298,290	\$2,297,640	-\$650
Abstinence Program	\$157,385	-	-	\$155,817	-	-\$155,817
Medical Examiner	\$49,500	\$46,000	-\$3,500	\$276,879	\$300,445	\$23,566
Dept on Aging/In Home Services	\$240,200	\$245,200	\$5,000	\$582,602	\$618,302	\$35,700
Dept on Aging/Senior Center	\$36,150	\$36,150	-	\$125,051	\$123,095	-\$1,956
Dept on Aging/Senior Programs	\$73,280	\$68,070	-\$5,210	\$308,064	\$310,215	\$2,151
Dept on Aging/Home Delivered Meals	\$620,000	\$644,000	\$24,000	\$950,491	\$962,063	\$11,572
Dept on Aging/Congregate Meals	\$242,040	\$237,350	-\$4,690	\$328,682	\$330,081	\$1,399
Dept on Aging/Grandparents Initiative	\$106,980	\$95,200	-\$11,780	\$135,227	\$135,110	-\$117
Dept on Aging/Geriatric Mental	\$81,880	\$79,880	-\$2,000	\$181,289	\$196,869	\$15,580
Veterans Burial Claims	-	-	-	\$41,640	\$40,740	-\$900
Veterans Affairs	-	-	-	\$109,117	\$113,256	\$4,139
Contingency	-	-	-	\$1,314,872	\$500,874	-\$813,998
Operating Transfer In	\$6,599,333	\$6,781,832	\$182,499	-	-	-
Operating Transfer Out	-	-	-	\$7,793,052	\$8,615,389	\$822,337
Appropriations	-	-	-	\$811,814	\$824,380	\$12,566
Misc. Expenses	-	-	-	\$1,137,500	\$1,026,500	-\$111,000
	\$46,166,977	\$46,041,933	(\$125,044)	\$46,166,977	\$46,041,933	(\$125,044)

**JACKSON COUNTY
ALL FUNDS
BUDGET SUMMARY
2008**

FUND	DESCRIPTION	ADMINISTRATOR RECOMMENDED	
		REVENUE	EXPENSE
101	General Fund	\$46,041,933	\$46,041,933
208	Parks	\$1,003,128	\$1,003,128
215	Friend of Court	\$2,909,953	\$2,909,953
218	Golf Courses	\$712,500	\$712,500
221	Health Department	\$3,803,867	\$3,803,867
245	Public Improvement	\$888,100	\$888,100
256	Automation	\$630,000	\$630,000
257	Budget Stabilization	\$500,000	\$500,000
260	Revenue Sharing Reserve	\$3,161,116	\$3,161,116
263	Omnibus Forfeiture	\$2,000	\$2,000
264	PA Drug Enforcement	\$10,000	\$10,000
265	Sheriff Drug Enforcement	\$35,000	\$35,000
267	Joint Narcotics Forfeiture	\$275,000	\$275,000
269	Law Library	\$6,500	\$6,500
278	CAA Grant	\$300,000	\$300,000
280	Jail Millage	\$2,134,243	\$2,134,243
281	Aging Millage	\$1,053,000	\$1,053,000
285	Michigan Justice Training Grants	\$56,700	\$56,700
290	Jackson County Human Services	\$900,000	\$900,000
292	Child Care	\$6,215,139	\$6,215,139
294	Veteran's Trust	\$50,000	\$50,000
295	Airport	\$509,035	\$509,035
297	Maintenance of Effort	\$779,000	\$779,000
402	Equipment Replacement	\$322,400	\$322,400
561	Fair	\$1,328,651	\$1,328,651
616	Delinquent Tax	\$2,282,502	\$2,282,502

“Draft”
JACKSON COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING
Friday, October 5, 2007
County Commission Chambers
7:31 a.m.

1. CALL TO ORDER:

Chairman Shotwell called the Special Meeting of the Jackson County Board of Commissioners to order at 7:31 a.m.

2. ROLL CALL: County Clerk – Amanda L. Riska

(12) Present: Commissioners Herl, Lutchka, Brittain, Duckham, Poleski, Videto, Mahoney, Brown, Smith, Way, Elwell, and Shotwell.

3. PUBLIC COMMENT:

Public comment began at 7:32 a.m.

John Tallis, Hanover Township Supervisor and a member of the Ad Hoc committee. He hopes that the commissioners look at the work the committee has done in a favorable light. He is very pleased with the actions of the committee.

Public comment closed at 7:33 a.m.

4. ANIMAL SHELTER:

Acting Administrator Randy Treacher stated that the administration has recommended purchasing a parcel of property on Spring Arbor Road, which currently houses Top Dog Pet Care. That building is approximately 1/3 larger than the current facility and sits on 5½ acres that would be included in the purchase. A veterinarian from the State Department of Agriculture has visited the site and looked favorably upon one of the buildings. The plan is to have a complex that has two buildings. One building would be the animal shelter where an animal could be surrendered. All of the animals would go there for intake. The animals that are suitable for adoption would move to the adoption center where they would be groomed and potentially micro-chipped. They would be in a very appropriate and non-stressful setting, and people would be able to go there and have socialization with them. He thinks that it will be a first class operation. Another benefit of two buildings is if there was disease, the animals would be separated and with that he expects the vet costs to go down. He also expects that the number of animals would increase the numbers of animals adopted and the number of animals that have to be euthanized would go down. There is also a program through Baker College where the vet techs are doing spaying and neutering. He hopes that everyone sees that the concept they are talking about is something dramatically new and will reduce the possibility of

spreading disease between the animals that Jackson County currently has. He also thinks it will put Jackson County on the map as having a great facility. Cmr. Way asked how closely the contract with the current owner is tied into the sale of the property because he still has some issues with the grooming versus the main mission of the Animal Control. Mr. Treacher stated that per the contract [pg 3, sec. 5(c)], a separate independent contractor's agreement will have to be executed to complete the sale. Cmr. Way stated that he toured the current facility yesterday. Currently, there are 30 dogs and 25 cats. The director told him that is just a little bit below average. The large building's capacity at the proposed facility is 30 cats and 30 dogs. With the main mission being what it is, he doesn't see that they can do what the current owner's plan for the building. Mr. Treacher said he is not exactly sure of the question. He would say that the average is between 50 and 60 in the current shelter, which will be the same for the adoption center, but that would be if all of the animals are there. There is also the building in back that will hold the animals that are not going for adoption. There will be an increase in the number of animals that can be accommodated. Cmr. Elwell asked if the numbers of 50 to 60 in the front building are based on a single animal in each case. If so, that can certainly be doubled if needed, as is the practice at the current facility. Mr. Treacher stated that between the two buildings, it will substantially increase the number of animals that it will hold. Cmr. Duckham likes the concept and thinks that it is something that the residents of Jackson County can be proud of and he thinks that Mr. Treacher has done a good job. However, he is a little uncomfortable with the working agreement in a couple of aspects. He doesn't know what term of contract is being looked at and he doesn't think there should be any severance package included. Mr. Treacher said the contract would be for an independent contractor so there would be no severance and it would be a five year agreement but on a year to year. The budget would be approved by the board each year. Even within the year there would be an out on either side for cause. It really doesn't tie the county to any particular amount of time. Cmr. Duckham asked if this means that there will be a reduction the employment numbers for the animal control department. Mr. Treacher said yes, and he believes that when the plan is put into operation that even less employees will be needed. Since it hasn't been tried and there is no background, he didn't want to underestimate the budget. Cmr. Herl asked if we are talking about the purchase, working agreement, or both. Mr. Treacher said that the only thing that he is recommending action on today is the purchase agreement. The independent contractor's agreement will come back before the board assuming this is approved. *Moved by Herl, supported by Brown to go ahead with the purchase of the land as recommended by the administrator.* Cmr. Brittain stated that the property to the west side that runs along the road is not owned by the seller. If the county did want to expand in the future we would have to look at purchasing that property also. We will also be taking the building off the tax rolls if it is purchased. He believes that the tax base is needed. He agrees that it is an excellent building even though it is not completely finished. He believes it will cost an additional \$17,000 because the floor hasn't been done along with a few other minor things, but this is separate from the building portion. He said if we aren't going to stick to the three bid policy, he doesn't think this should even be considered. He will be voting no on this. Mr. Treacher responded by saying that they have looked at the property to the west, but the current owner wants too much for it so they are not interested at this time. In terms of the building, it is already in the agreement that that work will be finished

regarding the front building. The other issue regarding adoption, there is a lot more expense than what Cmr. Brittain mentioned. One of the things that he mentioned from the very beginning is that any new improvement in the shelter is going to cost more money. The proposal being shown only has a net increase of \$50,000. We are moving some of the current expenditures to the \$180,000. It will cost more money. Another point is that the county will still need volunteers without question in the “shelter” and “adoption center.” Cmr. Elwell looked at it the other day and stated that it is a huge piece of property. He doesn’t think the other property will be necessary. To Cmr. Brittain’s issue on the three bid policy – that it not what we are acting on today but that argument could come up when they get ready to look at it. Cmr. Duckham is not one to enjoy spending the tax payers’ money but he thinks it’s a very worth while project. It is his understanding that they are under the gun to improve the current animal shelter by State Order. He will be supporting this motion. Cmr. Poleski didn’t notice in the purchase agreement that there is a requirement for the seller to finish the minor work on the buildings. *Moved by Poleski, supported by Videto for an amendment that we condition our approval on the fact that the seller does complete the additional items that Mr. Treacher discussed with her regarding the buildings.* He thinks that it is prudent in this case. Cmr. Elwell asked if the amendment is going to include a time that the seller has to have the additional work finished. Mr. Treacher stated that the work has already been ordered and it will be done by closing. She is already working on it and paying for it herself. Cmr. Way’s understanding is that the \$17,000 is built into the price, so he doesn’t understand the amendment. Chairman Shotwell responded that the clarification would be that Cmr. Poleski would like the work completed before the county takes occupancy. This amendment will have no direct impact on when the county receives the property. Roll call on the amendment: (11) Yeas. Cmr. Herl, Lutchka, Duckham, Poleski, Videto, Shotwell, Mahoney, Brown, Smith, Way and Elwell. (1) Nay. Cmr. Brittain. Cmr. Poleski asked if the commission will have an opportunity to consider and vote upon the consulting contract. Chairman Shotwell answered yes. Cmr. Poleski also asked if the costs of the expansion of the intake building are included in the \$1.3 million dollar price. Mr. Treacher said that those costs will be additional because there is no point in getting engineering or architectural costs to do something like that if the commission does not go through with the purchase. Another thing that needs to be determined is how many animals will have to be housed there. Currently, the animal shelter does not keep track of how many animals are available for adoption, held for owners, or held to be euthanized. It’s not going to have to be that much bigger because the building that is going to be the adoption center already is going to hold as many animals that we house all together. Cmr. Brittain said that when he took the tour of the facility and asked about additional improvements to the buildings, she said that they would be at the county’s expense, unless she has changed her mind. She also said that any new animals coming in would go to facility on Blackstone Street. He said that we are looking at an increased maintenance because we will be keeping up three buildings instead of one. Mr. Treacher said that on a temporary basis the animals will go to Blackstone until such time as we have the back building ready because the state will not allow us to go to that building until it is approved. She is right and she has been very adamant that the front building will be the adoption center. She is not interested in becoming the animal shelter. In terms of words, we are talking the same thing. On the

\$17,000 there is list of vendors and some materials have been ordered. She meant on top of that, it is up to us. Cmr. Poleski stated that he has been poking and prodding for options on this project. He thinks that what we have here is a vast improvement over what we have on Blackstone Street. He would have rather have seen a more complete process, but he thinks it is a good solution. He is very concerned about entering into a five-year contract without the bid process. Vote Roll Call: (11) Yeas. Cmr. Herl, Lutchka, Duckham, Poleski, Videto, Shotwell, Mahoney, Brown, Smith, Way and Elwell. (1) Nay. Cmr. Brittain. Motion carried. The purchase agreement is going forward.

5. RECOMMENDATIONS FROM THE AD HOC COMMITTEE ON ROAD COMMISSIONERS:

a. Establishment of Road Commission at five (5) members

Moved by Elwell, supported by Herl for the Establishment of the Road Commission at Five (5) Members. Cmr. Brittain stated that he will be voting against this motion because he thinks a three member commission will work fine. Cmr. Lutchka feels that it doesn't matter if the commission goes from three to five members because it is still going to end up costing more. Cmr. Elwell said he is typically for smaller government, but in this case he doesn't think that three commissioners are enough right now. Cmr. Poleski stated that we will have more experience with five commissioners. He urges everyone to support the motion. Roll call: (10) Yeas. Cmr. Herl, Duckham, Poleski, Videto, Shotwell, Mahoney, Brown, Smith, Way, and Elwell. (2) Nays. Cmr. Lutchka and Brittain. Motion carried.

b. Members of the Road Commission are to continue to be appointed by the Board

Moved by Elwell, supported by Mahoney to Have Members of the Road Commission Continue to be Appointed by the Board. Cmr. Brittain does not think that they will be held accountable unless they are elected by the public to a two-year term. He doesn't think that they should be the ones to have full authority over that. They don't have to have any requirements to make them qualified as a road commissioner. Cmr. Duckham will be supporting the appointment process, but asked if it can be made a five-year term instead. Chairman Shotwell said the questions will be referred to the Administrator to research and return to the commission with answers. Cmr. Elwell is fairly certain the terms are six years per state law. He fully supports appointing the road commissioners instead of making them elected. Roll call vote: (11) Yeas. Cmr. Herl, Lutchka, Duckham, Poleski, Videto, Shotwell, Mahoney, Brown, Smith, Way and Elwell. (1) Nay. Cmr. Brittain. Motion carried.

c. Adopt the Road Commissioner Job Description

Moved by Elwell, supported by Brittain to Adopt the Road Commissioner Job Description. Acting Administrator Treacher stated that yesterday Cmr. Brittain asked him to research public highway and private roads act, which governs Road Commissions. He found in section 22.49 (2), "The Board of County Road Commissioners shall annually appoint one member as chairperson to serve during the pleasure of the board. The board of County Road Commissioners shall act as an administrative board only and the function of the board shall be limited to the formulation of policy and the performance of official duties imposed by law and delegated by the County Board of Commissioners." He thinks that the job description is even more appropriate today given what it says with this section of the act in mind. *Moved by Elwell, supported by Brittain to Amend the Job Description to Include the Statutory Language.* Cmr. Mahoney said that it is in the statute and she doesn't feel that is necessary to pull one part out without pulling everything out. Cmr. Elwell said a lot of what Cmr. Mahoney said makes sense but there are also a lot of things in state law that have been forgotten through the years, including the fact that the board of commissioners have to approve the pay and other compensation. He sees no problem in hitting the high points in a job description that we can look back on five years from now and know that they are only a policy setting board. Cmr. Brown said that when the road commissioners get their jobs, there is a handbook that every commissioner in the state of Michigan gets. It states that they are only policy makers. Roll Call on motion to amend the job description language: (8) Yeas. Cmr. Herl, Brittain, Duckham, Shotwell, Brown, Smith, Way and Elwell. (4) Nays. Cmr. Lutchka, Poleski, Videto and Mahoney. Motion carried. Roll call on Item 5c: (12) Yeas. Motion carried unanimously.

d. Adopt Administrative Policy No. 5290 which outlines the Salary, Compensation, and Requirements for the Road Commissioners

Moved by Elwell, supported by Duckham to Adopt Administrative Policy No. 5290 which outlines the Salary, Compensation, and Requirements for the Road Commissioners. *Moved by Elwell, supported by Brittain for the following amendment of the first line of the policy: The Salary for All Members of the Jackson County Road Commission Who Are Appointed after 10/1/07 Shall Be Established at \$5000 Annually.* Cmr. Elwell asked Acting Administrator Treacher to speak to the conversation that he had last night relative to the resolution that was sent to Lansing on pay. Mr. Treacher stated that he had a rather extensive conversation with State Representative Mike Simpson and although he has been working on the budget, he did take the resolution passed at the September meeting regarding being able to change the salaries of the Road Commission seriously. He asked the Legislative Service Bureau, which is a non-partisan group that actually drafts the legislation, to look into whether or not they believed it was even necessary to even change the law. According to the attorneys, they believe that there is no language in the law currently that would govern the ability of the Board of Commissioners to change the salaries of elected Road Commissioners. Appointed Road Commissioners are different than elected

commissioners; elected would be treated the same as all other elected officials wherein the salary cannot be changed during the term of office. Their clear opinion is that the salary of the appointed road commissioners could be changed at any time depending on resolution or policy of the local board. Mr. Treacher did remind Mr. Simpson that he believes there is an Attorney General's opinion to the contrary but they had not looked at those yet. In terms of statute, they do not believe that the statute needs to be changed at this time. Mr. Simpson told Mr. Treacher specifically that he considers appointed road commissioners to be at-will employees. Cmr. Elwell explained that the reason he moved that way is because they will be making two appointments eventually for the unexpired terms. He strongly opposes paying those new appointees \$34,000 a year. He fully supports taking on that fight and feels that if the board of commissioners perform their jobs appropriately regarding who gets appointed and it is made clear of what the salary is ahead of time, they are the only ones that would have standing to argue that point. Cmr. Herl asked for some clarification as to changing the wages of the Road Commissioners. Mr. Treacher stated that the wages can be changed at any time during the term of their office, but if there is a local policy or a resolution that sets their salary, you can't go back and change it. Cmr. Herl believes that the third road commissioner's salary should be cut as well and if a resolution was signed, he would be willing to rescind it. Chairman Shotwell suggested dealing with the recommendations of the committee at this time and the adjustments will be examined at a later time. Roll call on the amendment: (11) Yeas. Cmr. Herl, Lutchka, Brittain, Duckham, Poleski, Shotwell, Mahoney, Brown, Smith, Way and Elwell. Cmr. Videto left the room at the time the amendment was voted on. He has the option to vote later in the meeting per Chairman Shotwell. Chairman Shotwell asked for a Roll call vote on Policy 5290 as amended. Cmr. Way asked for discussion. He has an issue on the first paragraph under Compensation. It was his opinion that they would not get extra per diems for the board meetings but that is not how it reads. The other issue is in the third paragraph under Compensation, he would like to add the word the benefits after the word compensation. Mr. Treacher stated that adding the word benefits would be redundant because compensation means the same thing. Cmr. Way thought that vehicles were considered a benefit and not compensation. Mr. Treacher said that under the law the vehicles are considered compensation. Cmr. Way stated that two months ago they were considered benefits. Cmr. Mahoney's understanding is that the Road Commission would be operated basically under the same premise as this board, which means that they don't receive compensation for a board meeting; it's only for ad hoc committee meetings that they receive the per diem. She thinks that it reads that way but she wanted to make sure. Cmr. Elwell's recollection is that is in fact what they were setting in the ad hoc committee. The salary will be set at \$5000 and also allowing per diem to be paid. It was not his understanding that it would be for regular monthly meetings, only above and beyond that. They also talked about a cap on the meetings. Mr. Treacher was under the impression that they are to be compensated and the guidelines do state, "per diem payments for all meetings attended of the Jackson County Road Commission." If that is not the intent then that needs to be changed. *Moved by*

Mahoney, supported by Way to amend the first paragraph of the Salary and Compensation Guidelines for Jackson County Road Commissioners to state that they would not receive compensation for their regularly scheduled Road Commission meetings. Cmr. Lutchka thinks the wording is wrong, it should say per diem for the regularly scheduled board meetings. Cmr. Mahoney moved to change the amendment to say that they would not receive per diem for their regularly scheduled Road Commission meetings. Cmr. Mahoney stated that should not even be paid for special meetings. She wants to make sure that it is exactly like the Board of Commissioners so she should say for any road commission meeting. Cmr. Elwell thinks that the intent of Cmr. Mahoney's amendment is to simply make it the same as the County Commissioners policy. He suggests that the amendment be that the Administrator makes the policy say what the county commissioner's policy says. Roll call on the amendment: (12) Yeas. Motion carried unanimously. Roll call on the policy. Roll call: (12) Yeas. Motion carried unanimously.

- d. Adopt a Road Commissioner Candidate Screening Committee, currently the Ad Hoc Committee on Road Commissioners, for Road Commissioner appointments. The duties of the Screening Committee would be to submit no less than three names for each vacant Road Commission position to the County Affairs Committee. County Affairs would then submit one name for each vacant position to the Board of Commissioners per current Board rules. Also, a criminal background check of applicants is to be performed.**

Moved by Elwell, supported by Poleski to Adopt a Road Commissioner Candidate Screening Committee, currently the Ad Hoc Committee on Road Commissioners, for Road Commissioner appointments. The duties of the Screening Committee would be to submit no less than three names for each vacant Road Commission position to County Affairs Committee. County Affairs would then submit one name for each vacant position to the Board of Commissioners per current Board rules. Also, a criminal background check of applicants is to be performed. Cmr. Brittain does not agree with the motion. The recommendations and appointments are going to be political. It doesn't come down to who is the best person or who has the best qualifications. It comes down to getting a majority of the county commission's vote. He doesn't feel that the structure of that board is good enough to give recommendations. When he first became a commissioner in 1999, he and the other commissioners were asked to look through the stack of applications and submit their top five to eight names. He thinks that it should be the same process now. He thinks that the recommendation from the committee may be a little slanted because it's not made up entirely of commissioners. Cmr. Mahoney agrees with Cmr. Brittain. She thinks that the buck stops with the commission. She thinks that the county commissioners should be fully ready to take responsibility for that. She has no problem with reviewing the applications and she thinks that all commissioners should do the same so that they can feel confident that they

have done their due diligence and responsibility. It may be cumbersome, time consuming, and political, but this is a political body. She thinks that the board should take on that responsibility and not give it to somebody else. Cmr. Elwell stated that in committee he supported being a little bit more broad based on who this recommendation committee would be made up of. He agreed with what is before the board now as a compromise and he still supports it now. The thing he wants everyone to recognize is that it comes back to the body of twelve county commissioners. If everyone thinks about who is on the committee and who will be making the recommendations, the pressure is on to get it right. They are public meetings and anyone can be there to make a public comment. If this proposal is adopted, the committee is going to recommend three people for each position and then it goes back to County Affairs to do their obligation and whittle it down to one. He said that if he is not mistaken, Cmr. Brittain is on the Affairs committee, so he would be part of that process to recommend to the board who it is. As a last result there is also always the ability to nominate a person from the floor. One final point Cmr. Elwell wanted to make is that there are four commissioners on the committee, along with three supervisors, and Mr. Treacher. Cmr. Herl agrees that the motion is a good process to go by, but he does think that the application form for the Road Commissioners should be changed so it gets a little more information about their background. Cmr. Lutchka supports the committee but feels that recommending three people for each position is a little too much and thinks that two is a better number. Cmr. Duckham suggested that each commissioner be given the task of submitting a certain number to the screening committee and then let them do the screening. That would allow the commissioners to have input on who the committee is reviewing. Cmr. Brittain informed the commissioner that he has to leave soon because a family member is having surgery. Roll call: (9) Yeas. Cmr. Herl, Lutchka, Poleski, Videto, Shotwell, Mahoney, Brown, Smith, Way and Elwell. (3) Nays. Cmr. Brittain, Duckham and Mahoney. Motion carried. Cmr. Brittain left after placing vote.

6. ESTABLISH A COMMITTEE OF THE WHOLE MEETING FOR REVIEW OF THE 2008 BUDGET RECOMMENDATIONS:

Chairman Shotwell asked if any commissioners had any ideas for a date and time to hold the next Committee of the Whole meeting for review of the 2008 budget recommendations. He stated that he has been criticized in the past for setting meetings and then people being mad that they weren't consulted. Mr. Treacher stated that it will need to be at least two hours or so long. *Moved by Elwell, supported by Mahoney to Establish a Committee of the Whole Meeting for Review of the 2008 Budget Recommendations on Monday, October 29, 2007, at 7:00 p.m.* Motion carried.

Mr. Treacher stated that he is very pleased to let everyone know that yesterday the general fund budget presentation was completed and is now available online. It is on the county's internet site, on the County Commissioner's page. It is in the middle of the page

listed as – New 2008 Budget Information. The general fund information is there for them to view and more data will be added as they get the opportunity.

7. NEW BUSINESS:

Moved by Way, supported by Elwell to Appoint Acting Administrator Randy Treacher, effective today, to Take on the Current Term of Retired Road Commissioner Robert Zenz. Cmr. Elwell asked if it will be a conflict of interest. Mr. Treacher said he doesn't know of any. Cmr. Mahoney supports if Mr. Treacher if there is no conflict of interest. Cmr. Lutchka feels that if there is going to be a replacement for one of the retired commissioners, he believes there should be a replacement for the other. Chairman Shotwell said that it is out of order right now. Cmr. Elwell thinks it's worth while to say that it would allow a quorum again, and it would be only a temporary thing until the committee can do its work. His belief is that sometime soon the Administrator would resign from that position and allow a new appointee to fill that spot. Roll call vote: (9) Yeas. Cmr. Herl, Duckham, Poleski, Shotwell, Mahoney, Brown, Smith, Way and Elwell. (2) Nays. Cmr. Lutchka and Videto. *(As mentioned earlier, Cmr. Brittain had to leave early and was not present for this vote.)* Motion carried.

Cmr. Duckham moved to make compensation adjustment effective 1/1/2008 to reduce the remaining Road Commissioners salaries to the \$5000 as the other four will be. Motion denied for lack of support. Chairman Shotwell asked the Acting Administrator to investigate what the impact of that motion would be and return to the county commissioners with a report.

Cmr. Mahoney asked the board to allow the Acting Administrator to bring back what their actions need to be to remove the final and third road commissioner so they can move forward with an entire new road commission. Cmr. Duckham stated that he supported the motion made by Cmr. Mahoney. Chairman Shotwell said that it is an administrative item and policy states that it must go through the administrator.

8. PUBLIC COMMENT:

Public comment began at 8:43 a.m.

Judy Dynnik thanked Chairman Shotwell, Mr. Treacher, Jackson Co Animal Rescue Friends, Kim Luce, and all of the board members for all of the hard work on the new shelter. She also offered any help that Jackson County Volunteers Against Pound Seizure can give. She will put a wish list on their website and she is sure that other pet people have pet or other items to donate to help reduce costs to Jackson County. She also suggested that a donation fund be started for people that are interested so they can donate cash, or perhaps donate through Cascades Humane Society. Another option is for people to send donations to the county in care of animal shelter fund.

Diane Brush with Jackson County Animal Rescue Friends thanked the commission for the work with new animal shelter. She thinks that it is step in the right direction.

Public comment closed at 8:44 a.m.

9. ADJOURN:

Chairman Shotwell adjourned the October 5, 2007, Special Meeting of the Jackson County Board of Commissioners at 8:45 a.m.

James E. Shotwell – Chairman, Jackson County Board of Commissioners
Respectfully submitted by Amanda L. Riska – County Clerk

MINUTES
JACKSON COUNTY BOARD OF COMMISSIONERS
ANNUAL BOARD MEETING
October 16, 2007
County Commission Chambers
7:00 p.m.

1. CALL TO ORDER: Chairman Shotwell called the October 16, 2007, Annual Meeting of the Jackson County Board of Commissioners to order at 7:01 p.m.

2. INVOCATION: Commissioner Clifford E. Herl

3. A. PLEDGE OF ALLEGIANCE: Chairman Steve Shotwell

B. MOMENT OF SILENCE – In memory of retired Commissioners Don Parrott and Bob Cowing, who passed away recently.

4. ROLL CALL: County Clerk Amanda L. Riska

(12) Present: Commissioners Herl, Lutchka, Brittain, Duckham, Poleski, Videto, Mahoney, Brown, Smith, Way, Elwell, and Shotwell.

5. APPROVAL OF AGENDA:

Moved by Mahoney, supported by Brittain for Approval of the Agenda. Cmr. Lutchka added item 13A8: Recommendation to appoint Gerard Cyrocki, if acceptable to him, as temporary Road Commission member in place of Karl Schmidt. Motion carried.

6. AWARDS & RECOGNITIONS: None

7. COMMUNICATIONS/PETITIONS:

Moved Videto, supported Elwell to receive handouts. Clerk Riska handed the communications out to each commissioner.

8. SPECIAL ORDERS/PUBLIC HEARINGS (7:20 p.m.):

A. Public Hearing Regarding Jackson County's application to the Michigan State Housing Development Authority (MSHDA) for \$300,000 of Community Development Block Grant (CDBG) funds for single-family housing rehabilitation loans for eligible households

Public hearing opened at 7:20 p.m.

Dawn Flynn, Housing Director of the Community Action Agency, spoke about the Community Development Block Grant.

No comments from the public.

Public hearing closed at 7:23 p.m.

9. PUBLIC COMMENTS:

Public comments began at 7:05 p.m.

Jack Hurla spoke about the incinerator and the animal shelter.

Peggy Cox, a Ganton Drive resident, is against the animal shelter moving to her neighborhood and is upset that the commissioners did not open this for discussions first.

Jonathan Cousins, a resident of 2166 Ganton Drive, also spoke about the animal shelter. He is disturbed that an animal death camp will be in his backyard. He opposes the purchase of the property. He invited all of the commissioners to come to his house and sit on his deck to look at the view to see what it would look like to have an incinerator there.

Jim Dunn, a resident of 1205 Hampton Drive, and the present as the Summit Township Supervisor. He has reviewed the plan and his opinion is that is not the best use for the property. The use is consistent with C2 zoning with one exception, which is the incinerator. He urges the commissioners to reconsider relocating the animal shelter to another area.

Kendra Suddeth, Board Chair of the Department of Human Services. She is requesting, on behalf of the entire board, that Ron Markowski be reappointed to the board of the Department of Human Services.

Public comment closed at 7:15 p.m.

10. SPECIAL MEETINGS OF STANDING COMMITTEES

A. County Affairs

- 1. MDOT Sponsor Contract – Purchase of Wetland Credits Runway Safety Project Area**
- 2. Resolution (10-07.41) Authorizing the County Board of Commissioners Chair, James E. Shotwell, Jr. to Sign MDOT Contract #2008-0022 (Federal Project #B-26-006-0606) for Purchase of Wetland Mitigation Bank Credits for Runway 7-25 Safety Area Project**

The commissioners adjourned to meet behind Cmr. Lutchka's chair at 7:16 p.m. The meeting was called back to order at 7:20 p.m.

11. MINUTES

A. Minutes of the 9/18/07 Regular Meeting of the Jackson County Board of Commissioners

Moved by Herl, supported by Way for approval of the 9/18/07 Regular Meeting Minutes of the Jackson County Board of Commissioners. Cmr. Poleski asked that the commissioners who were in present or absent at the roll call be added. Mahoney asked that her request to the Acting Administrator on how to begin the process in removing the third road commissioner be added to the minutes as well. Motion carried.

12. CONSENT AGENDA

Moved by Mahoney, supported by Videto for approval of the consent agenda. Roll call: (12) Yeas. Motion carried unanimously.

A. County Affairs

- 1. Grant with MDOT for Property Acquisition Services – Tylutki Parcel #86 – Contract No. 2007-0791 Federal Project No. B-26-0052-1905**
- 2. Mead & Hunt Contract for Land Acquisition Services – Tylutki Parcel #86**
- 3. Resolution (10-07.37) Authorizing the County Board of Commissioners Chair, James E. Shotwell, Jr. to Sign MDOT Contract #2007-0791 (Federal Project #B-26-0051-1905), For Property Acquisition Services for the Tylutki Parcel #86**
- 4. Quit Claim Deed and Agreement with Summit Township for a Land Transfer and Maintenance Agreement for creation of a trail head for the Falling Waters Trail located on Weatherwax Road**
- 5. Parks Recommendation to allow Cascades Golf Course to be a Target Site for the City of Jackson/Summit Township Deer Harvest, contingent on there being no cost to the Parks Department**
- 6. Suspension of Certain Parts of County Parks Ordinance #7 to Allow the Use of Weapons for a Controlled Deer Harvest**

7. Apportionment Report

8. Resolution (10-07.40) to Authorize Issuance of Bond Anticipation Notes for Jackson County Wastewater Disposal Facility (Rives Township Section)

B. County Agencies

9. Comprehensive Community Corrections Plan and Application, Fiscal Year 2008

10. Request to Establish a Public Hearing (November 20, 2007 at 7:30 p.m.) for Consideration of a Brownfield Redevelopment Plan for Northwest Refuse, Inc. in Blackman Charter Township

11. Request to Establish a Public Hearing (November 20, 2007 at 7:25 p.m.) Regarding the Applications for U.S. EPA Environmental Assessment Grant for the Brownfield Redevelopment Authority of Jackson County

C. Human Services

12. CBDG Grant Application with CAA as Third Party Administrator

13. Resolution (10-07.39) Authorizing Application for 2008-2009 Michigan CDBG Homeowner Rehab Grant Renewal and Designating the Community Action Agency as Administrator for the Grant

14. Resolution (10-07.38) PIP Plus Participation

15. Lead Hazard Control Grant Participation by the Jackson County Health Department with the City of Jackson

D. Personnel & Finance

16. Addition of One Recovery Court Coordinator Position

17. Revised Union Employee Handbook of Personnel Policies and Procedures

18. Resolution (10-07.36) Adopting Amendment No. 5 to the County of Jackson Amended and Restated Section 125 Cafeteria Plan

19. Budget Adjustments

- a. **Parks**
 - Vineyard Lake
 - Carryovers
- b. **Circuit Court**
- c. **Register of Deeds**
- d. **Gun Grant**
- e. **Restoration of R2PC Budget**

E. Claims – 8/1/07 – 8/31/07 and 9/1/07 – 9/30/07

13. STANDING COMMITTEES

A. County Affairs – *Commissioner Dave Lutchka*

1. Appointment to the Department of Human Services, one public member, term to 2010

Cmr. Lutchka stated that the committee recommended Sandra Marsh. Cmr Poleski moved to nominate Ron Markowski. Roll call: (10) Markowski. Cmr. Herl, Lutchka, Duckham, Poleski, Videto, Mahoney, Brown, Way, Elwell, and Shotwell. (2) Marsh. Cmr. Brittain and Smith. Ron Markowski appointed.

2. Appointments to the Agricultural Preservation Board

a. One public member with agricultural interest, term to 6/2009

Cmr. Lutchka stated that the committee recommended JuliAnn Kolbe. No other nominations from the floor. JuliAnn Kolbe appointed.

b. One public member with agricultural interest, term to 6/2010

Cmr. Lutchka stated that the committee recommended Rebecca Lozuaway. No other nominations from the floor. Rebecca Lozuaway appointed.

3. Appointments to the Board of County Canvassers

a. One public member (Democrat), term to 10/2011

Cmr. Lutchka stated that the nominations are recommended by the party. The committee nominated Lou Adams. Chairman Shotwell asked for a point of order and requested Mr. Treacher speak to the

issue. Mr. Treacher stated that even though the political parties are required by law to nominate three individuals, they always indicate a preference for their appointment. The Democratic preference was Kim Justin, who is also the current member. The committee nominated Lou Adams. The Administrator's Office found out today that Lou Adams is already a member of the Board of Canvassers and obviously is not eligible for another appointment. The board's choices are Kim Justin or Janelle Sadler. Cmr. Brittain is curious as to why they would submit a name of someone who is already on the committee. Mr. Treacher said he certainly would have told the committee that, but he didn't know until today. Cmr. Mahoney accepted the recommendation of the Democratic Committee and nominated Kim Justin. No other nominations from the floor. Kim Justin appointed.

b. One public member (Republican), term to 10/2011

Cmr. Lutchka stated that the Republican Party and the committee recommended Roger Warren. Cmr. Brittain asked to nominate Joan Spicer, but the clerk noted that she withdrew her application. No other nominations from the floor. Roger Warren appointed.

4. Appointment to the Land Bank Authority, one Commissioner member, term to 10/2011

Cmr. Lutchka said that the committee recommended Cmr. Mike Brown. No other nominations from the floor. Cmr. Mike Brown appointed.

5. MDOT Sponsor Contract – Purchase of Wetland Credits Runway Safety Project Area

Moved by Lutchka, supported by Herl for Approval of the MDOT Sponsor Contract – Purchase of Wetland Credits Runway Safety Project Area. Cmr. Brittain asked the amount of the grant. Airport Manager Kent Maurer stated \$97,250, and the local match would be \$2,432. He feels that 2.5% is reasonable. Roll call: (12) Yeas. Motion carried unanimously.

6. Resolution (10-07.41) Authorizing the County Board of Commissioners Chair, James E. Shotwell, Jr. to sign MDOT Contract #2008-0022 (Federal Project #B-26-006-0606) for Purchase of Wetland Mitigation Bank Credits for Runway 7-25 Safety Area Project

Moved by Lutchka, supported by Mahoney to Adopt Resolution (10-07.41) Authorizing the County Board of Commissioners Chair, James E. Shotwell, Jr. to sign MDOT Contract #2008-0022 (Federal Project #B-26-006-0606)

for Purchase of Wetland Mitigation Bank Credits for Runway 7-25 Safety Area Project. Roll call: (12) Yeas. Motion carried unanimously.

7. Recommendation that a trial be started against Road Commissioner Elwin Johnson

Administrator/Controller Comment: The recommendation as passed by County Affairs does not follow state statute. The appropriate action by the Board of Commissioners would be to instruct the Administrator/Controller and Counsel to proffer charges after an investigation has been conducted.

Moved by Lutchka, supported by Mahoney to Recommend that a Trial be Started Against Road Commissioner Elwin Johnson. Cmr. Duckham offered an amendment to that action: In light of Elwin Johnson's many years of service as a county employee, his additional years of service as a Road Commissioner, and in the spirit of a smooth transition to a new County Road Commission structure, it is requested that Mr. Johnson submit his notice of retirement on or before October 26, 2007. Amendment supported by Cmr. Elwell. Cmr. Poleski asked if this is an amendment that substitutes the recommendation that came from committee. Chairman Shotwell responded yes, and it also substitutes the recommendation that came from the Administrator. Cmr. Lutchka thinks it makes a lot more sense than starting a trial that can't be done anyway. Vote on amendment - Roll call: (11) Yeas. Cmr. Herl, Lutchka, Brittain, Duckham, Poleski, Shotwell, Mahoney, Brown, Smith, Way and Elwell. (1) Nay. Cmr. Videto. Motion carried. Vote on motion as amended – Roll call: (9) Yeas. Cmr. Herl, Brittain, Duckham, Poleski, Mahoney, Brown, Smith, Way and Elwell. (3) Nays. Cmr. Lutchka, Videto and Shotwell. Motion carried.

8. Recommendation to appoint Gerard Cyrocki, if acceptable to him, as temporary Road Commission Member in place of Karl Schmidt

Moved by Lutchka, supported by Brittain to Appoint Gerard Cyrocki, if acceptable to him, as temporary Road Commission Member in place of Karl Schmidt. Cmr. Poleski wonders if it is appropriate and allowed to appoint someone on a temporary basis. He opposes this particular item. He thinks there is a process to place permanent road commissioners and he would prefer to see that process complete before making this appointment. Cmr. Elwell sent out an e-mail to all of the commissioners when he saw that it was going to be on the agenda. He does not support the motion at this time, but if there was a reason to he would. He serves on the Ad Hoc Committee with a couple of other commissioners and the other members would prefer to finish the process. He thinks they are on target to probably be making appointments at the November meeting. He encourages his fellow commissioners to oppose the motion. Cmr. Herl stated that he will not

support the motion either. He thinks the Ad Hoc Committee is on the right track. Cmr. Brittain feels that anyone that voted in favor of appointing Randy Treacher as interim is a hypocrite. He feels the reason to do this tonight is because Mr. Treacher is only one vote out of three and they still have the majority. There has been discussion that there are a lot of things that happen there that should not be handled the way that they are right now. Cmr. Brittain feels that if Gerard Cyrocki is temporarily appointed, it will no longer give them a majority and it makes sense to appoint him tonight. Cmr. Mahoney thinks that the appointment really should have done last month. The board has made a decision that we are going to make changes and a reappointment really should have been made last month. She will be supporting this motion because she really wants to see things move forward. If the board is really interested in trying to make sure that the public interest is being represented there, then to replace the other retired commissioner is certainly in order and appropriate. It will still allow the committee the time to make their recommendations to the board and go through the process next month. She thinks that by simply removing one is not showing respect of person. Cmr. Way will also be opposing the motion also and he doesn't think that this situation can be compared to the appointment of Mr. Teacher. He said that Road Commissioner Schmidt is still out there working and has tended to two issues of his issues since he has retired. Cmr. Elwell is not opposed to a temporary appointment, but he does not feel that it is a necessity. He knows that Mr. Treacher would tell them if it was. Cmr. Brittain said that Karl Schmidt is the assessor for Sandstone Township on top of being a Road Commissioner. His problem is that he has County Road Commission gas charge card and he thinks that it should be taken away. He did resign and thinks he should be allowed to retire. Cmr. Videto thinks with the situation and the circumstances that happened, in this particular case, Road Commissioner Schmidt was given an ultimatum to retire or he would lose his benefits. He doesn't feel it was an honest choice to put before him. He has respect for the Ad Hoc Committee and what they are doing. He feels that the process that we have going right now is the way to go. We are not that far away from finishing the process up and putting permanent replacements in those positions. Roll call: (4) Yeas. Cmr. Brittain, Duckham, Mahoney and Smith. (8) Nays. Cmr. Herl, Lutchka, Poleski, Videto, Shotwell, Brown, Way and Elwell. Motion defeated.

B. County Agencies – *Commissioner Gail W. Mahoney*

None.

C. Human Services – *Commissioner Mike Way*

None.

D. Personnel and Finance – Commissioner James Videto

None.

14. UNFINISHED BUSINESS: None.

15. NEW BUSINESS:

A. Administrative Policy No. 5280 – Sponsorship of County Buildings and Grounds

Moved by Mahoney, supported by Brown to adopt Administrative Policy No. 5280 – Sponsorship of County Buildings and Grounds. Cmr. Elwell moved to table this motion until after tomorrow night's policy meeting, supported by Cmr. Herl. Motion to table carried.

16. PUBLIC COMMENTS:

Public comments reopened at 7:48 p.m.

Lynn Bollenbaugh, a resident of 2165 Ganton Drive, is opposed to the animal shelter as well for all of the reasons that have already been given. She invites all of the commissioners to come and stand in her backyard after they visit John Cousin's house.

Dewey Graves, Leoni Township resident, spoke about the Road Commission and the proposed move of the animal shelter.

Public comments closed at 7:51 p.m.

17. COMMISSIONER COMMENTS:

Cmr. Way spoke about a business called Partridge Enterprises. They currently service most of the veterinarians in town for the incineration and disposal of pets. He requested that the Acting Administrator check with this company as a potential subcontractor versus the county doing the incinerating. He also requested a comparison of what the utility charges are now and what they would be if incineration was discontinued and contracted out, and for the Acting Administrator is to look at other potential properties to relocate the animal shelter incinerator.

Cmr. Brittain said that everything that people spoke about during public comment were things that he brought up before voting and during discussion, especially the three bid policy. He also talked about using the money that is in the public fund to renovate the current animal shelter building and the facilities garage that is right next door to it. He thinks it would make a lot of sense to do that instead. The money is there and he doesn't think it will take more than a quarter of the money that will be spent on the new property.

He also asks that all information that the commission receives to be provided to the public as well.

Cmdr. Elwell did take time to go out to the Top Dog Facility to look at the buildings and the property. He doesn't think that a berm or buffer zone is out of the question. He also does not think that the location of the incinerator going there is set in stone.

Cmdr. Smith's understanding is that the final decision to move the incinerator hasn't been made. She asked if the incinerator is the only thing that is bothering anyone, if it can be put someplace else or leave it where it is. She doesn't think renovating the current shelter is a good idea.

Cmdr. Lutchka gets offended about us verses them regarding comments made about appointments to boards. He said we are all in this together.

Cmdr. Poleski's original suggestion quite a while ago is that the appropriate place for the animal shelter would be perhaps out on Carmen Drive out by the Humane Society Shelter. One of the advantages is that the public generally doesn't really know the difference between the two anyway. He thinks that the objection to that particular idea has been that the cost to erect an appropriate animal shelter at that spot would be more than they plan to spend on buying the Top Dog buildings. Also the time needed to build those buildings is unacceptable given the health concerns that the state of Michigan has raised with respect to the existing animal shelter. He did vote in favor of the Top Dog location under the assumption that all of the costs are in the \$1.3 million dollar acquisition price and that the incinerator be placed on the site. His preference that he incinerator be put on site it to avoid transporting carcasses from point A to point B for disposal. If there is any consideration being made to not putting the incinerator on the Top Dog site, then his support of that original proposal would dissolve and he would look to move back to looking at another location, which would be Carmen Drive. It is not near any other residential area and he believes that there may be land available. He looks forward to seeing the contract that we would propose to look into with the seller. He doesn't like the idea of the contract because we would be violating our own policy by not getting three bids. He does not like how the animal shelter process is going right now. He is looking forward to discussing it further.

18. CLOSED SESSION: None.

19. ADJOURNMENT: Chairman Shotwell adjourned the October 16, 2007, annual meeting of the Jackson County Board of Commissioners at 7:58 p.m.

James E. Shotwell – Chairman, Jackson County Board of Commissioners

Respectfully submitted by Amanda L. Riska – County Clerk



J X N


Jackson County Airport

3606 Wildwood Avenue
(517) 788-4225

Jackson, Michigan 49202
FAX (517) 788-4682

November 1, 2007

TO: Randy Treacher, County Administrator/Controller

FROM: Kent Maurer, Airport Manager 

RE: Memorandum of Agreement between the FAA and Jackson County Airport

I am submitting a Memorandum of Agreement (commonly referred to as a "reimbursable agreement) between the FAA and Jackson County Airport for provision of necessary; services, materials, engineering and equipment to move FAA owned navigation aids at the airport. All of these equipment moves will occur in 2008 and are directly related to construction of Runway 14-32. The intent of such agreements is to expedite the relocation of these landing aids to coincide with opening the reconstructed runway.

The Jackson County Airport will be responsible for costs not to exceed \$86,395 that will be reimbursed by a Federal – State – Local grant that has already was issued by MDOT – Aeronautics on July 9, 2007. Fund 295100 will be source of the initial payment not to exceed \$86,395 and the net Local costs for this Memorandum of Agreement (after reimbursement) will not exceed \$1,727.90. I am also submitting a draft resolution and draft memorandum of agreement to be considered by the Board of Commissioners.

NOTE: The draft memorandum of agreement has been forwarded back to the FAA after review by our engineer and me. The final agreement will be submitted for signatures once received.

I am respectfully requesting inclusion of this matter for the November Board of Commissioners meeting. The Airport Board has approved forwarding this matter.

RESOLUTION ()
AUTHORIZING THE COUNTY BOARD OF COMMISSIONERS
CHAIR, James E. Shotwell Jr. TO SIGN the Memorandum of Agreement # AGL488
Between the FAA and Jackson County Airport – Reynolds Field

WHEREAS, The FAA has indicated that Runways at the Jackson County Airport do not have required “safety areas” at their respective ends and approaches; and

WHEREAS, Because of the Runway Safety Project a new Runway 14-32 will be constructed and certain aircraft landing aids and equipment including; Runway 14 Precision Approach Path Indicator (PAPI); Runway 32 Visual Approach Slope Indicator (VASI) Runway 32 Runway End Identifier Light (REIL) will need to be relocated or replaced; and

WHEREAS, Completion of the Runway 14-32 Runway Safety Project will require these landing aids be relocated in a timely manner; and

WHEREAS, These projects are necessary and in the public interest; and

WHEREAS, The FAA has drafted a Memorandum of Agreement identifying project costs not to exceed \$86,395; and

WHEREAS, The project costs will be paid by the Jackson County Airport from the Runway Safety Project Fund 295100 and reimbursed by existing MDOT –Aeronautics grant #2007-0615 issued on July 9, 2007; and

WHEREAS, The Memorandum of Agreement is currently in draft form and may require certain non-substantive modification; and

WHEREAS, The Jackson County Board of Commissioners has legal authority to approve this agreement; and

WHEREAS, James E. Shotwell, Jr., is the Chairman of the Jackson County Board of Commissioners and has authority to sign such agreement; and

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners approves of the referenced Memorandum of Agreement and authorizes James E. Shotwell Jr. to sign the final agreement document on behalf of the Jackson County Board of Commissioners.

James E. Shotwell, Jr., Chairman
October 16, 2007

STATE OF MICHIGAN)
) ss.
COUNTY OF JACKSON)

I, Amanda Riska, the duly qualified and acting Clerk of the County of Jackson, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners of the County of Jackson, State of Michigan, at a regular meeting held on October 16, 2007 at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Amanda Riska, County Clerk

Date: _____

MEMORANDUM OF AGREEMENT

Other Transactions - Reimbursable

between

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

and

Jackson County Airport - Reynolds Field

WHEREAS, the Federal Aviation Administration, hereinafter referred to as the FAA, is in the position to furnish directly or by contract materiel, supplies, equipment and services which the Jackson County Airport - Reynolds Field, Jackson, Michigan, hereinafter referred to as the Sponsor, requires has funds available for, and has determined should be obtained from the FAA; and

WHEREAS, the authority for the FAA to furnish materiel, supplies, equipment and services to the Sponsor upon a reimbursable payment basis is found in 49 U.S.C. 106 (I) (6) and 106(m) (Reauthorization Act); and a FAA Advisory Circular 150/5300-7B; and a FAA Order 6030.1A, FAA Policy on Facility Relocations Occasioned by Airport Improvements or Changes; and

WHEREAS, the FAA may use or accept the services, equipment, personnel, and facilities of the Sponsor pursuant to 49 U.S.C. 106(m) and may do so with or without reimbursement; and

NOW, THEREFORE, the FAA and the Sponsor mutually agrees as follows:

ARTICLE I - Title and Description of Project

- A. The title of this project is "Relocation of the Runway 14 Precision Approach Path Indicator (PAPI); Runway 32 Visual Approach Slope Indicator (VASI); and Runway 32 Runway End Identifier Lights (REIL)".
- B. The Sponsor is undertaking a project to improve the Runway Safety Area of Runway 14/32. The establishment of this new Runway Safety Area requires the following activities:
 - a) Relocation of the FAA-owned Runway 14 PAPI;
 - b) Removal of the FAA-owned Runway 32 VASI and replace with PAPI;
 - c) Relocation of the FAA-owned Runway 32 REIL;
- C. The scope of work for this project is as follow:

- 1) **The Federal Aviation Administration (FAA), the costs of which shall be reimbursed by the Sponsor, will be responsible for the following:**
 - a) Provide a list of FAA Orders and Specifications, as applicable, governing the design and construction of the relocated facilities.
 - b) Provide support for the design of Runway 14 PAPI, 32 PAPI, and 32 REIL facilities by the airport's consultant.
 - c) Electronics engineering will include but is not limited to performing site surveys, coordinating project details and scope, reviewing equipment documentation, reviewing orders, providing specifications, submitting frequency requests, submitting telco requests, developing installation materials lists, purchasing materials, establishing/developing new drawing sets, writing transmittals, and providing technical assistance during installation.
 - d) A construction representative (RE) will be on-site as necessary to oversee the facility construction effort.
 - e) Conduct a mutual or joint inspection of the Runway 14 PAPI, 32 PAPI, and 32 REIL facilities with the sponsor and prepare a checklist of any items that are not acceptable to the FAA.
 - f) Review Phase I EDDA and NEPA documentation submitted by the sponsor for the Runway 14 PAPI, 32 PAPI, 32 REIL, and determine if they meet FAA's requirements.
 - g) If FAA finds the Runway 14 PAPI, 32 PAPI, and 32 REIL facilities acceptable as replacements for the existing facilities, the FAA will establish a land lease and a no-cost lease for the new facilities.
 - h) Complete electronic as-built drawings.
 - i) Provide Hazardous Materials (Hazmat) statements on all excess material which is to be disposed.
 - j) Final alignment and flight check of the Runway 14 PAPI, 32 PAPI, and 32 REIL facilities.

Runway 14 PAPI

- a) Provide support for an engineering package designed by the Sponsor's consultant;;
- b) Provide design engineering for the electronics.

- c) Inspect and technically support the relocation of the PAPI electronics and air-to-ground and ground-to-ground radio control;
- d) Inspect and provide technical support for installation of grounding materials;
- e) Tune-up electronic equipment;
- f) Coordinate flight check operations and flight check the PAPI;
- g) Approve and execute modifications to the land lease;

Runway 32 Replace VASI with PAPI

- a) Provide support for an engineering package designed by the Sponsor's consultant;
- b) Provide design engineering for the electronics;
- c) Provide new PAPI equipment;
- d) Inspect and technically support the relocation of the PAPI electronics and air-to-ground and ground-to-ground radio control;
- e) Inspect and provide technical support for installation of grounding materials;
- f) Tune-up electronic equipment;
- g) Coordinate flight check operations and flight check the PAPI;
- h) Approve and execute modifications to the land lease;

Runway 32 REIL

- i) Provide support for an engineering package designed by the Sponsor's consultant;
- j) Provide design engineering for the electronics.
- k) Inspect and technically support the relocation of the REIL;
- l) Inspect and provide technical support for installation of grounding materials;
- m) Coordinate flight check operations and flight check the REIL;
- n) Approve and execute modifications to the land lease;

2) The Sponsor will be responsible for the following:

- a) Funding the planning, engineering, materiel, construction, electronic installation, flight check and any environmental remediation necessary to accommodate the removal of and relocation of Runway 14 PAPI, 32 VASI/PAPI, and 32 REIL. The specifics as follows:

Runway 14 PAPI

- 1) Complete design for PAPI construction;
- 2) Construct new foundation;

- 3) Construction of access roads, maintenance pads, and walkways where required;
- 4) Installation of new commercial power services, power cables, and control cables including intra-cabling;
- 5) Demolition of the existing PAPI equipment and foundations;
- 6) Construction of final grading of new and old sites;
- 7) Coordination of final electronic installation of equipment by FAA personnel.

Runway 32 Replace VASI with PAPI

- 1) Complete design for PAPI construction;
- 2) Construct new foundation;
- 3) Construction of access roads, maintenance pads, and walkways where required;
- 4) Installation of new commercial power services, power cables, and control cables including intra-cabling;
- 5) Demolition of the existing VASI equipment and foundations;
- 6) Construction of final grading of new and old sites;
- 7) Coordination of final electronic installation of equipment by FAA personnel.

Runway 14 PAPI

- 8) Complete design for PAPI construction;
 - 9) Construct new foundation;
 - 10) Construction of access roads, maintenance pads, and walkways where required;
 - 11) Installation of new commercial power services, power cables, and control cables including intra-cabling;
 - 12) Demolition of the existing PAPI equipment and foundations;
 - 13) Construction of final grading of new and old sites;
 - 14) Coordination of final electronic installation of equipment by FAA personnel.
- b) All electrical installations will follow standard FAA-918C and FAA Standard 019e.
 - c) Survey and provide drawings of areas involved with FAA work.
 - d) Address FAA's design and advise FAA of any proposed changes before/during construction. No construction may begin prior to receipt of FAA design approval.
 - e) Provide 6 copies of the final construction package.

- f) Provide copies of all critical shop drawings, as required.
- g) Provide weekly progress reports with the next week's schedule activities, and photographs, paper or digital, of construction items as requested by the FAA.
- h) Provide all appropriate documentation on make/models numbers and manuals on all systems installed, as required.
- i) Participate in a mutual or joint inspection of Runway 14 PAPI, 32 PAPI and 32 REIL facilities and prepare a plan for the correction of any items that are identified as not acceptable to the FAA.
 - 1. If the sponsor's contractor will correct these items, the sponsor will be responsible for payment to their contractor(s).
 - 2. If the FAA completes these corrections, the FAA will be reimbursed by the sponsor.
- j) Submit airspace studies for the relocated facilities, as required.
- k) Sponsor shall provide land rights and enter into no-cost lease(s) with the FAA for the new or relocated facilities for a 20-year term. This includes the new sites and any access roads, cable routes and/or restricted critical areas. This lease(s) shall identify any existing hazardous substance contamination, provide for frequency protection and include non-restoration clauses.
- l) The Sponsor agrees to provide the legal description, plot definition and topographical survey, including latitude and longitude, of the new facilities' locations, including any required restricted areas and easements for access and utilities as required (including water, power, gas, communications, etc.). The Sponsor shall have all lease and easement agreements fully executed between the sponsor and the FAA prior to the commencement of any construction under this Agreement.
- m) The Sponsor understands and hereby agrees that any relocation, replacement, or modification of any existing or future FAA facilities covered by this Agreement during its term or any renewal thereof made necessary by airport improvements or changes which in the FAA's opinion interfere with the technical and/or operations characteristics of the FAA facilities will be at the expense of the Sponsor, except when such improvements or changes are made at the written request of the FAA. In the event such relocations, replacements, or modifications are necessitated due to causes not attributable to either the Sponsor or the FAA, funding responsibility shall be determined by the FAA.

- n) Provide any information on hazardous materials or other environmental conditions that may impact Runway 14 PAPI, 32 PAPI, and 32 REIL facilities.
- o) Provide Phase I EDDA and NEPA documentation for Runway 14 PAPI, 32 PAPI, and 32 REIL facilities prior to the commencement of any construction.
- p) Provide unencumbered access to the Runway 14 PAPI, 32 PAPI, and 32 REIL facilities sites.
- q) Provide City/State/County environmental expertise and clean up crews in case any hazardous material is encountered during construction or maintenance of the Runway 14 PAPI, 32 PAPI, and 32 REIL facilities.
- r) All material (buildings, equipment, systems, components, cable, enclosures, etc.) provided by the Sponsor associated with the Project, will become the property of the FAA. The Sponsor shall enter into transfer agreement with the FAA for all real and personal property being transferred to the FAA for conveyance of ownership. The Sponsor shall provide a line item property listing in tabular format, consisting of all real and personal property that will be included in the Project. Real property shall be identified by each line item and cost (i.e. foundation size, building type and dimensions, systems, composition of access road and parking, linear feet of fencing and cabling.) Personal property listing shall include the bar code number (where applicable), manufacturer, full item description, part number and/or serial number, quantity, model number, cost, funding appropriation, etc. The cost data for each item shall be supported by a copy of the original invoice or billing statement and a copy of the construction contract along with verification of the contract acceptance date.
- s) The itemized cost data shall be compiled into FAA Form 4650-12, Materiel Transfer/Receipt Document. This completed document provides an opportunity for the FAA (whenever possible) to verify equipment accountability; assignment of national or local stock numbers, determination of breakout of installed facility equipment and line item accountable property and assignment of bar codes to specific equipment prior to it being recorded in property records. Joint signatures are required from both the Sponsor and the FAA Property Custodian on the FAA 4650-12 prior to recordation of the assets in the FAA's property systems.
- t) Sponsor will provide the FAA 3 sets of, "As-Built" drawings in hard copy format and one set in electronic file. The "As-Built" drawings will be delivered no later than 60 days from project completion. The requirement for as-built drawings and submittal of real and personal property data to the FAA shall be in accordance with the milestones established in the Project Plans and Specifications.

ARTICLE II – Estimated Costs

A. The estimated FAA costs associated with this project are as follow:

Runway 14 PAPI

Estimated FAA Labor Costs by Cost Class

CIVIL/ELECTRICAL/MECHANICAL ENG (4 MD)	\$ 4,000
ELECTRONICS ENGINEERING (3 MD)	\$ 3,000
DRAFTING (1 MD)	\$ 1,000
CONSTRUCTION OVERSIGHT (6 MD)	\$ 6,000
ELECTRONICS INSTALLATION (4 MD)	\$ 5,000
FLIGHT INSPECTION (2 hours @ 2,616/hr)	\$ 5,232

Subtotal Estimated Labor Cost **\$ 24,232**

Estimated Costs of Purchases/Contract

TRAINING	\$ N/A
FACILITY CONSTRUCTION	\$ N/A
REGIONAL FREIGHT/STORAGE	\$ 500
HAZMAT SURVEY	\$ N/A
ELECTRICAL UTILITIES	\$ N/A
TELECOMMUNICATIONS	\$ N/A
INSTALLATION MATERIAL	\$ 500
MISCELLANEOUS MATERIALS	\$ 300

Subtotal Estimated Purchases/Contract Cost **\$ 1,300**

TOTAL Runway 14 PAPI **\$ 25,532**

Runway 32 PAPI

Estimated FAA Labor Costs by Cost Class

CIVIL/ELECTRICAL/MECHANICAL ENG (4 MD)	\$ 4,000
ELECTRONICS ENGINEERING (3 MD)	\$ 3,000
DRAFTING (1 MD)	\$ 1,000
CONSTRUCTION OVERSIGHT (6 MD)	\$ 6,000
ELECTRONICS INSTALLATION (4 MD)	\$ 5,000
FLIGHT INSPECTION (2 hours @ 2,616/hr)	\$ 5,232

April 19, 2007

Subtotal Estimated Labor Cost **\$ 24,232**

Estimated Costs of Purchases/Contract

TRAINING	\$ N/A
FACILITY CONSTRUCTION	\$ N/A
REGIONAL FREIGHT/STORAGE	\$ 500
HAZMAT SURVEY	\$ N/A
ELECTRICAL UTILITIES	\$ N/A
TELECOMMUNICATIONS	\$ N/A
INSTALLATION MATERIAL	\$ 500
MISCELLANEOUS MATERIALS	\$ 300

Subtotal Estimated Purchases/Contract Cost **\$ 1,300**

TOTAL Runway 32 PAPI **\$ 25,532**

Runway 32 REIL

Estimated FAA Labor Costs by Cost Class

CIVIL/ELECTRICAL/MECHANICAL ENG (2 MD)	\$ 2,000
ELECTRONICS ENGINEERING (3 MD)	\$ 3,000
DRAFTING (1 MD)	\$ 1,000
CONSTRUCTION OVERSIGHT (3 MD)	\$ 3,000
ELECTRONICS INSTALLATION (2 MD)	\$ 2,000
FLIGHT INSPECTION (2 hours @ 2,616/hr)	\$ 5,232

Subtotal Estimated Labor Cost **\$ 16,232**

Estimated Costs of Purchases/Contract

TRAINING	\$ N/A
FACILITY CONSTRUCTION	\$ N/A
REGIONAL FREIGHT/STORAGE	\$ 500
HAZMAT SURVEY	\$ N/A
ELECTRICAL UTILITIES	\$ N/A
TELECOMMUNICATIONS	\$ N/A
INSTALLATION MATERIAL	\$ 500
MISCELLANEOUS MATERIALS	\$ N/A

Subtotal Estimated Purchases/Contract Cost **\$ 1,000**

TOTAL REIL **\$17,232**

April 19, 2007

OVERALL PROJECT COSTS

TOTAL Runway 14 PAPI	\$ 25,532
TOTAL Runway 32 PAPI	\$ 25,532
TOTAL Runway 32 REIL	\$ 17,232
 PROJECT SUBTOTAL	 \$ 68,296
OVERHEAD 26.5%	\$ 18,099

TOTAL PROJECT COSTS	\$ 86,395
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B. The amounts set forth in this agreement are estimates and in the event actual cost is less than the FAA estimated cost, the Sponsor shall pay only the actual cost; similarly, if the actual cost exceeds the FAA estimated cost, the Sponsor shall pay the actual cost. If during the course of this agreement, actual costs are expected to exceed the estimate by more than 10%, the FAA will notify the Sponsor in writing, as soon as this is known, but not less than 30 days prior to submission of final billing. Regardless of whether notification is effected, the Sponsor must pay all actual cost. The FAA Contracting Officer will also provide the Project Sponsor a modification to the agreement which includes FAA additional costs plus overhead. The Sponsor agrees to repay the entire estimated cost of the modification plus the required overhead.

C. Obligation Schedule

Year FY: 07 Obligation Amount: \$ 86,395
 Year FY: Obligation Amount: \$
 Year FY: Obligation Amount: \$

ARTICLE IV – Advance Payment Provision and Accounting Arrangements

The Sponsor must pay the FAA in advance when the agency is required to obligate funds to comply with this Agreement. The FAA will send the executed agreement to the Sponsor with the request for payment in the amount of Eighty Six Thousand Three Hundred Ninety Five Dollars (\$ **86,395**). Payment must be received before the FAA incurs any obligation to implement this Agreement. The advance payment will be held as a non-interest bearing deposit.

If payment is not received within ninety (90) days after the date on the bill, the FAA may terminate the contract and termination costs will be paid by the Sponsor.

Any amount due on the final bill will be netted against the advance payment and, as appropriate, a refund or final bill will be sent to the Sponsor.

April 19, 2007

The following accounting office is the accounts receivable office for this Agreement. Payment to the FAA shall reflect the agreement number, **AGL-488**, agreement name, sponsor name, and mailing address. The current mailing address is:

Mike Monroney Aeronautical Center/FAA/DOT
AMZ-330 Reimbursable Agreements Branch
ATTN: Projects Team GL-CE Region
P.O. Box 25082
Oklahoma City, Oklahoma 73125
Telephone: (405) 954-9314

FEDEX Address:

Mike Monroney Aeronautical Center/FAA/DOT
AMZ-330 Reimbursable Agreements Branch
ATTN: Projects Team GL-CE Region
6500 S. MacArthur Boulevard
Oklahoma City, Oklahoma 73169-6901

The following accounting office is the billing office and mailing address for this Agreement.

Jackson County Airport
Mr. KENT L MAURER
3606 WILDWOOD AVE
JACKSON, MI 49202 Tel. No.: 517-788-4225

Tax ID No.: **38-600-4845**

The FAA's obligation under this Agreement is contingent upon the availability of appropriated funds from which payment for agreement purposes can be made. No legal liability on the part of the FAA for any payment may arise until funds are made available to the Contracting Officer for this Agreement.

Reimbursable costs: For the purpose of reimbursing allowable costs, the term "costs" includes:

- a) Materials
- b) Direct Labor
- c) Direct Travel
- d) Other direct in-house costs
- e) Administrative costs (26.5%)
- f) Termination costs as described in Article XI.

ARTICLE V – Agreement Administration

A. FAA Technical Officer:

The Chicago NAS Implementation Center, ANI-480 will provide the technical administration of this Agreement. Cleland Micheel, ANI-480 Platform Manager, is the FAA technical Officer and liaison with the Sponsor and can be reached at (847) 294-7682. The FAA technical officer is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which effect the estimated cost, period of performance or other terms and conditions of this Agreement.

B. FAA Contracting Officer:

The execution, modification and administration of this Agreement must be authorized and accomplished by the Contracting Officer, Teresa Brady, Acquisition Branch, AGL-52.

ARTICLE VI - Changes/Modifications/Amendments

Change and/or amendments to this Agreement shall be in writing and be signed by a FAA Contracting Officer. The amendment shall cite the agreement number and shall set forth the exact nature of the change and/or amendment. No oral statement by any person shall be interpreted as amending or otherwise affecting the terms of the agreement. Any party to this Agreement may request that it be amended, whereupon the parties shall consult to consider such amendments.

ARTICLE VII - Period of Agreement and Effective Date

This Agreement supersedes and nullifies any previous agreements between the parties on the subject matter set forth in Article I hereof and is effective on the date the agreement is executed. The effective date of this Agreement is the date on which it is signed by the FAA contracting officer.

ARTICLE VIII - Liability

A. Hazardous Substances Contamination

1. The Sponsor will release the FAA from having to take any corrective action as might be required by the Toxic Substance Control Act, the Comprehensive Environmental Response Compensation and Liability Act, or any other applicable acts or laws in connection with the construction of the new facility.

2. The Sponsor agrees to save and hold harmless the FAA or any instrumentality or officer of the United States or third parties and pay for any and all costs, liabilities, and/or claims concerning any hazardous substance contamination found on or under the premises of the future Runway 14 PAPI, Runway 32 PAPI, and Runway 32 REIL sites and other construction areas impacted by this project, and release the FAA from having to take any corrective action.

B. Hold Harmless

The Sponsor will agree to hold the United States, the FAA or any instrumentality or officer of the United States harmless against any claim by the Sponsor or any agency thereof, or third parties for personal injury, death, or property damage arising out of any work in, on, or to the Runway 14 PAPI, 32 PAPI, and 32 REIL sites that it plans to accomplish or might undertake as a result of the above mentioned work under this Agreement; and agrees to defend any suit brought against the United States, the FAA or any instrumentality or officer of the United States arising out of any work in on or to the Runway 14 PAPI, 32 PAPI, and 32 REIL sites that it plans to accomplish or might undertake as a result of its responsibilities as set forth in this Agreement.

C. Damages

1. The Sponsor agrees to reimburse the FAA for any damage to or destruction of FAA property caused by the negligence or intentional actions of the Sponsor or any of its agents, employees or contractors arising out of work under this Agreement.
2. In accordance with and subject to the conditions, limitations and exceptions set forth in the Federal Tort Claims Act of 1948, as amended (28 USC 2671 et. seq.), hereafter termed "the Act" the Government will be liable to persons damaged by any personal injury, death or injury to or loss of property, which is caused by a negligent or wrongful act or omission of an employee of the Government while acting within the scope of his office or employment under circumstances where a private person would be liable in accordance with the law of the place where the act or omission occurred. The foregoing shall not be deemed to extend the Government's liability beyond that existing under the Act at the time of such act or omission or to preclude the Government from using any defense available in law or equity.

The Sponsor will only be liable to persons damaged by any personal injury, death or injury to or loss of property, which is caused by a negligent or wrongful act or omission of an employee of the Sponsor while acting within the scope of his office or employment under circumstances where a private person would be liable in accordance with the law of the place where the act or omission occurred. The foregoing shall not be deemed to extend the

Sponsor's liability beyond that existing at the time of such act or omission or to preclude the Sponsor from using any defense available in law or equity.

ARTICLE IX - Protection of Information

The parties agree that they shall take appropriate measures to protect proprietary, privileged, or other confidential information that may come into their possession as a result of this Agreement.

ARTICLE X - Disputes Resolution

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any disagreement through good faith negotiations, the dispute may be resolved by the FAA Administrator, or designee whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding (see 49 USC 46110).

ARTICLE XI - Termination

In addition to any other termination rights provided by this Agreement, either party may terminate this Agreement at any time prior to its expiration date, with or without cause, and without incurring any liability or obligation to the terminated party (other than payment of amounts due and owing and performance of obligations accrued, in each case on or prior to the termination date) by giving the other party at least thirty (30) days prior written notice of termination. Upon receipt of a notice of termination, the receiving party shall take immediate steps to stop the accrual of any additional obligations, which might require payment. All funds due after termination will be netted against the advance payment and, as appropriate, a refund or bill be issued.

Termination costs include:

1. All cost reimbursable under this Agreement, not previously paid, for the performance of this Agreement before the effective date of the termination.
2. Accounting, legal, clerical and other expenses reasonably necessary for the preparation of termination settlement proposals and supporting data.
3. The termination and settlement of contracts and liquidating expenses in support of this Agreement.
4. The costs of settling and paying termination settlement costs under terminated contracts entered into by the FAA for the purpose of this Agreement.

5. Storage, transportation and other cost incurred, reasonably necessary for preservation, protection or disposition of the termination inventory.

ARTICLE XII – Inspection of Construction

- A. 'Work' includes, but is not limited to, materials, workmanship, and manufacture and fabrication of components.
- B. The sponsor shall ensure its Contractor maintains an adequate inspection system and perform such inspections as will ensure that the work performed under the contract conforms to requirements in this Memorandum of Agreement. The Sponsor's Contractors shall maintain complete inspection records and make them available to the Government. All work is subject to Government inspection at all places and at all reasonable times before acceptance.
- C. Government inspections are for the sole benefit of the Government and do not:
 1. Relieve the Sponsor or its Contractor of responsibility for providing adequate quality control measures;
 2. Relieve the Sponsor or its Contractor of responsibility for damage to or loss of the material before acceptance;
 3. Constitute or imply acceptance; or
 4. Affect the continuing rights of the Government after acceptance of the completed work.
- D. The presence or absence of a Government inspector or Resident Engineer does not relieve the Sponsor or his Contractor from any requirement contained in this Agreement, nor is the inspector authorized to change any term or condition of the Agreement without the Contracting Officer's written authorization.
- E. The Sponsor shall replace or correct work found by the Government not to conform to its requirements.

ARTICLE XIII - Warranties

The FAA makes no express or implied warranties as to any matter arising under this Agreement, or as to the ownership, merchantability, or fitness for a particular purpose of any property, including any equipment, device, or software that may be provided under this Agreement.

- A. In addition to any other warranties in this contract, the Sponsor warrants that work performed under this Agreement conforms to the FAA requirements and is free of any defect in equipment, material, or design furnished, or workmanship performed by the Sponsor's Contractor or any subcontractor or supplier at any tier.
- B. This warranty shall continue for a period of 1 year from the date of final acceptance of the work. If the Government takes possession of any part of the work before final acceptance, this warranty shall continue for a period of 1 year from the date the Government takes possession.
- C. The Sponsor's Contractor shall remedy at the Sponsor's Contractor's expense any failure to conform, or any defect. In addition, the Sponsor's Contractor shall remedy at the Sponsor's Contractor's expense any damage to Government owned or controlled real or personal property, when that damage is the result of
 - 1. The Sponsor's Contractor's failure to conform to FAA requirements; or
 - 2. Any defect of equipment, material, workmanship, or design furnished by the Sponsor's Contractor.
- D. The Sponsor's Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Sponsor's Contractor's warranty with respect to work repaired or replaced will run for 1 year from the date of repair or replacement.
- E. The Contracting Officer will notify the Sponsor, in writing, within a reasonable time after the discovery of any failure, defect, or damage.
- F. If the Sponsor fails to remedy any failure, defect, or damage within a reasonable time after receipt of notice, the Government shall have the right to replace, repair, or otherwise remedy the failure, defect, or damage at the Sponsor's expense.
- G. With respect to all warranties, express or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished under this contract, the Sponsor shall:
 - 1. Obtain all warranties that would be given in normal commercial practice;
 - 2. Require all warranties to be executed, in writing, for the benefit of the Government, if directed by the Contracting Officer, and
 - 3. Enforce all warranties for the benefit of the Government if directed by the Contracting Officer.

- H. In the event the Sponsor's Contractor's warranty under paragraph (b) of this clause has expired, the Government may bring suit at its expense to enforce a subcontractor's, manufacturer's, or supplier's warranty.
- I. Unless a defect is caused by the negligence of the Sponsor's Contractor or subcontractor or supplier at any tier, the Sponsor shall not be liable for the repair of any defects of material or design furnished by the Government nor for the repair of any damage that results from any defect in Government furnished material or design.
- J. This warranty shall not limit the Government's rights under the Inspection and Acceptance clause of this contract with respect to latent defects, gross mistakes, or fraud.

ARTICLE XIV - Insurance

The Sponsor shall arrange by insurance or otherwise for the full protection of self from and against all liability to third parties arising out of, or related to, its performance of this Agreement. The FAA assumes no liability under this Agreement for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf. The Sponsor agrees to hold the United States harmless against any claim by third persons for injury, death or property damage arising out of or in connection with its performance under this Agreement.

ARTICLE XV - Entire Agreement

This document is the entire agreement of the parties, who accept the terms of this Agreement as shown by their signatures below. In the event the parties duly execute any amendment to this Agreement, the terms of such amendment shall supersede the terms of this Agreement to the extent of any inconsistency.

ARTICLE XVI - Construction of the Agreement

This Agreement is an "other transaction" issued under 49 U.S.C 106 (1) and (m) is not a procurement contract, grant or cooperative agreement. Nothing in this Agreement shall be construed as incorporating by reference or implication any provision of Federal acquisition law or regulation.

The FAA and the Sponsor agree to the provisions of this Agreement, as indicated by the signatures of their duly authorized officers. Each party acknowledges participation in the negotiations and drafting of this Agreement and any amendments thereto, and that this Agreement shall not be construed more stringently against one party than against the other.

ARTICLE XVII – Civil Rights Act

The Sponsor shall comply with Title VI of the Civil Rights Act of 1964 relating to nondiscrimination in Federally assisted programs.

ARTICLE XVIII – Officials Not to Benefit

This Agreement incorporates by reference one or more provisions or clauses listed below with the same force and effect as if they were given in full text. Upon request, the FAA Contracting will make the full text available, or may obtain full text via the Internet at: <http://fast.faa.gov> (on this web page, select "Contract Writing/Clauses").

3.2.5-1 Officials Not to Benefit (April 1996)

3.2.5-7 Disclosure Regarding Payments to Influence Certain Federal Transactions
(June 1999)

AGREED:

JACKSON AIRPORT - REYENOLDS FIELD

**FEDERAL AVIATION
ADMINISTRATION**

By: _____ By: _____

(Print): _____ (Print): _____

Title: _____ Title: _____

Date: _____ Date: _____

RESOLUTION (11-07.45)
AUTHORIZING THE COUNTY BOARD OF COMMISSIONERS
CHAIR, James E. Shotwell Jr. TO SIGN the Memorandum of Agreement # AGL488
Between the FAA and Jackson County Airport – Reynolds Field

WHEREAS, The FAA has indicated that Runways at the Jackson County Airport do not have required “safety areas” at their respective ends and approaches; and

WHEREAS, Because of the Runway Safety Project a new Runway 14-32 will be constructed and certain aircraft landing aids and equipment including; Runway 14 Precision Approach Path Indicator (PAPI); Runway 32 Visual Approach Slope Indicator (VASI) Runway 32 Runway End Identifier Light (REIL) will need to be relocated or replaced; and

WHEREAS, Completion of the Runway 14-32 Runway Safety Project will require these landing aids be relocated in a timely manner; and

WHEREAS, These projects are necessary and in the public interest; and

WHEREAS, The FAA has drafted a Memorandum of Agreement identifying project costs not to exceed \$86,395; and

WHEREAS, The project costs will be paid by the Jackson County Airport from the Runway Safety Project Fund 295100 and reimbursed by existing MDOT –Aeronautics grant #2007-0615 issued on July 9, 2007; and

WHEREAS, The Memorandum of Agreement is currently in draft form and may require certain non-substantive modification; and

WHEREAS, The Jackson County Board of Commissioners has legal authority to approve this agreement; and

WHEREAS, James E. Shotwell, Jr., is the Chairman of the Jackson County Board of Commissioners and has authority to sign such agreement; and

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners approves of the referenced Memorandum of Agreement and authorizes James E. Shotwell Jr. to sign the final agreement document on behalf of the Jackson County Board of Commissioners.

James E. Shotwell, Jr., Chairman
November 20, 2007

STATE OF MICHIGAN)
) ss.
COUNTY OF JACKSON)

I, Amanda Riska, the duly qualified and acting Clerk of the County of Jackson, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the County Board of Commissioners of the County of Jackson, State of Michigan, at a regular meeting held on November 20, 2007 at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Amanda Riska, County Clerk

Date: _____

Veolia Water North America

Operating Services

2008 Budget

	Budget 2008 (Revision #1)	Budget 2007	Variance \$	Variance %
Total Salaries & Wages	\$ 2,300,000	\$ 2,237,764	\$ 62,236	2.8%
Total Fringe Benefits	\$ 555,000	\$ 603,158	\$ (48,158)	-8.0%
Total Vehicle Expense	\$ 80,000	\$ 69,900	\$ 10,100	14.4%
Total Insurance	\$ 75,000	\$ 78,585	\$ (3,585)	-4.6%
Total Outside Services	\$ 90,000	\$ 88,000	\$ 2,000	2.3%
Total Lab & Safety Supplies	\$ 57,000	\$ 58,504	\$ (1,504)	-2.6%
Total Chemicals	\$ 220,000	\$ 218,008	\$ 1,992	0.9%
Total R & M	\$ 500,000	\$ 420,000	\$ 80,000	19.0%
Total Other Direct Expenses	\$ 44,028	\$ 40,100	\$ 3,928	9.8%
Direct Facility Cost	\$ 3,921,028	\$ 3,814,019	\$ 107,009	2.8%
Fee *	\$ 466,333	\$ 466,333	\$ -	0.0%
Lump Sum Annual Cost	\$ 4,387,361	\$ 4,280,352	\$ 107,009	2.5%
Monthly Invoice Amount	\$ 365,613.42	356,696.00	\$ 8,917	2.5%

* Fee includes corporate support and overhead, including the project manager's salary, benefits, and expenses.

2008
Enterprise Fund Budget
(10/16/07)

		2008	2007	2007	Increase	Increase	Increase	Increase
		BUDGET	BUDGET	PROJECTION	from 2007	from 2007	from 2007	from 2007
			10/10/06	09/20/07	Budget	Budget	Projection	Projection
					\$	%	\$	%
	Revenue							
401.000	Revenue from other (scrap sales)	\$ 22,660	\$ 22,000	\$ 21,809	\$ 660	3.0%	\$ 851	4%
460.000	Revenue from tipping fees	\$ 7,583,148	\$ 6,811,671	\$ 7,325,310	\$ 781,477	11.5%	\$ 267,838	4%
652.010	Revenue from electric sales	\$ 342,085	\$ 243,404	\$ 431,710	\$ 98,681	40.5%	\$ (89,625)	-21%
653.020	Revenue from steam sales	\$ 2,433,080	\$ 2,713,026	\$ 2,951,556	\$ (279,946)	-10.3%	\$ (518,476)	-18%
664.000	Revenue from interest	\$ 61,000	\$ 47,000	\$ 59,261	\$ 14,000	29.8%	\$ 1,739	3%
	Revenue from Misc.	\$ 100	\$ 100	\$ 100	\$ -	0.0%	\$ -	0%
	Total Revenue	\$ 10,452,073	\$ 9,837,201	\$ 10,789,746	\$ 614,872	6.3%	\$ (337,673)	-3.1%
.03	Expense							
852.000	Central Services Allocation	\$ 118,450	\$ 115,000	\$ 115,000	\$ 3,450	3.0%	\$ 3,450	3%
704.000	Salaries Full Time	\$ 20,436	\$ 18,900	\$ 19,841	\$ 1,536	8.1%	\$ 595	3%
000.000	Benefits	\$ 9,575	\$ 8,300	\$ 9,296	\$ 1,275	15.4%	\$ 279	3%
728.000	Office Expenses & Supplies	\$ 433	\$ 420	\$ 743	\$ 13	3.0%	\$ (310)	-42%
728.020	Bank Charges (Letter of credit for LF)	\$ 10,500	\$ 10,500	\$ 8,750	\$ -	0.0%	\$ 1,750	20%
801.100	USF Operating and Maintenance	\$ 4,387,361	\$ 4,280,352	\$ 4,280,352	\$ 107,009	2.5%	\$ 107,009	3%
801.120	MSW Disposal Expense	\$ 744,761	\$ 497,547	\$ 606,821	\$ 247,214	49.7%	\$ 137,940	23%
801.125	Other Disposal Expense	\$ 194,099	\$ 184,164	\$ 313,343	\$ 9,935	5.4%	\$ (119,244)	-38%
801.130	Ash Disposal Expense	\$ 401,976	\$ 400,254	\$ 398,051	\$ 1,722	0.4%	\$ 3,925	1%
802.010	Accounting Services	\$ 5,000	\$ 5,000	\$ 1,667	\$ -	0.0%	\$ 3,333	
805.010	Licenses	\$ 12,000	\$ 12,000	\$ 10,752	\$ -	0.0%	\$ 1,248	12%
805.030	Laboratory fees (Air Monitoring)	\$ 20,000	\$ 59,000	\$ 56,329	\$ (39,000)	-66.1%	\$ (38,328)	-64%
805.040	Laboratory Fees (Ash Testing)	\$ 1,000	\$ 1,000	\$ 878	\$ -	0.0%	\$ 122	14%
810.000	Attorney Services	\$ 2,500	\$ 2,500	\$ 833	\$ -	0.0%	\$ 1,667	200%
812.000	Telephone Service	\$ 1,000	\$ 1,000	\$ 333	\$ -	0.0%	\$ 667	200%
802.001	Household Hazardous Waste Collection	\$ 20,000	\$ 20,000	\$ 19,878	\$ -	0.0%	\$ 122	1%
802.002	Environmental Education	\$ 2,000	\$ 2,000	\$ 687	\$ -	0.0%	\$ 1,333	200%
921.000	Lights, Water, & Sewer	\$ 925	\$ 925	\$ 1,097	\$ -	0.0%	\$ (172)	-16%
922.000	Fuel (Natural Gas)	\$ 98,000	\$ 98,000	\$ 100,222	\$ -	0.0%	\$ (2,222)	-2%
932.000	Maintenance of Equipment	\$ 400,000	\$ 325,000	\$ 713,032	\$ 75,000	23.1%	\$ (313,032)	-44%
959.000	Misc.	\$ 5,000	\$ 5,000	\$ 9,336	\$ -	0.0%	\$ (4,336)	-46%
000.000	Engineering	\$ 60,000	\$ 60,000	\$ 58,936	\$ -	0.0%	\$ 3,064	5%
000.000	Contingency	\$ -	\$ 30,000	\$ 20,000	\$ (30,000)	-100.0%	\$ (20,000)	-100%
995.000	Interest on Bonds	\$ 295,600	\$ 342,734	\$ 358,009	\$ (47,134)	-13.8%	\$ (62,409)	-17%
	Total Expenses	\$ 6,810,615	\$ 6,479,596	\$ 7,102,166	\$ 331,019	5.1%	\$ (291,551)	-4.1%
	Capital							
000.000	Bond Principal Payment	\$ 1,570,000	\$ 1,580,000	\$ 1,580,000	\$ (10,000)	-0.6%	\$ (10,000)	-1%
000.000	Delinquent Tax Fund Loan Principal Payment	\$ 247,294	\$ 247,294	\$ 247,294	\$ -	0.0%	\$ -	0%
115.130	Addition to Spare Parts Inventory	\$ 150,000	\$ 50,000	\$ 265,785	\$ 100,000	200.0%	\$ (115,785)	-44%
000.000	Landfill Closure	\$ 110,000	\$ 110,000	\$ 110,000	\$ -	0.0%	\$ -	
000.020	Landfill Post Closure Final Cover Maintenance	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0.0%	\$ -	0%
805.020	Landfill Post Closure Groundwater Monitoring	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.0%	\$ -	0%
921.020	Landfill Post Closure Leachate Disposal	\$ 20,000	\$ 20,000	\$ 39,170	\$ -	0.0%	\$ (19,170)	-49%
136.000	JCRRF Capital Improvements	\$ 437,000	\$ 393,800	\$ 485,070	\$ 43,200	11.0%	\$ (48,070)	-10%
	Total Capital	\$ 2,599,294	\$ 2,466,094	\$ 2,792,319	\$ 133,200	5.4%	\$ (193,025)	-6.9%
	Total Expenses and Capital Expenditures	\$ 9,409,909	\$ 8,945,690	\$ 9,894,485	\$ 464,219	5.2%	\$ (484,576)	-4.9%
	Cash Flow	\$ 1,042,164	\$ 891,511	\$ 895,261	\$ 150,653	16.9%	\$ 146,903	16.4%

Memo

Date: November 2, 2007

To: Randy Treacher, Acting County Administrator
Commissioner Gail Mahoney, Chair, County Agencies Committee
Amanda Riska, County Clerk

From: Debbie Kelly, BRA Staff

RE: Resolution approving the Brownfield Redevelopment Plan for Northwest Refuse, Inc. in Blackman Charter Township and Public Hearing.

The BRA authorized funding to complete a Brownfield Plan on November 2, 2006, for Northwest Refuse, Inc. The company recently received an IFT with Blackman Charter Township, therefore, changing the tax capture numbers slightly. The BRA approved the revised Brownfield Plan to allow tax capture at their September 6, 2007 meeting, and would like to recommend County Commission approval by Resolution at the November 20, 2007 County Commission meeting after the 7:30 p.m. Public Hearing scheduled for that same evening.

A copy of the Brownfield Plan is attached along with the proposed resolution, and public hearing notice.

Requested action at this time is to remind the board of the Public Hearing, scheduled for the November 20, 2007 County Commission Meeting at 7:30 p.m. and to approve a resolution approving the County's Brownfield Plan to include Northwest Refuse, Inc. **Please place this item on the November 13, 2007 County Agencies Agenda for consideration. BRA Staff will be in attendance to answer any questions.**

cc: Amy L. Torres, BRA Executive Director
David Stegink, Envirologic Technologies, Inc.
Ray Snell, Blackman Charter Township Supervisor

NOTICE OF PUBLIC HEARING

THE BROWNFIELD REDEVELOPMENT AUTHORITY OF JACKSON COUNTY

REGARDING INCLUSION INTO THE COUNTY'S BROWNFIELD PLAN FOR NORTHWEST REFUSE, INC. LOCATED AT 2600 LANSING AVENUE WITHIN BLACKMAN CHARTER TOWNSHIP, IN THE COUNTY OF JACKSON, MICHIGAN

TO ALL INTERESTED PERSONS IN THE COUNTY OF JACKSON

PLEASE TAKE NOTICE that the County Commissioners of the County of Jackson, Michigan, will hold a Public Hearing on Tuesday, the 20th day of November, 2007, at approximately 7:30 p.m., Eastern Daylight time in the Commissioners Chambers within the County Tower Building, 120 W. Michigan Avenue, Jackson, Michigan, to receive public comment on an amendment to the County's Brownfield Redevelopment Plan to include therein portions of the Northwest Refuse, Inc. property site. The parcels are legally described as:

Property Number: 000-08-22-326-006-06:

Beg at S $\frac{1}{4}$ post of Sec. 22, th N alg N&S $\frac{1}{4}$ ln 877 ft to a pt for Pl of Beg of this descn; th N 89 deg 35'18" W 1307.46 ft to E ln of Little Knoll Farms, a recorded plat; th N 0 deg 02'46" E 1123.75 ft; th N 89 deg 44'54" E 240 ft; th N 0 deg 02'46" E 633.9 ft to E&W $\frac{1}{4}$ ln; th N 89 deg 55' E 449.72 ft to a pt S 89 deg 55' W 616.3 ft from N&S $\frac{1}{4}$ ln; th S par with N&S $\frac{1}{4}$ ln 1704.33 ft; th S 89 deg 35'18" E 616.32 ft to N&S $\frac{1}{4}$ ln; th S 60 ft to Beg. Sec 22 T2S R1W.

The property consists of approximately 25.27 acres, more or less and is commonly described as 2600 Lansing Avenue, Jackson, Michigan 49202.

The Brownfield Plan, which includes a site map, is available for public inspection at the County Brownfield Redevelopment Authority office, located at One Jackson Square, 11th Floor, Jackson, Michigan. All aspects of the plan are open for discussion at the public hearing.

FURTHER INFORMATION may be obtained from the Brownfield Redevelopment Authority of Jackson County at (517) 788-4455. THIS NOTICE is given by order of the County Board of the County of Jackson, Michigan.

Amanda Riska, Clerk
County of Jackson

**ENVIROLOGIC
TECHNOLOGIES, INC.**

**JACKSON COUNTY, MICHIGAN
BROWNFIELD REDEVELOPMENT AUTHORITY**

BROWNFIELD PLAN

**NORTHWEST REFUSE ADDITION
J.R. SCHWEIKERT, LLC PROPERTY
2600 LANSING AVENUE
JACKSON, MICHIGAN**

AUGUST 23, 2007

Prepared for:

**The Jackson County Brownfield Redevelopment Authority
1 Jackson Square, Suite 1100
Jackson, Michigan 49201**

Prepared with the assistance of:

ENVIROLOGIC TECHNOLOGIES, INC.

2960 Interstate Parkway
Kalamazoo, Michigan 49048
(269) 342-1100

Recommended for Approval by the Brownfield Redevelopment Authority on:
Approved by the Jackson City Council on:

ENVIROLOGIC TECHNOLOGIES, INC.

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ENVIRONMENTAL TECHNOLOGIES, INC.

BROWNFIELD PLAN NORTHWEST REFUSE ADDITION J.R. SCHWEIKERT LLC PROPERTY 2600 LANSING AVENUE JACKSON, MICHIGAN

I. GENERAL DEFINITIONS AS USED IN THIS PLAN

1996 PA 381 Sec. 2

- (a) “Additional response activities” means response activities identified as part of a brownfield plan that are in addition to baseline environmental assessment activities and due care activities for an eligible property.
- (b) “Authority” means a brownfield redevelopment authority created under this act.
- (c) “Baseline environmental assessment” means that term as defined in section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.
- (d) “Baseline environmental assessment activities” means those response activities identified as part of a brownfield plan that are necessary to complete a baseline environmental assessment for an eligible property in the brownfield plan.
- (e) “Blighted” means property that meets any of the following criteria:
 - (i) Has been declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.
 - (ii) Is an attractive nuisance to children because of physical condition, use, or occupancy.
 - (iii) Is a fire hazard or is otherwise dangerous to the safety of persons or property.
 - (iv) Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.
 - (v) Is tax-reverted property owned by a qualified local governmental unit, by a county, or by this state. The sale, lease, or transfer of tax-reverted property by a qualified local governmental unit, county, or this state after the property’s inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.
 - (vi) Is property owned or under the control of a Land Bank Fast Track Authority under the Land Bank Fast Track Act, whether or not located within a qualified local governmental unit. Property included within a brownfield plan prior to the date it meets the requirements of this subdivision to be eligible property shall be considered to become eligible property as of the date the property is determined to

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- have been or becomes qualified as, or is combined with, other eligible property. The sale, lease, or transfer of the property by a Land Bank Fast Track Authority after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.
- (f) "Board" means the governing body of an authority.
- (g) "Brownfield plan" means a plan that meets the requirements of Section 13 and is adopted under Section 14.
- (h) "Captured taxable value" means the amount in one year by which the current taxable value of an eligible property subject to a brownfield plan, including the taxable value or assessed value, as appropriate, of the property for which specific taxes are paid in lieu of property taxes, exceeds the initial taxable value of that eligible property. The state tax commission shall prescribe the method for calculating captured taxable value.
- (i) "Chief executive officer" means the mayor of a city, the village manager of a village, the township supervisor of a township, or the county executive of a county or, if the county does not have an elected county executive, the chairperson of the county board of commissioners.
- (j) "Department" means the Department of Environmental Quality.
- (k) "Due care activities" means those response activities identified as part of a brownfield plan that are necessary to allow the owner or operator of an eligible property in the plan to comply with the requirements of section 20107a of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20107a.
- (l) "Economic Opportunity Zone" means one or more parcels of property that meet all of the following:
- (i) That together are 40 or more acres in size
 - (ii) That contain a manufacturing facility that consists of 500,000 or more square feet.
 - (iii) That are located in a municipality that has a population of 30,000 or less and that is contiguous to a qualified local governmental unit.
- (m) "Eligible activities" or "eligible activity" does not include activities related to multi-source commercial hazardous waste disposal wells as that term is defined in section 62506a of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.62506a, but means one or more of the following:
- (i) Baseline environmental assessment activities.
 - (ii) Due care activities.
 - (iii) Additional response activities.

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(iv) For eligible activities on eligible property that was used or is currently used for commercial, industrial, or residential purposes that is in a qualified local governmental unit, or that is owned or under the control of a Land Bank Fast Track Authority, or that is located in an economic opportunity zone, and is a facility, functionally obsolete, or blighted, and except for purposes of section 38d of the Single Business Tax Act, 1975 PA 228, MCL 208.38d, the following additional activities:

- (A) Infrastructure improvements that directly benefit eligible property.
- (B) Demolition of structures that is not response activity under section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.
- (C) Lead or asbestos abatement.
- (D) Site preparation that is not response activity under section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.
- (E) Assistance to a Land Bank Fast Track Authority in clearing or quieting title to, or selling or otherwise conveying, property owned or under the control of a Land Bank Fast Track Authority.

(v) Relocation of public buildings or operations for economic development purposes with prior approval of the Michigan Economic Development Authority.

(vi) For eligible activities on eligible property that is a qualified facility that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, the following additional activities:

- (A) Infrastructure improvements that directly benefit eligible property.
- (B) Demolition of structures that is not response activity under section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.
- (C) Lead or asbestos abatement.
- (D) Site preparation that is not response activity under section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.

(n) "Eligible property" means property for which eligible activities are identified under a brownfield plan that was used or is currently used for commercial, industrial, or residential purposes that is either in a qualified local governmental unit and is a facility, functionally obsolete, or blighted or is not in a qualified local governmental unit and is a facility, and includes parcels that are adjacent or contiguous to that property if the development of the adjacent and contiguous parcels is estimated to increase the captured taxable value of that property or tax reverted property owned or under the control of a Land Bank Fast Track Authority. Eligible property includes, to the extent included in the brownfield plan, personal property located on the property. Eligible property does not include qualified agricultural property exempt under section 7ee of the general property tax act, 1893 PA 206, MCL 211.7ee, from the tax levied by a local school district for

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school operating purposes to the extent provided under section 1211 of the revised school code, 1976 PA 451, MCL 380.1211.

(o) “Facility” means that term as defined in section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.

(p) “Fiscal year” means the fiscal year of the authority.

(q) “Functionally obsolete” means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or super-adequacies in design, or other similar factors that affect the property itself or the property’s relationship with other surrounding property.

(r) “Governing body” means the elected body having legislative powers of a municipality creating an authority under this act.

(s) “Infrastructure improvements” means a street, road, sidewalk, parking facility, pedestrian mall, alley, bridge, sewer, sewage treatment plant, property designed to reduce, eliminate, or prevent the spread of identified soil or groundwater contamination, drainage system, waterway, waterline, water storage facility, rail line, utility line or pipeline, or other similar or related structure or improvement, together with necessary easements for the structure or improvement, owned or used by a public agency or functionally connected to similar or supporting property owned or used by a public agency, or designed and dedicated to use by, for the benefit of, or for the protection of the health, welfare, or safety of the public generally, whether or not used by a single business entity, provided that any road, street, or bridge shall be continuously open to public access and that other property shall be located in public easements or rights-of-way and sized to accommodate reasonably foreseeable development of eligible property in adjoining areas.

(t) “Initial taxable value” means the taxable value of an eligible property identified in and subject to a brownfield plan at the time the resolution adding that eligible property in the brownfield plan is adopted, as shown either by the most recent assessment roll for which equalization has been completed at the time the resolution is adopted or, if provided by the brownfield plan, by the next assessment roll for which equalization will be completed following the date the resolution adding that eligible property in the brownfield plan is adopted. Property exempt from taxation at the time the initial taxable value is determined shall be included with the initial taxable value of zero. Property for which a specific tax is paid in lieu of property tax shall not be considered exempt from taxation. The state tax commission shall prescribe the method for calculating the initial taxable value of property for which a specific tax was paid in lieu of property tax.

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(u) “Land Bank Fast Track Authority” means an authority created under the Land Bank Fast Track Act, 2003 PA 258, MCL 124.751 to 124.774.

(v) “Local taxes” means all taxes levied other than taxes levied for school operating purposes.

(w) “Municipality” means all of the following:

- (i) A city.
- (ii) A village.
- (iii) A township in those areas of the township that are outside of a village.
- (iv) A township in those areas of the township that are in a village upon the concurrence by resolution of the village in which the zone would be located.
- (v) A county.

(x) “Owned or under the control of” means that a Land Bank Fast Track Authority has 1 or more of the following:

- (i) An ownership interest in the property.
- (ii) A tax lien on the property.
- (iii) A tax deed to the property.
- (iv) A contract with this state or a political subdivision of this state to enforce a lien on the property.
- (v) A right to collect delinquent taxes, penalties, or interest on the property.
- (vi) The ability to exercise its authority over the property.

(y) “Qualified facility” means a landfill facility area of 140 or more contiguous acres that is located in a city and that contains a landfill, a material recycling facility, and an asphalt plant that are no longer in operation.

(z) “Qualified local governmental unit” means that term as defined in the obsolete property rehabilitation act, 2000 PA 146, MCL 125.2781 to 125.2797.

(aa) “Qualified taxpayer” means that term as defined in sections 38d and 38g of the Single Business Tax Act, 1975 PA 228, MCL 208.38d and 208.38g.

(bb) “Remedial action plan” means a plan that meets both of the following requirements:

- (i) Is a remedial action plan as that term is defined in section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.
- (ii) Describes each individual activity to be conducted to complete eligible activities and the associated costs of each individual activity.

(cc) “Response activity” means that term as defined in section 20101 of the Natural Resources and Environmental Protection Act, 1994 PA 451, MCL 324.20101.

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(dd) “Specific taxes” means a tax levied under 1974 PA 198, MCL 207.551 to 207.572; the Commercial Redevelopment Act, 1978 PA 255, MCL 207.651 to 207.668; the Enterprise Zone Act, 1985 PA 224, MCL 125.2101 to 125.2123; 1953 PA 189, MCL 211.181 to 211.182; the Technology Park Development Act, 1984 PA 385, MCL 207.701 to 207.718; the Obsolete Property Rehabilitation Act, 2000 PA 146, MCL 125.2781 to 125.2797; the Neighborhood Enterprise Zone Act, 1992 PA 147, MCL 207.771 to 207.786; or that portion of the tax levied under the tax reverted Property Clean Title Act 2003 PA 260, MCL 211.1021 to 211.1026, that is not required to be distributed to a Land Bank Fast Track Authority.

(ee) “Tax increment revenues” means the amount of *ad valorem* property taxes and specific taxes attributable to the application of the levy of all taxing jurisdictions upon the captured taxable value of each parcel of eligible property subject to a brownfield plan and personal property located on that property. Tax increment revenues exclude *ad valorem* property taxes specifically levied for the payment of principal of and interest on either obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit, and specific taxes attributable to those *ad valorem* property taxes. Tax increment revenues attributable to eligible property also exclude the amount of *ad valorem* property taxes or specific taxes captured by a downtown development authority, tax increment finance authority, or local development finance authority if those taxes were captured by these other authorities on the date that eligible property became subject to a brownfield plan under this act.

(ff) “Taxable value” means the value determined under section 27a of the General Property Tax Act, 1893 PA 206, MCL 211.27a.

(gg) “Taxes levied for school operating purposes” means all of the following:

- (i) The taxes levied by a local school district for operating purposes.
- (ii) The taxes levied under the State Education Tax Act, 1993 PA 331, MCL 211.901 to 211.906.
- (iii) That portion of specific taxes attributable to taxes described under subparagraphs (i) and (ii).

(hh) “Work plan” means a plan that describes each individual activity to be conducted to complete eligible activities and the associated costs of each individual activity.

(ii) “Zone” means, for an authority established before June 6, 2000, a brownfield redevelopment zone designated under this act.

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NORTHWEST REFUSE ADDITION J.R. SCHWEIKERT, LLC PROPERTY 2600 LANSING AVENUE JACKSON, MICHIGAN

II. ELIGIBLE PROPERTIES WITHIN THE BROWNFIELD ZONE

Introduction

The J.R. Schweikert, LLC property is an irregular-shaped piece of land that is approximately 25.27 acres in size. The tax identification number for the property is 000-08-22-326-006-06. The property is leased to Northwest Refuse. Northwest Refuse/J.R. Schweikert, LLC has constructed a recycling center on the property.

A location map and site plan are provided in Attachment A.

Historic data sources indicate that portions of the subject property may have been first used as a coal mine. The subject property was also used as a gravel pit and subsequently as a licensed Type III Landfill which operated from approximately 1975 until 1985. The landfill area consisted of approximately five acres, and accepted only construction debris (i.e., brick concrete and wood). The landfill was closed in accordance with the Michigan Department of Environmental Quality standards in 1985.

The property has been redeveloped with the construction of a recycling facility on the north side of the property. The recycling facility consists primarily of an approximately 18,000-square foot building resting on a concrete slab-on-grade.

The total investment in the project is approximately \$500,000 in the building and site improvements, and an additional \$500,000 in equipment.

To support this redevelopment, the Jackson County Brownfield Redevelopment Authority ("the Authority") has provided environmental assessment services funded by their U.S. Environmental Protection Agency (U.S. EPA) Brownfield Assessment Grant. Eligible activities funded by the Authority with the Grant included a Phase II Environmental Site Assessment, preparation of a Section 7a Compliance Analysis (Due Care Plan), and preparation of this Brownfield Plan. This Plan has been developed to provide reimbursement to the Authority for the cost of these eligible activities. There will be no further eligible activities conducted by Northwest Refuse/J.R. Schweikert, LLC. All of these costs will be reimbursed with non-school taxes only.

This Plan will also allow Northwest Refuse/J.R. Schweikert, LLC an opportunity to pursue a Single Business Tax Credit for the eligible investments they intend to make during redevelopment.

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Basis of Eligibility

Environmental investigations completed in 1992 and in 2006 identified the presence of metals above residential cleanup criteria on the site. Specifically, copper and arsenic have been detected in soil above the residential cleanup criteria. Thus, the known contamination demonstrates that the site is a “facility” as defined by Part 201 of NREPA (1994 PA 451).

The Plan

(a) A description of the costs of the plan intended to be paid for with tax increment revenues (Section 13(1)(a))

The Authority has funded completion of certain eligible activities with a U.S. EPA Brownfield Assessment Grant. These eligible activities include: a Phase II Environmental Site Assessment, Section 7a Compliance Analysis, and preparation of the Brownfield Plan. The cost for completion of these items is \$7,500.

Refer to Table 1 for a detailed listing of eligible activities.

TABLE 1
SUMMARY OF ELIGIBLE COSTS

Year	Incremental Taxes Captured	Funds Disbursed		
		Authority	Developer	Revolving Fund
2007	5,812.10	5,812.10	-	-
2008	5,812.10	2,687.90	-	3,124.20
2009	5,812.10		-	5,812.10
2010	5,812.10		-	5,812.10
2011	5,812.10		-	5,812.10
2012	5,812.10		-	5,812.10
2013	5,812.10		-	5,812.10
Totals		8,500.00	-	32,184.70

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(b) A brief summary of the eligible activities that are proposed for each eligible property (Section 13(1)(b))

Eligible activities that were conducted are the completion of the Phase II Environmental Site Assessment, Section 7a Compliance Analysis, and preparation of this Brownfield Plan.

(c) An estimate of the captured taxable value and tax increment revenues for each year of the Plan from each parcel of eligible property. (Section 13(1)(c))

Refer to Table 2.

(d) The method by which the costs of the plan will be financed, including a description of any advances made or anticipated to be made for the costs of the plan from the municipality. (Section 13(1)(d))

Costs for eligible activities have been financed by the Authority through use of their U.S. EPA Brownfield Assessment Grant. The total expenditure from the Authority is estimated to be \$7,500 with an additional \$1,000 for Authority expenses. Table 5 provides the estimated schedule for payback of the Authority's costs.

(e) The maximum amount of note or bonded indebtedness to be incurred, if any. (Section 13(1)(e))

The Authority has no plans to incur indebtedness at this time, though such plans could be made in the future if appropriate to support development of this site.

(f) The duration of the brownfield plan, which shall not exceed the lesser of the period authorized under Subsections (4) and (5) or 30 years. (Section 13(1)(f))

The Plan will remain in effect for as many years as is required to fully reimburse the Authority for all eligible activities plus five full years to allow the Authority to capture tax increment revenues for the Local Site Remediation Revolving Fund, or thirty years, whichever is less.

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TABLE 2
ESTIMATE OF TOTAL CAPTURED INCREMENTAL TAXES

Year	Annual Total Millage†	Initial Taxable Value (Real and Personal Property)	Tax Revenues from Initial Taxable Value	Estimated Future Taxable Value ¹	Estimated Future Tax Revenues	Incremental Tax Revenues	Available for Capture
2007	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
2008	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
2009	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
2010	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
2011	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
2012	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
2013	18.9390	\$ 28,615.00	541.94	\$ 335,500.00	6,354.03	5,812.10	\$ 5,812.10
TOTAL							\$ 40,684.67

† - Does not include debt or school millages

* - Total includes five year future capture to Local Site Remediation Revolving Fund

1. Estimated Future Taxable Value Reflects IFT Abatement of 50% of taxable value

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- (g) An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the eligible property is located. (Section 13(1)(g))**

Refer to Tables 3, 4, and 5.

- (h) A legal description of each parcel of eligible property to which the plan applies, a map showing the location and dimensions of each eligible property, a statement of the characteristics that qualify the property as eligible property, and a statement of whether personal property is included as part of the eligible property. (Section 13(1)(h))**

The legal description of the property, as provided by the Jackson County Equalization Office, reads as follows:

Beg at S ¼ post of Sec 22, th N alg N&S ¼ ln 877 ft to a pt for Pl of Beg of this descn; th N 89 deg 35'18" W 1307.46 ft to E ln of Little Knoll Farms, a recorded plat; th N 0 deg 02'46" E 1123.75 ft; th N 89 deg 44'54" E 240 ft; th N 0 deg 02'46" E 633.9 ft to E&W ¼ ln; th N 89 deg 55' E 449.72 ft to a pt S 89 deg 55' W 616.3 ft from N&S ¼ ln; th S par with N&S ¼ ln 1704.33 ft; th S 89 deg 35'18" E 616.32 ft to N&S ¼ ln; th S 60 ft to Beg. Sec 22 T2S R1W.

A map of the property is provided in Attachment A.

The known presence of contamination on site above residential cleanup criteria qualifies the site as a "facility" as defined by Part 201 of NREPA (1994 PA 451) and thus, the site is an "eligible property."

Personal property will be included as part of the eligible property.

- (i) Estimates of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced. (Section 13(1)(i))**

No residences exist on the property.

- (j) A plan for establishing priority for the relocation of persons displaced by implementation of the plan. (Section 13(1)(j))**

Not applicable

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TABLE 3
ESTIMATE OF ANNUAL EFFECT ON TAXING JURISDICTIONS

SUMMER TAXES ¹					
Taxing Jurisdiction		Comm College	Jackson ISD	County ³	Total
Millage		1.1463	4.0555	5.1471	10.3489
Initial Taxable Value	\$ 28,615.00	\$ 32.80	\$ 116.05	\$ 147.28	\$ 296.13
Future Taxable Value	\$ 335,500.00	\$ 384.58	\$ 1,360.62	\$ 1,726.85	\$ 3,472.06
Captured Taxable Value	\$ 306,885.00	\$ 351.78	\$ 1,244.57	\$ 1,579.57	\$ 3,175.92

WINTER TAXES ²										
Taxing Jurisdiction		County ³	Med Care	Library	Blackman Twp	Blackman P/S	Jackson ISD	Jail	Senior Services	Total
Millage		0	0.1406	0.8642	0.8661	1.927	4.0555	0.4879	0.2488	8.5901
Initial Taxable Value	\$ 28,615.00	\$ -	\$ 4.02	\$ 24.73	\$ 24.78	\$ 55.14	\$ 116.05	\$ 13.96	\$ 7.12	\$ 245.81
Future Taxable Value	\$ 335,500.00	\$ -	\$ 47.17	\$ 289.94	\$ 290.58	\$ 646.51	\$ 1,360.62	\$ 163.69	\$ 83.47	\$ 2,881.98
Captured Taxable Value	\$ 306,885.00	\$ -	\$ 43.15	\$ 265.21	\$ 265.79	\$ 591.37	\$ 1,244.57	\$ 149.73	\$ 76.35	\$ 2,636.17

Total Millages	18.9390
Total Annual Future Tax Liability ⁴	\$ 6,354.03
Total Annual Capturable Tax	\$ 5,812.10
Total Captured School Taxes	\$0.00
Total Captured Non-School Taxes	\$ 5,812.10

1. Based on millages from 2006 taxes
2. Based on millages from 2005 taxes, except for ISD which reflects 2006 rate
3. The intent to fully assess the County tax in Summer taxes as of 2007 is reflected in this table
4. Excludes debt retirement and school millages

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TABLE 4
CAPTURED TAXABLE VALUE AND TAX INCREMENT REVENUE BY YEAR AND AGGREGATE FOR EACH TAXING JURISDICTION

Year	Captured Taxable Value	Comm College	Jackson ISD	County	Med Care	Library	Blackman T wsp	Blackman P/S	Jackson ISD	Jail	Senior Services	NW Oper	State Ed	Total
		1.1463	4.0555	5.1471	0.1406	0.8642	0.8661	1.927	4.0555	0.4879	0.2488	16.9487	6	41.8877
2007	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
2008	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
2009	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
2010	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
2011	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
2012	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
2013	\$ 306,885.00	351.78	1,244.57	1,579.57	43.15	265.21	265.79	591.37	1,244.57	149.73	76.35	0.00	0.00	5,812.10
TOTAL CAPTURED TAXES		\$ 2,462.48	\$8,712.00	\$ 11,056.97	\$ 302.04	\$ 1,856.47	\$ 1,860.55	\$ 4,139.57	\$8,712.00	\$1,048.10	\$534.47	\$ -	\$ -	\$ 40,684.67

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TABLE 5
REIMBURSEMENT SCHEDULE

Year	Incremental Taxes Captured	Funds Disbursed		
		Authority	Developer	Revolving Fund
2007	5,812.10	5,812.10	-	-
2008	5,812.10	2,687.90	-	3,124.20
2009	5,812.10		-	5,812.10
2010	5,812.10		-	5,812.10
2011	5,812.10		-	5,812.10
2012	5,812.10		-	5,812.10
2013	5,812.10		-	5,812.10
Totals		8,500.00	-	32,184.70

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(k) Provision for the costs of relocating persons displaced by implementation of the plan. (Section 13(1)(k))

Not applicable

(l) A strategy for compliance with 1972 PA 227, MCL 213.321 to 213.332. (Section 13(1)(l))

Not applicable

(m) A description of proposed use of the local site remediation revolving fund. (Section 13(1)(m))

There will be no advance or other use from the Brownfield Redevelopment Authority's Local Site Remediation Revolving Fund. The Brownfield Redevelopment Authority intends to capture five full years of tax increment revenues to place in the Local Site Remediation Revolving Fund. Refer to Table 5.

Because the activities funded by the Brownfield Assessment Grant were completed before approval of the Brownfield Plan, reimbursement for those activities will occur only with non-school taxes. Similarly, only non-school taxes will be recaptured by the local site remediation revolving fund.

(n) Other material that the authority or governing body considers pertinent. (Section 13(1)(n))

Not applicable

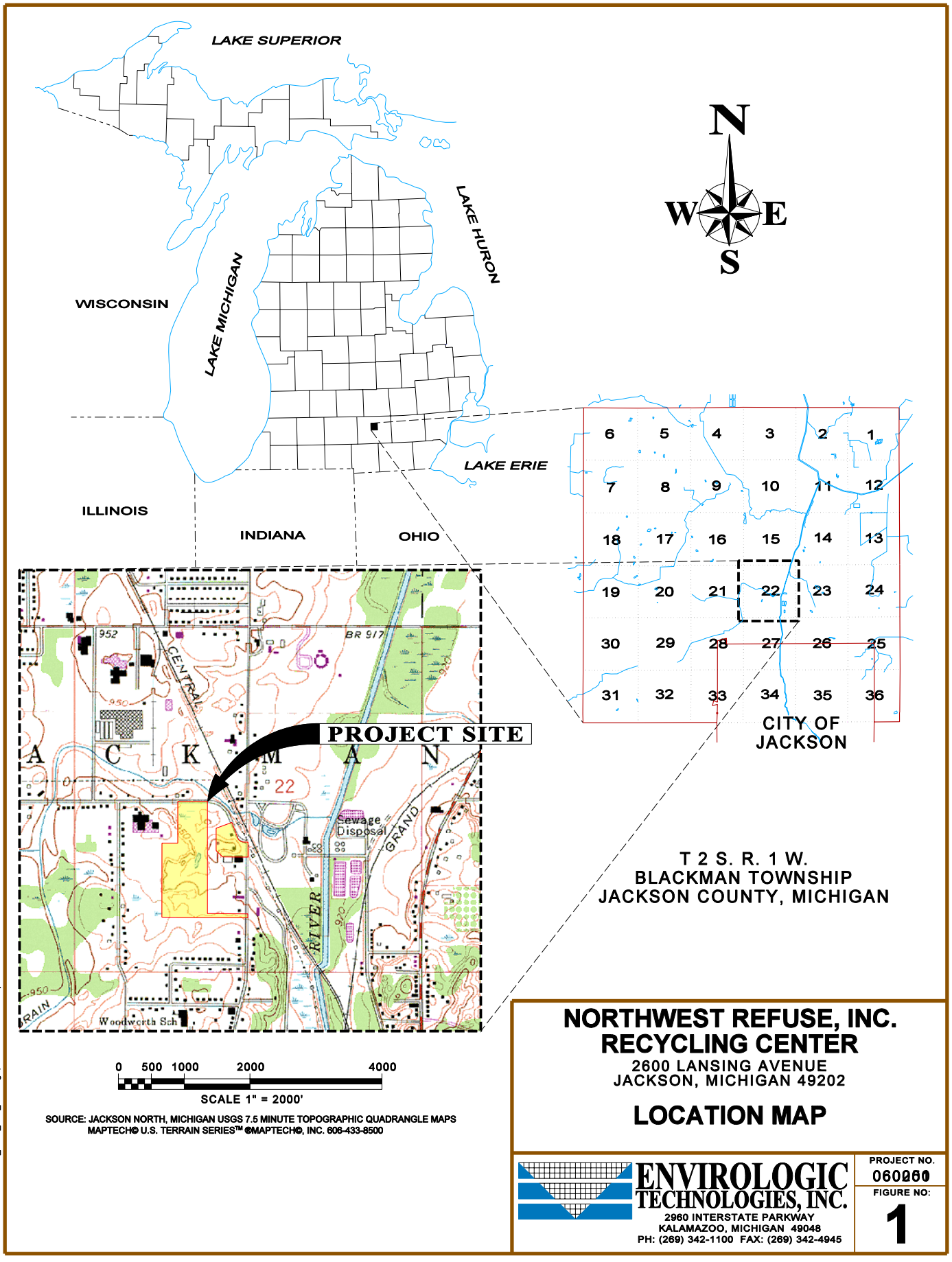
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ATTACHMENT A

FIGURES

Figure 1: Location Map

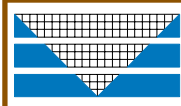
Figure 2: Site Plan



CTYJXN 060051 060051_Base_Site_Plan.dgn MDEO Location Map

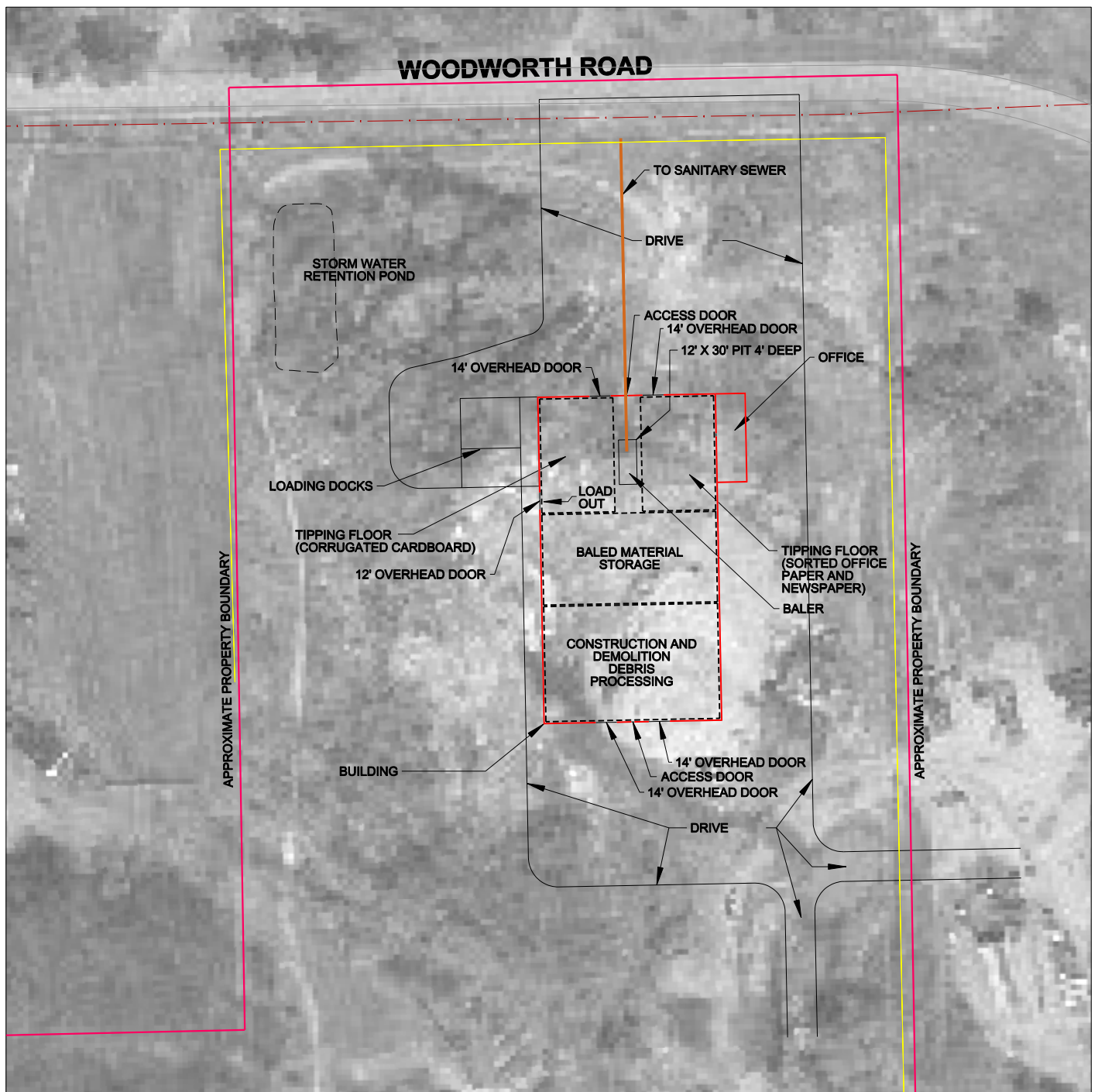
SOURCE: JACKSON NORTH, MICHIGAN USGS 7.5 MINUTE TOPOGRAPHIC QUADRANGLE MAPS
MAPTECH® U.S. TERRAIN SERIES™ ©MAPTECH®, INC. 606-433-8500

**NORTHWEST REFUSE, INC.
RECYCLING CENTER**
2600 LANSING AVENUE
JACKSON, MICHIGAN 49202
LOCATION MAP



**ENVIROLOGIC
TECHNOLOGIES, INC.**
2960 INTERSTATE PARKWAY
KALAMAZOO, MICHIGAN 49048
PH: (269) 342-1100 FAX: (269) 342-4945

PROJECT NO.
060060
FIGURE NO:
1



NOTE: AERIAL PHOTOGRAPHY: AERIAL PHOTOGRAPH OBTAINED FROM THE JACKSON COUNTY GIS WEB SITE. DATE OF PHOTOGRAPHY NOT STATED.



SCALE 1" = 100'
0 50 100 200

NORTHWEST REFUSE, INC. RECYCLING CENTER

2600 LANSING AVENUE
JACKSON, MICHIGAN 49202

DETAIL OF BUILDING



**ENVIROLOGIC
TECHNOLOGIES, INC.**

2960 INTERSTATE PARKWAY
KALAMAZOO, MICHIGAN 49048
PH: (269) 342-1100 FAX: (269) 342-4945

PROJECT NO.
060051

FIGURE No.

2

**ENVIROLOGIC
TECHNOLOGIES, INC.**

ATTACHMENT B

NOTICE OF PUBLIC HEARING

**ENVIROLOGIC
TECHNOLOGIES, INC.**

ATTACHMENT C

NOTICE TO TAXING JURISDICTIONS

**ENVIROLOGIC
TECHNOLOGIES, INC.**

ATTACHMENT D

RESOLUTION APPROVING A BROWNFIELD PLAN

JACKSON COUNTY, MICHIGAN

**RESOLUTION (11-07.46) APPROVING A BROWNFIELD PLAN
BY THE COUNTY OF JACKSON
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

At a regular meeting of the Board of Commissioners of Jackson County, Michigan, held in the County Tower Building located at 120 W. Michigan Ave., Jackson, Michigan, on the 20th day of November 2007, at 7:00 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Jackson County Board of Commissioners, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Jackson County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the Jackson County Board of Commissioners, the Brownfield plan (the "Plan") attached hereto, to be carried out within Blackman Charter Township, relating to the redevelopment project proposed by Northwest Refuse, Inc. located at 2600 Lansing Avenue in Blackman Charter Township, (the "Site"), as more particularly described and shown in Figures 1 & 2 and Attachment "A" contained within the attached Plan; and

WHEREAS, the Jackson County Board of Commissioners have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, the Jackson County Board of Commissioners have made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and will not require the Authority to arrange the financing;

- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. School taxes will not be captured in accordance with Plan; and

WHEREAS, as a result of its review of the Plan, the Jackson County Board of Commissioners concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Plan Approved.** Pursuant to the authority vested in the Jackson County Board of Commissioners, by the Act, the Plan is hereby approved in the form attached to this Resolution.
2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF JACKSON) ss:

I, the undersigned, the fully qualified Clerk of Jackson County, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners of Jackson County at a regular meeting held on the 20th day of November, 2007, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of _____, 2007.

Amanda Riska, Jackson County Clerk

Memo

Date: November 2, 2007

To: Randy Treacher, Acting County Administrator
Commissioner Gail Mahoney, Chair, County Agencies Committee
Amanda Riska, County Clerk

From: Debbie Kelly, BRA Staff

RE: Resolution supporting the applications for U.S. EPA Environmental Assessment Grants and the Brownfield Revolving Loan Fund Grant for The Brownfield Redevelopment Authority of Jackson County and Public Hearing.

The Brownfield Redevelopment Authority of Jackson County (BRA) seeks support from the Jackson County Board of Commissioners for their three grant applications to the U.S. EPA for additional Environmental Assessment Grant funds. The BRA will be applying for two assessment grants: 1) Hazardous Substances Assessment Grant for \$200,000, 2) Petroleum Assessment Grant for \$200,000, and 3) Brownfield Cleanup Revolving Loan fund for \$1 million.

A copy of the three U.S. EPA Applications, the proposed resolution, and the public hearing notice are attached.

Requested action at this time is to remind the board of the Public Hearing, scheduled for the November 20, 2007 County Commission Meeting at 7:35 p.m. and to adopt a resolution of support for the U.S. EPA Environmental Assessment Grants and the Brownfield Revolving Loan Fund Grant. **Please place this item on the November 13, 2007 County Agencies Agenda for consideration. BRA Staff will be in attendance to answer any questions.**

cc: Amy L. Torres
David Stegink, Envirologic Technologies, Inc.

NOTICE OF PUBLIC HEARING

THE BROWNFIELD REDEVELOPMENT AUTHORITY OF JACKSON COUNTY

REGARDING THE APPLICATIONS FOR U.S. EPA ENVIRONMENTAL ASSESSMENT AND BROWNFIELD CLEANUP REVOLVING LOAN FUND GRANTS IN THE COUNTY OF JACKSON, MICHIGAN

TO ALL INTERESTED PERSONS IN THE COUNTY OF JACKSON

PLEASE TAKE NOTICE that the County Commissioners of the County of Jackson, Michigan, will hold a Public Hearing on Tuesday, the 20th day of November, 2007, at approximately 7:35 p.m., Eastern Daylight time in the Commissioners Chambers, 2nd floor within the County Tower Building, 120 W. Michigan Avenue, Jackson, Michigan, to receive public comment on three applications to the U.S. EPA for environmental assessment grants and the Brownfield Cleanup Revolving Loan Fund under the new Small Business Liability Relief and Brownfields Revitalization Act.

The applications are available for public inspection at the County Brownfield Redevelopment Authority Office, located at One Jackson Square, 11th Floor, Jackson, Michigan. All aspects of the application are open for discussion at the public meeting.

FURTHER INFORMATION may be obtained from the Brownfield Redevelopment Authority of Jackson County at (517) 788-4455. THIS NOTICE is given by order of the County Board of the County of Jackson, Michigan.

Amanda Riska, Clerk
County of Jackson



Brownfield Redevelopment Authority of Jackson County

Served by The Enterprise Group

October 5, 2007

Ms. Deborah Orr
EPA Region 5
77 West Jackson Boulevard
Chicago, Illinois 60604-3507

Environmental Management Support, Inc.
Attn: Mr. Don West
8601 Georgia Avenue, Suite 500
Silver Spring, MD 20910

*Re: U.S. EPA Brownfield Hazardous Substance Assessment Grant Proposal
Jackson County Brownfield Redevelopment Authority, Jackson County, Michigan*

Dear Ms. Orr and Mr. West:

The Jackson County, Michigan Brownfield Redevelopment Authority appreciates the opportunity to submit this proposal for a \$200,000 Brownfield Hazardous Substance, Community-Wide Assessment Grant. Jackson County is located in the south-central region of Michigan and has a population of 158,422 (2000 U.S. Census). The County is made up of one city, nineteen townships, and seven villages. Jackson County has been an industrial community since the mid-1800s. Jackson was a major railway transportation hub and manufacturers took advantage of the easy access to transportation routes. In the early 1900s, the County was home to many automobile manufacturers, none of which remain. Many manufacturers continued to supply automotive engine components, trim components, and other automotive-related parts to the large assembly factories in nearby Flint and Detroit, Michigan. Easy transportation to these markets continued to be available throughout the 20th century with construction of interstate highways (I-94, US-127 and nearby I-69). Throughout the last several years, Jackson suffered a number of economic setbacks with many major manufacturers leaving Jackson. Major employers have closed plants in the county, idling thousands of workers. Unemployment and poverty remain high across the County as a result. Several abandoned industrial properties remain scattered across the County, providing no economic or aesthetic value to the community. A county-wide inventory of known and potential brownfield sites yielded a list of over 100 sites.

To address these concerns, Jackson County formed its Brownfield Redevelopment Authority (BRA) in 1998, one of the first in Michigan. The County BRA has worked aggressively to assist in the successful redevelopment of many of these Brownfields. The BRA provided funds for the Consumers Energy Headquarters project – a 2003 Region V Phoenix Award and People's Choice Award winner; successfully managed an EPA Brownfield Cleanup Revolving Loan Fund which was used to finance cleanup of the Zimmer Marble brownfield site; and assisted in the construction of the \$250 million Kinder-Morgan Power Plant which re-utilized a former tire manufacturing Brownfield site. The County was also the recipient of a State of Michigan Site Reclamation Grant that was used to cleanup and demolish the former Michigan Industrial Holdings building that had been left vacant. The BRA also manages four renaissance zones (essentially a tax-free enterprise zone) to support redevelopment of four large Brownfield sites including the former Goodyear site (113 acres), the Jackson Drop Forge site (5 acres remaining), the Lester Brothers site (20 acres), and the Armory Arts project (35 acres).

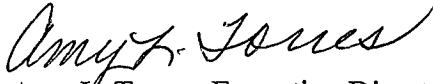
The BRA received a U.S. EPA Assessment Grant in 2004 and a U.S. EPA Assessment Grant/Pilot Grant of \$350,000 in 1999, and has successfully utilized the previous grants. All grant dollars have been expended. The investment from *the most recent* Assessment Grant has leveraged private investment in several industrial and commercial sites, resulting in the expected creation of over 900 new jobs. The assessment funds have leveraged \$15,000 in privately funded environmental assessment activities and over \$20 million in private investment. Projects supported by the Assessment Grant include the Armory Arts project, the expansion of Northwest Refuse's recycling business onto an adjoining brownfield site, the re-use of a vacant industrial building by PCT International which brought 100 new jobs to Jackson County, and other assessments to assist in the acquisition and re-use of other vacant industrial properties. These projects and investments would not have taken place without the availability of the Assessment Grants. Yet, so much more remains to be accomplished within the County to offset the loss of jobs and reclaim our industrial heritage.

Although the BRA continues to address sites throughout the County, a Target Community for this Assessment Grant has been identified which is the two mile long West Michigan Avenue corridor in Blackman Township. This area extends from the City of Jackson limits westward encompassing the airport to the west, bounded by M-60 on the west, U.S. I-94 to the north and Michigan Avenue to the south. Several large industrial facilities were constructed in this area in the early 1900s, taking advantage of a Penn Central railway, and later, the major highways and airport. The area is home to several large closed industrial sites (Plastigage, Harvard Industries, TRW Plant) and many former industrial sites are now used simply for storage. Widespread groundwater problems exist near the former TRW Plant and near the airport where two landfills were once located. Investment in neighboring properties has diminished over the years and the corridor is dotted with small manufacturing sites, scrap yards, former service stations and automotive repair facilities, and underutilized lands. The County Airport is completing a \$33 Million Runway Safety Project which will open new lands for airport development. These new lands, however, include areas previously occupied by a former 55-acre municipal landfill (not owned or operated by the County). Assessment funds could be used to assist in determining the impact the former landfill has had in this area and evaluate health risks to residential properties near this area that utilize private groundwater supply wells for drinking water. Such efforts would leverage additional private investment and compliment federal funding (FAA) being used to support the airport renovation. We expect that the airport project will spur redevelopment efforts within this corridor at brownfield sites where assessment funds could be used.

The County BRA views this grant as an opportunity to continue the magnificent success in Brownfield Redevelopment it has achieved. Without the previous grants, many successes would not have occurred. The BRA has taken bold steps, working on several large, complex projects and demonstrated a commitment and capacity to manage projects to the desired outcome. Considering the County's 100 plus years of heavy industrial history, many more properties, challenges and opportunities remain for the County BRA to address. The County lacks the resources to address these properties and no governmental department exists in the County to manage brownfield redevelopment issues. We rely heavily on private investment to fund brownfield successes and since private investment has declined in Michigan, this Assessment Grant will play a vital role in meeting the challenges we face in Jackson County. We thank you for your time and consideration

of this grant request. Upon your review, if you have any questions or require additional information, please do not hesitate to contact us.

Respectfully submitted,



Amy L. Torres, Executive Director
Jackson County Brownfield Redevelopment Authority

Applicant Information:

1. Applicant Name: Jackson County BRA
Applicant Address: One Jackson Square,
Suite 1100, Jackson, MI 49201
2. Funding Requested:
 - a. Grant Type: Assessment Grant
 - b. Amount: \$200,000
 - c. Contamination: Hazardous Substances
 - d. : Community-wide
3. Proposed Location: Jackson County
Chief Executive: Randy Treacher
County Administrator
120 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4000
Email: RTreache@co.jackson.mi.us
4. Project Director: Amy Torres
Executive Director
The Jackson County BRA
One Jackson Square, Suite 1100
Jackson, MI 49201
Phone: (517) 788-4455
Email: atorres@enterprisegroup.org
5. Date Submitted: October 5, 2007
6. Project Period: Three years
7. Population: Jackson County – 158,422
(2000 U.S. Census Estimate). This entire
population can be served by the Grant.
8. Federal Designation: Jackson County is not
a federal empowerment zone, Enterprise
Community, Renewal Community, or Official
Recognized Community from DOJ for its
Weed and Seed program.
9. Cooperative Partners:
 - a. The Greater Jackson Area Chamber of
Commerce
Mindy Bradish, President
(517) 782-8221
 - b. Jackson Area Manufacturer's Association
William Rayl
(517) 782-8268
 - c. The Enterprise Group
Steve Czarnecki, Executive Director
(517) 788-4455
 - d. Jackson County Community Foundation
Shelly Saines
(517) 787-1321
 - e. Community Action Agency
Marsha Kreucher
(517) 784-5188
 - f. Jackson County Land Bank
Janet Rochefort, County Treasurer
(517) 768-6724
 - g. South Central Michigan Works
Steve Morrison
(517) 841-5603
 - h. Blackman Township
Raymond Snell, Supervisor
(517) 788-4345 x112

Jackson County Brownfield Redevelopment Authority
Jackson County, Michigan
U.S. EPA Brownfield Hazardous Substance Grant Proposal

Assessment Grant Criteria

Threshold Criteria for Assessment Grants

A. Applicant Eligibility

The Jackson County Brownfield Redevelopment Authority is a Redevelopment Agency which is fully sanctioned by the State of Michigan under the authority of Public Act 381 of 1996, the Brownfield Redevelopment Financing Act.

B. Letter from the State of Michigan

The Jackson County BRA received a letter from the Michigan Department of Environmental Quality (MDEQ) acknowledging the County BRA's plans to conduct assessment activities through the pursuit of Federal grant funds. Please refer to the attached letter.

C. Site Eligibility and Property Ownership Eligibility

Since this application is a Community-Wide proposal, this section is not applicable.

Ranking Criteria for Assessment Grants

A. Assessment Grant Proposal Budget

Budget Description: Hazardous Substance Site Assessment

Budget Categories	Task 1 Phase I ESAs	Task 2 Phase II ESAs and Liability Protection	Task 3 Brownfield Plan and Cleanup Planning	Task 4 Community Outreach Programmatic Expenses & Travel	Total
Personnel				10,000	10,000
Travel				3,000	3,000
Equipment					
Supplies				2,000	2,000
Contractual	30,000	120,000	30,000	4,000	184,000
Other (printing & postage)				1,000	1,000
Total	30,000	120,000	30,000	20,000	\$200,000

Task Descriptions:

Task 1: Phase I Environmental Site Assessments

This task will involve the completion of Phase I Environmental Site Assessments following ASTM and All Appropriate Inquiry standards utilizing a qualified environmental consultant. The budget estimates 12 Phase I ESAs at an average cost of \$2500.

Jackson County Brownfield Redevelopment Authority
Jackson County, Michigan
U.S. EPA Brownfield Hazardous Substance Grant Proposal

Task 2: Phase II Environmental Assessments and Liability Protection:

Conduct Phase II Environmental Assessments at identified brownfield sites following ASTM standards utilizing a qualified environmental consultant. For selected sites with appropriate levels of contamination the qualified environmental consultant will prepare Baseline Environmental Assessments for liability protection and Due Care Plans to address “continuing obligations” following MDEQ guidance as agreed in the Brownfield MOU between USEPA and the State of Michigan. This task will also include preparation of a Quality Assurance Project Plan, Sampling Plans and development of Health and Safety Plans. The budget assumes 8 Phase II assessments will be completed (including Baseline Environmental Assessment and Due Care Plans) at an average cost of \$15,000.

Task 3: Brownfield Plans and Cleanup Planning:

Prepare Brownfield Plans to utilize tax increment financing and single business tax credits. These plans would be reviewed by the County BRA and recommended for adoption by the Jackson County Board of Commissioners following a public hearing. Cleanup Planning in the form of Act 381 and Michigan Economic Growth Authority (MEGA) Work Plans (Similar to RAPs) may be prepared for review and approval by MDEQ and MEGA. Clean-up planning may encompass feasibility reviews and site control alternatives. The budget assumes six projects will require Brownfield Plans at \$2,500 apiece, three of which would also require Work Plans at \$5,000 apiece.

Task 4: Community Outreach, Programmatic Expenses & Travel:

This task involves activities related to community outreach including:

1. Preparing for, attending, and participating in public hearings, municipal meetings, Brownfield Redevelopment Authority and Commission meetings.
2. Reviewing various plans: Brownfield Plans, Work Plans and Report Recommendations.
3. Planning and preparing materials for meetings.
4. Creating and disseminating brochures about the Brownfield Grant.
5. Educating and informing community groups, realtors, developers, potential applicants, and interested parties about the Grant and the benefits of Brownfield Redevelopment.
6. Register and travel to the annual National Brownfield Conference and other pertinent educational and training events.

B. Community Need

1. Provide a detailed description of the benefiting target communities.

Jackson County is located in southcentral Michigan between Chicago, Illinois and Detroit, Michigan. Jackson County is historically a manufacturing based economy. Founded in 1829, Jackson has had a long history in manufacturing and is still one of the largest employment sectors in the County (*Source: Office of Labor Market Information, September 2006*). In recent decades, many of these jobs have disappeared, lowering the employment levels and household incomes of County residents.

The Unemployment Rate for the Jackson MSA was 8.0% for June 2007 compared to 7.2% in May 2007 and 7.1% in June 2006. This unemployment rate is higher than the State of Michigan and national rates for the same time periods (see table below). County unemployment rates have risen steadily in recent years from a low of 2.5% in 1999. (*Source: Office of Labor Market Information/Southwest Michigan, September 2007*).

Jackson County Brownfield Redevelopment Authority
Jackson County, Michigan
U.S. EPA Brownfield Hazardous Substance Grant Proposal

The identified Target Community for this assessment grant can generally be described as a large portion of Census Tract 55 in Jackson County, Michigan. It is a neighborhood of lower and moderate income households intermixed in an industrial area. The County Airport is the dominant feature in this area and is surrounded by warehouses, industrial and commercial developments – most of which are dated. Economic data indicates that income levels and employment rates in the Target Community are typically lower than the County rates.

Unemployment has had an impact on County poverty rates. The State of Michigan average in 2006 is 13.5% of individuals below poverty level. In Jackson County 14.8% of all individuals were below poverty level during 2006. Again, as the State and local economy has worsened considerably since 2000, we would expect poverty rates in the Target Community to be similar to the County rate (*Source: American Fact Finder, Census 2000*).

The median household income (\$42,556) and per capita income (\$20,171) in the County is lower than Michigan (\$44,667 and \$22,168, respectively) (U.S. Census 2000 data). This is especially true in Blackman Township (which encompasses the Target Community) where income levels are lower than the County average. Additionally, these statistics do not reflect recent layoffs and plant closings which continue to have a negative effect on the Jackson County population. In 2005, the local TRW plant located in the Target Community closed, resulting in 340 layoffs. Eaton Corporation, also located in the Target Community recently announced that its two local plants would be consolidated. The consolidation is expected to eliminate up to 190 jobs. Overall, growth in per capita personal income in Jackson County has been slower than for the State and nation, changing 17.0% from 1997 to 2003, compared with a change of 22.9% for Michigan and 24.2% for the U.S. (*Source: 2006 Jackson Community Report Card*).

Location	Population (2000 Census)	Poverty Rate (%) 2000 Census unless noted	Unemployment Rate (%) 2000 Census unless noted	Per Capita Income (1999)
United States	281,421,906	12.4	4.7 (June 2007)	\$21,587
Michigan	9,938,444	13.5 (2006)	7.4 (June 2007)	\$22,168
Jackson County	158,422	14.8 (2006)	8.0 (June 2007)	\$20,171
Blackman Twsp.	22,800	6.6	1.8	\$18,708
Columbia Twsp.	7,234	4.9	2.4	\$25,763
Concord Twsp.	2,692	5.2	3.2	\$19,417
Grass Lake Twsp.	4,586	2.3	3.2	\$23,976
Hanover Twsp.	3,792	4.0	2.0	\$22,648
Henrietta Twsp.	4,483	3.3	4.2	\$19,904
Leoni Twsp.	13,459	7.9	4.2	\$19,329
Liberty Twsp.	2,903	2.9	1.5	\$27,433
Napoleon Twsp.	6,962	4.0	2.1	\$22,436
Norvell Twsp.	2,922	6.6	3.7	\$20,488
Parma Twsp.	2,696	7.1	1.9	\$19,026
Pulaski Twsp.	1,931	6.2	3.0	\$18,126
Rives Twsp.	4,725	8.6	3.9	\$22,942
Sandstone Twsp.	3,801	4.7	3.5	\$22,622
Spring Arbor Twsp.	7,877	7.9	4.7	\$19,622
Springport Twsp.	2,182	7.8	2.9	\$16,417
Summit Twsp.	21,534	5.1	2.8	\$25,738

Jackson County Brownfield Redevelopment Authority
Jackson County, Michigan
U.S. EPA Brownfield Hazardous Substance Grant Proposal

Tompkins Twsp.	2,758	6.8	2.9	\$17,094
Waterloo Twsp.	3,069	3.2	4.8	\$22,609
Sources: U.S. Census Bureau, 2000 Census; Bureau of Labor Statistics Data Michigan Department of Labor and Economic Growth				

2. Explain how the targeted community will benefit from this grant.

The projects supported by the County BRA in the past have generated numerous jobs and leveraged millions of dollars of investment. The County continues to look for opportunities that redevelop sites, create jobs, and leverage investment.

The Target Community will benefit from the availability of funds to perform assessments. Characterization of the large industrial sites in this area will help potential developers and local entrepreneurs understand the challenges to redevelopment and facilitate the marketing and ultimate re-use of these sites. Development of these sites will create jobs easily accessible to local residents in the Target Community, thus improving the economic status of the area.

Improvements to the airport will open new lands for development, though portions of these lands are the location of a former landfill. The Assessment Grant may be used for this specific area, including an assessment of a small cluster of residents near the landfill which utilize on-site water supply wells to provide drinking water. Understanding if these residents are at risk and taking the necessary measures to respond appropriately would alleviate certain health risks associated with Brownfields in the Target Community.

Other properties in the County will also benefit from the Grant. We wish to return our Renaissance Zones to productive use. For example, in Leoni Township, Lester Brothers acquired a large portion of a Renaissance Zone. Previous owners of the site had accumulated thousands of tires in a phony tire disposal business. Lester Brothers needed to spend tens of thousands of dollars in the removal of tires, managing abandoned containers of hazardous substances and removing contaminated soil. Through their investment and the County's use of the Renaissance Zone, the remaining acres within the Renaissance Zone have gained increased value and marketability. The Assessment Grant will help us to continue redevelopment in these zones and leverage similar investments.

By assessing Brownfield sites using this grant, we will be able to identify threats to groundwater supplies and with other Brownfield Redevelopment tools, take action to prevent releases or mitigate the effects of existing releases. Jackson County relies entirely on groundwater for its drinking water supply and the cost of treating groundwater, accessing new water supplies, or closing contaminated wells is prohibitively expensive for a small community. Five sites have been identified in the County where municipal water supplies have been affected including the West Jackson Area Groundwater Contamination which is in the West Michigan Avenue Corridor Target Community. The extent of this area-wide contamination is not known and is a hindrance to redevelopment and investment in the Target Community.

It is well documented that urban centers throughout the Country have increased exposures to contaminants from manufacturing sites, lead, metals, asbestos, air-borne particulates, etc. resulting in increased rates of cancer, asthma, and other diseases. Assessment of Brownfields, particularly the

**Jackson County Brownfield Redevelopment Authority
Jackson County, Michigan
U.S. EPA Brownfield Hazardous Substance Grant Proposal**

abandoned industrial facilities in the Target Community helps to address, and hopefully alleviate, the source of these environmental-related diseases.

Abandoned industrial sites are attractive nuisances to children living in adjacent neighborhoods creating dangerous and potentially harmful playgrounds. Michigan has extremely progressive tax foreclosure laws which funnel many of these abandoned properties into a County-wide Land Bank. The Jackson County Land Bank acts as a clearinghouse for these properties and each property also qualifies under Michigan Law as a "Brownfield". Assessment funds will be useful in helping the Land Bank eliminate vacant dilapidated buildings which attract a criminal element, renovating commercial buildings and houses and creating new housing stock for low income residents.

3. Characterize the impact of brownfields on your target communities.

The manufacturing history of Jackson County has left a legacy of vacant, contaminated properties throughout the County. In Jackson County, the MDEQ has identified and placed on its Part 201 list of contaminated sites 91 locations which have contamination from hazardous substances such as solvents, metals, PCBs, and other contaminants. The Brownfield Authority's previous efforts to inventory Brownfields has identified well over two dozen Brownfields within the Target Community where the Grant could be used. Within the target area there is an assemblage of small automotive service facilities, scrap yards, and small manufacturers that have not been previously assessed. Thus, we would expect to identify even more Brownfield sites in the Target Community through these assessment activities.

Unfortunately, many low income populations reside near or adjacent to these properties. These families will continue to be exposed to the negative health and financial effects from Brownfields unless they are addressed. Many are exposed to chemicals such as asbestos, lead and various solvents that increase their risk of lead poisoning, asthma, lung diseases and can contribute to an individual's risk of cancer. In Jackson County, 3,677 children under age 18 currently have asthma, and 11,366 adults 18 years and older currently have asthma. This accounts for about two deaths each year and a total cost of \$6,239,000 per year (source: Asthma Initiative of Michigan). The National Cancer Institute indicates that the Annual Cancer Death (63.5 deaths per 100,000) rate is higher in Jackson County than the State average (56.7) during the period 1999-2003. The County Brownfield Authority communicates with the County Health Department to alert them to the discovery of any public health risks related to Brownfields.

Additionally, Brownfields are a significant detriment to the County tax base. The impacted properties have an effect of discouraging investment in neighboring properties, resulting in a cascading negative effect on the valuation of property in a neighborhood. In the target community, these situations have led to the creation of a neighborhood with disproportionately low economic conditions, higher crime rates, and increased adverse health risks.

C. Site Selection Process

1. Describe how sites will be selected and site selection criteria.

The Jackson County BRA has already completed an inventory of known and potential Brownfields in the County. This effort included the input of local leaders, many of whom are participants in the

**Jackson County Brownfield Redevelopment Authority
Jackson County, Michigan
U.S. EPA Brownfield Hazardous Substance Grant Proposal**

Brownfield Redevelopment Authority. Particular attention was given to identifying sites in the outlying communities and the target areas. The listing of potential sites exceeds 100 properties, many of which are in the Target Community.

The eligibility of sites will be determined by evaluating sites against the eligibility criteria in the Grant guidelines. The County BRA will evaluate ownership issues, liability, NPL status, likely contaminant sources, etc. to determine which sites are eligible for support with grant funds. Eligible sites are prioritized based on human health risks, development potential and interest, location (i.e., in the target community), expected environmental conditions, secondary economic benefits, ability to preserve greenspace, ability to adopt principles of sustainable development, and other criteria. The County BRA's intent is to leverage the grant dollars by using funds to support and expand Brownfield redevelopment efforts that are being driven by private and municipal development. Priority would likely be given to those projects that stem from and abut earlier Brownfield successes. Land Bank Authority legislation considers all land bank property as Brownfields, and where appropriate, developable sites will most likely receive higher priority.

2. Describe possible or previous inventory/prioritization activities.

Jackson County has already completed an inventory of known and potential Brownfields in the County. This effort included the input of local leaders, many of whom are participants in the Brownfield Redevelopment Authority. The listing of potential sites exceeded 100 properties. Prioritization has largely been based on market factors including developer interest, parcel size, proximity to infrastructure, access and location.

3. Possible access issues and solutions for conducting assessment activities on privately owned sites.

The Jackson County BRA will require developers to secure access for the County and its contractors. Sites that are not publicly owned may require a formal access agreement to allow on-site inspections and sampling activities. A higher priority has historically been given to publicly-owned properties (e.g., tax reverted properties) and private sites where access is unencumbered.

D. Sustainable Reuse of Brownfields

1. Prevent pollution and reduce resource consumption.

Sustainable development has become an important guide for Jackson County's leaders and projects that incorporate pollution prevention, energy efficiency, and/or wise use or re-use of resources will rank higher in the BRA's priority evaluation. Examples include the Consumer's Energy Headquarters, a 2003 Region V Phoenix Award and People's Choice Award winner, which incorporated an existing historic building – the old, abandoned Post Office, into its design. This effort saved resources and preserved for future generations the grand, historic architecture which typified urban core governmental buildings. The BRA is also working with a company to redevelop a former automotive factory in Brooklyn, Michigan into an alternative energy research and development facility. This redevelopment would include utilizing an existing mill pond and dam to produce hydroelectric power sufficient to run the facility. The project would also utilize solar energy, green roofs, and other alternative energy technologies to create a facility that operates "off the power grid".

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The County BRA realizes that for Brownfield Redevelopment successes to be sustainable, a strategy must be adopted that considers economic, environmental and social needs and resources equally. The County-wide Master Plan addresses these issues by encouraging the creation of green space, preserving farmland, protecting wetlands, and re-using Brownfields. This is the primary impetus for targeting Blackman Township (the Target Community) where strong future development opportunities exist. Utilizing the grant to assess brownfield sites will provide financial assistance to interested parties, encouraging them to consider Brownfields, which will help alleviate the pressures on outlying greenspace and farmland. We wish to ensure that development includes potentially impacted properties in this area of anticipated economic growth, fully utilizing the existing infrastructure saving the costs for the creation of new sewers, roads, water supplies, and other resources and minimizing urban sprawl.

Grant dollars will be used to complete both assessment and cleanup planning of Brownfields. These efforts will include the implementation of appropriate development techniques, evaluation of engineering and institutional controls, and planning cleanup actions to address contamination and reduce adverse exposures to contaminants. Incorporating these plans to address continuing obligations on a brownfield site into a Redevelopment or Business Plan is a vital component for redevelopment success and the health and welfare of its citizens. These actions help to reduce or eliminate pollution that results from contaminated storm water runoff, wind-blown contaminated particulates, airborne vapors, and unmitigated contact with contaminated sites. Redevelopment projects will typically require various governmental approvals such as the Site Plan Review process, zoning and Township and County Master Plan compliance. These programs help support the goals of this Grant by allowing various entities to control the characteristics of the development such as landscaping, green spaces, appropriate density requirements, façade details, etc. This oversight will also include assurances that the development appropriately addresses or complies with cleanup and redevelopment plans including institutional controls that may exist on a property.

2. Promote economic benefits.

Since many of the projects the County BRA intends to support will be driven by a developer, the Grant will promote projects that result in an economic benefit to the community and its citizens. The reuse of Brownfields returns property to valuable use, increasing the tax base of the local community. Development projects will also result in job creation and secondary economic benefits (e.g., construction jobs, expenditures on suppliers) which are sorely needed in this community. For example, the BRA's support in the redevelopment of the Armory Arts project has spurred additional development at nearby properties including new construction of the Great Lakes Home Health and Hospice Headquarters. Additionally, the County BRA intends to capture the improved taxable value from reinvestment on a property and placing it in a Local Site Remediation Revolving Fund for up to five years after the developer's or County BRA's eligible activities under a Brownfield Plan have been paid. This is a very successful tool established by the Michigan legislature allowing accumulated dollars to be used throughout the County on other brownfield sites. This sustainable use of leveraged investment allows the community to benefit for years to come. For example, the County BRA is just now beginning to see repayments from implementation of a previous USEPA RLF loan and collection of tax increment which in the future will provide funds for brownfield redevelopment activities.

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3. Promote a vibrant equitable and healthy community.

Jackson County BRA's previous successes have supported projects that will lead to a vibrant, equitable and healthy community. The County BRA's support and investment in the Armory Arts Village project provides affordable housing on an equitable basis, strengthened by the requirements placed by the Michigan State Housing Development Authority, who is financing a portion of the development. The Armory Arts project is a Brownfield success story that is just ready to blossom. The Armory Arts Project is a bold, innovative urban redevelopment project that is located on the unique, historical site of the original Jackson State Prison built in 1839. The site includes several historic prison buildings, a 25ft. high turreted stone wall around the perimeter of the property and a vacant industrial complex to the South. The prison was used extensively by area manufacturers who took advantage of the cheap prison labor. The components of the overall development include the reuse of the existing prison buildings for the Armory Artswalk Apartments (62 affordable housing units), a Creative Industries Innovation Center, Armory Arts Commons (an 88-residential unit apartment), a hydroponics greenhouse and learning center, and creation of public open spaces. The project was a recipient of one of 20 charter Cool Cities Grant Awards in 2004 by Michigan's Governor Granholm and received the MSHDA Cool Cities Neighborhood and Progress Project of the Year Award in September 2007. This Brownfield Redevelopment project has also been supported through the use of U.S. EPA Brownfield Assessment Grant funds, a Michigan Waterfront Redevelopment Grant, and private funding. Construction of Phase I is near completion and Phase II is well under way. The first residents will be moving into the site in 2008. The development includes public walkways which will connect to other municipal walking trails, promoting healthier lifestyles. This development focuses on an Arts-based neighborhood which provides a catalyst for vibrancy and diversity in the community. The intent is to attract young people encouraging them to settle and invest in the community, which will create new markets for restaurants, entertainment, retail, and services that support this vibrancy.

E. Creation and/or Preservation of Greenspace/Open Space or Nonprofit Purpose

The County BRA favors Brownfield Redevelopment projects that preserve or create green space. For example, The Consumers Energy project and Armory Arts projects both include the creation of public green spaces. The Consumers Energy Headquarters design incorporated the historic, abandoned Post Office into its grand entrance to the company headquarters. Ecological restoration of a portion of the adjoining Grand River, development of a river promenade, construction of an outdoor amphitheatre, installation of a public sculpture garden, and creation of five acres of public green space were all accomplished with this impressive project. Where public green space would be created on a Brownfield, the County's Parks Department will be used to retain control of the property and provide for the long-term maintenance of any engineering or institutional controls.

The County's Master Plan and the Region II Planning Commission indicate that there are 22,000 acres of parkland in 50 parks in Jackson County, which includes over 90 miles of trails for recreational use. A County study has proposed an additional 122 miles of new trails, some of which are already in planning/construction phases. Projects that create space for these trails or improve properties neighboring the trail would be viewed favorably.

Redevelopment of Brownfields also helps to preserve existing open spaces by alleviating some of the development pressures on undeveloped lands. The Assessment Grants help mitigate some of the costs associated with redevelopment of these properties that are not encountered when developing

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undeveloped lands. Thus, this assistance, along with Michigan's other strong Brownfield Redevelopment tools, helps put brownfield redevelopment costs on par with development of green spaces. The County BRA may also utilize Grants to support the charitable, non-profit organizations in the County.

F. Pre-Award Community Notification

1. If selected for funding, a Public Hearing will be held at a regularly-scheduled County Commissioner's Meeting. Ample advance notice will be provided through publication in local newspapers. The application will be placed in accessible areas (the local library, the Brownfield Authority offices) and made available for public review. Comments from the community, community leaders, business groups and others will be solicited at the Public Hearing and will be reviewed by the Brownfield Authority at one of its regularly scheduled meetings. Notice will also be provided to local media outlets for announcement in newspapers, radio, and local television. Contact information to provide written and verbal comments will also be publicized so that parties unable to attend the Public Hearing have an equal opportunity to express their concerns. The Application will also be posted on the Brownfield Authority's website for public viewing.
2. These methods were selected as the most appropriate means of reaching all citizens in the County and appeared to be the best way to broadly announce the application and seek input.
3. If funded, we propose to solicit public comment on the Grant for a period of not less than 30 days. Comment will be encouraged through notices and presentations at public meetings. The Brownfield Authority is staffed by the local economic development agency and during the 30 day period, staff will schedule retention visits with businesses in the Target Community in order to promote the availability of the grant and to solicit input. Presentations to business groups such as the local Chamber of Commerce and real estate groups will also provide an opportunity to both promote the program and solicit input. BRA staff also communicate directly with businesses that are called on through an email distribution list and staff will solicit input and provide information to the business community through this means.
4. The Brownfield Authority will establish a meeting date at one of its regularly scheduled, public meetings to review the comments. This would occur after the public comment period. Comments and the BRA's response will be included in the Work Plan to USEPA.

G. Community Involvement

1. Discuss your plan for involving the affected community.

The Brownfield Redevelopment Authority was formed through the input of a Brownfield Task Force composed of citizens, business and community leaders. That task force is represented at each Brownfield meeting as a representative of the citizenry of the County and has opportunity to provide input on funding decisions, redevelopment plans, and all other matters.

The availability of this program will be promoted through presentations and newsletters to various groups (Chamber of Commerce, Jackson Area Manufacturers Association, County Commissioners, etc.). The Enterprise Group (the local economic development agency) staffs the Brownfield Authority and several other entities including the County Economic Development Corporation, the Village of Parma Local Development Finance Authority and the Blackman Township Local Development Finance Authority and Downtown Development Authority, the Leoni Township Downtown

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Development Authority and the Jackson Area Manufacturers Association. Thus, staff has ample opportunity to share information and opportunities with these parties.

The Enterprise Group will initiate publication of news articles regarding the Brownfield Program through the EGs regular newsletter, the Jackson Area Manufacturers Association newsletter, and the local newspaper. The Enterprise Group has developed a Jackson County BRA website and regularly updates the website with Brownfield success stories, a description of available redevelopment tools, and specific information about available properties. Staff will continue to seek ways to publicize the program and its successes through local newspapers, newsletters, websites, and through presentations, news articles, and attendance at community events. The County has a strong relationship with the local Chamber of Commerce and can work with that organization to further involve the business community. Retention visits scheduled with businesses in the Target Community will be particularly helpful in involving the affected community.

In the County, there is not a language barrier as might be found in some communities. There is a small Latino population, most of which are fluent in English. One local radio station features daily guests discussing their programs in a news-talk-radio atmosphere, and the local public media cable TV show interviews guests daily. The Jackson Area Manufacturers Association produces a locally-broadcast show entitled "Made in Jackson" featuring local business success stories. These media outlets provide a platform for the County BRA to promote the availability and success of the Brownfield Redevelopment program and involve the community.

2. Describe your efforts and/or plans to develop partnerships at the local, state, and/or tribal level with other stakeholders.

The County Brownfield program has been strongly supported in the past by the area Chamber of Commerce, the Jackson Area Manufacturers Association, the Jackson County Community Foundation, the Jackson County Arts and Cultural Alliance, the Jackson County Land Bank, and others. These partners provide abundant opportunities to promote the County's program, providing speaking opportunities and the ability to disseminate information through their membership via newsletters. A strong working relationship also exists with the Michigan Department of Environmental Quality (MDEQ) and the County Health Department. Partners are regularly invited to attend the meetings of the Brownfield Authority and their input is routinely sought on various Brownfield projects. The County is fortunate to have the MDEQ's District Headquarters located within the same community as the County BRA's offices, thereby creating an opportunity through convenience to meet and interact.

3. Describe your specific plans for communicating the progress of your project(s) to citizens.

The County BRA continues to communicate through regularly scheduled and publicly noticed meetings and invites the public to those meetings. The County BRA will continue to promote and communicate the Brownfield Program through articles in newspapers, communications to various boards and councils. The BRA will seek opportunities to communicate the benefits and successes of the program with in the local media outlets including the local newspaper (Jackson Citizen Patriot), television, radio outlets, as well as websites and attendance at public meetings and hearings. A major employer in the community has a Hispanic Outreach Team that may be able to assist in specific projects. Another radio station features daily guests discussing their programs in a news-talk-radio atmosphere, and the local public media cable show interviews guests daily. The Jackson Area

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Manufacturers Association produces a locally-broadcast show entitled “Made in Jackson” featuring local business success stories. These media outlets provide a platform for the County BRA to promote the availability and success of the Brownfield Redevelopment program and involve the community. The Enterprise Group continually improves its website and strives to elicit broad community and developer use of the website. When there is a specific project success, the BRA has plans and the capacity to promote those successes – typically hosting a groundbreaking ceremony or open house with invitations to BRA partners, government officials and others; coordinating press releases; updating the website with project success stories; and other appropriate efforts. The outcomes of Brownfield projects are regularly monitored, specifically tracking job creation and retention, acres of land preserved, acres of greenspace created, cleanup efforts, dollars and other resources leveraged by the Grant, and other factors. These highlights are publicized and are available in the Quarterly Reports which are also available to the public through a website link.

4. Provide a list of the community-based organizations involved in this project.

The Greater Jackson Area Chamber of Commerce

Mindy Bradish, President (517) 782-8221

Provides support and promotion for brownfield redevelopment initiatives in the business community.

Jackson Area Manufacturer’s Association

Mr. William Rayl, Executive Director (517) 782-8268

Provides support and promotion for brownfield redevelopment initiatives in the business community, especially related to manufacturers.

The Enterprise Group

Mr. Steve Czarnecki, Executive Director (517) 788-4455

A County-wide economic development corporation which provides promotion of brownfield redevelopment initiatives in the business community.

Community Action Agency

Marsha Kreucher, Executive Director (517) 784-5188

A non-profit organization assisting low-income persons reach self-sufficiency. Supports the Brownfield program.

Jackson County Community Foundation

Shelly Schadewald, President & CEO (517) 787-1321

County-wide charitable organization supporting a sustainable, healthy community. Supports the Brownfield program.

Jackson County Land Bank Authority

Janet Rochefort, County Treasurer (517) 768-6724

County agency responsible for managing tax reverted property.

Blackman Township

Raymond Snell, Supervisor (517) 788-4345 x112

Principal local government entity for the target community.

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South Central Michigan Works

Steve Morrison (517) 841-5603

Regional Economic Development Agency that supports the Brownfield program and can help market sites.

Jackson County Health Department

Steve Hall, Director of Environmental Health (517) 768-1659

Responsible for coordinating response to human health risks posed by Brownfields, public education.

H. Reduction of Threats to Human Health and the Environment

1. Describe how the funds will be used to address/facilitate the identification and/or reduction of threats to human health and environment within the target area.

In the target area, two former landfills exist on the airport property – one of which will be made available for development. Residential properties near this landfill have on-site water supply wells to provide drinking water. This Grant could be used to better assess the former landfill impact to these residential properties as well as for the purposes of redevelopment. The BRA will work with the local health department and MDEQ to develop appropriate response actions if threats to human health at these properties are identified.

Typically, through redevelopment, threats to human health and the environment are effectively controlled through a combination of limited cleanup (removal) actions, placement of impervious surfaces and other engineering controls, institutional controls, and site improvements that limit exposure (e.g., clean fill landscaping to prevent direct contact exposures, ventilation systems to limit vapor intrusion to indoor air, etc.). The Grant will assist in evaluating sites and developing cleanup and development plans to control and reduce these threats. Cleanup plans require compliance with various State and Federal requirements (Michigan's Part 201 rules, Reasonable Steps requirements, etc.) and can be documented in a number of ways including cleanup plans, Brownfield work plans, due care plans, site plan review documents, and restrictive covenants which are reviewed and approved by local officials and/or MDEQ.

Through Michigan's extremely progressive tax foreclosure laws and the County-wide Land Bank, assessment funds will help eliminate vacant dilapidated buildings and blighted housing which attract a criminal element. These efforts will result in the renovation of commercial buildings and housing and assist in creating new housing stock for low income residents.

2. Describe how you are working with your state or tribal environmental authority and/or local public health department to ensure protectiveness of human health and the environment.

This proposal is requesting funds to complete Phase I and II Environmental Site Assessments, Baseline Environmental Assessments (BEA) and Brownfield Plans/Cleanup Planning. All of these activities will meet the requirements of the Michigan Brownfield Redevelopment Financing Act and the Michigan Natural Resources and Environmental Protection Act. This will involve review and approval of various reports and work plans by the MDEQ to insure all potential exposure pathways are evaluated, that future users are not exposed, and that measures are taken by the owners to prevent exacerbation of contamination. Additionally, engineering controls, natural resource use restrictions and

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other institutional controls on the property are typically attached to the property deed and noticed to the local unit of government. If any of these activities will occur through a Brownfield Plan, it will require review and approval from the County BRA and the County Commission upon completion of a public hearing. Additionally, if school taxes will be captured through a Brownfield Plan it will be necessary for MDEQ/MEGA to review and approve the plan.

The BRA is also works with the local health department, so that the Department is aware of any newly discovered risks to human health and the environment related to Brownfields. Throughout the brownfield redevelopment process, there are many opportunities for public scrutiny, input, awareness and regulatory review and approvals. This ensures that protection of the public health and the environment will be verifiable and accountable.

I. Leveraging of Additional Resources

1. Identify the funds that your agency/organization has or will commit.

The County BRA intends to fully utilize Michigan's Brownfield Redevelopment Incentives by utilizing tax increment financing to support project activities. This will include capture of the tax increment for five years in a local site remediation revolving fund which can be used to support brownfield redevelopment activities across the County. Through previous Brownfield Redevelopment successes, this local fund is beginning to grow and can be used to leverage assessment, cleanup, certain infrastructure improvements, demolition, and other activities that support additional Brownfield Redevelopment projects. The Enterprise Group staffs the County BRA and provides in-kind support through miscellaneous expenses (copying, mailings, etc.).

2. Demonstrate your ability to leverage funds.

Jackson County and the County BRA have a strong history of accessing State funds to support Brownfield Redevelopment projects. A variety of State funds have been accessed including Clean Michigan Initiative Grants and Loans, Waterfront Redevelopment Grants, Site Reclamation Grants, and other State funds. Through the capture of tax increment financing from other projects, a revolving fund has been established, which can be used to finance or provide loans for other Brownfield Redevelopment activities. Thus, the Assessment funds truly act as seed money for a revolving fund source to support brownfield redevelopment. When appropriate, additional funding can be sought through Community Development Block Grants, Section 108 Loan Guarantees, and other funding sources. If awarded, this Grant will also compliment and leverage greater investment from federal (FAA) funds used for the airport safety project through assessment of the former airport landfill property in the Target Community.

With the most recent Assessment Grant, the County has been able to leverage significant public investment in brownfield projects. The brownfield successes in Jackson County have retained and created well over 1,000 jobs and leveraged over \$100 million dollars in cleanup, redevelopment, and community investment. These projects and investments would not have taken place without the availability of the Assessment Grants. The Brownfield successes within the County have also spurred additional development activities at properties near the Brownfield properties where other incentives (tax credits, tax increment financing, etc.) were used. These totals do not reflect the secondary benefits that these projects generate in investments at neighboring properties, construction jobs, and multiplier effects of the investments. However, this level of success has been generated by the support of only a

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dozen projects. Many more sites on the priority list of 100 sites still need to be addressed. Clearly, Jackson County's Brownfield Redevelopment program is a vital component to the local economy and a necessary program to continue to support at the local, State and Federal level.

J. Programmatic Capability

1. Demonstrate your ability to manage this grant and successfully perform all phases of work under this grant.

The County has established an active Brownfield Redevelopment Authority under the authority of Michigan's Brownfield Redevelopment Financing Act. The County was awarded a U.S. EPA Brownfield Assessment Grant in 2004 (Cooperative Agreement BF-96550101-0). Using this grant, the Brownfield Redevelopment Authority was able to assess several properties. The Enterprise Group (a pseudo-governmental entity) provides the necessary management and oversight of the grant. The Authority has acquired technical expertise to execute these projects using a competitive RFP process. The responsibilities of the selected consultant(s) include assistance with the Phase I and II Environmental Site Assessments, BEAs, Brownfield Plans, and Cleanup Planning. The Executive Director oversees and directs the activities of the qualified consultant with approvals from the Brownfield Redevelopment Authority. Additional resources are provided by the County to coordinate redevelopment plans with local desires, zoning and site plan requirements.

2. Describe your history of managing federal funds.

Grants received directly from the federal government and managed by the County BRA, The Enterprise Group, and/or the County include:

- EPA Assessment Grant of \$200,000 awarded 9/2004, expired 9/2007.
- EPA Brownfield Cleanup RLF of \$1 million awarded 9/2001, expired 12/31/06.
- EPA Assessment Grant/Pilot Grant of \$350,000 awarded 7/1999, expired 1/31/2004.
- CDBG with Blackman Charter Township in the amount of \$100,000 for water infrastructure to Mid-American Products.
- CDBG/Small Cities Grant for the Village of Parma to fund the road infrastructure into the Parma LDFA property adjacent to MACI in the amount of \$124,345.
- HUD-EDI Grant for \$594,000 at the Armory Arts Site effective 10/1/06 until 9/1/2013.
- CDBG Grant for Armory Arts \$50,000.

The County/BRA/Enterprise Group have also managed State and local Grants specifically for brownfield projects including:

- DEQ Waterfront Redevelopment Grant of \$150,000 awarded 9/2004, expired 9/2007.
- Cool Cities Grant for \$100,000.
- Michigan Council for Arts and Cultural Affairs Grant for \$40,000.
- Jackson Community Foundation Grant for \$20,000.
- Consumers Energy Grant for \$20,000.

The County BRA, Jackson County and its various departments, and The Enterprise Group of Jackson, have a long, successful history of managing federal funds. There has never been any adverse audit findings as related to OMB Circular A-133, nor are any of the entities required to comply with "high risk" terms and conditions under OMB circular 102.

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3. Demonstrate compliance with cooperative agreements if you have been a past recipient of an EPA Brownfields Grant.

Jackson County has previously received an EPA Brownfield Assessment Grant (Cooperative Agreement BF-96550101-0). The County BRA which manages the Grant has dutifully filed Quarterly Reports, Annual Reports, Property Profile Sheets and the Quality Assurance Project Plan, and has been held as an example by EPA Project Managers as having provided unusually complete and exemplary reports. For specific projects, Sampling Plans and Health and Safety Plans have been filed with the EPA project manager. The County has complied with procurement requirements and sought opportunities to utilize minority and women-owned business enterprises to support program activities.

4. Describe Plans for tracking and measuring progress

As part of the Quarterly Report preparation, several outcomes are tracked including the amount of private investment leveraged by the grant, jobs created, jobs retained, acres of land re-used, and other factors that are used to track progress toward the goals of economic activity and land preservation. Through business retention visits the BRA continues tracking outcomes long after the redevelopment activity occurs thus keeping our evaluation of grant outcomes up to date.

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JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



STEVEN E. CHESTER
DIRECTOR

September 17, 2007

RECEIVED SEP 19 2007

Ms. Amy Torres
Director of Economic Development
The Enterprise Group
One Jackson Square, Suite 1100
Jackson, Michigan 49201

Dear Ms. Kelly:

SUBJECT: Letter of Acknowledgement Regarding the United States Environmental Protection Agency (EPA) Brownfield Grant Proposals for a Brownfield Revolving Loan Fund Grant and to Conduct Community Wide Assessments at Hazardous Substances and Petroleum Contaminated Sites

The purpose of this letter is to respond to your request for acknowledgement of your applications to the United States Environmental Protection Agency (EPA) for brownfield grants under Title II, Subtitle A, of the Small Business Liability Relief and Brownfields Revitalization Act of 2002 (the Brownfields Law). The Department of Environmental Quality, Remediation and Redevelopment Division, has reviewed the information you provided and supports the Jackson County Brownfield Redevelopment Authority's (JCBRA) applications based on the following information.

The JCBRA is applying for a \$1,000,000 Revolving Loan Fund which can be used for cleanup activities on brownfield sites throughout the county. The JCBRA is also applying for a \$200,000 hazardous substances assessment grant, and a \$200,000 petroleum assessment grant in order to conduct community wide assessments of suspected contaminated properties. The applicant is considered eligible for these awards as a general purpose unit of local government as defined under 40 CFR Part 31.3.

The proposals by the JCBRA will allow the county to become self-supporting in redeveloping brownfields and will successfully return formerly productive properties back to the tax rolls and leverage investment dollars to improve the county's economic development and environment. If you have any questions or need additional information, you may contact the Brownfield Redevelopment Coordinator, Mr. Ronald Smedley at 517-373-4805, or you may contact me.

Sincerely,

Robert Reisner, Chief
Funding and Support Unit
Remediation and Redevelopment Division
517-335-6843

cc: Ms. Deborah Orr, USEPA Region 5



Brownfield Redevelopment Authority of Jackson County

Served by The Enterprise Group

October 5, 2007

Ms. Deborah Orr
EPA Region 5
77 West Jackson Boulevard
Chicago, Illinois 60604-3507

Environmental Management Support, Inc.
Attn: Mr. Don West
8601 Georgia Avenue, Suite 500
Silver Spring, MD 20910

Re: U.S. EPA Brownfield Petroleum Grant Proposal, Jackson County Brownfield Redevelopment Authority, Jackson County, Michigan

Dear Ms. Orr and Mr. West:

The Jackson County, Michigan Brownfield Redevelopment Authority appreciates the opportunity to submit this proposal for a \$200,000 Brownfield Petroleum, Community-Wide Assessment Grant. Jackson County is located in the south-central region of Michigan and has a population of 158,422 (2000 U.S. Census). The County is made up of one city, nineteen townships, and seven villages. Jackson County has been an industrial community since the mid-1800s. Jackson was a major railway transportation hub and manufacturers took advantage of the easy access to transportation routes. In the early 1900s, the County was home to many automobile manufacturers, none of which remain. Many manufacturers continued to supply automotive engine components, trim components, and other automotive-related parts to the large assembly factories in nearby Flint and Detroit, Michigan. Easy transportation to these markets continued to be available throughout the 20th century with construction of interstate highways (I-94, US-127 and nearby I-69). Throughout the last several years, Jackson suffered a number of economic setbacks with many major manufacturers leaving Jackson. Major employers have closed plants in the county, idling thousands of workers. Unemployment and poverty remain high across the County as a result. Several abandoned industrial properties remain scattered across the County, providing no economic or aesthetic value to the community. A county-wide inventory of known and potential brownfield sites yielded a list of over 100 sites.

To address these concerns, Jackson County formed its Brownfield Redevelopment Authority (BRA) in 1998, one of the first in Michigan. The County BRA has worked aggressively to assist in the successful redevelopment of many of these Brownfields. The BRA provided funds for the Consumers Energy Headquarters project – a 2003 Region V Phoenix Award and People's Choice Award winner; successfully managed an EPA Brownfield Cleanup Revolving Loan Fund which was used to finance cleanup of the Zimmer Marble brownfield site; and assisted in the construction of the \$250 million Kinder-Morgan Power Plant which re-utilized a former tire manufacturing Brownfield site. The County was also the recipient of a State of Michigan Site Reclamation Grant that was used to cleanup and demolish the former Michigan Industrial Holdings building that had been left vacant. The BRA also manages four renaissance zones (essentially a tax-free enterprise zone) to support redevelopment of four large Brownfield sites including the former Goodyear site (113 acres), the Jackson Drop Forge site (5 acres remaining), the Lester Brothers site (20 acres), and the Armory Arts project (35 acres).

The BRA received a U.S. EPA Assessment Grant in 2004 and a U.S. EPA Assessment Grant/Pilot Grant of \$350,000 in 1999, and has successfully utilized the previous grants. All grant dollars have been expended. The investment from *the most recent* Assessment Grant has leveraged private investment in several industrial and commercial sites, resulting in the expected creation of over 900 new jobs. The assessment funds have leveraged \$15,000 in privately funded environmental assessment activities and over \$20 million in private investment. Projects supported by the Assessment Grant include the Armory Arts project, the expansion of Northwest Refuse's recycling business onto an adjoining brownfield site, the re-use of a vacant industrial building by PCT International which brought 100 new jobs to Jackson County, and other assessments to assist in the acquisition and re-use of other vacant industrial properties. These projects and investments would not have taken place without the availability of the Assessment Grants. Yet, so much more remains to be accomplished within the County to offset the loss of jobs and reclaim our industrial heritage.

Although the BRA continues to address sites throughout the County, a Target Community for this Assessment Grant has been identified which is the two mile long West Michigan Avenue corridor in Blackman Township. This area extends from the City of Jackson limits westward encompassing the airport to the west, bounded by M-60 on the west, U.S. I-94 to the north and Michigan Avenue to the south. Several large industrial facilities were constructed in this area in the early 1900s, taking advantage of a Penn Central railway, and later, the major highways and airport. The area is home to several large closed industrial sites (Plastigage, Harvard Industries, TRW Plant) and many former industrial sites are now used simply for storage. Widespread groundwater problems exist near the former TRW Plant and near the airport where two landfills were once located. Investment in neighboring properties has diminished over the years and the corridor is dotted with small manufacturing sites, scrap yards, former service stations and automotive repair facilities, and underutilized lands. The County Airport is completing a \$33 Million Runway Safety Project which will open new lands for airport development. These new lands, however, include areas previously occupied by a former 55-acre municipal landfill (not owned or operated by the County). Assessment funds could be used to assist in determining the impact the former landfill has had in this area and evaluate health risks to residential properties near this area that utilize private groundwater supply wells for drinking water. Such efforts would leverage additional private investment and compliment federal funding (FAA) being used to support the airport renovation. We expect that the airport project will spur redevelopment efforts within this corridor at brownfield sites where assessment funds could be used.

The County BRA views this grant as an opportunity to continue the magnificent success in Brownfield Redevelopment it has achieved. Without the previous grants, many successes would not have occurred. The BRA has taken bold steps, working on several large, complex projects and demonstrated a commitment and capacity to manage projects to the desired outcome. Considering the County's 100 plus years of heavy industrial history, many more properties, challenges and opportunities remain for the County BRA to address. The County lacks the resources to address these properties and no governmental department exists in the County to manage brownfield redevelopment issues. We rely heavily on private development for our success and thus, this Assessment Grant will play a vital role in meeting the challenges we face in Jackson County. We

thank you for your time and consideration of this grant request. Upon your review, if you have any questions or require additional information, please do not hesitate to contact us.

Respectfully submitted,



Amy L. Torres, Executive Director
Jackson County Brownfield Redevelopment Authority

Applicant Information:

1. Applicant Name: Jackson County BRA
Applicant Address: One Jackson Square,
Suite 1100, Jackson, MI 49201
2. Funding Requested:
 - a. Grant Type: Assessment Grant
 - b. Amount: \$200,000
 - c. Contamination: Petroleum
 - d. : Community-wide
3. Proposed Location: Jackson County
Chief Executive: Randy Treacher
County Administrator
120 W. Michigan Avenue
Jackson, MI 49201
Phone: (517) 788-4000
Email: RTreache@co.jackson.mi.us
4. Project Director: Amy Torres
Executive Director
The Jackson County BRA
One Jackson Square, Suite 1100
Jackson, MI 49201
Phone: (517) 788-4455
Email: atorres@enterprisegroup.org
5. Date Submitted: October 5, 2007
6. Project Period: Three years
7. Population: Jackson County – 158,422
(2000 U.S. Census Estimate). This entire
population can be served by the Grant.
8. Federal Designation: Jackson County is not
a federal empowerment zone, Enterprise
Community, Renewal Community, or Official
Recognized Community from DOJ for its
Weed and Seed program.
9. Cooperative Partners:
 - a. The Greater Jackson Area Chamber of
Commerce
Mindy Bradish, President
(517) 782-8221
 - b. Jackson Area Manufacturer's Association
William Rayl
(517) 782-8268
 - c. The Enterprise Group
Steve Czarnecki, Executive Director
(517) 788-4455
 - d. Jackson County Community Foundation
Shelly Saines
(517) 787-1321
 - e. Community Action Agency
Marsha Kreucher
(517) 784-5188
 - f. Jackson County Land Bank
Janet Rochefort, County Treasurer
(517) 768-6724
 - g. South Central Michigan Works
Steve Morrison
(517) 841-5603
 - h. Blackman Township
Raymond Snell, Supervisor
(517) 788-4345 x112

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Assessment Grant Criteria

Threshold Criteria for Assessment Grants

A. Applicant Eligibility

The Jackson County Brownfield Redevelopment Authority is a Redevelopment Agency which is fully sanctioned by the State of Michigan under the authority of Public Act 381 of 1996, the Brownfield Redevelopment Financing Act.

B. Letter from the State of Michigan

The Jackson County BRA received a letter from the Michigan Department of Environmental Quality (MDEQ) acknowledging the County BRA's plans to conduct assessment activities through the pursuit of Federal grant funds. Please refer to the attached letter.

C. Site Eligibility and Property Ownership Eligibility

Since this application is a Community-Wide proposal, this section is not applicable.

Ranking Criteria for Assessment Grants

A. Assessment Grant Proposal Budget

Budget Description: Petroleum Site Assessment

Budget Categories	Task 1 Phase I ESAs	Task 2 Phase II ESAs and Liability Protection	Task 3 Brownfield Plan and Cleanup Planning	Task 4 Community Outreach Programmatic Expenses & Travel	Total
Personnel				10,000	10,000
Travel				3,000	3,000
Equipment					
Supplies				2,000	2,000
Contractual	30,000	120,000	30,000	4,000	184,000
Other (printing & postage)				1,000	1,000
Total	30,000	120,000	30,000	20,000	\$200,000

Task Descriptions:

Task 1: Phase I Environmental Site Assessments

This task will involve the completion of Phase I Environmental Site Assessments following ASTM and All Appropriate Inquiry standards utilizing a qualified environmental consultant. The budget estimates 12 Phase I ESAs at an average cost of \$2500.

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Task 2: Phase II Environmental Assessments and Liability Protection:

Conduct Phase II Environmental Assessments at identified brownfield sites following ASTM standards utilizing a qualified environmental consultant. For selected sites with appropriate levels of contamination the qualified environmental consultant will prepare Baseline Environmental Assessments for liability protection and Due Care Plans to address “continuing obligations” following MDEQ guidance as agreed in the Brownfield MOU between USEPA and the State of Michigan. This task will also include preparation of a Quality Assurance Project Plan, Sampling Plans and development of Health and Safety Plans. The budget assumes 8 Phase II assessments will be completed (including Baseline Environmental Assessment and Due Care Plans) at an average cost of \$15,000.

Task 3: Brownfield Plans and Cleanup Planning:

Prepare Brownfield Plans to utilize tax increment financing and single business tax credits. These plans would be reviewed by the County BRA and recommended for adoption by the Jackson County Board of Commissioners following a public hearing. Cleanup Planning in the form of Act 381 and Michigan Economic Growth Authority (MEGA) Work Plans (Similar to RAPs) may be prepared for review and approval by MDEQ and MEGA. Clean-up planning may encompass feasibility reviews and site control alternatives. The budget assumes six projects will require Brownfield Plans at \$2,500 apiece, three of which would also require Work Plans at \$5,000 apiece.

Task 4: Community Outreach, Programmatic Expenses & Travel:

This task involves activities related to community outreach including:

1. Preparing for, attending, and participating in public hearings, municipal meetings, Brownfield Redevelopment Authority and Commission meetings.
2. Reviewing various plans: Brownfield Plans, Work Plans and Report Recommendations.
3. Planning and preparing materials for meetings.
4. Creating and disseminating brochures about the Brownfield Grant.
5. Educating and informing community groups, realtors, developers, potential applicants, and interested parties about the Grant and the benefits of Brownfield Redevelopment.
6. Register and travel to the annual National Brownfield Conference and other pertinent educational and training events.

B. Community Need

1. Provide a detailed description of the benefiting target communities.

Jackson County is located in southcentral Michigan between Chicago, Illinois and Detroit, Michigan. Jackson County is historically a manufacturing based economy. Founded in 1829, Jackson has had a long history in manufacturing and is still one of the largest employment sectors in the County (*Source: Office of Labor Market Information, September 2006*). In recent decades, many of these jobs have disappeared, lowering the employment levels and household incomes of County residents.

The Unemployment Rate for the Jackson MSA was 8.0% for June 2007 compared to 7.2% in May 2007 and 7.1% in June 2006. This unemployment rate is higher than the State of Michigan and national rates for the same time periods (see table below). County unemployment rates have risen steadily in recent years from a low of 2.5% in 1999. (*Source: Office of Labor Market Information/Southwest Michigan, September 2007*).

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The identified Target Community for this assessment grant can generally be described as a large portion of Census Tract 55 in Jackson County, Michigan. It is a neighborhood of lower and moderate income households intermixed in an industrial area. The County Airport is the dominant feature in this area and is surrounded by warehouses, industrial and commercial developments – most of which are dated. Economic data indicates that income levels and employment rates in the Target Community are typically lower than the County rates.

Unemployment has had an impact on County poverty rates. The State of Michigan average in 2006 is 13.5% of individuals below poverty level. In Jackson County 14.8% of all individuals were below poverty level during 2006. Again, as the State and local economy has worsened considerably since 2000, we would expect poverty rates in the Target Community to be similar to the County rate (*Source: American Fact Finder, Census 2000*).

The median household income (\$42,556) and per capita income (\$20,171) in the County is lower than Michigan (\$44,667 and \$22,168, respectively) (U.S. Census 2000 data). This is especially true in Blackman Township (which encompasses the Target Community) where income levels are lower than the County average. Additionally, these statistics do not reflect recent layoffs and plant closings which continue to have a negative effect on the Jackson County population. In 2005, the local TRW plant located in the Target Community closed, resulting in 340 layoffs. Eaton Corporation, also located in the Target Community recently announced that its two local plants would be consolidated. The consolidation is expected to eliminate up to 190 jobs. Overall, growth in per capita personal income in Jackson County has been slower than for the State and nation, changing 17.0% from 1997 to 2003, compared with a change of 22.9% for Michigan and 24.2% for the U.S. (*Source: 2006 Jackson Community Report Card*).

Location	Population (2000 Census)	Poverty Rate (%) 2000 Census unless noted	Unemployment Rate (%) 2000 Census unless noted	Per Capita Income (1999)
United States	281,421,906	12.4	4.7 (June 2007)	\$21,587
Michigan	9,938,444	13.5 (2006)	7.4 (June 2007)	\$22,168
Jackson County	158,422	14.8 (2006)	8.0 (June 2007)	\$20,171
Blackman Twsp.	22,800	6.6	1.8	\$18,708
Columbia Twsp.	7,234	4.9	2.4	\$25,763
Concord Twsp.	2,692	5.2	3.2	\$19,417
Grass Lake Twsp.	4,586	2.3	3.2	\$23,976
Hanover Twsp.	3,792	4.0	2.0	\$22,648
Henrietta Twsp.	4,483	3.3	4.2	\$19,904
Leoni Twsp.	13,459	7.9	4.2	\$19,329
Liberty Twsp.	2,903	2.9	1.5	\$27,433
Napoleon Twsp.	6,962	4.0	2.1	\$22,436
Norvell Twsp.	2,922	6.6	3.7	\$20,488
Parma Twsp.	2,696	7.1	1.9	\$19,026
Pulaski Twsp.	1,931	6.2	3.0	\$18,126
Rives Twsp.	4,725	8.6	3.9	\$22,942
Sandstone Twsp.	3,801	4.7	3.5	\$22,622
Spring Arbor Twsp.	7,877	7.9	4.7	\$19,622
Springport Twsp.	2,182	7.8	2.9	\$16,417
Summit Twsp.	21,534	5.1	2.8	\$25,738

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Tompkins Twp.	2,758	6.8	2.9	\$17,094
Waterloo Twp.	3,069	3.2	4.8	\$22,609
Sources: U.S. Census Bureau, 2000 Census; Bureau of Labor Statistics Data Michigan Department of Labor and Economic Growth				

2. Explain how the targeted community will benefit from this grant.

The projects supported by the County BRA in the past have generated numerous jobs and leveraged millions of dollars of investment. The County continues to look for opportunities that redevelop sites, create jobs, and leverage investment.

The Target Community will benefit from the availability of funds to perform assessments. Characterization of the large industrial sites in this area will help potential developers and local entrepreneurs understand the challenges to redevelopment and facilitate the marketing and ultimate re-use of these sites. Development of these sites will create jobs easily accessible to local residents in the Target Community, thus improving the economic status of the area.

Improvements to the airport will open new lands for development, though portions of these lands are the location of a former landfill. The Assessment Grant may be used for this specific area, including an assessment of a small cluster of residents near the landfill which utilize private water supply wells to provide drinking water. Understanding if these residents are at risk and taking the necessary measures to respond appropriately would alleviate certain health risks associated with Brownfields in the Target Community.

Other properties in the County will also benefit from the Grant. We wish to return our Renaissance Zones to productive use. For example, in Leoni Township, Lester Brothers acquired a large portion of a Renaissance Zone. Previous owners of the site had accumulated thousands of tires in a phony tire disposal business. Lester Brothers needed to spend tens of thousands of dollars in the removal of tires, managing abandoned containers of hazardous substances and removing contaminated soil. Through their investment and the County's use of the Renaissance Zone, the remaining acres within the Renaissance Zone have gained increased value and marketability. The Assessment Grant will help us to continue redevelopment in these zones and leverage similar investments.

By assessing Brownfield sites using this grant, we will be able to identify threats to groundwater supplies and with other Brownfield Redevelopment tools, take action to prevent releases or mitigate the effects of existing releases. Jackson County relies entirely on groundwater for its drinking water supply and the cost of treating groundwater, accessing new water supplies, or closing contaminated wells is prohibitively expensive for a small community. Five sites have been identified in the County where municipal water supplies have been affected by petroleum contaminants including the West Jackson Area Groundwater Contamination which is in the Target Community. The extent of this area-wide contamination is not known and is a hindrance to redevelopment and investment.

It is well documented that urban centers throughout the Country have increased exposures to contaminants from manufacturing sites, lead, metals, asbestos, air-borne particulates, etc. resulting in increased rates of cancer, asthma, and other diseases. Assessment of Brownfields, particularly the

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abandoned industrial facilities in the Target Community helps to address, and hopefully alleviate, the source of these environmental-related diseases.

Abandoned industrial sites are attractive nuisances to children living in adjacent neighborhoods creating dangerous and potentially harmful playgrounds. Michigan has extremely progressive tax foreclosure laws which funnel many of these abandoned properties into a County-wide Land Bank. The Jackson County Land Bank acts as a clearinghouse for these properties and each property also qualifies under Michigan Law as a "Brownfield". Assessment funds will be useful in helping the Land Bank eliminate vacant dilapidated buildings which attract a criminal element, renovating commercial buildings and houses and creating new housing stock for low income residents.

3. Characterize the impact of brownfields on your target communities.

The manufacturing history of Jackson County has left a legacy of vacant, contaminated properties throughout the County. In Jackson County, 147 sites with petroleum contamination from leaking underground tanks are known to exist. The Brownfield Authority's previous efforts to inventory Brownfields has identified well over two dozen Brownfields within the Target Community where the Grant could be used. Within the target area there is an assemblage of small automotive service facilities, scrap yards, and small manufacturers that have not been previously assessed. Thus, we would expect to identify even more Brownfield sites in the Target Community through these assessment activities.

Unfortunately, many low income populations reside near or adjacent to these properties. These families will continue to be exposed to the negative health and financial effects from Brownfields unless they are addressed. Many are exposed to chemicals such as asbestos, lead and various solvents that increase their risk of lead poisoning, asthma, lung diseases and can contribute to an individual's risk of cancer. In Jackson County, 3,677 children under age 18 currently have asthma, and 11,366 adults 18 years and older currently have asthma. This accounts for about two deaths each year and a total cost of \$6,239,000 per year (source: Asthma Initiative of Michigan). The National Cancer Institute indicates that the Annual Cancer Death (63.5 deaths per 100,000) rate is higher in Jackson County than the State average (56.7) during the period 1999-2003. The County Brownfield Authority communicates with the County Health Department to alert them to the discovery of any public health risks related to Brownfields.

Additionally, Brownfields are a significant detriment to the County tax base. The impacted properties have an effect of discouraging investment in neighboring properties, resulting in a cascading negative effect on the valuation of property in a neighborhood. In the target community, these situations have led to the creation of a neighborhood with disproportionately low economic conditions, higher crime rates, and increased adverse health risks.

C. Site Selection Process

1. Describe how sites will be selected and site selection criteria.

The Jackson County BRA has already completed an inventory of known and potential Brownfields in the County. This effort included the input of local leaders, many of whom are participants in the Brownfield Redevelopment Authority. Particular attention was given to identifying sites in the

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outlying communities and the target areas. The listing of potential sites exceeds 100 properties, many of which are in the Target Community. 147 sites with petroleum contamination from leaking underground tanks are known to exist in the County

The eligibility of sites will be determined by evaluating sites against the eligibility criteria in the Grant guidelines. The County BRA will evaluate ownership issues, liability, NPL status, likely contaminant sources, etc. to determine which sites are eligible for support with grant funds. Eligible sites are prioritized based on human health risks, development potential and interest, location (i.e., in the target community), expected environmental conditions, secondary economic benefits, ability to preserve greenspace, ability to adopt principles of sustainable development, and other criteria. The County BRA's intent is to leverage the grant dollars by using funds to support and expand Brownfield redevelopment efforts that are being driven by private and municipal development. Priority would likely be given to those projects that stem from and abut earlier Brownfield successes. Land Bank Authority legislation considers all land bank property as Brownfields, and where appropriate, developable sites will most likely receive higher priority.

2. Describe possible or previous inventory/prioritization activities.

Jackson County has already completed an inventory of known and potential Brownfields in the County. This effort included the input of local leaders, many of whom are participants in the Brownfield Redevelopment Authority. The listing of potential sites exceeded 100 properties. Prioritization has largely been based on market factors including developer interest, parcel size, proximity to infrastructure, access and location.

3. Possible access issues and solutions for conducting assessment activities on privately owned sites.

The Jackson County BRA will require developers to secure access for the County and its contractors. Sites that are not publicly owned may require a formal access agreement to allow on-site inspections and sampling activities. A higher priority has historically been given to publicly-owned properties (e.g., tax reverted properties) and private sites where access is unencumbered.

D. Sustainable Reuse of Brownfields

1. Prevent pollution and reduce resource consumption.

Sustainable development has become an important guide for Jackson County's leaders and projects that incorporate pollution prevention, energy efficiency, and/or wise use or re-use of resources will rank higher in the BRA's priority evaluation. Examples include the Consumer's Energy Headquarters, a 2003 Region V Phoenix Award and People's Choice Award winner, which incorporated an existing historic building – the old, abandoned Post Office, into its design. This effort saved resources and preserved for future generations the grand, historic architecture which typified urban core governmental buildings. The BRA is also working with a company to redevelop a former automotive factory in Brooklyn, Michigan into an alternative energy research and development facility. This redevelopment would include utilizing an existing mill pond and dam to produce hydroelectric power sufficient to run the facility. The project would also utilize solar energy, green roofs, and other alternative energy technologies to create a facility that operates "off the power grid".

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The County BRA realizes that for Brownfield Redevelopment successes to be sustainable, a strategy must be adopted that considers economic, environmental and social needs and resources equally. The County-wide Master Plan addresses these issues by encouraging the creation of green space, preserving farmland, protecting wetlands, and re-using Brownfields. This is the primary impetus for targeting Blackman Township (the Target Community) where strong future development opportunities exist. Utilizing the grant to assess brownfield sites will provide financial assistance to interested parties, encouraging them to consider Brownfields, which will help alleviate the pressures on outlying greenspace and farmland. We wish to ensure that development includes potentially impacted properties in this area of anticipated economic growth, fully utilizing the existing infrastructure saving the costs for the creation of new sewers, roads, water supplies, and other resources and minimizing urban sprawl.

Grant dollars will be used to complete both assessment and cleanup planning of Brownfields. These efforts will include the implementation of appropriate development techniques, evaluation of engineering and institutional controls, and planning cleanup actions to address contamination and reduce adverse exposures to contaminants. Incorporating these plans to address continuing obligations on a brownfield site into a Redevelopment or Business Plan is a vital component for redevelopment success and the health and welfare of its citizens. These actions help to reduce or eliminate pollution that results from contaminated storm water runoff, wind-blown contaminated particulates, airborne vapors, and unmitigated contact with contaminated sites. Redevelopment projects will typically require various governmental approvals such as the Site Plan Review process, zoning and Township and County Master Plan compliance. These programs help support the goals of this Grant by allowing various entities to control the characteristics of the development such as landscaping, green spaces, appropriate density requirements, façade details, etc. This oversight will also include assurances that the development appropriately addresses or complies with cleanup and redevelopment plans including institutional controls that may exist on a property.

2. Promote economic benefits.

Since many of the projects the County BRA intends to support will be driven by a developer, the Grant will promote projects that result in an economic benefit to the community and its citizens. The reuse of Brownfields returns property to valuable use, increasing the tax base of the local community. Development projects will also result in job creation and secondary economic benefits (e.g., construction jobs, expenditures on suppliers) which are sorely needed in this community. For example, the BRA's support in the redevelopment of the Armory Arts project has spurred additional development at nearby properties including new construction of the Great Lakes Home Health and Hospice Headquarters. Additionally, the County BRA intends to capture the improved taxable value from reinvestment on a property and placing it in a Local Site Remediation Revolving Fund for up to five years after the developer's or County BRA's eligible activities under a Brownfield Plan have been paid. This is a very successful tool established by the Michigan legislature allowing accumulated dollars to be used throughout the County on other brownfield sites. This sustainable use of leveraged investment allows the community to benefit for years to come. For example, the County BRA is just now beginning to see repayments from implementation of a previous USEPA RLF loan and collection of tax increment which in the future will provide funds for brownfield redevelopment activities.

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3. Promote a vibrant equitable and healthy community.

Jackson County BRA's previous successes have supported projects that will lead to a vibrant, equitable and healthy community. The County BRA's support and investment in the Armory Arts Village project provides affordable housing on an equitable basis, strengthened by the requirements placed by the Michigan State Housing Development Authority, who is financing a portion of the development. The Armory Arts project is a Brownfield success story that is just ready to blossom. The Armory Arts Project is a bold, innovative urban redevelopment project that is located on the unique, historical site of the original Jackson State Prison built in 1839. The site includes several historic prison buildings, a 25ft. high turreted stone wall around the perimeter of the property and a vacant industrial complex to the South. The prison was used extensively by area manufacturers who took advantage of the cheap prison labor. The components of the overall development include the reuse of the existing prison buildings for the Armory Artswalk Apartments (62 affordable housing units), a Creative Industries Innovation Center, Armory Arts Commons (an 88-residential unit apartment), a hydroponics greenhouse and learning center, and creation of public open spaces. The project was a recipient of one of 20 charter Cool Cities Grant Awards in 2004 by Michigan's Governor Granholm and received the MSHDA Cool Cities Neighborhood and Progress Project of the Year Award in September 2007. This Brownfield Redevelopment project has also been supported through the use of U.S. EPA Brownfield Assessment Grant funds, a Michigan Waterfront Redevelopment Grant, and private funding. Construction of Phase I is near completion and Phase II is well under way. The first residents will be moving into the site in 2008. The development includes public walkways which will connect to other municipal walking trails, promoting healthier lifestyles. This development focuses on an Arts-based neighborhood which provides a catalyst for vibrancy and diversity in the community. The intent is to attract young people encouraging them to settle and invest in the community, which will create new markets for restaurants, entertainment, retail, and services that support this vibrancy.

E. Creation and/or Preservation of Greenspace/Open Space or Nonprofit Purpose

The County BRA favors Brownfield Redevelopment projects that preserve or create green space. For example, The Consumers Energy project and Armory Arts projects both include the creation of public green spaces. The Consumers Energy Headquarters design incorporated the historic, abandoned Post Office into its grand entrance to the company headquarters. Ecological restoration of a portion of the adjoining Grand River, development of a river promenade, construction of an outdoor amphitheatre, installation of a public sculpture garden, and creation of five acres of public green space were all accomplished with this impressive project. Where public green space would be created on a Brownfield, the County's Parks Department will be used to retain control of the property and provide for the long-term maintenance of any engineering or institutional controls.

The County's Master Plan and the Region II Planning Commission indicate that there are 22,000 acres of parkland in 50 parks in Jackson County, which includes over 90 miles of trails for recreational use. A County study has proposed an additional 122 miles of new trails, some of which are already in planning/construction phases. Projects that create space for these trails or improve properties neighboring the trail would be viewed favorably.

Redevelopment of Brownfields also helps to preserve existing open spaces by alleviating some of the development pressures on undeveloped lands. The Assessment Grants help mitigate some of the costs associated with redevelopment of these properties that are not encountered when developing

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undeveloped lands. Thus, this assistance, along with Michigan's other strong Brownfield Redevelopment tools, helps put brownfield redevelopment costs on par with development of green spaces. The County BRA may also utilize Grants to support the charitable, non-profit organizations in the County.

F. Pre-Award Community Notification

1. If selected for funding, a Public Hearing will be held at a regularly-scheduled County Commissioner's Meeting. Ample advance notice will be provided through publication in local newspapers. The application will be placed in accessible areas (the local library, the Brownfield Authority offices) and made available for public review. Comments from the community, community leaders, business groups and others will be solicited at the Public Hearing and will be reviewed by the Brownfield Authority at one of its regularly scheduled meetings. Notice will also be provided to local media outlets for announcement in newspapers, radio, and local television. Contact information to provide written and verbal comments will also be publicized so that parties unable to attend the Public Hearing have an equal opportunity to express their concerns. The Application will also be posted on the Brownfield Authority's website for public viewing.
2. These methods were selected as the most appropriate means of reaching all citizens in the County and appeared to be the best way to broadly announce the application and seek input.
3. If funded, we propose to solicit public comment on the Grant for a period of not less than 30 days. Comment will be encouraged through notices and presentations at public meetings. The Brownfield Authority is staffed by the local economic development agency and during the 30 day period, staff will schedule retention visits with businesses in the Target Community in order to promote the availability of the grant and to solicit input. Presentations to business groups such as the local Chamber of Commerce and real estate groups will also provide an opportunity to both promote the program and solicit input. BRA staff also communicate directly with businesses that are called on through an email distribution list and staff will solicit input and provide information to the business community through this means.
4. The Brownfield Authority will establish a meeting date at one of its regularly scheduled, public meetings to review the comments. This would occur after the public comment period. Comments and the BRA's response will be included in the Work Plan to USEPA.

G. Community Involvement

1. Discuss your plan for involving the affected community.

The Brownfield Redevelopment Authority was formed through the input of a Brownfield Task Force composed of citizens, business and community leaders. That task force is represented at each Brownfield meeting as a representative of the citizenry of the County and has opportunity to provide input on funding decisions, redevelopment plans, and all other matters.

The availability of this program will be promoted through presentations and newsletters to various groups (Chamber of Commerce, Jackson Area Manufacturers Association, County Commissioners, etc.). The Enterprise Group (the local economic development agency) staffs the Brownfield Authority and several other entities including the County Economic Development Corporation, the Village of Parma Local Development Finance Authority and the Blackman Township Local Development Finance Authority and Downtown Development Authority, the Leoni Township Downtown

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Development Authority and the Jackson Area Manufacturers Association. Thus, staff has ample opportunity to share information and opportunities with these parties.

The Enterprise Group will initiate publication of news articles regarding the Brownfield Program through the EGs regular newsletter, the Jackson Area Manufacturers Association newsletter, and the local newspaper. The Enterprise Group has developed a Jackson County BRA website and regularly updates the website with Brownfield success stories, a description of available redevelopment tools, and specific information about available properties. Staff will continue to seek ways to publicize the program and its successes through local newspapers, newsletters, websites, and through presentations, news articles, and attendance at community events. The County has a strong relationship with the local Chamber of Commerce and can work with that organization to further involve the business community. Retention visits scheduled with businesses in the Target Community will be particularly helpful in involving the affected community.

In the County, there is not a language barrier as might be found in some communities. There is a small Latino population, most of which are fluent in English. One local radio station features daily guests discussing their programs in a news-talk-radio atmosphere, and the local public media cable TV show interviews guests daily. The Jackson Area Manufacturers Association produces a locally-broadcast show entitled "Made in Jackson" featuring local business success stories. These media outlets provide a platform for the County BRA to promote the availability and success of the Brownfield Redevelopment program and involve the community.

2. Describe your efforts and/or plans to develop partnerships at the local, state, and/or tribal level with other stakeholders.

The County Brownfield program has been strongly supported in the past by the area Chamber of Commerce, the Jackson Area Manufacturers Association, the Jackson County Community Foundation, the Jackson County Arts and Cultural Alliance, the Jackson County Land Bank, and others. These partners provide abundant opportunities to promote the County's program, providing speaking opportunities and the ability to disseminate information through their membership via newsletters. A strong working relationship also exists with the Michigan Department of Environmental Quality (MDEQ) and the County Health Department. Partners are regularly invited to attend the meetings of the Brownfield Authority and their input is routinely sought on various Brownfield projects. The County is fortunate to have the MDEQ's District Headquarters located within the same community as the County BRA's offices, thereby creating an opportunity through convenience to meet and interact.

3. Describe your specific plans for communicating the progress of your project(s) to citizens.

The County BRA continues to communicate through regularly scheduled and publicly noticed meetings and invites the public to those meetings. The County BRA will continue to promote and communicate the Brownfield Program through articles in newspapers, communications to various boards and councils. The BRA will seek opportunities to communicate the benefits and successes of the program with in the local media outlets including the local newspaper (Jackson Citizen Patriot), television, radio outlets, as well as websites and attendance at public meetings and hearings. A major employer in the community has a Hispanic Outreach Team that may be able to assist in specific projects. Another radio station features daily guests discussing their programs in a news-talk-radio atmosphere, and the local public media cable show interviews guests daily. The Jackson Area

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Manufacturers Association produces a locally-broadcast show entitled “Made in Jackson” featuring local business success stories. These media outlets provide a platform for the County BRA to promote the availability and success of the Brownfield Redevelopment program and involve the community. The Enterprise Group continually improves its website and strives to elicit broad community and developer use of the website. When there is a specific project success, the BRA has plans and the capacity to promote those successes – typically hosting a groundbreaking ceremony or open house with invitations to BRA partners, government officials and others; coordinating press releases; updating the website with project success stories; and other appropriate efforts. The outcomes of Brownfield projects are regularly monitored, specifically tracking job creation and retention, acres of land preserved, acres of greenspace created, cleanup efforts, dollars and other resources leveraged by the Grant, and other factors. These highlights are publicized and are available in the Quarterly Reports which are also available to the public through a website link.

4. Provide a list of the community-based organizations involved in this project.

The Greater Jackson Area Chamber of Commerce

Mindy Bradish, President (517) 782-8221

Provides support and promotion for brownfield redevelopment initiatives in the business community.

Jackson Area Manufacturer’s Association

Mr. William Rayl, Executive Director (517) 782-8268

Provides support and promotion for brownfield redevelopment initiatives in the business community, especially related to manufacturers.

The Enterprise Group

Mr. Steve Czarniecki, Executive Director (517) 788-4455

A County-wide economic development corporation which provides promotion of brownfield redevelopment initiatives in the business community.

Community Action Agency

Marsha Kreucher, Executive Director (517) 784-5188

A non-profit organization assisting low-income persons reach self-sufficiency. Supports the Brownfield program.

Jackson County Community Foundation

Shelly Schadewald, President & CEO (517) 787-1321

County-wide charitable organization supporting a sustainable, healthy community. Supports the Brownfield program.

Jackson County Land Bank Authority

Janet Rochefort, County Treasurer (517) 768-6724

County agency responsible for managing tax reverted property.

Blackman Township

Raymond Snell, Supervisor (517) 788-4345 x112

Principal local government entity for the target community.

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South Central Michigan Works

Steve Morrison (517) 841-5603

Regional Economic Development Agency that supports the Brownfield program and can help market sites.

Jackson County Health Department

Steve Hall, Director of Environmental Health (517) 768-1659

Responsible for coordinating response to human health risks posed by Brownfields, public education

H. Reduction of Threats to Human Health and the Environment

1. Describe how the funds will be used to address/facilitate the identification and/or reduction of threats to human health and environment within the target area.

In the target area, two former landfills exist on the airport property – one of which will be made available for development. Residential properties near this landfill have on-site water supply wells to provide drinking water. This Grant could be used to better assess the former landfill impact to these residential properties as well as for the purposes of redevelopment. The BRA will work with the local health department and MDEQ to develop appropriate response actions if threats to human health at these properties are identified.

Typically, through redevelopment, threats to human health and the environment are effectively controlled through a combination of limited cleanup (removal) actions, placement of impervious surfaces and other engineering controls, institutional controls, and site improvements that limit exposure (e.g., clean fill landscaping to prevent direct contact exposures, ventilation systems to limit vapor intrusion to indoor air, etc.). The Grant will assist in evaluating sites and developing cleanup and development plans to control and reduce these threats. Cleanup plans require compliance with various State and Federal requirements (Michigan's Part 201 rules, Reasonable Steps requirements, etc.) and can be documented in a number of ways including cleanup plans, Brownfield work plans, due care plans, site plan review documents, and restrictive covenants which are reviewed and approved by local officials and/or MDEQ.

Through Michigan's extremely progressive tax foreclosure laws and the County-wide Land Bank, assessment funds will help eliminate vacant dilapidated buildings and blighted housing which attract a criminal element. These efforts will result in the renovation of commercial buildings and housing and assist in creating new housing stock for low income residents.

2. Describe how you are working with your state or tribal environmental authority and/or local public health department to ensure protectiveness of human health and the environment.

This proposal is requesting funds to complete Phase I and II Environmental Site Assessments, Baseline Environmental Assessments (BEA) and Brownfield Plans/Cleanup Planning. All of these activities will meet the requirements of the Michigan Brownfield Redevelopment Financing Act and the Michigan Natural Resources and Environmental Protection Act. This will involve review and approval of various reports and work plans by the MDEQ to insure all potential exposure pathways are evaluated, that future users are not exposed, and that measures are taken by the owners to prevent exacerbation of contamination. Additionally, engineering controls, natural resource use restrictions and

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other institutional controls on the property are typically attached to the property deed and noticed to the local unit of government. If any of these activities will occur through a Brownfield Plan, it will require review and approval from the County BRA and the County Commission upon completion of a public hearing. Additionally, if school taxes will be captured through a Brownfield Plan it will be necessary for MDEQ/MEGA to review and approve the plan.

The BRA is also works with the local health department, so that the Department is aware of any newly discovered risks to human health and the environment related to Brownfields. Throughout the brownfield redevelopment process, there are many opportunities for public scrutiny, input, awareness and regulatory review and approvals. This ensures that protection of the public health and the environment will be verifiable and accountable.

I. Leveraging of Additional Resources

1. Identify the funds that your agency/organization has or will commit.

The County BRA intends to fully utilize Michigan's Brownfield Redevelopment Incentives by utilizing tax increment financing to support project activities. This will include capture of the tax increment for five years in a local site remediation revolving fund which can be used to support brownfield redevelopment activities across the County. Through previous Brownfield Redevelopment successes, this local fund is beginning to grow and can be used to leverage assessment, cleanup, certain infrastructure improvements, demolition, and other activities that support additional Brownfield Redevelopment projects. The Enterprise Group staffs the County BRA and provides in-kind support through miscellaneous expenses (copying, mailings, etc.).

2. Demonstrate your ability to leverage funds.

Jackson County and the County BRA have a strong history of accessing State funds to support Brownfield Redevelopment projects. A variety of State funds have been accessed including Clean Michigan Initiative Grants and Loans, Waterfront Redevelopment Grants, Site Reclamation Grants, and other State funds. Through the capture of tax increment financing from other projects, a revolving fund has been established, which can be used to finance or provide loans for other Brownfield Redevelopment activities. Thus, the Assessment funds truly act as seed money for a revolving fund source to support brownfield redevelopment. When appropriate, additional funding can be sought through Community Development Block Grants, Section 108 Loan Guarantees, and other funding sources. If awarded, this Grant will also compliment and leverage greater investment from federal (FAA) funds used for the airport safety project through assessment of the former airport landfill property in the Target Community.

With the most recent Assessment Grant, the County has been able to leverage significant public investment in brownfield projects. The brownfield successes in Jackson County have retained and created well over 1,000 jobs and leveraged over \$100 million dollars in cleanup, redevelopment, and community investment. These projects and investments would not have taken place without the availability of the Assessment Grants. The Brownfield successes within the County have also spurred additional development activities at properties near the Brownfield properties where other incentives (tax credits, tax increment financing, etc.) were used. These totals do not reflect the secondary benefits that these projects generate in investments at neighboring properties, construction jobs, and multiplier effects of the investments. However, this level of success has been generated by the support of only a

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dozen projects. Many more sites on the priority list of 100 sites still need to be addressed. Clearly, Jackson County's Brownfield Redevelopment program is a vital component to the local economy and a necessary program to continue to support at the local, State and Federal level.

J. Programmatic Capability

1. Demonstrate your ability to manage this grant and successfully perform all phases of work under this grant.

The County has established an active Brownfield Redevelopment Authority under the authority of Michigan's Brownfield Redevelopment Financing Act. The County was awarded a U.S. EPA Brownfield Assessment Grant in 2004 (Cooperative Agreement BF-96550101-0). Using this grant, the Brownfield Redevelopment Authority was able to assess several properties. The Enterprise Group (a pseudo-governmental entity) provides the necessary management and oversight of the grant. The Authority has acquired technical expertise to execute these projects using a competitive RFP process. The responsibilities of the selected consultant(s) include assistance with the Phase I and II Environmental Site Assessments, BEAs, Brownfield Plans, and Cleanup Planning. The Executive Director oversees and directs the activities of the qualified consultant with approvals from the Brownfield Redevelopment Authority. Additional resources are provided by the County to coordinate redevelopment plans with local desires, zoning and site plan requirements.

2. Describe your history of managing federal funds.

Grants received directly from the federal government and managed by the County BRA, The Enterprise Group, and/or the County include:

- EPA Assessment Grant of \$200,000 awarded 9/2004, expired 9/2007.
- EPA Brownfield Cleanup RLF of \$1 million awarded 9/2001, expired 12/31/06.
- EPA Assessment Grant/Pilot Grant of \$350,000 awarded 7/1999, expired 1/31/2004.
- CDBG with Blackman Charter Township in the amount of \$100,000 for water infrastructure to Mid-American Products.
- CDBG/Small Cities Grant for the Village of Parma to fund the road infrastructure into the Parma LDFA property adjacent to MACI in the amount of \$124,345.
- HUD-EDI Grant for \$594,000 at the Armory Arts Site effective 10/1/06 until 9/1/2013.
- CDBG Grant for Armory Arts \$50,000.

The County/BRA/Enterprise Group have also managed State and local Grants specifically for brownfield projects including:

- DEQ Waterfront Redevelopment Grant of \$150,000 awarded 9/2004, expired 9/2007.
- Cool Cities Grant for \$100,000.
- Michigan Council for Arts and Cultural Affairs Grant for \$40,000.
- Jackson Community Foundation Grant for \$20,000.
- Consumers Energy Grant for \$20,000.

The County BRA, Jackson County and its various departments, and The Enterprise Group of Jackson, have a long, successful history of managing federal funds. There has never been any adverse audit findings as related to OMB Circular A-133, nor are any of the entities required to comply with "high risk" terms and conditions under OMB circular 102.

Jackson County Brownfield Redevelopment Authority
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3. Demonstrate compliance with cooperative agreements if you have been a past recipient of an EPA Brownfields Grant.

Jackson County has previously received an EPA Brownfield Assessment Grant (Cooperative Agreement BF-96550101-0). The County BRA which manages the Grant has dutifully filed Quarterly Reports, Annual Reports, Property Profile Sheets and the Quality Assurance Project Plan, and has been held as an example by EPA Project Managers as having provided unusually complete and exemplary reports. For specific projects, Sampling Plans and Health and Safety Plans have been filed with the EPA project manger. The County has complied with procurement requirements and sought opportunities to utilize minority and women-owned business enterprises to support program activities.

4. Describe Plans for tracking and measuring progress

As part of the Quarterly Report preparation, several outcomes are tracked including the amount of private investment leveraged by the grant, jobs created, jobs retained, acres of land re-used, and other factors that are used to track progress toward the goals of economic activity and land preservation. Through business retention visits the BRA continues tracking outcomes long after the redevelopment activity occurs thus keeping our evaluation of grant outcomes up to date.

H:\Projects\Projects_Jackson County BRA\Assessment Grant Application\2006 Jackson County Hazardous Sub. Grant App.doc



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



STEVEN E. CHESTER
DIRECTOR

September 17, 2007

RECEIVED SEP 19 2007

Ms. Amy Torres
Director of Economic Development
The Enterprise Group
One Jackson Square, Suite 1100
Jackson, Michigan 49201

Dear Ms. Kelly:

SUBJECT: Letter of Acknowledgement Regarding the United States Environmental Protection Agency (EPA) Brownfield Grant Proposals for a Brownfield Revolving Loan Fund Grant and to Conduct Community Wide Assessments at Hazardous Substances and Petroleum Contaminated Sites

The purpose of this letter is to respond to your request for acknowledgement of your applications to the United States Environmental Protection Agency (EPA) for brownfield grants under Title II, Subtitle A, of the Small Business Liability Relief and Brownfields Revitalization Act of 2002 (the Brownfields Law). The Department of Environmental Quality, Remediation and Redevelopment Division, has reviewed the information you provided and supports the Jackson County Brownfield Redevelopment Authority's (JCBRA) applications based on the following information.

The JCBRA is applying for a \$1,000,000 Revolving Loan Fund which can be used for cleanup activities on brownfield sites throughout the county. The JCBRA is also applying for a \$200,000 hazardous substances assessment grant, and a \$200,000 petroleum assessment grant in order to conduct community wide assessments of suspected contaminated properties. The applicant is considered eligible for these awards as a general purpose unit of local government as defined under 40 CFR Part 31.3.

The proposals by the JCBRA will allow the county to become self-supporting in redeveloping brownfields and will successfully return formerly productive properties back to the tax rolls and leverage investment dollars to improve the county's economic development and environment. If you have any questions or need additional information, you may contact the Brownfield Redevelopment Coordinator, Mr. Ronald Smedley at 517-373-4805, or you may contact me.

Sincerely,

Robert Reisner, Chief
Funding and Support Unit
Remediation and Redevelopment Division
517-335-6843

cc: Ms. Deborah Orr, USEPA Region 5



Brownfield Redevelopment Authority of Jackson County

Served by The Enterprise Group

October 5, 2007

Ms. Deborah Orr
EPA Region 5
77 West Jackson Boulevard
Chicago, Illinois 60604-3507

Environmental Management Support, Inc.
Attn: Mr. Don West
8601 Georgia Avenue, Suite 500
Silver Spring, MD 20910

Re: U.S. EPA Brownfield Revolving Loan Fund Grant Application for the Jackson County Brownfield Redevelopment Authority, Michigan

Dear Ms. Orr and Mr. West:

The Jackson County, Michigan Brownfield Redevelopment Authority (BRA) appreciates the opportunity to submit this application for a \$1,000,000 Brownfield, Community-Wide Revolving Loan Fund Grant. The Jackson County BRA serves all of Jackson County, Michigan, which is located in the south-central region of Michigan and has a population of 158,422 (2000 U.S. Census). The County is made up of one city, nineteen townships, and seven villages. Jackson County has historically been an industrial based community and economy. Jackson County was originally home to several automobile manufacturers, none of whom remain in operation today. Since the early 1900s, Jackson County has been home to many manufacturers of automotive parts and engine components, tool and die shops, machine shops, foundries and drop forge facilities, electroplating and metal finishing operations, plastic injection molding, and other manufacturing and service operations supporting Michigan's automotive market. Jackson County has felt the brunt of the economic hardships resulting from globalization and recent downturns in the economic health of domestic automakers. The local effect has been plant closings, job layoffs, and bankruptcies, leaving a legacy of abandoned industrial properties throughout every community in the County. With no viable parties left to attend to the environmental challenges at these properties, it has fallen to the public sector and parties interested in redeveloping these sites to secure the funding necessary to address the contaminant issues.

Jackson County formed its Brownfield Redevelopment Authority (BRA) in 1998, one of the first in the State of Michigan. The County BRA is a past recipient of U.S. Environmental Protection Agency funds (Brownfield Pilot Assessment Grant, Brownfield Assessment Grant, and Revolving Loan Fund), State grants and private sources of funding to address and spur redevelopment of Jackson County's many brownfields. Some of these projects have been hugely successful including the Consumers Energy Headquarters project – a 2003 Region V Phoenix Award and People's Choice Award winner. The BRA successfully managed a Brownfield Cleanup Revolving Loan Fund (\$1,000,000) which was used to finance cleanup of the Zimmer Marble brownfield site, supported the \$250 million Kinder-Morgan Power Plant which re-utilized a former tire manufacturing Brownfield site, and has assessed, cleaned up, and supported redevelopment of many other sites. The BRA was also the recipient of a State of Michigan Site Reclamation Grant that was used to cleanup and demolish the former Michigan Industrial Holdings building that had been left vacant. The BRA manages four renaissance zones (essentially a tax-free enterprise zone) to support redevelopment of four large Brownfield sites including the former Goodyear site (113 acres), the Jackson Drop Forge site (5 acres remaining), the Lester Brothers site (20 acres), and the Armory Arts project (35 acres).



Brownfield Redevelopment Authority of Jackson County

Ms. Deborah Orr and Mr. Don West
October 5, 2007
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Served by The Enterprise Group

Although the County BRA has enjoyed many successes, there is much more to do to insure the vitality of our community. The County is pressured daily by the State's unprecedented economic woes, and lacks resources to address these brownfields. Previous financial assistance from the pilot RLF and Assessment Grants has been successfully expended.

A number of properties could be addressed through RLF dollars and in particular, the BRA will target properties in Blackman Township along the two mile long West Michigan Avenue Corridor, extending north to I-94 and incorporating the airport to the west. The area is home to several large, closed industrial sites (Plastigage, Harvard Industries, TRW Plant). Widespread groundwater problems exist near the former TRW Plant and near the airport where two landfills were once located. Investment in neighboring properties has diminished over the years and the neighborhood is dotted with abandoned manufacturing sites, scrap yards, former service stations, automotive repair facilities, and underutilized lands. The County Airport is completing a \$33 Million Runway Safety Project which will open new lands for airport development (the proposed Airport Commerce Park). These new lands include areas previously occupied by a former 55-acre municipal landfill (not owned or operated by the County). RLF funds could be used to overcome the development challenges and remediation costs that this area will face and provide a response to the potential health risks at residential properties near this area that utilize private groundwater supply wells for drinking water. Such efforts would leverage additional private investment and compliment federal funding (FAA) being used to support the airport renovation. We expect that the airport project will spur redevelopment efforts within this corridor at brownfield sites where RLF funds could be used.

The RLF will provide a tool to address the environmental issues on these sites and access to capital to affect cleanup and redevelopment of properties in the target area and the County as a whole. Through removal of contaminants, we will eliminate exposures to them, creating healthier neighborhoods, restore value to these properties, create taxable value for the community, assist in providing sorely needed jobs, and improve the economic status of the neighborhood and County. The Jackson County BRA has demonstrated success in managing large developments and brownfield redevelopment and the RLF will provide a resource for us to continue to confront the challenges posed by brownfields in the community. We thank you for your time and consideration of our grant request. Upon your review, if you have any questions or require additional information, please do not hesitate to contact us.

Respectfully submitted,

Amy Torres, Executive Director
Jackson County Brownfield Redevelopment Authority

Applicant Information:

1. **Applicant Name:** Jackson County Brownfield Redevelopment Authority
Applicant Address: One Jackson Square, Suite 1100
Jackson, MI 49201
2. **Funding Requested:**
 - a. **Grant Type:** RLF
 - b. **Amount:** \$1,000,000
 - c. **Contamination:** Hazardous Substances and Petroleum
 - d.: Community-wide
3. **Proposed Location:** Jackson County
County Administrator: Randy Treacher, Interim County Administrator
Jackson County Tower Bldg
120 W. Michigan Ave.
Jackson, MI 49201
Phone: (517) 788-4000
Fax: (517) 780-4755
Email: RTreache@co.jackson.mi.us
4. **Project Director:** Ms. Amy Torres
Executive Director
Brownfield Redevelopment Authority
One Jackson Square, Suite 1100
Jackson, MI 49201
Phone: (517) 788-4455
Fax: (517) 782-0061
Email: atorres@enterprisegroup.org
5. **Date Submitted:** October 5, 2007
6. **Project Period:** Five years
7. **Population:** Jackson County – 158,422 (2000 U.S. Census Estimate)
8. **Federal Designation:** Jackson County is not a federal Empowerment Zone, Renewal Community, or Official Recognized Community from DOJ for its Weed and Seed program.
9. **Cooperative Partners:**
 - a. Jackson County Board of Commissioners
James (Steve) Shotwell, Chair
(517) 787-4106
 - b. The Greater Jackson Area Chamber of Commerce
Mindy Bradish, President
(517) 782-8221
 - c. Jackson Area Manufacturer's Association
William Rayl, Executive Director
(517) 782-8268
 - d. The Enterprise Group of Jackson, Inc.
Mr. Steve Czarnecki, Executive Director
(517) 788-4455
 - e. Community Action Agency
Marsha Kreucher, Executive Director
(517) 784-5188
 - f. Jackson County Community Foundation
Shelly Saines, President & CEO
(517) 787-1321
 - g. Jackson County Land Bank
Janet Rochefort, County Treasurer
(517) 768-6724
 - h. South Central Michigan Works
Steve Morrison
(517) 841-5603
 - i. Blackman Township
Raymond Snell, Supervisor
(517) 788-4345 x112
 - j. Jackson County Health Department
Steve Hall, Director of Environmental Health
(517) 788-4420
 - k. Jackson County Economic Development Corp.
Ron Ellison, Chairman (517) 787-4830
 - l. Airport Advisory and Airport Commerce Park Advisory Boards
Kent Maurer, Airport Manager (517) 788-4225

Jackson County Brownfield Redevelopment Authority
Jackson, Michigan
RLF Grant Application

RLF Criteria

Threshold Criteria for RLF

A. Applicant Eligibility

The Jackson County Brownfield Redevelopment Authority is a Redevelopment Agency which is fully sanctioned by the State of Michigan under the authority of Public Act 381 of 1996, the Brownfield Redevelopment Financing Act. The attached letter documents the Authority's eligibility to be an RLF recipient.

B. Jurisdiction

The RLF will serve the entire County.

C. Letter from the State of Michigan

The Jackson County BRA received a letter from the Michigan Department of Environmental Quality (MDEQ) acknowledging the BRA's plans to conduct cleanup activities through the pursuit of Federal grant funds. Please refer to the attached letter.

D. Cleanup Authority and Oversight Structure

1. Describe how you will oversee cleanup at sites.

The Jackson County BRA requires each applicant to obtain approval of cleanup plans from the Michigan Department of Environmental Quality (MDEQ). MDEQ has an established Memorandum of Understanding with the EPA regarding environmental cleanup, liability, and Brownfields Redevelopment. EPA acknowledges that Michigan's Part 201 Cleanup Program provides response actions that are protective of human health and safety; offer an opportunity for public involvement; and allow for appropriate oversight and technical assistance.

There are multiple programs for voluntary cleanups in Michigan. Cleanups completed by non-labile parties will likely be completed under Michigan's nationally-recognized Brownfield Redevelopment program managed by MDEQ. Within this program there are provisions for completion of an Act 381 Work Plan (similar to a RAP) which provides specific details of eligible redevelopment activities, including cleanup, for MDEQ's review and approval. Michigan's program to extend cleanup liability exemptions to non-labile parties (i.e., a Baseline Environmental Assessment and Due Care Plan) also provides an opportunity for MDEQ's approval and oversight. Where cleanup activities will result in the placement of an Engineering or Institutional Control, MDEQ is required to provide approval of the restriction. For petroleum contaminated sites, confirmed releases are required to be reported and enrolled in the State's Leaking Underground Storage Tank Program (Part 213 of P.A. 451). This program utilizes Qualified Consultants and Certified Professionals to conduct rule-driven, risk-based activities that have reporting deadlines and require MDEQ oversight to assure protection of human health and the environment. This application has been discussed with the local MDEQ District Supervisor and the Jackson County BRA is convinced that MDEQ's programs provide a level of oversight to ensure the effectiveness of cleanup actions. MDEQ has expressed their willingness to work with developers/borrowers in advance of the cleanup effort to provide both the borrowers, the BRA and the Loan Review Committee with assurances that the intended cleanup actions will meet the desired cleanup goals and meet State requirements. The BRA has access to additional technical expertise through existing contracts with professional environmental firm(s) that can provide technical review, cleanup implementation oversight, and communication with the MDEQ, BRA, Loan Review Committee, cooperative partners, and the community to ensure that appropriate requirements are met to protect human health and the environment and conditions of the loan are being met. The professional environmental firms working with the BRA were selected in a competitive procurement process consistent with the provisions of 40 CFR 31.36.

2. Legal authority to access and secure sites.

The required legal opinion from the BRA's legal counsel is included in the attached letter.

**Jackson County Brownfield Redevelopment Authority
Jackson, Michigan
RLF Grant Application**

E. Cost Share

Overall the cost share will originate from a variety of eligible sources which will be provided by each borrower. We intend to require the borrower to contribute the 20% match to the funds that are loaned. Acceptable sources will include private funds or non-federal funds such as state cleanup grants/loans, local cleanup grants from the Brownfield Redevelopment Authority from the local site remediation revolving fund, general operating budget funds, or tax increment financing. Additionally, considerations will be made for cost share in the form of labor, material, or services incurred for eligible and allowable expenses under the grant. The 20% match for the loans will supply the cost share for the full \$1,000,000 RLF grant. Closing fees may be charged to cover other expenses related to the execution of the loan (e.g., recording fees).

American Community Survey Data (2000)

Population	Unemployment	Median Household Income	Per Capita Income
158,422	9.0%	\$42,912	\$21,010

F. Legal Authority to Manage the RLF

The required opinion from the BRA's legal counsel is included in the attached letter.

Ranking Criteria for RLF Grants

A. RLF Grant Proposal Budget

Budget Description: Hazardous Substance Sites

Budget Categories	Project Tasks for Loans				
	Task 1 Establishment and Marketing	Task 2 Processing and Executing Loans	Task 3 Mgmt. and Administration	Task 4 Cleanup Oversight	Total
Personnel	\$5,000	\$25,000	\$10,000		\$40,000
Travel			\$1,000		\$1,000
Equipment					
Supplies					
Contractual	\$5,000	\$5,000	\$3,000	\$10,000	\$23,000
Loans		\$674,000			\$674,000
Other					
Subtotal	\$10,000	\$704,000	\$14,000	\$10,000	\$738,000
Cost Share		\$150,000			\$150,000

Budget Description: Petroleum Contaminated Sites

Budget Categories	Project Tasks for Loans				
	Task 1 Establishment and Marketing	Task 2 Processing and Executing	Task 3 Mgmt. and Administration	Task 4 Cleanup Oversight	Total
Personnel	\$5,000	\$12,500	\$5,000		\$22,500
Travel			\$1,000		\$1,000
Equipment					

**Jackson County Brownfield Redevelopment Authority
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Supplies					
Contractual	\$5,000	\$2,500	\$1,500	\$5,000	\$14,000
Loans		\$224,500			\$224,500
Other					
Subtotal	\$10,000	\$239,500	\$7,500	\$5,000	\$262,000
Cost Share		\$50,000			\$50,000

Totals					<u>\$1,000,000</u>
Total Cost Share					<u>\$200,000</u>

Task Descriptions:

Task 1: Establishment and Marketing of Loan Fund

The Jackson County Economic Development Corporation (EDC) Loan Review Committee will refine its existing loan policies, evaluation criteria, loan application materials, and marketing information for the RLF program. These costs are primarily associated with development of loan documents, contractual production of printed marketing pieces, and limited travel expenses. Contractual services are for legal services or financial consultation to complete this task. Some staff time and Loan Review Committee time may also be used to meet a portion of the cost share.

Task 2: Processing and Executing Loans

This task will involve reviewing loan applications, preparation of loan documents and execution of loans. Contractual services include legal counsel or technical oversight necessary to complete this task. The Cost Share represents the match that will be required of developers/borrowers.

Task 3: Loan Management and Administration

This task will include servicing individual loans, including review and processing of disbursement requests, monthly reporting on loan status, tracking reports from borrowers, and any necessary collection activities. Contractual Services for legal counsel, financial consultant, and/or technical consultant have been budgeted. Administration includes the reporting obligations under the cooperative agreement and travel expenses to the Regional and National Brownfield Conferences.

Task 4: Cleanup Oversight

Generally, cleanup oversight will be provided by MDEQ. This task includes contractual technical expertise to communicate technical information to the Brownfield Authority Board, BRA staff, loan review committee and others when we believe that additional expertise is needed. Additionally, the technical consultant will insure that the technical terms and conditions of the loan agreement are met.

B. Community Need

1. Provide a detailed description of the benefiting target communities.

Jackson County is located in Southcentral Michigan between Chicago, Illinois and Detroit, Michigan. Jackson County is historically a manufacturing based economy. Founded in 1829, Jackson has a long history of manufacturing. Manufacturing is still one of the largest employment sectors in the County (*Source: Office of Labor Market Information, September 2006*). In recent decades, many of these jobs have disappeared, lowering the employment levels and household incomes of County residents. The Unemployment Rate for the Jackson MSA was 8.0 for June 2007 compared to 7.2 in May 2007 and 7.1 in June 2006. The American Community Survey estimated

Jackson County Brownfield Redevelopment Authority
Jackson, Michigan
RLF Grant Application

a 9.0% unemployment rate for all of 2006 (*Source: American Fact Finder, American Community Survey 2006*). Clearly unemployment in Jackson County is higher than State and national rates.

The Target Community can generally be described as a large portion of Census Tract 55 in Jackson County, Michigan. It is a neighborhood of lower and moderate income households intermixed in an industrial area. The County Airport is the dominant feature in this area and is surrounded by warehouses, industrial and commercial developments – many of which are vacant and abandoned. Data in the Target Community indicates that this area usually lags behind the County in terms of income and employment (*Source: American Fact Finder, Census 2000 and American Community Survey 2006*).

Unemployment has had an impact on County poverty rates. The State of Michigan average in 2006 is 13.5% of individuals below poverty level. In Jackson County 14.8% of all individuals were below poverty level during 2006. Again, as the State and local economy has worsened considerably since 2000, we would expect poverty rates in the Target Community to be similar to the County rate (*Source: American Fact Finder, Census 2000*). Additionally, these statistics do not reflect recent layoffs and plant closings which continue to have a negative effect on the Jackson County population. In 2005, the local TRW plant located in the Target Community closed, resulting in 340 layoffs. Eaton Corporation, also located in the Target Community recently announced that its two local plants would be consolidated. The consolidation is expected to eliminate up to 190 jobs. Overall, growth in per capita personal income in Jackson County has been slower than for the State and nation, changing 17.0% from 1997 to 2003, compared with a change of 22.9% for Michigan and 24.2% for the U.S. (*Source: 2006 Jackson Community Report Card*).

Location	Population (2000 Census)	Poverty Rate (%) (2000 Census)	Unemployment Rate (%) (2006 average)	Per Capita Income (2006)
United States	281,421,906	12.4	6.4	\$25,267
Michigan	9,938,444	10.5	6.9	\$24,097
Jackson County	162,973	10.9	9.0	\$21,010
Blackman Twp.	22,800	6.6	N/A	N/A
Sources: U.S. Census Bureau, 2000 Census; Bureau of Labor Statistics Data and 2006 American Community Survey N/A – current data not available				

2. Explain how the targeted community will benefit from this grant.

The availability of cleanup funds will assist property owners and developers in the targeted community by providing a financial assistance tool for cleanup activities, one of the larger costs associated with Brownfield Redevelopment. The targeted area is an industrial corridor intermixed with residential housing. Several dozen sites of known or suspected contamination have been identified in this area, some of which are large vacant industrial properties that have closed or gone bankrupt. The RLF will provide a tool to address the environmental issues on these sites and access to capital to affect cleanup and redevelopment of properties in the target area. Through removal of contaminants, exposures to contaminants will be eliminated, creating healthier neighborhoods. Additionally, cleanup will help restore the value of these properties creating taxable value for the community, assist in providing sorely needed jobs, and improve the economic status of the neighborhood. The RLF is expected to leverage additional private investment in the targeted area and improve the area as a whole. Thus, the community will benefit from the anticipated investment through job creation, an increase of the tax base, the elimination of unsafe, blighted buildings, and the appropriate management of contamination.

Brownfields have a number of serious effects on the health of the population in the County. Residents next to urban brownfield sites have increased exposures to contaminants from manufacturing sites, lead, metals, solvents, petroleum compounds, asbestos, air-borne particulates, etc. resulting in increased rates of cancer, asthma, and other diseases. By cleaning up Brownfield sites using this grant, we will reduce threats to human health through inhalation, direct contact, and other exposure pathways.

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Abandoned industrial sites are attractive nuisances to children living in adjacent neighborhoods creating dangerous and potentially harmful playgrounds. Michigan has extremely progressive tax foreclosure laws which funnel many of these abandoned properties into a County-wide Land Bank. The Jackson County Land Bank acts as a clearinghouse for these properties and each property also qualifies under Michigan Law as a "Brownfield". RLF funds will be used to help the Land Bank eliminate vacant dilapidated buildings which attract a criminal element, renovate commercial buildings and houses, and create new housing stock for low income residents.

3. Characterize the impact of brownfields on your target communities.

The manufacturing history of Jackson County has left a legacy of vacant, contaminated properties throughout the County and within the target community. In Jackson County, the MDEQ has identified and placed on its Part 201 list of contaminated sites 91 locations which have contamination from hazardous substances such as solvents, metals, PCBs, and other contaminants. 147 sites have been identified as petroleum contaminated sites from leaking underground storage tanks. There are undoubtedly additional sites of contamination yet to be discovered. Several dozen of these sites are within the target area.

The target area has several low and moderate income residences near or adjacent to these identified sites. These families will continue to be exposed to the negative health and financial effects from brownfields unless they are addressed. Many are exposed to chemicals such as asbestos, lead and various solvents that increase their risk of lead poisoning, asthma, lung diseases and contribute to an individual's risk of cancer. In Jackson County, 3,677 children under age 18 currently have asthma, and 11,366 adults 18 years and older currently have asthma. This accounts for about two deaths each year and a total cost of \$6,239,000 per year (source: Asthma Initiative of Michigan). The National Cancer Institute indicates that the Annual Cancer Incident (71.7 cases per 100,000) and Death (63.5 deaths per 100,000) rates are higher in Jackson County than the State averages (72.5 and 56.7, respectively) during the period 1999-2003.

The impacted properties also have an effect of discouraging investment in neighboring properties, resulting in a cascading negative effect on the valuation of property in the targeted area. Such situations lead to the creation of blighted neighborhoods with disproportionably lower economic conditions, higher crime rates, and increased adverse health risks. Additionally, Brownfields are a significant detriment to the County tax base.

C. Business Plan for RLF Program

1. Business Concept

The RLF will primarily be used to provide loans for cleanup activities. Initial focus will be directed to projects that provide a quick return, both in loan repayment and/or tax increment. This will allow the RLF to revolve quickly and will provide capital and momentum to tackle more challenging sites that are not driven by developers. Loans will typically be provided to borrowers wishing to develop and invest in brownfield sites. Such investment creates an opportunity to utilize tax increment financing to re-pay the loan.

The loans will be leveraged with sources of capital provided by the developer or borrower to meet the cost share requirement. Loans will be structured with the highest level of collateral that is feasible. Potential Borrowers/Developers will be required to provide detailed cleanup plans, budgets, schedules, and demonstrate that cleanup plans have been reviewed and approved by MDEQ. This information will be drafted into a development agreement that memorializes the expectations of the proposed cleanup and/or development and sets requirements that will address the goals of the County's Brownfield Program, i.e., improving community health and prosperity, affordable housing, preservation or creation of greenspace, reuse of infrastructure, etc.

The County BRA will take either a first or secondary position on loans. Interest will be based on the risk of the overall loan, borrower credit worthiness, repayment schedule, likelihood of cleanup success, and whether the loan

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is subordinated. Interest rates will range from 0 to 5%. Depending upon circumstances of the project, interest may be deferred until the redevelopment activities are complete (i.e., affordable housing projects). Guarantees will be required where the level of collateral is deemed insufficient.

No minimum or maximum loan amounts will be established. Loan terms are envisioned to be 3-15 years with the possibility that payments are deferred for a limited time for certain projects (such as affordable housing). The term will be of sufficient length to promote and allow for the intended redevelopment and extended terms may be allowed for loans using tax increment financing for repayment. However, the intention is to coordinate the maturity of the loan with any other financial support for the project so that the developer/borrower can refinance the RLF loan with the increased collateral value brought by the redevelopment effort. A fee will be charged if a monthly payment is more than 15 days overdue, similar to the EDC's current economic development RLF loan policy.

Further, the BRA plans to utilize the RLF in conjunction, where possible, with the MDEQ's existing Grant and Loan program, tax increment financing, New Market Tax Credits, Historic Preservation Tax Credits, the leaking underground storage tank fund, and other State and local incentives, such as Renaissance Zones, to maximize the use of all available financial incentives. Where appropriate, these funds can also be applied to the cost share needs of the loan.

The Jackson County BRA will work to promote the long term viability of the fund by utilizing professional staff skilled in packaging and underwriting loans. Initially projects will be sought which provide a shorter term payback, typically within a five year period. Longer term projects may also be funded if they are tied to a secure source of income such as tax increment financing. Marketing and management costs of the fund will be minimized to the extent possible, and will be funded through interest charges and other fees.

2. Market Analysis

Jackson County BRA intends to utilize the RLF for a variety of projects throughout the County with focus on the target area along West Michigan Avenue and near the airport. The Airport is currently undergoing a \$31 Million runway re-alignment project. This project opens up large tracts of new land for redevelopment. Unfortunately, much of this newly marketable land is occupied by a former landfill. Through our pre-proposal marketing and research, we know that developers will be interested in this new large tract of land with airport access. The Airport Management Team is also marketing this land primarily to businesses that would either utilize the airport or have an aviation-themed business. Airport Management is aware of the County BRA's intent to pursue an RLF and if funded, will be involved in marketing the RLF. Through retention visits in the target area, the RLF will be marketed to businesses located in the target area which may be considering expansion. A new shopping mall is planned near the targeted area, which will increase interest in the real estate market in the target area from these two large investments. For example, interest has been expressed in demolition of a large vacant industrial building (the former Plastigage site) in the target area to make way for new construction. There is well over one half million square feet of vacant building space in the target area and vacancy rates are relatively high – creating ample opportunities for brownfield redevelopment. The expectation of increased economic activity and investment in the target area, combined with the financial incentives through the RLF will help projects such as this move forward.

The BRA is staffed by the Enterprise Group of Jackson which is the County's economic development agency. As such, the Enterprise Group is the primary entity coordinating economic development assistance and financial incentives in the County. Because of this role, the Enterprise Group is well positioned to become aware of proposed developments, business expansions, and investments at the earliest stages. The same staff at the Enterprise Group that coordinate these economic incentives are involved in the Brownfield Authority, the Blackman LDFA (airport property), and the Airport Advisory Board. Thus, team members are capable of marketing the RLF to a broad range of businesses and developers, both locally and from other areas of the Country looking to develop in Jackson County.

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The expectation is that primarily larger sized sites and development projects will access the RLF which typically generate a larger tax increment, helping to collateralize the loan. However, the size of the site or its past use is not considered critical to a funding decision. Borrowers will include primarily businesses, non-profit entities, and local governments.

3. Process for Site Selection

Sites and loans will be given priority based on the following primary criteria:

- 1) credit worthiness and the ability to repay the loan – projects with strong financial capacity and a secure means of repayment, such as tax increment will be ranked higher than those that do not,
- 2) economic development potential such as job creation and retention – projects with job creation or retention or an increase in taxable value score higher than those that do not,
- 3) fit with community plans for growth – projects with appropriate development, compliance with zoning, land use and master plans, and other factors will be preferred,
- 4) reuse of infrastructure and sustainability features – projects that utilize existing infrastructure, incorporate green building practices, LEED projects, have an alternative energy component, or incorporate other sustainable features will be ranked higher than those that do not,
- 5) open space creation and preservation – projects incorporating open space into the development, particularly for trailways or public access will be ranked higher than those that do not, and
- 6) fund availability.

All sites and borrowers will be screened for eligibility as defined in the Brownfields Law utilizing the eligibility criteria provided in the Grant Proposal Guidelines. Where petroleum contaminated sites are considered, the eligibility determination will be made by the State of Michigan.

4. Management and Operational Teams

The BRA contracts with The Enterprise Group of Jackson, a county wide non-profit Economic Development organization, to manage the activities of the BRA including a previous USEPA Revolving Loan Fund and USEPA Assessment Grants. The Enterprise Group is the primary economic development agency for the County of Jackson and has wide experience in providing economic development resources and financial incentives including grant and loan programs, tax credits, marketing of real estate, and brownfield redevelopment.

The Enterprise Group and BRA has just closed out a U.S. EPA Revolving Loan Fund which was awarded in 2001 and has been fully depleted. The same management structure which successfully managed the previous RLF will be utilized. In managing the RLF, The Enterprise Group utilizes its Economic Development Director (Amy Torres), a Manager of Special Projects (Debbie Kelly), a Director of Finance, bookkeeping, and other personnel. In order to ensure that prudent lending practices are utilized for the RLF, the existing EDC Loan Review Committee which is comprised of two local lenders, an accountant, a title company representative, and a member representing local business will act as the RLF Loan Review Committee. This team has vast experience in a myriad of financial matters, loan creation and tracking, economic development and business assistance programs. Through previous experience with the RLF, adequate procedures and programs exist for reviewing loan requests, creating loan documents, tracking loan repayments, and enforcing loan/development agreements. Through the professional staff at the Enterprise Group, support staff, and professional volunteers, a team has been assembled that has sufficient expertise, resources, and available time to manage the RLF. We understand the expected commitment of staff (50% of a full time position) and can meet that need.

Through a competitive process, the Enterprise Group has secured technical expertise from a local consulting firm which can be drawn upon to provide oversight, technical reviews, and peer reviews of technical data and cleanup

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plans. Personnel from this firm have decades of experience in cleanup technologies, regulatory requirements, and brownfield redevelopment programs. The District MDEQ Supervisor is also aware of the RLF application and will be leading MDEQ's involvement in the technical and regulatory evaluation of specific RLF projects. Legal counsel is available on a contractual basis.

The Enterprise Group is audited annually by an outside auditing firm who routinely reviews the payment ledgers, and verifies loan values and interest calculations. The RLF will be established as its own fund with separate accounts to avoid commingling with other assets.

D. Sustainable Reuse of Brownfields

1. Prevent pollution and reduce resource consumption.

RLF funds directly help to reduce or eliminate pollution that may be contaminating groundwater supplies, impacting rivers and streams through storm water runoff, and affecting neighbors through wind-blown contaminated particulates and airborne vapors. Utilizing the RLF to clean up brownfield sites will provide financial assistance to interested parties, encouraging them to consider brownfields, which will help alleviate the pressures on outlying greenspace and farmland. The County BRA also hopes to encourage redevelopment of sites in the target areas and other disadvantaged areas, bringing growth through new investment and jobs, eliminating the blight that has developed in the target area. These efforts help to continue the effective use of existing infrastructure, which reduces the consumption of natural resources. Because infrastructure usually exists at Brownfield sites, re-use of these properties minimizes the need to expend other resources for the new creation of sewers, roads, water supplies, and other resources. Additionally, through MDEQ's involvement in the project, loan recipients will be introduced to MDEQ's various pollution prevention programs including the Clean Corporate Citizen program (a voluntary environmental management system program), the Michigan Business Pollution Prevention Program partnership, the Pollution Prevention Loan Program, and other voluntary, regulatory assistance programs.

Examples where the Brownfield Authority met these goals include the new Consumers Energy Headquarters whose design involved land assembly of 21 vacant, abandoned and blighted urban parcels, the incorporation of the existing historical Post Office Building, restoration of a portion of the adjoining Grand River, development of a river promenade, construction of an outdoor amphitheatre, installation of a public sculpture garden, and creation of five acres of public green space. This effort saved resources through the use of existing infrastructure and preserved for future generations the grand, historic architecture which typified urban core governmental buildings. The Armory Arts redevelopment project is an adaptive re-use of existing historic buildings for residential housing, thus saving considerable resources and avoiding the creation of demolition wastes. The project provides connectivity with a riverwalk trail to the downtown. The BRA is also working with a company to redevelop a former automotive factory in Brooklyn, Michigan into an alternative energy research and development facility. This redevelopment would include utilizing an existing mill pond and dam to produce hydroelectric power sufficient to run the facility. The project would also utilize solar energy, green roofs, and other alternative energy technologies to create a facility that operates "off the power grid".

Projects which incorporate sustainable practices, alternative energy components, pollution prevention through building or equipment modifications, or are LEED certified will be preferred candidates. The Enterprise Group and BRA utilize Development Agreements to ensure developments incorporate the sustainable practices that they propose.

2. Promote economic benefits.

Since many of the projects the County BRA intends to support will be driven by a developer, the RLF will promote projects that result in an economic benefit to the community and its citizens. The reuse of Brownfields returns property to valuable use, increasing the tax base of the local community. Development projects will also result in job creation and secondary economic benefits (e.g., construction jobs, expenditures on suppliers) which are sorely

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needed in Jackson County. Development near brownfield properties is also expected. For example, the BRA's support in the redevelopment of the Armory Arts project has spurred additional development at nearby properties including new construction of the Great Lakes Home Health and Hospice Headquarters and redevelopment of nearby abandoned industrial buildings. The County BRA intends to capture the improved taxable value from reinvestment on a property and place it in a Local Site Remediation Revolving Fund for up to five years. This is a very successful tool established by the Michigan legislature allowing accumulated dollars to be used throughout the County on other brownfield sites. This sustainable use of leveraged investment allows the community to benefit for years to come. For example, the County BRA is just now beginning to see repayments from implementation of a previous USEPA RLF loan and collection of tax increment which in the future will provide funds for brownfield redevelopment activities.

3. Promote a vibrant equitable and healthy community.

Jackson County's previous successes have supported a vibrant, equitable, and healthy community. For example, the BRA's support and investment in the Armory Arts Village provides affordable housing on an equitable basis. The development includes public walkways which connect to other municipal walking trails, promoting healthier lifestyles. The focus of this development as an Arts-based neighborhood provides a catalyst for vibrancy and diversity in the community, attracting young people to settle and invest in our communities, and creating new markets for restaurants, entertainment, retail, and services that support this vibrancy. The County BRA will continue to seek out projects that provide similar benefits.

E. Creation and/or Preservation of Greenspace/Open Space or Nonprofit Purpose

The County BRA will have a higher ranking for Brownfield Redevelopment projects that preserve or create green space. For example, the Consumers Energy project and Armory Arts projects both include the creation of public green spaces. A County-wide trail system is under construction with various legs of the trail already in place. Projects adjacent to the county-wide trail system that enhance the value and accessibility of those trails would also have a higher ranking. Where public green space would be created on a Brownfield, the County's Parks Department will be used to retain control of the property and provide for the long-term maintenance of any engineering or institutional controls.

Redevelopment of Brownfields helps to preserve existing open spaces by alleviating some of the development pressures on undeveloped lands which Jackson County has an abundance of. The RLF funds will help mitigate some of the costs associated with redevelopment of these properties that are not encountered when developing greenfields. This assistance, along with Michigan's other strong Brownfield Redevelopment tools, puts brownfield redevelopment costs on par with development of green spaces.

F. Pre-Award Community Notification

1. In advance of this application, staff has communicated with and sought input from the MDEQ, the airport, and businesses within the target area regarding this RLF grant application. If funded, we will once again meet with these groups to discuss the RLF and seek additional input on ways the RLF can be used.
2. If selected for funding, a Public Hearing will be held at a regularly-scheduled County Commissioner's Meeting. Currently, a Public Hearing is scheduled for the January 2008 meeting. Ample advance notice will be provided through publication in local newspapers. Notice will also be provided to local media outlets for announcement in radio and local television. The application will be made available for public review in the public library and the BRA offices. Contact information to provide written and verbal comments will also be publicized so that parties unable to attend the Public Hearing have an equal opportunity to express their concerns. The Application will also be posted on the Brownfield Authority's website for public viewing.
3. Comments received at the Public Hearing and via other means will be reviewed by the Brownfield Redevelopment Authority at one of its regularly scheduled meetings. Significant comments and the BRA's

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responses will be provided in the RLF Work Plan. While a deadline will be established for the receipt of comments, they will be accepted and considered at any time as we look to continually improve our Brownfield program.

4. These means of notification were selected as the most appropriate means of reaching all citizens in the County and appear to be the best way to broadly announce the application and seek input. These processes allow us to receive comments in a variety of means (verbal, written, phone, email) at any time during the comment period. Thus, this is a broadly accessible process for all of the County's citizens.
5. In addition to the formal public hearing, we will provide presentations to business groups such as the local Chamber of Commerce, real estate groups, neighborhood groups, etc. to both promote the program and solicit input. We will also author articles, promote interviews, and other forms of communication. Retention visits will be scheduled with businesses in the Target Community during the 60 days following announcement of the award, providing an opportunity to communicate the benefits of the RLF directly to businesses in the affected community. BRA staff also communicates directly with businesses that are called on through an email distribution list and staff will solicit input and provide information to the business community through this means.
6. The Brownfield Authority will establish a meeting date at one of its regularly scheduled meetings to review the comments. This would occur after the public comment period. Significant comments and the BRA's response will be included in the RLF Work Plan provided to USEPA. Additionally, the response will be posted on line on the Authority's website.

G. Ongoing Community Involvement

1. Discuss your plan for involving the affected community.

The Brownfield Redevelopment Authority was formed through the input of a Brownfield Task Force composed of citizens, business and community leaders. That task force is represented at each Brownfield meeting as a representative of the citizenry of the County and has opportunity to provide input on funding decisions, redevelopment plans, and all other matters. The availability of the RLF will be promoted through presentations and newsletters to various groups (Chamber of Commerce, Jackson Area Manufacturers Association, County Commissioners, etc.). The Enterprise Group staffs the Brownfield Authority and also staffs several other entities including the Blackman Township Local Development Finance Authority and Downtown Development Authority (DDA) located in the targeted area, the County Economic Development Corporation, the Village of Parma Local Development Finance Authority and the Leoni Township DDA and the Jackson Area Manufacturers Association. Staff is also a member of both the Airport Advisory Board and Airport Commerce Park Advisory Board. Thus, staff will have opportunities to share information with these parties and their constituencies.

The County BRA will publish articles regarding the RLF through the Enterprise Group's regular newsletter, the Jackson Area Manufacturers Association newsletter, and the local newspaper. The Enterprise Group has developed a website for the County BRA and regularly updates the website with Brownfield success stories, a description of available redevelopment tools, and specific information about available properties. Information on the RLF program, including the application, work plan and other pertinent information will be posted on line. Efforts to educate the business community about the program and its benefits through presentations, news articles, attendance at community events, etc. will be made. The BRA has a strong partnership with the local Chamber of Commerce and can work with that organization to further involve the business community. The BRA could utilize the services of a local radio station which features daily guests discussing their programs in a news-talk-radio atmosphere, and the local public media cable TV show which interviews guests daily. The Jackson Area Manufacturers Association produces a locally-broadcast show entitled "Made in Jackson" featuring local business success stories. These media outlets provide a platform for the County BRA to promote the availability and success of the Brownfield Redevelopment program, specifically the RLF, and involve the community.

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2. Describe your efforts and/or plans to develop partnerships at the local, state, and/or tribal level with other stakeholders.

The County Brownfield program is strongly supported by the area Chamber of Commerce, the Jackson Area Manufacturers Association, the Jackson County Community Foundation, the Jackson County Arts and Cultural Alliance, and others. A strong working relationship also exists with the Jackson County Land Bank, Michigan Department of Environmental Quality (MDEQ) and the County Health Department. MDEQ staff is regularly invited to attend the meetings of the Brownfield Authority and their involvement in RLF projects will be a necessary part of loan agreements. Because of the focus on the target area surrounding the airport, we will also work closely with airport management through staff's appointment on their advisory boards, as they will have significant opportunity to either utilize the RLF or promote the RLF to developers of excess brownfield lands created from the runway re-alignment project.

3. Describe your specific plans for communicating the progress of your project(s) to citizens.

The County BRA continues to communicate through regularly scheduled and publicly noticed meetings and invites the public to those meetings. The County BRA will continue to promote and communicate the Brownfield Program through articles in newspapers, communications to various boards and councils. We will seek opportunities to communicate the benefits and successes of the program with in the local media outlets including the local newspaper (Jackson Citizen Patriot), television, radio outlets, as well as websites and attendance at public meetings and hearings. Additional efforts to specifically communicate with citizens in target areas where projects are proposed or active will be implemented. Where a language barrier exists, a major local employer, Consumers Energy, can provide outreach through its employees fluent in many languages. A representative of Consumers Energy sits on the BRA Board. When there is a specific project success, the BRA has plans and the capacity to promote those successes – typically hosting a groundbreaking ceremony or open house with invitations to BRA partners, government officials and others; coordinating press releases; updating the website with project success stories; and other appropriate efforts. We regularly track the outcomes of Brownfield projects, specifically tracking job creation and retention, acres of land preserved, acres of greenspace created, cleanup efforts, dollars and other resources leveraged by the loan, and other factors. These highlights are publicized and are available in the Quarterly Reports which are also posted on the BRA website.

4. Provide a list of the community-based organizations involved in this project.

The Jackson County Board of Commissioners
James (Steve) Shotwell, Chair (517) 787-4106

The Greater Jackson Area Chamber of Commerce
Mindy Bradish, President (517) 782-8221
Provides support and promotion for brownfield redevelopment in the business community.

Jackson Area Manufacturer's Association
Mr. William Rayl, Executive Director (517) 782-8268
Provides support and promotion for brownfield redevelopment in the business community.

The Enterprise Group
Mr. Steve Czarniecki, Executive Director (517) 788-4455
A County-wide economic development corporation which provides promotion for brownfield redevelopment initiatives in the business community.

Community Action Agency
Marsha Kreucher, Executive Director (517) 784-5188
A non-profit organization assisting low-income persons reach self-sufficiency. Supports the Brownfield program.

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Jackson County Community Foundation

Shelly Schadewald, President & CEO (517) 787-1321

County-wide charitable organization supporting a sustainable, healthy community. Supports the Brownfield program.

Blackman Township

Raymond Snell, Supervisor (517) 788-4345 x112

Primary Local Governmental Entity for the Target Area

Jackson County Land Bank Authority

Janet Rochefort, County Treasurer (517) 768-6724

County agency responsible for managing tax reverted property.

Jackson County Health Department

Steve Hall, Director of Environmental Health (517) 768-1659

Responsible for coordinating response to human health risks posed by Brownfields, public education.

Jackson County Airport Advisory Board and Airport Commerce Park Advisory Board

Kent Maurer, Airport Manager (517) 788-4225

Managing County's largest infrastructure project ever and located in the Target Area

Jackson County Economic Development Corp.

Ron Ellison, Chairman (517) 787-4830

EDC Loan Review Committee will serve as the RLF Loan Review Committee

H. Reduction of Threats to Human Health and the Environment

1. Describe how the funds will be used to identify and reduce threats to human health and environment within the target area.

Over 200 sites of known contamination exist in the County – dozens of which are located in the target area. Sites in the target areas include former industrial plants which have contributed to a large area-wide groundwater contamination plume of chlorinated solvents, former gas stations with leaking underground storage tanks, scrap yards with contaminated soils containing PCBs, metals and solvents, and the former municipal landfill on the airport lands which will be made available for redevelopment. Through assessment work previously completed at the airport landfill, the BRA is aware of several residential properties near the former landfill that utilize private water supply wells to provide drinking water. These residents are at risk from contamination associated with the former landfill. In this specific situation, RLF funds could be directed toward an appropriate response to protect those citizens which could include groundwater treatment, alternate supplies, institutional controls and/or relocation of the residents. Where public health concerns are identified, the County Health Department will be informed.

The BRA has experience working with businesses and the MDEQ implementing cleanups. With the previous RLF, an area of solvent-contaminated soil and groundwater was remediated with unique cleanup technologies to remove the risk to drinking water supplies in the area. Cleanup activities in Michigan utilize a risk-based approach which primarily utilizes established cleanup criteria developed for different land uses (residential, commercial, industrial). These established cleanup criteria provide the goals for cleanup actions that will reduce threats to human health and the environment. Additionally, through Michigan's Due Care requirements, property owners – regardless of their liability status - are required to ensure that they do not exacerbate existing contaminants or allow for any unacceptable exposures. MDEQ will review the cleanup plans so the level of protection achieved is suitable for the community and the development.

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Many cleanup actions culminate in the placement of an Engineering or Institutional Control on the property, which must be approved by the MDEQ. They are then recorded by the Registrar of Deeds and run with the title in perpetuity. This mechanism provides for long-term maintenance of the required control. Where physical maintenance of a control is needed, escrow accounts can be used to establish a secure source of funds to ensure maintenance can be performed as needed (e.g., escrow account to resurface an asphalt barrier to soil contaminants). If deemed necessary to ensure the adequacy of the remedial action, such a measure can be made a condition of the loan and/or development agreement.

Abandoned industrial sites are also attractive nuisances to children living in adjacent neighborhoods creating dangerous and potentially harmful playgrounds. Michigan has extremely progressive tax foreclosure laws which funnel many of these abandoned properties into a County-wide Land Bank. The Jackson County Land Bank acts as a clearinghouse for these properties and each property also qualifies under Michigan Law as a "Brownfield". In collaboration with the Land Bank, the RLF will help eliminate vacant dilapidated buildings and blighted housing which attract a criminal element. These efforts will result in the renovation of commercial buildings and housing and assist in creating new housing stock for low income residents.

2. Describe how you are working with your state or local public health department to ensure protection of human health and the environment.

We have an ongoing relationship with MDEQ including the implementation of a previous RLF where solvent-contaminated soil and groundwater was remediated. Prior to preparing this application, the local MDEQ District and Local Health Department were approached and told of our desire to secure this grant and their input was solicited. The Local Health Department will work with the BRA and borrowers on projects that involve monitoring the quality of private water supply wells, migration of contaminants off-site, and other public health issues. MDEQ will work with the County BRA and developers/borrowers in advance of the cleanup effort to provide the borrowers, BRA and Loan Review Committee with assurances that the intended cleanup action will meet the desired cleanup goals. The Jackson County BRA intends to require that each applicant first approach the MDEQ to request approval of cleanup plans and oversight. Our previous RLF included remediation of highly contaminated soils and groundwater and MDEQ was involved in the review and approval of the cleanup alternatives evaluated, work plans, implementation of cleanup technologies, oversight of groundwater monitoring activities, and reviewed documentation of the final remedy. A similar level of effort from MDEQ will be available for this RLF.

There are multiple programs for voluntary cleanups in Michigan. Cleanups completed by non-labile parties will likely be completed under Michigan's nationally-recognized Brownfield Redevelopment program managed by MDEQ. Within this program there are provisions for completion of an Act 381 Work Plan (similar to a RAP) which provides specific details of eligible redevelopment activities, including cleanup, for MDEQ's review and approval. Michigan's program to extend cleanup liability exemptions to non-labile parties (i.e., a Baseline Environmental Assessment and Due Care Plan) also provides an opportunity for MDEQ's approval and oversight. Where cleanup activities will result in the placement of an Engineering or Institutional Control, MDEQ is required to provide approval of the restriction. For petroleum contaminated sites, confirmed releases are required to be reported and enrolled in the State's Leaking Underground Storage Tank Program (Part 213 of P.A. 451). This program utilizes Qualified Consultants and Certified Professionals to conduct rule-driven, risk-based activities that have reporting deadlines and require MDEQ oversight to assure protection of human health and the environment. This application has been discussed with the local MDEQ District Supervisor and the Jackson County BRA is convinced that MDEQ's programs provide a level of oversight to ensure the effectiveness of cleanup actions. The BRA is also working with the local health department, so that they are aware of any newly discovered risks to human health and the environment related to Brownfields.

Jackson County Brownfield Redevelopment Authority
Jackson, Michigan
RLF Grant Application

I. Leveraging of Additional Resources

1. Identify the funds that your agency/organization has or will commit.

The Enterprise Group is the primary economic development agency in the County and is adept at putting together large and complex real estate development deals involving the packaging of local and state financing, tax credits, and other incentives. As a partner in the redevelopment of the Armory Arts, significant expertise exists in utilizing and leveraging a variety of sources of financing on a complex scale.

Michigan's Brownfield Redevelopment Incentives allow for an authority to capture five years of tax increment on a project to support brownfield redevelopment activities elsewhere in the County. Through previous Brownfield Redevelopment successes, including repayment of the prior RLF loan, our Local Site Remediation Revolving Fund is beginning to grow and can be used to leverage assessment, cleanup, cost share, and other activities that support Brownfield Redevelopment projects. The Enterprise Group staffs the Brownfield Authority and provides support by covering miscellaneous expenses (copying, mailings, etc.). The Loan Review Committee's efforts in supporting the RLF will be provided as an in-kind service.

2. Demonstrate your ability to leverage funds.

The County BRA has a strong history of accessing State funds to support Brownfield Redevelopment projects. A variety of State funds have been accessed including Clean Michigan Initiative Grants and Loans, Waterfront Redevelopment Grants, Site Reclamation Grants, and other State funds. Through the capture of tax increment financing from other projects, a revolving fund has been established, which can be used to finance or provide loans for other Brownfield Redevelopment activities. When appropriate, additional funding can be sought through Community Development Block Grants, Section 108 Loan Guarantees, and other funding sources. If awarded, the RLF will also compliment and leverage greater investment from federal (FAA) funds used for the airport realignment project.

Through the use of development agreements we will also secure developer commitments to other facets of the redevelopment that help meet our community and redevelopment goals. Our brownfield successes in Jackson County have retained and created well over 1,000 jobs and leveraged over \$100 million dollars in cleanup, redevelopment, and community investment including creation of open spaces and riverwalk access. With these levels of success, we have secured the confidence of County leaders and the public, and it may be possible to secure general funds, if available, to support certain projects.

J. Programmatic Capability/Management Structure

1. Demonstrate your ability to manage this grant and successfully perform all phases of work under this grant.

The County has already successfully implemented a U.S. EPA Revolving Loan Fund, awarded in 2001. This effort was directed at the cleanup of the former Zimmer Marble site. The County BRA, with the assistance of the Enterprise Group staff, was the lead agency for that RLF and successfully implemented the project, managed the grant, and met the various grant requirements (Work Plan, oversight, community notification, reporting, closeout, etc.). The County BRA was awarded a U.S. EPA Brownfield Assessment Grant in 2004 (Cooperative Agreement BF-96550101-0). The Authority has acquired technical expertise to execute these projects using a competitive RFP process.

2. Describe your history of managing federal funds.

Grants received directly from the federal government and managed by the County BRA, The Enterprise Group, and/or the County include:

- EPA Assessment Grant of \$200,000 awarded 9/2004, expires 9/2007.
- EPA Brownfield Cleanup RLF of \$1 million awarded 9/2001, expired 12/31/06.
- EPA Assessment Grant/Pilot Grant of \$350,000 awarded 7/1999, expired 1/31/2004.

**Jackson County Brownfield Redevelopment Authority
Jackson, Michigan
RLF Grant Application**

- CDBG with Blackman Charter Township in the amount of \$100,000 for water infrastructure to Mid-American Products.
- CDBG/Small Cities Grant for the Village of Parma to fund the road infrastructure into the Parma LDFA property adjacent to MACI in the amount of \$124,345.
- HUD-EDI Grant for \$594,000 at the Armory Arts Site effective 10/1/06 until 9/1/2013.
- CDBG Grant for Armory Arts \$50,000

The County BRA/Enterprise Group has also managed State and local Grants specifically for brownfield projects including:

- DEQ Waterfront Redevelopment Grant of \$150,000 awarded 9/2004, expires 9/2007.
- Cool Cities Grant for \$100,000
- Michigan Council for Arts and Cultural Affairs Grant for \$40,000
- Jackson Community Foundation Grant for \$20,000
- Consumers Energy Grant for \$20,000

The Jackson County BRA has never had any adverse audit findings as related to OMB Circular A-133 and is not now required (nor has it been in the past required) to comply with "high risk" terms and conditions under OMB circular 102.

3. Demonstrate compliance with cooperative agreements if you have been a past recipient of an EPA Brownfields Grant.

Jackson County has previously received an EPA Brownfield Assessment Grant (Cooperative Agreement BF-96550101-0). The County BRA dutifully filed Quarterly Reports, Annual Reports, Property Profile Sheets and the Quality Assurance Project Plan, and has been held as an example by EPA Project Managers as having provided unusually complete and exemplary reports. For specific projects, Sampling Plans and Health and Safety Plans have been filed with the EPA project manger. The County has complied with procurement requirements and sought opportunities to utilize minority and women-owned business enterprises to support program activities.

4. Describe Plans for tracking and measuring progress

Outcomes are tracked including the amount of private investment leveraged by the grant, jobs created, jobs retained, acres of land re-used, and other factors that are used to track progress toward the goals of economic activity and land preservation. Through business retention visits the BRA continues tracking outcomes long after the redevelopment activity occurs thus keeping our evaluation of grant outcomes up to date. In addition, standard accounting practices will be used to track financial performance of loans and ensure prompt repayment.

H:\Projects\Projects_JJackson County BRA\2007 Grant Applications\2007 Jackson County RLF App.doc

LAW OFFICES
MARCOUX ALLEN
MARCOUX, ALLEN, SCHOMER, BOWER, NICHOLS, KENDALL & LINDSEY, P.C.

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WILLIAM B. NICHOLS, JR.
ROBERT T. KENDALL III
RICHARD C. LINDSEY, JR.
THOMAS L. THOMPSON
BREE D. VINCENT
STEVEN D. RICK*

*ALSO ADMITTED IN CALIFORNIA

September 18, 2007

Ms. Deborah Orr
EPA Region 5
77 West Jackson Boulevard
Chicago, IL 60604-3507

Dear Ms. Orr:

The Brownfield Redevelopment Authority of Jackson County (the Authority) is seeking a Revolving Loan Fund (RLF) Grant from the U.S. Environmental Protection Agency. If awarded the grant, the Authority will be able to make loans or sub-grants to eligible entities to fund the cleanup of contaminated lands within Jackson County.

As legal counsel for the Brownfield Redevelopment Authority of Jackson County, it is our opinion that:

- a. Pursuant to Section 3(2) of Act 381, M.C.L.A. 125.2653(2), the Authority is a public body corporate and is considered an instrumentality of a political subdivision for purposes of Michigan Public Act 227 of 1972. The basis of this conclusion is the provisions of Act 381 which allow a county, such as Jackson County, to establish a Brownfield Redevelopment Authority by action of the County Board of Commissioners, following which time the Authority operates as a public body corporate, subject in certain circumstances to approval of the County Board of Commissioners. Act 381 vest in the Authority substantial governmental rights, including the right to accept property condemned by the County and considers the use of that property by the Authority to be a public purpose, to authorize, issue and sell tax increment bonds and notes, and otherwise enjoy and exercise powers typically reserved to governmental bodies. Therefore, it is our opinion that the Jackson County BRA is an eligible applicant for the Revolving Loan Fund grant.
- b. The Authority is authorized pursuant to Michigan Public Act 381 of 1996, as amended by Michigan Public Act 145 of 2000 (as so amended, "Act 381"), to perform the actions necessary to manage environmental cleanups. Legal authority for this activity is derived under MCLA 125.2657(1). Jurisdiction for the Authority's activities is proper within the Brownfield zone established from time

to time by the Board of commissioners of Jackson County and concurred with by a city, village, or township pursuant to Section 3(5) of Act 381, MCLA 125.2653(4). The Jackson County BRA can access and/or secure sites in the event of an emergency or default of a loan agreement or nonperformance under a sub-grant.

- c. Pursuant to Section 7(1) of Act 381, MCLA 125.2657(1), the Authority has the power to perform the actions necessary to manage a revolving loan fund, including the power to enter into a cooperative agreement, hold funds, make loans, enter into loan agreements, hold collateral, charge interest, collect payments, and if necessary, seek judicial enforcement of collection procedures.

In rendering this opinion, we have reviewed and considered the following:

- a. Michigan Public Act 381 of 1996.
- b. Michigan Public Act 145 of 2000.
- c. Resolution of Intent to Create and Provide for the Operation of a Brownfield Redevelopment Authority adopted by the Board of Commissioners of Jackson County on May 21, 1998.
- d. Resolution Creating Brownfield Redevelopment Authority adopted by the Board of Commissioners of Jackson County on July 14, 1998.
- e. Resolution Amending the Brownfield Redevelopment Zone adopted by the Board of Commissioners of Jackson County on September 19, 2000.
- f. By-Laws of the Authority adopted on September 8, 1998.

This opinion is being given in connection with the grant request referred to herein, and may be relied upon by the addressee and the entities which they represent, and their counsel, and by the Brownfield Redevelopment Authority of Jackson County.

Very truly yours,



Diane Y. Bower

DYB/mc



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



STEVEN E. CHESTER
DIRECTOR

September 17, 2007

RECEIVED SEP 19 2007

Ms. Amy Torres
Director of Economic Development
The Enterprise Group
One Jackson Square, Suite 1100
Jackson, Michigan 49201

Dear Ms. Kelly:

SUBJECT: Letter of Acknowledgement Regarding the United States Environmental Protection Agency (EPA) Brownfield Grant Proposals for a Brownfield Revolving Loan Fund Grant and to Conduct Community Wide Assessments at Hazardous Substances and Petroleum Contaminated Sites

The purpose of this letter is to respond to your request for acknowledgement of your applications to the United States Environmental Protection Agency (EPA) for brownfield grants under Title II, Subtitle A, of the Small Business Liability Relief and Brownfields Revitalization Act of 2002 (the Brownfields Law). The Department of Environmental Quality, Remediation and Redevelopment Division, has reviewed the information you provided and supports the Jackson County Brownfield Redevelopment Authority's (JCBRA) applications based on the following information.

The JCBRA is applying for a \$1,000,000 Revolving Loan Fund which can be used for cleanup activities on brownfield sites throughout the county. The JCBRA is also applying for a \$200,000 hazardous substances assessment grant, and a \$200,000 petroleum assessment grant in order to conduct community wide assessments of suspected contaminated properties. The applicant is considered eligible for these awards as a general purpose unit of local government as defined under 40 CFR Part 31.3.

The proposals by the JCBRA will allow the county to become self-supporting in redeveloping brownfields and will successfully return formerly productive properties back to the tax rolls and leverage investment dollars to improve the county's economic development and environment. If you have any questions or need additional information, you may contact the Brownfield Redevelopment Coordinator, Mr. Ronald Smedley at 517-373-4805, or you may contact me.

Sincerely,

Robert Reisner, Chief
Funding and Support Unit
Remediation and Redevelopment Division
517-335-6843

cc: Ms. Deborah Orr, USEPA Region 5

COUNTY OF JACKSON

RESOLUTION (11-07.47)

**SUPPORTING THE GRANT APPLICATIONS FROM THE
JACKSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
TO THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
TO SECURE ASSESSMENT FUNDS AND BROWNFIELD CLEANUP REVOLVING
LOAN FUNDS NECESSARY TO PROTECT THE HEALTH OF JACKSON COUNTY
RESIDENTS AND ENCOURAGE ECONOMIC REUSE OF CONTAMINATED
PROPERTIES WITHIN JACKSON COUNTY**

At a regular meeting of the Board of Commissioners of Jackson County, Jackson County, Michigan, held in the County Tower Building, located at 120 West Michigan Avenue in Jackson, Michigan of said County, on the 20th day of November 2007, at 7:35 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Jackson County Board of Commissioners (the "Board"), determined that it is in the best interests of the public to facilitate the identification and treatment of environmentally distressed areas (known as Brownfields) so as to promote revitalization in the area of the County of Jackson, and thereby created the Jackson County Brownfield Redevelopment Authority by Resolution adopted on April 21, 1998; and

WHEREAS, the Board has consistently recognized the importance on encouraging the redevelopment of these Brownfield sites, and has included the redevelopment of Brownfields as a priority in the County's Master Plan; and

WHEREAS, the Board would like to enhance Jackson County's social, economic and environmental well being; and

WHEREAS, the Board recognized the role that U.S. EPA funds have provided to encourage Brownfield Redevelopment in the past as the critical first money in a project; and

WHEREAS, the Board recognizes that the threat to public health from abandoned or underutilized sites with actual or the threat of environmental release is detrimental to the community at large; and

WHEREAS, on this date, the Board held a public hearing, notice of which was given in the newspaper of general circulation, the Jackson Citizen Patriot, to discuss the grant applications from the Jackson County Brownfield Redevelopment Authority to the U.S. EPA. Said funds would be used expressly for the purpose of conducting environmental assessments for 1)Hazardous substances and 2)Petroleum for suspected Brownfield sites for the purpose of encouraging their productive reuse;

NOW, THEREFORE, BE IT RESOLVED THAT: The Jackson County Board of Commissioners has reviewed the grant applications and finds it to be in the best interest of the public and supports the Jackson County BRA's applications.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

)ss.

COUNTY OF JACKSON)

I, the undersigned, the duly qualified and acting County Clerk of the County of Jackson, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board Commissioners of Jackson County at a regular meeting held on the 20th day of November 2007, the original of which resolution is on file in my office.

IT WITNESS WHEREOF, I have hereunto set my official signature, this ____ day of _____, 2007.

Amanda Riska
Jackson County Clerk

From: Jackie Niciporek
To: Cyrocki, Gerard; Riska, Amanda
Date: 11/2/2007 9:21:31 AM
Subject: Re: Witness fee drawer

After talking last evening about this. I have came up with my monthly average for juror fees. Its \$11,000.00 per month. I would like to increase my drawer to \$12,000.00. In October alone, I had \$14620.00. I would keep \$5,000.00 in my drawer and the remaining balance, I would keep in the safe in the clerks office. Please put me on the agenda for P&F meeting.
Thanks, Jackie

>>> Gerard Cyrocki 11/2/2007 8:09 AM >>>
Amanda et al

you need to send your request to Sandy TODAY, so it can get into P&F. I would offer a larger increase for this reason:

if you are coming 3 to 4 times a month lets try to work it down to once a month, that would save all offices the additional time.

\$2,500?

>>> Randy Treacher 11/02/07 7:42 AM >>>
It does require Board action. I will refer you to Gerard for assistance.

>>> Amanda Riska 11/01/07 5:33 PM >>>
Randy,

We would like to increase the amount of money that we maintain in our witness fee drawer so we don't have to order money quite as often. On average we are ordering about three to four times a month, which creates quite a lot of work. We currently request \$800 each time, but we would like to increase the amount to \$1200.

Do we need go before Personnel & Finance for the increase?

Thanks,
Amanda

P.S. I know that the ATM would eliminate us having to maintain a drawer in the office all together. I haven't had time lately to get anymore information than what I have already shown you. **IF** I get some time next week, I will try to look into it further. In the meantime, I think having a larger amount in our office would reduce the amount of time that a clerk spends preparing the info to order, as well as save Admin's time going and getting the money.

Jackie is also looking at possibly increasing the amount she orders too. Since there have been so many jury trials lately, she is having to order money just as much as our office.

CC: Alexander, Kerry; VanDusseldorp, Carrianne

From: Gerard Cyrocki
To: Susanne Schweizer
Date: 11/2/2007 3:52:54 PM
Subject: Re: Request for Budget Adjustment

Sue

please see attached budget adjustment form from County Clerk.

>>> Amanda Riska 11/02/07 3:37 PM >>>
Gerard:

We are requesting a budget adjustment in the amount of \$30,000 for Juror Fees and Mileage.

The 2007 approved amount was \$103,295. Because of the increased amount of jury trials, the courts have spent \$109,729.

We believe the amount of \$30,000 will cover the fees needed for trials throughout the end of the year.

Please feel free to contact me or Jackie if you have any questions.

Thank you.

Amanda

CC: Amanda Riska; Jackie Niciporek; Karen Retter

COUNTY OF JACKSON
BUDGET ADJUSTMENTS
November-07

[illegible][illegible]

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

Jackson County Airport
2007 Budget Adjustments

10/5/2007

REVENUES

<u>Line Item</u>	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended Budget</u>	<u>DIFF.</u>
295100-675410	49,692	12,428		62,120	
295100-675730	33,420		4,956	28,464	
295100-675720	12,144		3,632	8,512	
295100-675735	637	4,915		5,552	
295100-695000	5,000	1,000		6,000	
TOTALS		18,343	8,588		9,755

EXPENSES

<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended Budget</u>	
295100-802050	30,420	6,036	36,456	
295100-931000	12,000	8,719	20,719	
295100-935000	15,000	5,000	10,000	
295100-921000	68,000	2,500	65,500	
295100-802000	9,500	2,500	12,000	
TOTALS		17,255	7,500	9,755

ADD:

245295-675115	0	17,420
245295-931275	0	17,420

PLEASE MAKE SURE BALANCE IS CARRIED OVER TO 2008

Journal Entries

DEBIT

CREDIT

To correct		
246295-931025	413.02	
295100-902000		413.02 was on 6/13/07 Letting of Bid for RW Project
295100-931000		2,293.80 was on 4/16/07 Paul Bengals-ignition module
295100-932000	2,293.80	

Jackson County Department on Aging

November 2007 Budget Adjustment

	Revenue Change	Expense Change	Difference	Primary Reason
101670 In Home Services	30860	28330	2530	Increase in grant, client donations, & Waiver revenue
101671 Senior Centers	988	988	0	Ahead of schedule expending 2006-07 grant
101672 Social Work, Chore, MMAP, Adm.	-4100	-4100	0	Lower Medicare/Medicaid Assistance Program grant
101673 Meals on Wheels	49600	49600	0	USDA per-meal reimbursment no longer capped & more Waiver revenue
101674 Congregate	3300	3300	0	Increase in Max Meal participation
101677 Grandprent Program	-9460	-9460	0	Less State DHS funding for Strong Families Safe Children
101678 Geratric Mental Health	-3000	-3000	0	Intentionally over reported expenses first grant quarter (Oct.-Dec. 06) for Alzheimer's Respite
Overall increase in revenue			2530	

COUNTY OF JACKSON BUDGET ADJUSTMENTS

LINE ITEM					CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION				
								0
101	670	676	008	Prsnl Care Medicaid Waiver	21800	4500		26300
								0
101	670	696	045	Grant-Homemaker/Personal Care	120000	5500		125500
								0
101	670	696	047	Homemaker Medicaid Waiver	30000	18160		48160
								0
101	670	695	000	Miscellaneous	2600	700		3300
								0
101	670	696	006	Donations/Cost Share-Respite	4200		700	3500
								0
101	670	696	040	Donations-Home Care	16600	2700		19300
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
						31560	700	30860

REASONING:

Home Care grants and Medicaid Waiver revenue higher than expected.
Miscellaneous revenue increase for Reg. 2 Area Agency on Aging reimbursement of Unmet Needs.
Home Care and Respite donation level changes.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN	DATE
-------	------

BOARD OF COMM DATE

COUNTY OF JACKSON BUDGET ADJUSTMENTS

[illegible]

REASONING:

Revenue increase will pay for FT and PT pay scale adjustments.

Increase expenses to meet requests for home care services.

DEPT HEAD _____

DATE _____

COMMITTEE DATE

BUDGET DIR _____

DATE _____

ADMIN	DATE
-------	------

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON BUDGET ADJUSTMENTS

[illegible]

REASONING:

Ahead of schedule expending 2006-2007 Health Promotion grant.

Received more than anticipated senior center donations.

Intentionally under reported expenses first grant quarter of Senior Center Operations grant.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

ADMIN DATE

BOARD OF COMM DATE

**COUNTY OF JACKSON
BUDGET ADJUSTMENTS**

LINE ITEM								
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
								0
101	671	705	000	Wages-Part Time	10652		900	9752
								0
101	671	728	000	Printing	4800	1500		6300
								0
101	671	729	000	Postage	1050	1000		2050
								0
101	671	730	000	Office Supplies	3500	150		3650
								0
101	671	811	000	Dues and Publications	260	80		340
								0
101	671	801	000	Professional Services (sr. health promo.)	19600		1800	17800
								0
101	671	816	000	Service Contracts (copy machine)	575	200		775
								0
101	671	861	000	Mileage	800	380		1180
								0
101	671	956	000	Employee Incentive (vol. recognition)	2000		830	1170
								0
101	671	959	060	Respite (volunteer bus tickets)	2000	1208		3208
						4518	3530	988

REASONING:	
PT Volunteer Coordinator position vacant part of the year.	
Need to bill more newsletter and supply costs to Senior Center grant.	

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON BUDGET ADJUSTMENTS

LINE ITEM					CURRENT			AMENDED
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION	BUDGET	INCREASE	DECREASE	BUDGET
								0
101	672	698	000	Case Coordination Grant	20940		500	20440
								0
101	672	698	020	MMAP Grant	16700		7000	9700
								0
101	672	676	000	Chore Donation	2000	600		2600
								0
101	672	676	005	Chore Grant	14600	5500		20100
								0
101	672	695	000	Miscellaneous	3500		2700	800
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
						6100	10200	-4100

REASONING:

State awarded less Medicare Medicaid Assistance Program funding this year.

Chore grant increased to include H.O.M.E.S. program.

Miscellaneous funds budgeted for senior resource guide; Reg. 2 Area Agency on Aging paying vendor directly.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

**COUNTY OF JACKSON
BUDGET ADJUSTMENTS**

LINE ITEM								
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
								0
101	672	704	040	Wages-Longevity	2816	1260		4076
								0
101	672	705	000	Wages-Part Time	68944		8600	60344
								0
101	672	705	500	Wages-Casual	8011		1200	6811
								0
101	672	716	000	Health Insurance	14094	4400		18494
								0
101	672	728	000	Printing	9000		3300	5700
								0
101	672	730	000	Office Supplies	6375	810		7185
								0
101	672	801	000	Professional Services	22000	2530		24530
								0
101	672	816	000	Service Contracts	1500	100		1600
								0
101	672	956	000	Employee Incentive (vol. recognition)	500		250	250
								0
101	672	957	000	Employee Training	700	140		840
						9240	13350	-4110

REASONING:

PT Volunteer Coordinator position vacant part of the year.
 Higher percentage of Account Clerk position with health insurance paid from 101672 instead of 101674.
 Office Supplies paid for parking lot signs and billed to grant.
 Professional Services for longer lawn mowing season this year.
 Service Contract for copy machine maintenance.
 Additional training funds needed for new social work licensure CEU requirements.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON BUDGET ADJUSTMENTS

LINE ITEM					CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION				
								0
101	673	696	062	USDA-Home Delivered Meals	82000	16000		98000
								0
1101	673	696	063	Grant-HDM (Meals on Wheels)	295000	7600		302600
								0
101	673	696	080	HDM Medicaid Waiver	130000	10000		140000
								0
101	673	696	060	Donations-HDM	110000	12000		122000
								0
101	673	696	061	Misc. HDM	3000	4000		7000
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
						49600	0	49600

REASONING:

USDA per-meal reimbursement is no longer capped.

Intentionally under reported expenses first grant quarter for Meals on Wheels grant in conjunction with increased Waiver revenue.

More Medicaid Waiver meals provided than expected.

Providing more meals, thus receiving more client donations.

Misc. Revenue received more food vendor rebates and private pay Meals on Wheels.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM DATE

**COUNTY OF JACKSON
BUDGET ADJUSTMENTS**

LINE ITEM					CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION				
101	673	704	000	Wages-Full Time	182112	11667		193779
101	673	705	000	Wages-Part Time	95724		10000	85724
101	673	716	000	Health Insurance	52488	7200		59688
101	673	705	500	Wages-Casual	128820	3500		132320
101	673	719	000	Worker's Compensation	2079	600		2679
								0
101	673	728	000	Printing	700		500	200
101	673	729	000	Postage	100	250		350
								0
101	673	741	000	Food Charges	320290	16183		336473
								0
101	673	776	000	Cleaning Supplies (MOW packaging)	52500	20000		72500
								0
101	673	816	000	Service Contracts	5500		1000	4500
								0
101	673	861	000	Mileage	2000	700		2700
101	673	863	000	Vehicle Repair & Maintenance	12000		2000	10000
101	673	864	000	Gasoline Usage	22130	3000		25130
								0
								0
						63100	13500	49600

REASONING:

To comply with time documentation requirements two FT Cooks paid from Meals on Wheels.
Part time social worker now working 100% in Geriatric Mental Health Counseling.
Meals on Wheels Clerk retired; new employee has health insurance instead of in-lieu.
Casual wages, food, MOW packaging, & fuel to deliver more meals.
Less kitchen equipment and vehicle repairs (newer vehicles) than expected.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON BUDGET ADJUSTMENTS

[illegible]

REASONING:

USDA reimbursement less than anticipated.

Higher percentage of 2006-2007 Congregate grant received in 2006.

Increased Max Meal participation.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

ADMIN	DATE
-------	------

BOARD OF COMM DATE

**COUNTY OF JACKSON
BUDGET ADJUSTMENTS**

LINE ITEM							
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION	CURRENT BUDGET	INCREASE	AMENDED BUDGET
							0
							0
							0
101	674	705	500	Wages-Casual	63622		60622
101	674	716	000	Health Insurance	24840		22840
							0
							0
101	674	728	000	Printing	1200		200
101	674	728	100	Non-Grant Expenses	4500	3000	7500
101	674	729	000	Postage	340	300	640
101	674	741	000	Food	73600	8000	81600
101	674	776	000	Cleaning Supplies	4000	2200	6200
101	674	801	000	Professional Services	8000		6000
101	674	816	000	Service Contracts	2200		1600
101	674	850	000	Telephone Usage	300	100	400
101	674	861	000	Mileage	2600		1300
101	674	864	000	Gasoline Usage	2000	550	2550
101	674	933	000	Maintenance of Equipment	500		300
101	674	940	000	Rent Expense	7500		6850
101	674	956	000	Employee Incentive (vol. recognition)	100		0
						14150	3300

REASONING:

Higher percentage of Account Clerk position with health insurance paid from 101672 instead of 101674.
 Less kitchen equipment repair this year.
 No longer paying rent in Brooklyn. Reduced volunteer recognition cost.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON BUDGET ADJUSTMENTS

[illegible]

REASONING:

Strong Families Safe Children grant reduced.

Donations lower than expected for regional conference.

Reduction in summer respite program funding.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM DATE

**COUNTY OF JACKSON
BUDGET ADJUSTMENTS**

LINE ITEM							
FUND	DEPT.	ACCOUNT		ACCOUNT DESCRIPTION	CURRENT BUDGET	INCREASE	AMENDED BUDGET
							0
101	677	705	000	Wages-Part Time	1259		759
							0
101	677	705	500	Wages-Casual	19000		17700
							0
101	677	728	000	Printing	1400		1000
							0
101	677	730	000	Office Supplies	1800		1180
							0
101	677	741	000	Food Charges	4700		4500
							0
101	677	801	000	Professional Services	15700		10050
							0
101	677	802	110	Contractual-Unmet Needs	4600		3100
							0
101	677	802	120	Contractual-Respite	4000	705	4705
							0
101	677	816	000	Service Contracts	550	120	670
101	677	850	000	Telephone Usage	240		190
101	677	957	000	Employee Training	400		335
						825	-9460

REASONING:

Moved part time position to in-home respite.
 SFSC 2007-2008 funding to begin 11/1/07; reducing expenses for lower grant amount and not providing SFSC service in October.
 Contractual-Respite for annual Grandparent conference facility rental and food; attendance and cost higher this year.

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR _____

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON BUDGET ADJUSTMENTS

[illegible]

REASONING:

LifeWays grant reduction.

Intentionally over reported expenses first grant quarter for Alzheimer's Respite.

Client co-pay for respite services higher than expected.

Received sponsorship donations for annual caregiver event.

DEPT HEAD _____

DATE _____

COMMITTEE DATE

BUDGET DIR

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM DATE

COUNTY OF JACKSON BUDGET ADJUSTMENTS

LINE ITEM					CURRENT	INCREASE	DECREASE	AMENDED
FUND	DEPT.	ACCOUNT	ACCOUNT DESCRIPTION		BUDGET			BUDGET
								0
101	678	728	000	Printing	1000	500		1500
								0
101	678	729	000	Postage	50	100		150
								0
101	678	730	000	Office Supplies	2000		1400	600
								0
101	678	811	000	Dues and Publications	50		50	0
								0
101	678	801	000	Professional Services	4525		2100	2425
								0
101	678	861	000	Mileage	2800		195	2605
								0
101	678	957	000	Training	900	145		1045
								0
								0
								0
								0
								0
								0
						745	3745	-3000

REASONING:

Printing cost for annual caregiver event ads.
Fewer supplies needed for Anti-Stigma grant.
Training funds needed for social work licensing.
Discontinued Peer Support groups and accompanying mileage.

DEPT HEAD _____

DATE _____

COMMITTEE DATE

BUDGET DIR

DATE _____

ADMIN	DATE
-------	------

BOARD OF COMM DATE _____

Memorandum

To: Randy

From: Gerard

CC: Treasurer's Office

Re: budget adjustment-miscellaneous treasurer's

Below is a Budget adjustments received from Treasurer's office:

101253-664000 Interest income	\$ 800,000 Increase
101253-403000 Property Tax	\$ 325,000 Decrease
101253-404000 IFT Taxes	\$ 122,000 Decrease
101253-405000 LDFA/Misc Abatements	\$ 150,000 Increase
101999-964000 Tax Tribunal	\$ 97,000 Increase
101890-989000 Contingency	\$ 353,000 Increase

This adjustment is being submitted as a result of analyzing our July 2007 property tax levy. The reasons for the above adjustments are as follows:

- a) It was determined that we had underestimated the various tax recapture value.
- b) We are projecting an increase in delinquent personal property taxes.
- c) A recent MTT order with respect to a local utility company.

October 25, 2007

JACKSON COUNTY PARKS

Memorandum

To: County Affairs Committee
From: Jim Guerriero, County Parks Director
Date: Thursday, November 1, 2007
Re: Bid Recommendation for a 4x4 Truck

Bids coming via Interoffice mail

BACKGROUND

The Parks Board at their October meeting authorized recommending approval to the County of the purchase of a 4 x 4 pickup truck from Signature Ford for the low bid amount of \$16,430.00. This is a State Fleet Discount bid.

The bids were as follows:

Art Moehn	\$17,348
Gorno Ford	\$16,500
Seymour Ford	No bid submitted
Signature Ford	\$16,430
Stockbridge Ford	\$18,400

All bidders met the minimum specifications except Art Moehn, which bid the equivalent to a Chevy Colorado.

The vehicle will be used by the Parks Department patrol on the Falling Waters Trail and other nearby county parks, especially in the hunting season – October thru January.

Funding for the vehicle will come from the Falling Waters Trail Project Fund line item 247540-675017 and transferred to the Parks Equipment line item 245208-978208.

The department needs to put this vehicle into immediate use upon your approval and delivery by the dealer.

The vehicle will be clearly identified on both doors as: County of Jackson
Parks Patrol

JACKSON COUNTY PARKS

RECEIVED

NOV 02 2007

JACKSON COUNTY
ADMINISTRATOR'S OFFICE

Memorandum

To: County Affairs Committee
From: Jim Guerriero, County Parks Director
Date: Thursday, November 1, 2007
Re: Bid Recommendation for a 4x4 Truck

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The department needs to put this vehicle into immediate use upon your approval and delivery by the dealer.

The vehicle will be clearly identified on both doors as: County of Jackson
Parks Patrol

Signature

Ford, Lincoln, Mercury, Jeep, Eagle

October 11, 2007

Jackson County
Attn: Parks Department

Dear Parks Department:

Bid Price on Fleet Vehicle as listed below on 2008 Model Year Vehicles:

2008 Ford Ranger 4x4 Supercab 2DR *XL 4.0 L.V6* \$16,430.00 ea

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000 miles 60 months Powertrain Warranty. Service to be handled by your local Ford or Jeep Dealer.

Order Cutoff Date: TBD

Ford Motor Company or DaimlerChrysler does not guarantee delivery---Ford Motor Company or DaimlerChrysler will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

989-725-2888

GORNO AUTOMOTIVE GROUP

PHONE: (734) 676-2200

Jim Agney Direct: (734) 671-4033

Eddie Williams Direct: (734) 231-4747

FAX: (734) 676-7647

TO: Chris COMPANY: Jackson Parks
FAX #: 517-788-8888 TOTAL PGS INCL. COVER 1

DATE: 10/16/07

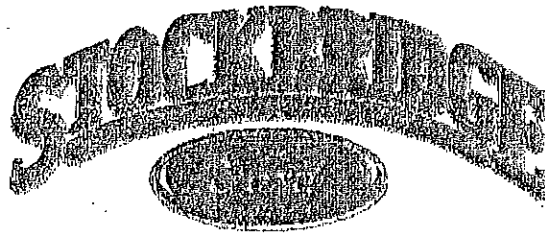
FROM: Eddie Williams RE: 4x4 Range SC

COMMENTS: #4.0L V6, Auto Trans, A/C,

POB Jackson \$16,500.00

up grade to unit
w/ large tires
power mirrors
Fog lights
Trade Tax Prep
AM/PM ed

add
\$645.00



Intersection of M-106 & M-52 • Stockbridge, MI 49285
 (517) 851-7035 • Toll Free: (800) 451-2936 • Fax: (517) 851-8236

RANGER

4x4 XL

\$ 21750.00
 - 2500.00 Rebate

\$ 19250.00

+ plate's

		Suggested Retail Price
R15G	RANGER 4X4 XL SUPERCAB	19350.00
	2008 MODEL YEAR	
YZ	OXFORD WHITE C/C	
RF	MEDIUM DARK FLINT CLOTH	
INCLUDED ON THIS VEHICLE		
	.BLACK MIRRORS	
	.BLK H-BAR GRILLE	
	.WHEELS, STYLED SILVER 15"	
	.SECURILOCK - PATS	
	.BLACK BUMPER	
OPTIONAL EQUIPMENT		
	PREFERRED EQUIPMENT PKG. 861A	
	.XL TRIM	
	.AM/FM STEREO/CLOCK	
99R	.4.0L SOHC V6 ENGINE	
44D	5-SPD AUTOMATIC O/D TRANS	1800.00
T7R	.P235 OWL ALL-TERRAIN TIRES	
XR6	3.73 RATIO LIMITED SLIP AXLE	300.00
153	FRONT LICENSE PLATE BRACKET	
17R	SKID PLATES (2)	140.00
	5000 GVWR	NC
51S	P235 ALL-SEASON SPARE	NC
52N	CRUISE CONTROL/TILT STRG WHL	185.00
53L	TRAILER TOW, CLASS III	215.00
572	AIR CONDITIONING-CFC FREE	850.00
	TOTAL OPTIONS	2890.00
	TOTAL VEHICLE & OPTIONS	22240.00
	DESTINATION & DELIVERY	660.00
	TOTAL FOR VEHICLE	22900.00
	05 U.S. GAL FUEL CHARGE	
	FEAP/IMDA ASSESSMENT	
	SHIPPING WEIGHT 3627 LBS.	
	TOTAL	22900.00

IF I COULD FIND ONE

W/O THE 4 ITEMS YOU DON'T

WANT, I COULD SELL IT

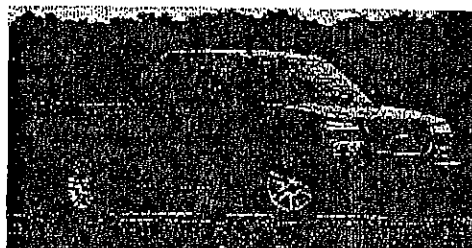
FOR \$ 20900
 - 2500

\$ 18400
 + plate's

CASCADES

Attn:

Chris Youmans



Prepared By:

SALESMAN

Art Moehn Chevy

2200 Seymour

Jackson, MI 49201

Phone: (517) 841-7638

Fax: (517) 787-8660

Email: jnastally@artmoehn.com

2008 Fleet/Non-Retail Chevrolet Colorado 4WD Ext Cab 125.9" Work Truck

PRICING SUMMARY

PRICING SUMMARY - 2008 Fleet/Non-Retail CT15653 4WD Ext Cab 125.9" Work Truck

	<u>MSRP</u>
Base Price	\$19,885.00
Total Options:	\$1,095.00
Vehicle Subtotal	\$20,980.00
Advert/Adjustments	\$0.00
Destination Charge	\$685.00
GRAND TOTAL	\$21,665.00

Your price \$ 17348.00

+ Lic/Tit. transfer

JACKSON COUNTY FAIR REVENUE BUDGET ADJUSTMENTS

Fund: 561100

Acct.#	Acct. Description	Current Budget	Increase	Decrease	Amended Budget
539010	State Appropriation	\$14,000		3,210	\$10,790
651020	Booth Rental	33,000		7,254	25,746
651030	Midway Rental	130,000		6,346	123,654
651090	Concession Rides	34,000	868		34,868
651091	POP Concess. Rides	100,000		45,328	54,672
669030	Rent-Trailer Parking	4,900	1,785		6,685
669040	Rent – Raceway	89,500	1,905		91,405
669050	Rent – Off Season	30,000		15,810	14,190
644000	Sales of Used/Scrap	100	4,460		4,560
651040	Gate Receipts	250,000		56,078	193,922
651050	Grandstand Rec.	540,000		261,553	278,447
651060	Parking	40,000		6,842	33,158
675050	Sponsors/Donations	40,000		33,750	6,250
695000	Miscellaneous	1,500	3,037		4,537
699000	Transfer In – Prior Yr.	69,221	95,798		165,019
TOTALS		\$1,376,221	\$107,853	\$436,171	\$1,047,903

Reasoning: Reducing both revenue and expenses by \$328,318 to bring budget in line at end of year.

Department Head Sally L. Guffis

Date 10/16/2007

Committee Chair Clayton Rul

Date 10/16/07

Budget Director _____

Date _____

Administrator _____

Date _____

Board of Commissioners _____

Date _____

**JACKSON COUNTY FAIR
EXPENSES BUDGET ADJUSTMENTS**

Fund: 561100

Acct.#	Acct. Description	Current Budget	Increase	Decrease	Amended Budget
704000	Wages – Full Time	\$ 174,387	\$	\$ 26,350	\$ 148,037
705020	Clerical Help	4,500	1,770		6,270
705030	Labor During Fair	8,000		1,208	6,792
705040	Labor – Judges	5,000		240	4,760
705500	Wages – Casual	137,035		47,500	89,535
715000	FICA	24,556		3,500	21,056
719000	Workers Comp.	1,605	530		2,135
721000	Termination Costs	-----	1,886		1,886
730000	Office Supplies	12,000	2,000		14,000
742520	Supplies – Premiums	3,800		3,576	224
776000	Cleaning Supplies	5,000	1,150		6,150
802000	Contractual Services	30,000	29,000		59,000
810000	Attorney Services	5,000		3,600	1,400
902000	Advertising	87,000		10,000	77,000
921000	Utilities	52,000		10,000	42,000
931000	Maint. Of Bldg.	30,000		14,000	16,000
932000	Maint. Of Equip.	10,000		4,000	6,000
933000	Maint. Of Office Equip.	2,500		1,000	1,500
935000	Maint. Of Grounds	57,000	7,000		64,000
957520	Class Premiums	60,000		6,900	53,100
958010	Special Attractions	30,000	9,825		39,825
958020	Grandstand Attractions	500,000		232,105	267,895
959000	Miscellaneous	600	500		1,100
968010	Depreciation Expense	98,000		18,000	80,000
TOTALS		\$1,337,983	\$53,661	\$381,979	\$1,009,665

Reasoning: Reducing both revenue and expenses by \$328,318 to bring budget in line at end of year.

Department Head Sally L. Griffis

Date 10/16/2007

Committee Chair Coryoral Kef

Date 10/16/07

Budget Director _____

Date _____

Administrator _____

Date _____

Board of Commissioners _____

Date _____

Commissioner Board Appointments – November 2007

<u>BOARD</u>	<u>NEW TERM EXPIRES</u>	<u>CURRENT MEMBER</u>	<u>APPLICANTS</u>	<u>COMMITTEE RECOMMENDED APPOINTMENTS</u>
<u>Land Bank Authority</u>				
1) One public member – City Appointment	10/2011	David Taylor	David Taylor	David Taylor
<u>Agricultural Preservation Board</u>				
1) One public member with real estate or development interests	6/2008	none.	Patricia Rayl Gregory Sanford	Gregory Sanford
<u>Road Commission</u>				
1) One member	12/2008		Anthony Philipps Michael Swope Marvin Jester	Anthony Philipps

REAL ESTATE PURCHASE AGREEMENT

THIS Real Estate Purchase Agreement, hereafter "Agreement", is made and entered into this ____ day of November, 2007, by and between **LINDA R. DAKE**, a female, 3370 Spring Arbor Road, Jackson, Michigan 49203, hereafter referred to as "Seller" and **THE COUNTY OF JACKSON**, whose address is 120 W. Michigan Avenue, Jackson, Michigan, 49201, hereafter referred to as "Purchaser".

WHEREAS, the Sellers is the owner of real property and improvements thereon, hereinafter referred to as the "Property", located in Summit Township, Jackson County, Michigan, and more fully described as:

Legal Description attached as Exhibit "A"

Personal Property List attached as Exhibit "B"

Commonly known as 3370 Spring Arbor Road, Jackson, Michigan 49203 together with all improvements thereon, all privileges, rights, easements, hereditaments, and appurtenances belonging thereto as well as all right, title and interest of Seller and in and to all fixtures, cages, streets, alleys, passages and other rights-of-way included therein or adjacent thereto.

B. Seller desires to sell and Purchaser desires to purchase the Property on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants and promises of the parties, it is agreed as follows:

PURCHASE AND SALE

1. Seller shall sell and Purchaser shall purchase the Property on the terms and conditions set forth herein.

2. The purchase price of the land, improvements and building described in attached Exhibit A shall be the sum of One Million Two Hundred Fifty Thousand & 00/100 (\$1,250,000.00) Dollars. The purchase price of the personal property described in attached Exhibit B shall be the sum of Fifty Thousand & 00/100 (\$50,000.00) Dollars.

PURCHASER'S DEPOSIT

3. Upon acceptance of this Agreement by Seller, Purchaser shall deliver to Seller an earnest money deposit in the sum of Five Hundred & 00/100 (\$500.00) Dollars to be held by Seller in escrow and credited to and applied against the purchase price at closing. In the event of written notice by Purchaser to Seller that a Condition Precedent as set forth in paragraph 5 has not been met or satisfied, the earnest money deposit shall be returned to Purchaser. If Purchaser defaults under the Agreement and refuses to close, Seller may retain the earnest money as liquidated damages in addition to the Remedies set forth in paragraph 15

TERMS OF PAYMENT

4. The purchase price shall be paid by the Purchaser to the Seller by means of certified or wire transferred funds at closing.

CONDITIONS PRECEDENT

5. Purchaser's obligation to purchase the Property is conditioned upon the following:

a. Delivery by Seller to Purchaser of a satisfactory title commitment dated on or after the date hereof for a standard ALTA owner's policy of title insurance with exceptions issued by American Title Company of Jackson, Inc. in the amount of the purchase price, including a tax status report, and guaranteeing the title in the condition required for the performance of this Agreement.

FAILURE OF CONDITIONS

6. Should any of the conditions specified in paragraph 5 of this Agreement fail to occur, each party shall have the power (as long as it is not at fault in failure of such condition) exercisable by the giving of written notice to the other party to terminate this Agreement.

TAXES AND ASSESSMENTS

7. Seller represents that she has paid all real estate taxes which are due and payable and that there are no special assessments or installments of special assessments outstanding against the property. All current year taxes, including those first billed in the year of closing (2007 summer and 2007 winter) shall be prorated on a calendar year basis, so that Seller shall pay taxes from the first of the year to closing date and Purchaser shall pay taxes for the balance of the year, including the day of closing. If any bill for taxes is not issued as of the closing date, the current taxable value, homestead status and millage rate shall be used for proration purposes.

CONVEYANCE

8. Upon fulfillment of conditions precedent to the closing of the transaction or waiver of same, Seller shall convey the Property to Purchaser by warranty deed, subject to easements, building and use restrictions of record and other standards permitted exceptions.

WARRANTIES OF SELLER

9. Except as otherwise provided or acknowledged in this Agreement, Seller represents and warrants to, and agrees with Purchaser as follows:

a. Seller's interest in the Property shall be transferred to Purchaser on the closing date, free from liens, encumbrances and other unpermitted exceptions.

b. There is no pending or threatened condemnation or similar proceeding or assessment affecting the Property, nor to the best knowledge and belief of Seller any such proceeding or assessment contemplated by any governmental agency.

c. Seller's current use of the Property complies with all local and state zoning regulations and Seller has otherwise complied with all applicable laws,

ordinances, regulations, statutes, rules and restrictions including zoning restrictions relating to the Property or any part thereof.

d. The Property has full and free access to and from public highways, streets or roads and, to the best knowledge and belief of Seller, there is not pending or threatened governmental proceeding which would impair or result in the termination of such access.

e. Seller is without personal knowledge as to the presence in the Property of any toxic or hazardous substances or of any underground storage tanks. In the event that any underground storage tanks have previously been removed from the Property by the Seller, said tanks were removed in accordance with the appropriate governmental rules and regulations in effect at the time of removal.

f. The performance of the obligations of Seller under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to the Seller or the property.

g. Seller is solvent and has no present intention of applying for relief under the bankruptcy laws of the United States.

WARRANTIES OF PURCHASER

10. Except as otherwise provided or acknowledged in this Agreement, Purchaser represent and warrant to Seller as follows:

a. Purchaser will have fully inspected the property by close or is otherwise fully familiar with the physical condition of the Property, and agrees to accept the Property "as is" in its condition as of the date of this Agreement, subject to reasonable use, wear and tear between the date of this Agreement and the closing date.

b. The performance of the obligations of Purchaser under this Agreement will not violate any contract, indenture, statute, ordinance, judicial or administrative order or judgment applicable to Purchaser.

c. There is no litigation or proceeding pending, or to the Purchaser=s knowledge threatened, against or involving the Purchaser, and the Purchaser does not know or have reason to know of any ground for any such litigation or proceeding which could have an adverse impact on Purchaser or Purchaser=s interest under this Agreement.

CLOSING

11. The closing shall be held as soon as possible as promptly as practical after all necessary documents have been prepared but in no case later than _____, 2007. An additional period shall be allowed for closing to accommodate delays for fulfillment of the conditions precedent.

POSSESSION

12. Possession of the Property shall be delivered by Seller to Purchaser at closing.

DAMAGE TO PROPERTY

13. If between the date of this Agreement and the closing date, all or any part of the Property is damaged by fire or natural elements or other causes beyond Seller's or Buyer's control which cannot be repaired prior to the closing date, either Seller or Purchaser may terminate this Agreement by written notice to the other. If this Agreement is terminated as provided in this paragraph, Seller shall immediately return the earnest money provided by paragraph 3 to Purchaser.

EXPENSES OF CLOSING

14. The expenses of closing described in this paragraph shall be paid in the following manner:

a. Owner's Title Insurance Policy with exceptions issued to Purchaser in connection with the closing shall be paid for by Purchaser.

b. The costs of preparing, executing and acknowledging any deeds or other instruments required to convey title to Purchaser in the manner described in this Agreement shall be paid by the Purchaser.

c. Any cost of transferring and recordation of title shall be paid by Purchaser.

d. Any real estate transfer taxes or other taxes imposed on the conveyance of title of the Property to Purchaser shall be paid by Seller.

e. Each of the parties hereto shall be obligated to pay any attorney fees contracted on their own behalf.

- f. Any other inspection as required by Purchaser to be paid by Purchaser.
- g. The cost of closing at the title company shall be paid by Purchaser.

REMEDIES

15. The remedies of the parties to this Agreement in the event of default by the other party, shall be as follows:

a. If default results from an act or omission of Purchaser, then Seller shall have all remedies available to them, including that of specific performance.

b. If such default results from an act or omission of the Seller, the Purchaser shall have all rights available to it, including the right to terminate this Agreement and have it be of no further force effect or, at Purchaser' option, to commence action for specific performance, monetary damages or other rights and remedies available to them at law or in equity.

MERGER

16. It is understood and agreed that all understandings and agreements made between the parties hereto are merged into this Agreement, which alone fully and completely expresses their agreement, and that the same is entered into after full investigation, neither party relying upon any statement or representation not embodied in this Agreement. All representations, indemnifications and warranties of Seller and Purchaser and Purchaser inspection and all other matters contained in this Agreement shall survive the closing. Seller relies upon the fact Purchaser will make no claim that representations of any nature whatsoever, except those expressed herein, have been made by the Seller.

APPLICABLE LAW

17. This Agreement shall be construed under and in accordance with the laws of the State of Michigan. All obligations of the parties created hereunder are performable in Jackson, Michigan.

ASSIGNMENT OF AGREEMENT

18. This Agreement shall be binding on the respective heirs, personal representatives, successors and assignees hereto. Further, neither party may assign its interest in this Agreement without the prior express written consent of the other.

NOTICE

19. Any notice required or permitted to be delivered hereunder shall be deemed received when sent by United States mail, postage prepaid, certified mail, return receipt requested, addressed to Seller or Purchaser, as the case may be, at the following:

Seller: Linda R. Dake
3370 Spring Arbor Road
Jackson, Michigan 49203

and

Julius J. Hoffman, Esq.
404 S. Jackson St.
P.O. Box 274
Jackson, Michigan 49204

Purchaser: County of Jackson
ATTN: Randall Treacher
Acting County Administrator
120 W. Michigan Ave.
Jackson, Michigan 49201

and

Abbott, Thomson & Beer, PLC
c/o Kevin M. Thomson, Esq.
P.O. Box 450
Jackson, MI 49204-0450

LEGAL CONSTRUCTION

20. In case any one or more of the provisions contained in this Agreement should for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or

unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

TIME OF ESSENCE

21. Time is of the essence of this Agreement.

DESCRIPTIVE HEADING

22. The descriptive headings used herein are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

BROKER'S COMMISSION

23. The Seller and Purchaser warrant to each other that no person or company has provided service as a broker, finder or agent in connection with this Agreement. Seller and Purchaser agree to indemnify each other for any claim asserted by any other person or company purporting to act on their behalf in providing services as a broker, finder or agent in connection with this agreement.

SURVEY

24. Seller shall provide to Purchaser any surveys in Seller's possession. Purchaser may obtain a stake surveyor other such survey as Purchaser may deem necessary at Purchaser's sole cost and expense.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Jackson,
Michigan, on the day and year first above written.

In Presence Of:

SELLER:

Linda R. Dake

**PURCHASER:
JACKSON COUNTY**

By: _____
James E. Shotwell, Jr.
Chairman, Board of Commissioners

Prepared By:
Kevin M. Thomson
ABBOTT & THOMSON, PLC
P.O. Box 450
Jackson, MI 49204-0450

EXHIBIT A

Property located in the Township of Summit, County of Jackson, State of Michigan:

PARCEL 1

Beginning at the West $\frac{1}{4}$ post of Section 8, thence South 89 degrees 30'58" East 840.63 feet, thence North 0 degrees 05' East 40.72 feet to a point on the North right of way line of Spring Arbor Road to a point for the place of beginning of this description, thence North 0 degrees 05' East 692.03 feet, thence South 89 degrees 30'58" East 249.79 feet, thence South 0 degrees 03'53" West 694.79 feet to the North right of way line of Spring Arbor Road, thence North 88 degrees 53'03" West along said right of way line 250.04 feet to beginning. Section 8, Town 3 South, Range 1 West.

PARCEL 2

Beginning at the West $\frac{1}{4}$ post of Section 8, thence South 89 degrees 30'58" East 588 feet, thence North 0 degrees 05' East 532.75 feet to a point for the place of beginning of this description, thence North 0 degrees 05' East 200 feet, thence South 89 degrees 30'58" East 252.63 feet, thence South 0 degrees 05' West 200 feet, thence North 89 degrees 30'58" West 252.63 feet to beginning. Section 8, Town 3 South, Range 1 West.

EXHIBIT B

INVENTORY	3370 SPRING ARBOR ROAD	
CAT AREA	Custom made stainless steel Shorline gates	7
	Custom made stainless steel Shorline panels	18
	XL Custom made stainless steel Shorline panels	3
	Cat climbing trees	7
	Stainless steel sink & countertop	1
	Stainless steel dishes	14
	Custom made stainless steel dish supports	14
	Liter boxes	12
WEST KENNEL	XL Custom made stainless steel Shorline gates	8
	Mason side panels	8
	Mustee dog beds	8
	Custom made stainless steel trim for beds	8
	Rubber matts	8
	Reelcraft Hose reel	1
	Stainless steel dishes	16
	Custom made stainless steel dish supports	16
PET HOLDING	Shorline stainless steel gates	4
	Mason side panels	3
	Shorline cages	6
NORTH KENNEL	XL Custom made stainless steel Shorline gates	22
	Mason side panels	20
	Custom made stainless steel Shorline panels	4
	Mustee dog beds	20
	Custom made stainless steel trim for beds	20
	Rubber matts	20
	Reelcraft hose reels	4
	Stainless steel dishes	40
	Custom made stainless steel dishes supports	40
EXTRA	Mustee dog beds	9
	Custom made stainless steel trim for beds	18
	Stainless steel dishes	30
	Custom made stainless steel dish supports	12
	Shorline dish supports	24
RECEPTION	Dell computers with LCD flat panel monitors	4
	Nortel telephones	2
	Signs	2
LOUNGE	Formica table	1
	Bar stools	4
	Microwave	1
	Acroprint time clock	1
	Bulletin board	1
FOOD PREP AREA	Refridgerator	1
	Food cart	1
	3 compartment stainless steel sink	1

INVENTORY	3366 SPRING ARBOR ROAD	
GROOMING	Pet lift electric tables	4
	Pet lift hydraulic tables	2
	Circuiteer II pet dryers	6
	Speedy pet dryer & stand	1
	Rapid Electric cage dryer	1
	Laube clippers	10
	Oster blades	90
	Scissors	12
	Universal brush	12
	Warner brush	12
	Rakes & replacement blades	12
	Single & double row rakes	12
	Snap on combs	50
	Nail trimmers	6
	Towels	36
	Ribbon	36
	Shampoo	12
	Furminator rakes	8
	Plastic kennel cat crates	6
	Teflon coated combs	10
	Magnetic bars	30
	Tool hook bar	30
	Ribbon	20
	Cologne	6
	Clipper oil	12
CAT AREA	Shorline stainless steel cages	6
	Mason cage fronts	6
	Mason stainless steel side panels	4
	Stainless steel dishes & supports	24
	Pet beds	12
	Liter boxes	12
KENNEL AREA	Mason gates	7
	Mason side panels	7
	Stainless steel dishes	14
	Shorline stainless steel dish supports	14
OUTDOOR EXCERCISE	Mason gates - 3'	7
	Mason panels with gates	5
	Mason panels - 3'	10
	Mason panels - 4'	22
	Mason side panels - 6'	2
JANITOR SUPPLIES	Mop & bucket	1
	SC 200 cleaner	4
	HDQ disinfectant	4

Draft
COUNTY OF JACKSON
POLICY MANUAL

ADMINISTRATIVE

Policy No.
5280

SPONSORSHIP OF COUNTY BUILDINGS AND GROUNDS

PURPOSE

The purpose of this Administrative Policy is to define the process and conditions for sponsorship of County buildings and grounds. It is integral to this policy that all County Departments, Boards, Committees, and Agencies recognize that all County buildings and grounds are owned and controlled by the Board of Commissioners who reserve the exclusive right to establish rules and regulations regarding the sponsorship or naming of buildings and grounds.

GENERAL

The Administrator/Controller must be contacted by the appropriate Department, Board, Committee, or Agency whenever it is expected that this policy may become applicable to an action by that body. The Administrator/Controller will then coordinate the necessary action to inform and receive the concurrence of the Board of Commissioners.

PROCESS AND REGULATIONS

1. The Airport, Fair, and Parks Boards will be responsible for making recommendations directly to the Board of Commissioners (subsequent to the conditions in General above).. All other requests will first be considered by the appropriate Standing Committee and then the Board of Commissioners.
2. No sponsorship will exceed the period of ten (10) years.
3. Any Department, Board, Committee, or Agency considering a sponsorship arrangement is encouraged to solicit proposals so as to obtain the largest number of options and the best financial arrangement for the County.
4. The Board of Commissioners recognizes that in certain circumstances an agent may be used to solicit a sponsor. In the interest of full disclosure, any fees paid to a solicitor will be disclosed in the contract.

Adopted:
Revised:

Adopted:
Revised:

DRAFT
COUNTY OF JACKSON
POLICY MANUAL

FISCAL

DONATIONS

Policy 1160

It is the intent of the Board of Commissioners that all donations to Jackson County be properly documented and recognized. To this end, the following policy applies to all donations of cash, materials, or in-kind services.

Guidelines

Any donation of cash, stocks, or other written instrument must be properly receipted and accounted for as any other revenue to the County. Donations exceeding \$1,000 must be reported to the Administrator/Controller for notification to the Board of Commissioners. In certain instances, the Board of Commissioners may wish to properly recognize the donor for their generosity.

Donations of material, labor or other in-kind contributions estimated to exceed \$1,000 must also be reported to the Administrator/Controller for notification to the Board of Commissioners.

Generally, all donations to the County are acceptable as long as they are given for continuing or enhancing a service that the County provides. Exceptions or questions to the applicability of a donation must be reviewed and approved by the Board of Commissioners prior to the acceptance and use of the donation.

Adopted: 05/16/00
Revised: 00/00/00