

County of Jackson
120 W. Michigan Ave.
Jackson, MI 49201
(517) 788-4335



BOARD OF COMMISSIONERS

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Charles Adkins, Circuit Court Administrator
Tammy Bates, District Court Administrator
Andy Crisenbery, Friend of the Court
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Dr. John Maino, Medical Director
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Jan Seitz, MSU Ext.-Jackson County Director
Marce Wandell, Department on Aging Director
Dave Welihan, Veterans Affairs Officer
Ted Westmeier, Health Officer

County Commission Agenda **May 17, 2011**

Order of Business:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Awards and Recognitions
7. Communications and Petitions
8. Special Orders/Public Hearing(s)
9. Public Comment
10. Special Meetings of Standing Committees
11. Minutes
12. Consent Agenda
13. Standing Committees
 - A. Policy
 - B. County Affairs & Agencies
 - C. Human Services
 - D. Personnel & Finance
14. Unfinished Business
15. New Business
16. Public Comment
17. Commissioner Comment
18. Closed Session
19. Adjournment

Public Comment

Any person desiring to speak on a matter to the Board of Commissioners may do so under the Public Comment items near the beginning and end of the meeting. Please state your name and use the microphone. Please note that the Commission allocates a maximum of five minutes per individual at the beginning of the meeting and three minutes per individual at the end of the meeting for this purpose.

Consent Agenda

Items on the Consent Agenda are items generally routine in nature that have passed a Standing Committee and will be enacted by one motion and one vote. There will be no separate discussion on these items. Any Commissioner may remove an item from the Consent Agenda and it will be considered by separate motion at the proper place during the meeting.

Standing Committees

The Board of Commissioners operates under a Standing Committee system with the following Committees: Policy, County Affairs & Agencies, Human Services, Personnel & Finance. All departments of the County coordinate their business through one of the Standing Committees. The Committees then forward their recommendations to the Board of Commissioners.

Closed Session

The Board of Commissioners is permitted under the Open Meetings Act to go into Closed Session to discuss labor contracts, purchase of property, and certain employee matters if requested by the employee. A two-thirds vote of the Commission is required to go into Closed Session.

"Your interest in your County Government is appreciated"

AGENDA
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
May 17, 2011
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*
2. **INVOCATION** – *by Commissioner Videto*
3. **PLEDGE OF ALLEGIANCE** – *by Chairman Shotwell*
4. **ROLL CALL** – *County Clerk Amanda Riska*
5. **APPROVAL OF AGENDA**
6. **AWARDS & RECOGNITIONS**
 - A. **Proclamation Honoring the Civilian Pilot Training Program and World War II Aviators**
 - B. **Proclamation Supporting a Permanent Home at the Carnegie Library for Two Stained Glass Windows Featuring Jackson's Black Civil War Veterans**
 - C. **Proclamation Supporting the Hanover School Centennial**

Attachments:
*Proclamation – Honoring Civilian Pilot Training Program and World War II Aviators
*Proclamation – Supporting a Permanent Home at Carnegie Library for Two Stained Glass Windows Featuring Jackson's Black Civil War Veterans
*Proclamation – Supporting the Hanover School Centennial
7. **COMMUNICATIONS/PETITIONS** – None.
8. **SPECIAL ORDERS/PUBLIC HEARINGS**
 - 7:10 p.m.** A. **Public Hearing – Resolution (05-11.14) Approving the Brownfield Redevelopment Plan for K2 Property, LLC in Summit Township (1361 Old McDevitt) a Brownfield Redevelopment**

Attachments:
*Memo from JCBRA Staff and attachments (Brownfield Plan and Public Hearing)
*Resolution (05-11.14)
 - 7:15 p.m.** B. **Public Hearing – Register of Deeds and County Clerk Merger**

Attachments:
*Resolution (06-11.16) Combination of the Register of Deeds and County Clerk

9. **PUBLIC COMMENTS**

10. **SPECIAL MEETINGS OF STANDING COMMITTEES**

11. **MINUTES** - Minutes of the 4/19/11 Regular Meeting of the Jackson County Board of Commissioners

Attachments:

*4/19/11 Regular Meeting Minutes

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

A. **County Policy**

1. **Revised/Reviewed Policies**

- **Fiscal Policy 1120 – Interfund Borrowing-Temporary Cash Deficit Policy**
- **Personnel Policy 4010 – Authority**
- **Personnel Policy 4020 – Organizational Meeting**
- **Personnel Policy 4050 – Procedures**

Attachments:

*Policies 1120, 4010, 4020, 4050

B. **County Affairs & Agencies**

2. **2011 Taxable Values and 2011 Millage Request**

Attachments:

*Memo from Equalization Director and attachments

3. **Resolution (05-11.14) Approving the Brownfield Redevelopment Plan for K2 Property, LLC in Summit Township (1361 Old McDevitt) and Public Hearing**

Attachments:

*Memo from JCBRA Staff and attachments (Brownfield Plan and Public Hearing)

*Resolution (05-11.14)

4. **Resolution (05-11.15) Approving a Grant Application to the Michigan Recreation Passport Grant Program for the Swain's Lake Restroom Renovation Project**

Attachments:

*Resolution (05-11.15)

5. Register of Deeds 2010 Annual Report

Attachments:

*Register of Deeds 2010 Annual Report

C. Human Services

**2nd Reading
& Approval**

6. Cat Sale

Attachments:

*HSC Cat Sale Memo

**2nd Reading
& Approval**

7. Microchip Pricing

Attachments:

*HSC Microchip Memo

D. Personnel & Finance

8. Budget Adjustments – Friend of the Court

Attachments:

*Memo from Interim Administrator/Controller

*Budget Adjustment

E. Other Business

9. Claims dated 4/1/11 – 4/30/11

Attachments: None.

13. STANDING COMMITTEES

A. County Policy – *Commissioner Dave Elwell* - None.

B. County Affairs & Agencies – *Commissioner Dave Lutchka*

1. Appointments

a. Retirement, one Chair appointment, term to 5/2014

b. Veterans Affairs, one Persian Gulf member, term to 3/2015

Attachments:

*Commissioner Board Appointments

*Applications

C. **Human Services** – *Commissioner Jon Williams* - None.

D. **Personnel and Finance** – *Commissioner Jim Videto* – None.

14. **UNFINISHED BUSINESS** – None.

15. **NEW BUSINESS**

16. **PUBLIC COMMENTS**

17. **COMMISSIONER COMMENTS**

18. **CLOSED SESSION** – None.

19. **ADJOURNMENT**



Jackson County Proclamation Honoring the Civilian Pilot Training Program and World War II Aviators

Whereas, two key contributions were made by the Jackson Community during World War II – the Civilian Pilot Training Program, administered by (then) Jackson Junior College, and the WWII aviators; and

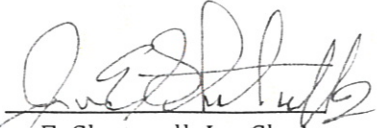
Whereas, fund raising efforts were coordinated by Mr. Bill Maher of Jackson, who was trained in the Civilian Pilot Training Program and flew DC3's during WWII, to fund an original piece of art work to the Aviation Heritage Park honoring the Program and Pilots; and

Whereas, this artwork, commissioned to local artist Brandon Irish, is a bronze bust of a WWII aviator and will be mounted on an engraved granite base; and

Whereas, a second piece of art, donated by Mr. Bob Lazebnik of Jackson, will be a full-sized bronze statue of a WWII bomber pilot. The sculpture will be patterned after a small statue created by Bob's brother, Jack, who piloted B24 aircraft during WWII; and

Whereas, both pieces of artwork are approved by the Airport Board to be installed at Aviation Heritage Park during 2011.

Now Therefore Be It Resolved, that I, James E. Shotwell, Jr., Chairman, Jackson County Board of Commissioners, proclaim profound thanks and gratitude to Mr. Bill Maher and Mr. Bob Lazebnik for their hard work and generosity in the donation and fund raising for the two original pieces of art work that will honor military aviators past, present, and future for the important role they have played in maintaining our Country's freedom.


James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
May 10, 2011



Jackson County Proclamation Supporting a Permanent Home at the Carnegie Library for Two Stained Glass Windows Featuring Jackson's Black Civil War Veterans

Whereas, during the Civil War, black troops from Jackson joined the Union Army and proudly fought in the war to end slavery and unite the states; and

Whereas, even though the Constitution prohibited military service by blacks, they nevertheless enlisted with many joining at Jackson's Camp Blair before heading to Detroit and military service in the south; and

Whereas, two large stained-glass windows featuring etchings of the faces and names of some of Jackson's black Civil War veterans were designed and constructed to memorialize these black troops; and

Whereas, local historian Gerry Blanchard had the idea to honor these brave fighting men and would like the windows permanently installed at the Jackson County District Library's Carnegie Branch, where background information on the troops will accompany the monuments; and

Whereas, it is desired to have the monument's unveiling during Armed Forces Week, May 14-22, 2011.

Now Therefore Be It Resolved, that I, James E. Shotwell, Jr., Chairman, Jackson County Board of Commissioners, proclaim support for the permanent installation of the monuments honoring and memorializing the black troops from Jackson, Michigan, in the Jackson County District Library Carnegie Branch.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
May 10, 2011



Jackson County

Proclamation

Whereas, the Hanover-Horton Area Historical Society and Conklin Reed Organ & History Museum are celebrating the **Hanover School Centennial** (1911-2011) on May 15, 2011 from 1:00 p.m. to 5:00 p.m.; and

Whereas, the original Hanover School turns 100 years old this year, and although it no longer operates as a school, it is part of their museum complex and houses an antique reed organ collection. The reed (pump) organ collection is the largest public collection in the United States; and

Whereas, the Hanover-Horton Area Historical Society was formed and incorporated in 1977 with its prime concern the care and preservation of this extensive collection of antique reed organs. The Society was able to procure the old Hanover High School building built in 1911 on an original 1874 school site; and

Whereas, over the past 27 years, the Society has repaired and maintained the building and cared for the over 130 working organs on display. 82 acres adjacent to the museum were purchased, which is being developed into a historical agricultural park; and

Whereas, the Hanover School site is on the Michigan State Historic Site Register and is in the process of being listed on the National Register of Historic Sites; and

Whereas, this Heritage Park complex provides the community with many additional educational and entertaining opportunities.

Now Therefore Be It Resolved, that I, James E. Shotwell, Jr., Chairman, Jackson County Board of Commissioners, do proclaim support and accolades for the Hanover School Centennial, May 15, 2011, and encourage the residents of Jackson County to attend the Celebration and take advantage of the wonderful resources provided by the efforts of the Hanover-Horton Area Historical Society.

James E. Shotwell, Jr.
Chairman, Jackson County Board of Commissioners
May 13, 2011

Memo

Date: April 29, 2011

To: Adam Brown, County Administrator
Commissioner David Lutchka, Chair, County Affairs & Agencies Committee
Amanda Riska, County Clerk

From: Amy Torres and Debbie Kelly, JCBRA Staff

RE: Resolution approving the Brownfield Redevelopment Plan for K2 Property, LLC in Summit Township and Public Hearing.

The BRA authorized funding to complete a Brownfield Plan on January 6, 2011, for K2 Property, LLC (a.k.a. Klavon's Pizzeria & Pub). The BRA approved the Act 381 Work Plan and the Brownfield Plan to allow tax capture at their April 14, 2011 meeting, and would like to recommend County Commission approval by Resolution at the May 17, 2011 County Commission meeting after the 7:10 p.m. Public Hearing scheduled for that same evening.

The cost of preparing this Brownfield Plan is estimated at \$2,500. This cost is being borne by the Jackson County Brownfield Redevelopment Authority (JCBRA). Additional costs (estimated at \$2,500) may be borne by the Authority for publication costs of public hearing notices and other eligible Authority administrative activities. The cost of developing the Act 381 Work Plan is \$5,000. The fee for Departmental review of \$1,000 is also included.

The Authority has also funded environmental assessment activities at the property including a Phase I Environmental Site Assessment, geophysical survey and survey for asbestos-containing building materials. The total cost for environmental assessment activities is \$7,000. These costs were incurred prior to the adoption of the Brownfield Plan and will be reimbursed with non-school tax increment only. Costs for abatement of the asbestos including removal, disposal, air sampling, and equipment costs are estimated at \$22,500. Demolition costs include building demolition and site demolition (removal of slabs and old utility lines, abandonment of septic system, abandonment of a groundwater monitoring well, etc). These costs are estimated at \$22,000. Upon full reimbursement for these actual eligible costs, the tax increment will be captured for placement in the Local Site Remediation Revolving Fund (LSSRF) for five full years. This Brownfield Plan anticipates the capture of personal property taxes and local taxes.

A copy of the Brownfield Plan is attached along with the proposed resolution, and public hearing notice. The Brownfield Plan will be presented to the Summit Township Board at their May 10, 2011 meeting, which will hopefully result in adoption of a resolution supporting the project.

Requested action at this time is to remind the board of the Public Hearing, scheduled for the May 17, 2011 County Commission Meeting at 7:10 p.m., and to approve a resolution approving the County's Brownfield Plan to include K2 Property, LLC. **Please place this item on the May 9, 2011 County Affairs & Agencies Agenda for consideration. BRA Staff will be in attendance to answer any questions.**

cc: David Stegink, Envirologic Technologies, Inc.
James R. Dunn, Summit Township Supervisor



**JACKSON COUNTY, MICHIGAN
BROWNFIELD REDEVELOPMENT AUTHORITY**

**BROWNFIELD PLAN
FOR A SITE AT**

**1361 OLD MCDEVITT
SUMMIT TOWNSHIP, MICHIGAN**

APRIL 7, 2011

Prepared for:

**Jackson County Brownfield Redevelopment Authority
One 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 County Commission on: _____

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ATTACHMENTS

ATTACHMENT A:	FIGURES <i>Location Map: USGS Topographic Map</i> <i>Site Plan</i>
ATTACHMENT B:	NOTICE OF PUBLIC HEARING
ATTACHMENT C:	NOTICE TO TAXING JURISDICTIONS
ATTACHMENT D:	RESOLUTION APPROVING A BROWNFIELD PLAN ASSESSOR'S DETERMINATION OF FUNCTIONAL OBSOLESCENCE



BROWNFIELD PLAN
1361 OLD MCDEVITT
SUMMIT TOWNSHIP, 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 as determined by the governing body:

(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 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.

(vii) Has substantial subsurface demolition debris buried on site so that the property is unfit for its intended use.

(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 1 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 natural resources and environment.

(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 1 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" means 1 or more of the following:



(i) Baseline environmental assessment activities.

(ii) Due care activities.

(iii) Additional response activities.

(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, 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 former 1975 PA 228, 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 or the acquisition of property by the land bank fast track authority if the acquisition of the property is for economic development purposes.

(F) Assistance to a qualified local governmental unit or authority in clearing or quieting title to, or selling or otherwise conveying, property owned or under the control of a qualified local governmental unit or authority or the acquisition of property by a qualified local governmental unit or authority if the acquisition of the property is for economic development purposes.

(v) Relocation of public buildings or operations for economic development purposes.

(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.

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

(A) 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.

(B) Lead or asbestos abatement.

(viii) Reasonable costs of developing and preparing brownfield plans and work plans.

(ix) For property that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, that is a former mill that has not been used for industrial purposes for the immediately preceding 2 years, that is located along a river that is a federal superfund site listed under the comprehensive environmental response, compensation, and liability act of 1980, 42 USC 9601 to 9675, and that is located in a city with a population of less than 10,000 persons, the following additional activities:

(A) Infrastructure improvements that directly benefit the 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.

(x) For eligible activities on eligible property that is located north of the 45th parallel, that is a facility, functionally obsolete, or blighted, and the owner or operator of which makes new capital investment of \$250,000,000.00 or more in this state, the following additional activities:



(A) 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.

(B) Lead or asbestos abatement.

(xi) Reasonable costs of environmental insurance.

(n) Except as otherwise provided in this subdivision, "eligible property" means property for which eligible activities are identified under a brownfield plan that was used or is currently used for commercial, industrial, public, or residential purposes, including personal property located on the property, to the extent included in the brownfield plan, and that is 1 or more of the following:

(i) Is in a qualified local governmental unit and is a facility, functionally obsolete, or blighted 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.

(ii) 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.

(iii) Is tax reverted property owned or under the control of a land bank fast track authority.

(iv) Is not in a qualified local governmental unit, is a qualified facility, and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (m)(vi).

(v) Is not in a qualified local governmental unit and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (m)(vii).

(vi) Is not in a qualified local governmental unit and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (m)(ix).

(vii) Is located north of the 45th parallel, is a facility, functionally obsolete, or blighted, and the owner or operator makes new capital investment of \$250,000,000.00 or more in this state. 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 school operating purposes to the extent provided under section 1211 of the revised school code, 1976 PA 451, MCL 380.1211.

(viii) Is a transit-oriented development.



(ix) Is a transit-oriented facility.

(o) "Environmental insurance" means liability insurance for environmental contamination and cleanup that is not otherwise required by state or federal law.

(p) "Facility" means that term as defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(q) "Fiscal year" means the fiscal year of the authority.

(r) "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 superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property.

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

(t) "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, transit-oriented development, transit-oriented facility, 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.

(u) "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.



(v) "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.

(w) "Local taxes" means all taxes levied other than taxes levied for school operating purposes.

(x) "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.

(y) "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.

(z) "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.

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

(bb) "Qualified taxpayer" means that term as defined in sections 38d and 38g of former 1975 PA 228, or section 437 of the Michigan business tax act, 2007 PA 36, MCL 208.1437.



(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.

(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; the commercial rehabilitation act, 2005 PA 210, MCL 207.841 to 207.856; or that portion of the tax levied under the tax reverted 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) "Transit-oriented development" means infrastructure improvements that are located within 1/2 mile of a transit station or transit-oriented facility that promotes transit ridership or passenger rail use as determined by the board and approved by the municipality in which it is located.

(ii) "Transit-oriented facility" means a facility that houses a transit station in a manner that promotes transit ridership or passenger rail use.

(jj) "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.

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



II. ELIGIBLE PROPERTIES

1361 OLD MCDEVITT SUMMIT TOWNSHIP JACKSON COUNTY, MICHIGAN

Introduction

The property is a single parcel of land located near the intersection of E. Mcdevitt Road and U.S. 127 in Summit Township. The property is occupied by a former single-story grocery store building. The building was most recently used by a retail store, Browse and Bargain.

The subject property consists of a single parcel of land with a tax identification number of 000-13-24-253-027-02. The legal description, obtained from the Jackson County Equalization Department, is as follows:

BEG AT E 1/4 POST OF SEC 24 TH W 2016.9 FT ALG E&W 1/4 LN OF SD SEC TO ELY LN OF OAK LANE RD EXTENDED S TH N 15DEG 42'E 72.33 FT ALG ELY LN OF OAK LANE RD EXTENDED S TO NLY LN OF RELOCATION OF MCDEVITT RD TO A PT FOR PL OF BEG OF THIS DESCN TH N 15DEG 42'E ALG ELY LN OF OAK LANE RD 126.18 FT TH N 82DEG 09'30"E 350.32 FT TO WLY LN OF CLEAR VISION AREA OF HWY US-127 AND M-50 TH S 55DEG 23'E ALG SD WLY LN OF CLEAR VISION AREA 139.06 FT TH S 18DEG 33'W 85.75 FT TO NLY LN OF MCDEVITT RD RELOCATION TH S 88DEG 56'W 468.30 FT TO BEG SEC 24 T3S R1W

The property has been acquired by K2 Property, LLC. The building will be demolished and a new 7000- to 8000-square-foot restaurant will be constructed on the property. The new investment will include building construction, electrical, plumbing, HVAC, security, sound/AV systems, cash register systems, phone systems, signage and décor, bar and kitchen equipment and furniture, landscaping, and parking lot. Total investment anticipated, including property acquisition costs, is \$1,228,500.

Basis of Eligibility

The property is an “eligible property” based on the designation of the property as “functionally obsolete”. The property has been evaluated by the Summit Township Assessor, a Level 3 Assessor, and determined to meet the definition of “functionally obsolete” as defined in PA 381 of 1996. A copy of the determination is provided in Attachment D. The basis upon which the property was deemed functionally obsolete includes the age of the building (40+ years) and deferred maintenance of the entire structure. According to the Township Assessor, “the building is of low

cost construction in below average to poor condition for structure including roof. In current condition, functionality for retail that requires more than warehouse-type display would require major renovation. Functionality of technology and plumbing are inadequate and would require upgrades for use in a food service business that may not be cost effective”.

The Plan

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

This Brownfield Plan anticipates acquisition of the property and redevelopment of the site as a restaurant. This Plan anticipates an investment in real and personal property of \$1,228,500 in the property.

Potential MDEQ and MEGA costs eligible for reimbursement under this Plan include the following:

- Costs of Preparing this Brownfield Plan (\$2,500)
- Cost of Developing an Act 381 Work Plan (\$5,000)
- Costs of Environmental Assessment Activities (\$7,000)
- Abatement of asbestos-containing building materials (\$22,500)
- Site and Building Demolition (\$22,000)
- Authority expenses in adoption/implementation of the Brownfield Plan (\$2,500)
- MEDC Review of Act 381 Work Plan Fee (\$1,000)
- Contingencies (15%)

The cost of preparing this Brownfield Plan is estimated at \$2,500. This cost is being borne by the Jackson County Brownfield Redevelopment Authority. Additional costs (estimated at \$2,500) may be borne by the Authority for publication costs of public hearing notices and other eligible Authority administrative activities. The cost of developing the Act 381 Work Plan is \$5,000. The fee for Departmental review of \$1,000 is also included.

The Authority has also funded environmental assessment activities at the property including a Phase I Environmental Site Assessment, geophysical survey and survey for asbestos-containing building materials. The total cost for environmental assessment activities is \$7,000. These costs were incurred prior to the adoption of the Brownfield Plan and will be reimbursed with non-school tax increment only.

Asbestos-containing materials identified included floor tile and mastic throughout the building. Roofing material is also presumed to be asbestos-containing. Costs for abatement of the asbestos including removal, disposal, air sampling, and equipment costs are estimated at \$22,500. Demolition costs include building demolition and site demolition (removal of slabs and old utility lines, abandonment of septic system, abandonment of a groundwater monitoring well, etc.). These costs are estimated at \$22,000.

Upon full reimbursement for these *actual* eligible costs, the tax increment will be captured for placement in the Local Site Remediation Revolving Fund (LSSRF) for five full years.

This Brownfield Plan anticipates the capture of personal property taxes and local taxes.

This Brownfield Plan anticipates the capture of State (school) taxes for MEGA (non-environmental) eligible expenses. Because school taxes will be captured, development of an Act 381 Work Plan is required. This Plan will detail the eligibility of the property, a description of eligible costs, a demonstration of how estimated costs were derived, and schedules showing the tax capture and reimbursement process. The Work Plan will be reviewed by MEGA and must be approved first in order to capture the school tax increment.

Adoption of this Brownfield Plan will allow the purchaser/developer to pursue a Michigan Business Tax Brownfield Redevelopment Tax Credit if they so choose.

This Plan does not intend to pay for interest expense.

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

Eligible activities that will be or have been completed at this site include baseline environmental assessment activities (Phase I Environmental Site Assessment, geophysical survey and survey for asbestos-containing materials), asbestos abatement, building and site demolition, preparation of the Brownfield Plan, preparation of an Act 381 Work plan for MEGA Eligible Expenses, the Work Plan review fee, and eligible Authority expenses. Refer to Table 1.



- (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 development of the Environmental Site Assessment, Asbestos Survey, Geophysical Survey, and Brownfield Plan were financed by the Jackson County Brownfield Redevelopment Authority utilizing a U.S. EPA Brownfield Assessment Grant. No advances are anticipated. Table 5 provides the estimated schedule for repayment to the developer (K2 Property, LLC) and the Jackson County Brownfield Redevelopment Authority.

- (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))**

This Plan anticipates that the investment in the property will occur in 2011-2012. The County intends to implement the Plan the tax year following private investment on the property (i.e., anticipates initiating this Plan in 2013). This Plan will then remain in place until the eligible activities have been fully reimbursed or 30 years, whichever occurs sooner.



Table 1

Summary of Eligible Costs to be Reimbursed by Brownfield Plan

1361 Old Mcdevitt
Summit Township, Michigan

MDEQ Eligible Activities*		Estimated Cost
<u>BEA Activities</u>	County BRA	\$ 7,000.00
<u>Due Care Activities</u>		
<u>Additional Response Activities</u>		
Total MDEQ Eligible Activities		\$ 7,000.00
Contingencies (15%)		\$ 1,050.00
Financing Costs		\$ -
TOTAL MDNRE ELIGIBLE COSTS AND CONTINGENCIES		\$ 8,050.00
MEGA Eligible Activities		
Brownfield Plan	County BRA	\$ 2,500.00
Act 381 Work Plan	County BRA	\$ 5,000.00
Site and Building Demolition	K2 Properties, LLC	\$ 22,000.00
Asbestos Abatement	K2 Properties, LLC	\$ 22,500.00
Total MEGA Eligible Activity Costs		\$ 52,000.00
Contingencies (15%)		\$ 7,800.00
Financing Costs		
TOTAL MEGA ELIGIBLE COSTS AND CONTINGENCIES		\$ 59,800.00
Authority Expense	County BRA	\$ 2,500.00
Act 381 Work Plan Review Costs	Developer	\$ 1,000.00
TOTAL BROWNFIELD PLAN ELIGIBLE COSTS		\$ 71,350.00
TOTAL REIMBURSEMENT TO DEVELOPER		\$52,175.00
TOTAL REIMBURSEMENT TO COUNTY BRA		\$ 19,175.00
TOTAL REIMBURSEMENT TO LSRRF		\$ 29,234.25

Table 2

Estimate of Total Captured Incremental Taxes

1361 Old Mcdevitt
Summit Township, Michigan

Parcel 000-13-24-253-027-02 Real and Personal Property

Year	Annual Total Millage†	Initial Taxable Value (Real and Personal Property)	Tax Revenues from Initial Taxable Value	Estimated Future Taxable Value	Estimated Future Tax Revenues	Incremental Tax Revenues	Available for Capture
2013	41.7390	\$ 29,296.00	\$ 1,222.79	\$ 322,000.00	\$ 13,439.96	\$ 12,217.17	\$ 12,217.17
2014	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2015	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2016	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2017	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2018	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2019	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2020	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2021	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2022	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2023	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17
2024	41.7390	\$ 29,296.00	1,222.79	\$ 322,000.00	13,439.96	12,217.17	\$ 12,217.17

† - Does not include debt millages, based on millages from 2010

- (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 subject property consists of a single parcel of land with an address of 1361 Old Mcdevitt and a tax identification number of 000-13-24-253-027-02. The legal description, obtained from the Jackson County Equalization Department, is as follows:

BEG AT E 1/4 POST OF SEC 24 TH W 2016.9 FT ALG E&W 1/4 LN OF SD SEC TO ELY LN OF OAK LANE RD EXTENDED S TH N 15DEG 42'E 72.33 FT ALG ELY LN OF OAK LANE RD EXTENDED S TO NLY LN OF RELOCATION OF MCDEVITT RD TO A PT FOR PL OF BEG OF THIS DESCN TH N 15DEG 42'E ALG ELY LN OF OAK LANE RD 126.18 FT TH N 82DEG 09'30"E 350.32 FT TO WLY LN OF CLEAR VISION AREA OF HWY US-127 AND M-50 TH S 55DEG 23'E ALG SD WLY LN OF CLEAR VISION AREA 139.06 FT TH S 18DEG 33'W 85.75 FT TO NLY LN OF MCDEVITT RD RELOCATION TH S 88DEG 56'W 468.30 FT TO BEG SEC 24 T3S R1W

A map showing the location of the property is included in Attachment A.

The site has been determined to be “functionally obsolete” and is thus 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.

- (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))**

The Brownfield Redevelopment Authority's Local Site Remediation Revolving Fund (LSRRF) will capture five full years of the tax increment after the eligible activities have been reimbursed.

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

Not applicable.

Table 3

Estimate of Annual Captured Incremental Taxes for Each Affected Taxing Jurisdiction
(Real and Personal Property)

1361 Old Mcdevitt
Summit Township, Michigan

Parcel 000-13-24-253-027-02

Taxing Jurisdiction		Township	County	Library	JCC	ISD	School Debt 1992	State Ed	School Operating	Total
Millage		1.8168	5.9909	1.2593	1.1446	8.11	6.35	6	17.4174	48.089
Initial Taxable Value	\$ 29,296.00	\$ 53.22	\$ 175.51	\$ 36.89	\$ 33.53	\$ 237.59	\$ 186.03	\$ 175.78	\$ 510.26	\$ 1,408.82
Future Taxable Value	\$ 322,000.00	\$ 585.01	\$ 1,929.07	\$ 405.49	\$ 368.56	\$ 2,611.42	\$ 2,044.70	\$ 1,932.00	\$ 5,608.40	\$ 15,484.66
Captured Taxable Value	\$ 292,704.00	\$ 531.78	\$ 1,753.56	\$ 368.60	\$ 335.03	\$ 2,373.83		\$ 1,756.22	\$ 5,098.14	\$ 12,217.17

Plan does not include capture of debt millages

*Based on millages from 2010 taxes

Total Millages	48.0890
Total Non-School Millages	18.3216
Total School Millages	29.7674
Total Captured Millages	41.7390
Total Annual Tax Liability	\$ 15,484.66
Total Annual Capturable Tax Increment	\$ 12,217.17
Total School Tax Increment Capturable	\$ 6,854.37
Total Non-School Tax Increment Capturable	\$ 5,362.81

Table 4

Captured Taxable Value and Tax Increment Revenue by Year and Aggregate for Each Taxing Jurisdiction

1361 Old Mcdevitt
Summit Township, Michigan

Parcel 052-040-419-00 Real and Personal Property

Year	Captured Taxable Value	Township	County	Library	JCC	ISD	School Debt 1992	State Ed	School Operating	Total
		1.8168	5.9909	1.2593	1.1446	8.11	6.35	6	17.4174	48.089
2012	\$ -	-	-	-	-	-	-	-	-	-
2013	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83		1,756.22	5,098.14	12,217.17
2014	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83		1,756.22	5,098.14	12,217.17
2015	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83		1,756.22	5,098.14	12,217.17
2016	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83		1,756.22	5,098.14	12,217.17
2017	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83		1,756.22	5,098.14	12,217.17
2018	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83		1,756.22	5,098.14	12,217.17
2019	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83				5,362.81
2020	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83				5,362.81
2021	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83				5,362.81
2022	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83				5,362.81
2023	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83				5,362.81
2024	\$ 292,704.00	531.78	1,753.56	368.60	335.03	2,373.83				5,362.81
TOTAL CAPTURED TAXES		\$ 6,381.42	\$ 21,042.72	\$ 4,423.23	\$ 4,020.35	\$ 28,485.95	\$ -	\$ 10,537.34	\$ 30,588.86	\$ 105,479.87

Table 5
Reimbursement Schedule

1361 Old Mcdevitt
Summit Township, Michigan

Year		Incremental Taxes Captured	Reimbursement to Developer		Reimbursement to County BRA*		Local Site Remediation Revolving Fund*
			Annual	Aggregate	Annual	Aggregate	
2012		\$ -			\$ -	\$ -	
2013	School Incremental Tax Captured	\$ 6,854.37	\$ 6,854.37		\$ -		
	Non-School Incremental Tax Captured	\$ 5,362.81	-		\$ 5,362.81		
	Total Incremental Tax Captured	\$ 12,217.17		\$ 6,854.37		\$ 5,362.81	
2014	School Incremental Tax Captured	\$ 6,854.37	\$ 6,854.37		-		
	Non-School Incremental Tax Captured	\$ 5,362.81			\$ 5,362.81		
	Total Incremental Tax Captured	\$ 12,217.17		\$ 13,708.73		\$ 10,725.61	
2015	School Incremental Tax Captured	\$ 6,854.37	\$ 6,854.37		-		
	Non-School Incremental Tax Captured	\$ 5,362.81	-		\$ 5,362.81		
	Total Incremental Tax Captured	\$ 12,217.17		\$ 20,563.10		\$ 16,088.42	
2016	School Incremental Tax Captured	\$ 6,854.37	\$ 6,854.37				
	Non-School Incremental Tax Captured	\$ 5,362.81	\$ 2,276.22		\$ 3,086.58		
	Total Incremental Tax Captured	\$ 12,217.17		\$ 29,693.69		\$ 19,175.00	
2017	School Incremental Tax Captured	\$ 6,854.37	\$ 6,854.37				
	Non-School Incremental Tax Captured	\$ 5,362.81	\$ 5,362.81				
	Total Incremental Tax Captured	\$ 12,217.17		\$ 41,910.86			
2018	School Incremental Tax Captured	\$ 6,854.37	\$ 1,958.75				
	Non-School Incremental Tax Captured	\$ 5,362.81	\$ 5,362.81				
	Total Incremental Tax Captured	\$ 12,217.17		\$ 49,232.42			
2019	Non-School Incremental Tax Captured	\$ 5,362.81	\$ 2,942.58				\$ 2,420.23
2020	Non-School Incremental Tax Captured	\$ 5,362.81					\$ 5,362.81
2021	Non-School Incremental Tax Captured	\$ 5,362.81					\$ 5,362.81
2022	Non-School Incremental Tax Captured	\$ 5,362.81					\$ 5,362.81
2023	Non-School Incremental Tax Captured	\$ 5,362.81					\$ 5,362.81
2024	Non-School Incremental Tax Captured	\$ 5,362.81					\$ 5,362.81
Totals				\$ 52,175.00		\$ 19,175.00	\$ 29,234.25

*Not eligible for reimbursement with school taxes

school tax as % of total tax rate = 0.56

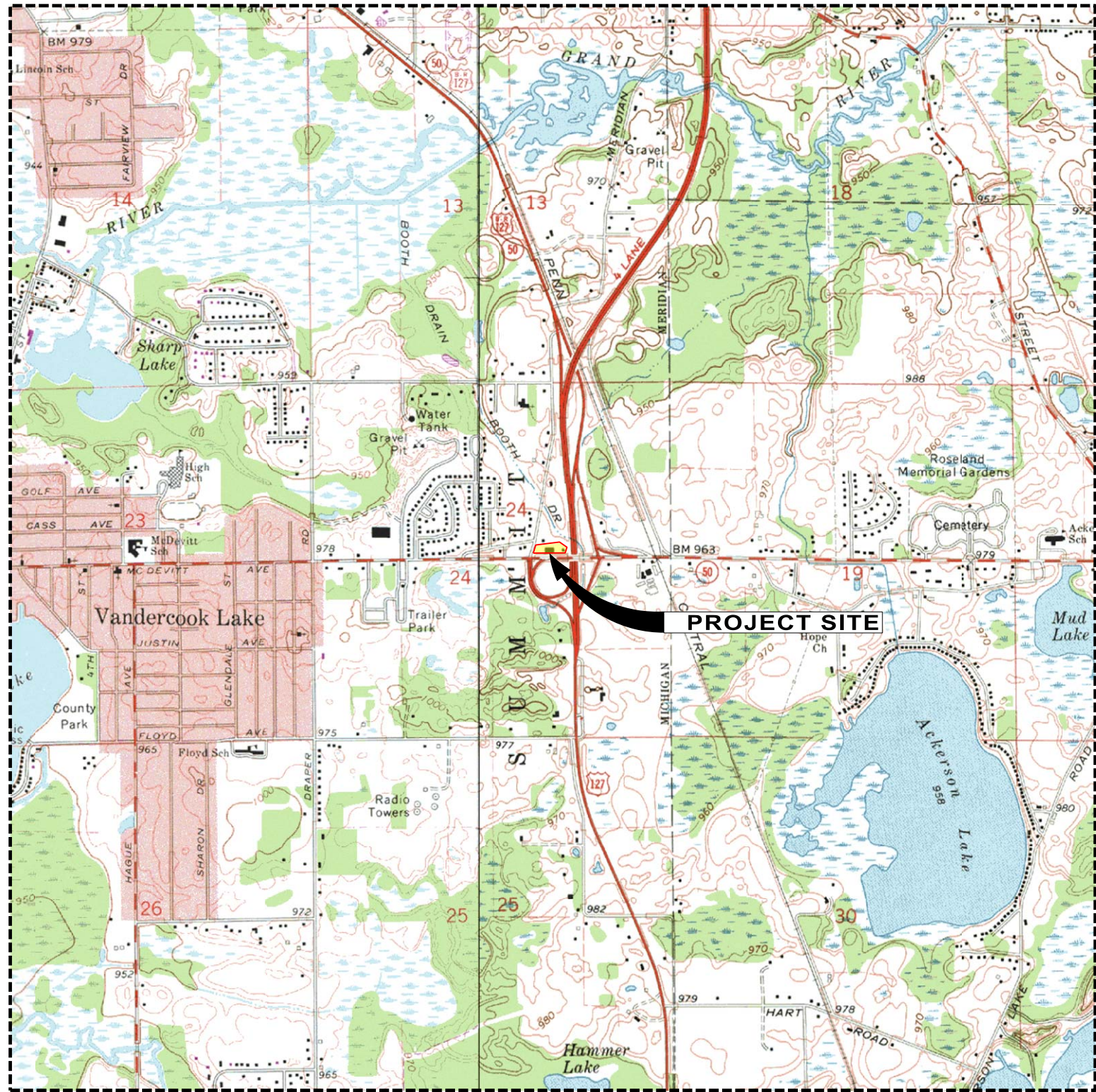
school tax as % of total capture = 0.56

ATTACHMENT A

FIGURES

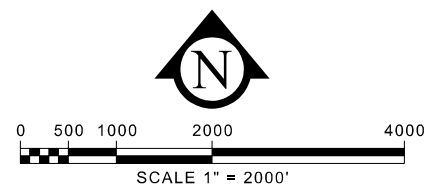
**Location Map: USGS Topographic Map
Site Plans**





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

NOTES: (1) LATITUDE AND LONGITUDE INTERPOLATED USING CAD SOFTWARE WITH GEOGRAPHIC CAPABILITIES SET TO THE MICHIGAN GEOREF SYSTEM PROJECTION, AND NATIONAL AGRICULTURAL IMAGERY PROGRAM (NAIP) 2005 GEOREFERENCED IMAGERY OBTAINED FROM THE MICHIGAN GEOGRAPHIC DATA LIBRARY.

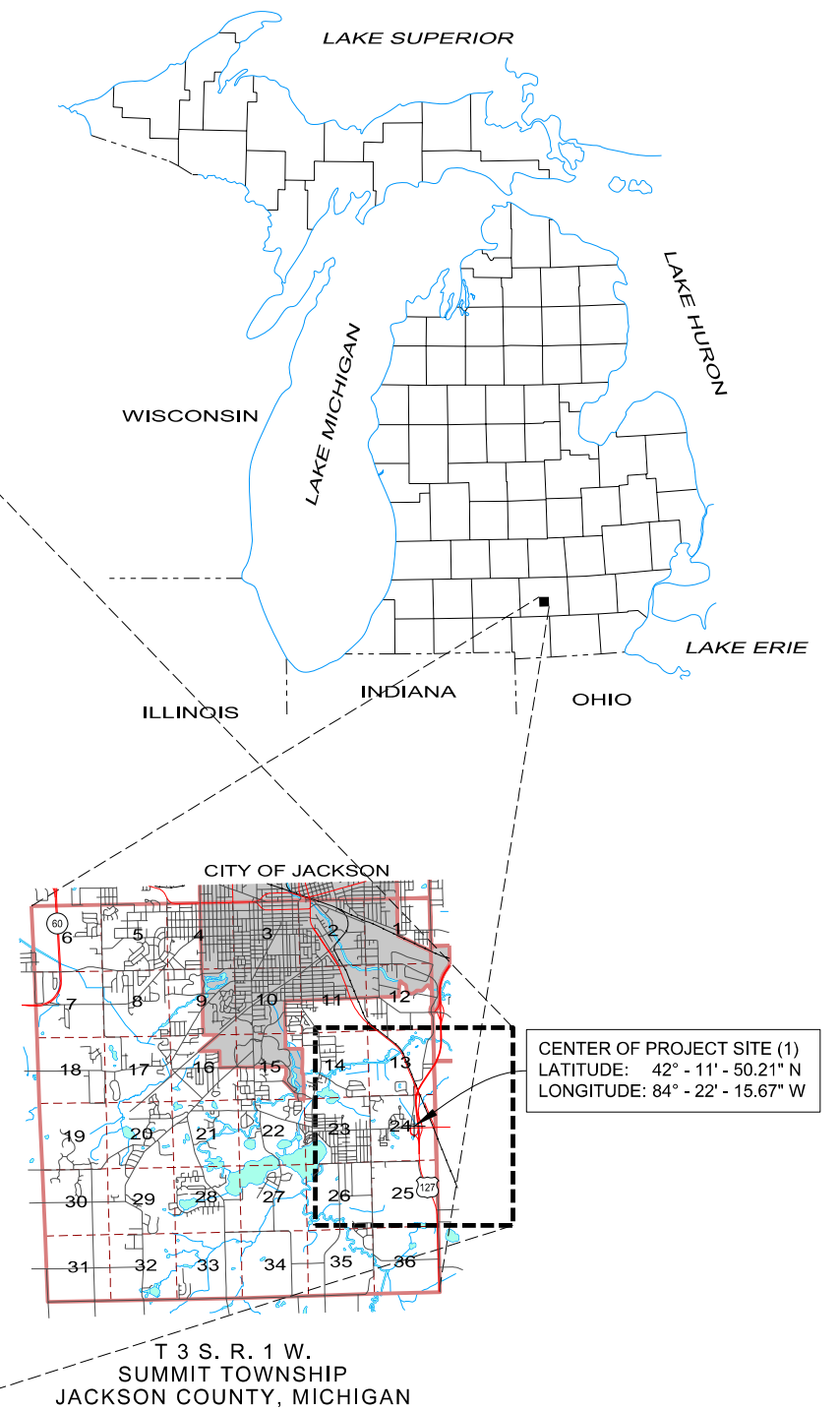



envirollogic
environmental consulting + services
2960 INTERSTATE PARKWAY
KALAMAZOO, MICHIGAN 49048
PH: (269) 342-1100 FAX: (269) 342-4945

COMMERCIAL PROPERTY
1361 EAST McDEVITT AVENUE
JACKSON, MICHIGAN 49203
LOCATION MAP

PROJECT NO.
100436
FIGURE No.

1

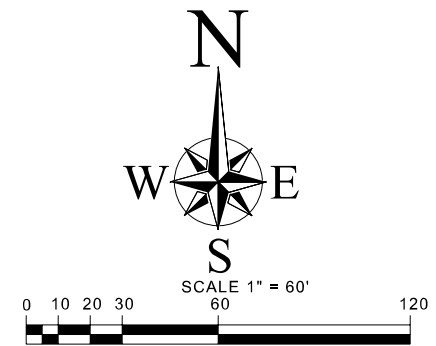


PROJECT SITE:
TAX ID No: 000-13-24-253-027-02
BEING IN THE SW1/4 OF THE NE1/4 OF
SECTION 24X TOWNSHIP 3 S, RANGE 1 W

CENTER OF PROJECT SITE (1)
LATITUDE: 42° - 11' - 50.21" N
LONGITUDE: 84° - 22' - 15.67" W



- LEGEND**
- SOIL BORING LOCATION (AKT PEERLESS)
 - MONITORING WELL LOCATION (AKT PEERLESS)



NOTE: AERIAL PHOTOGRAPHY: 2007 COLOR ORTHOPHOTO, OBTAINED FROM THE JACKSON COUNTY ON LINE GIS VIEWER.

NOTE: THIS IS NOT A PROPERTY BOUNDARY SURVEY, PROPERTY BOUNDARIES SHOWN ON THIS MAP ARE BASED ON AVAILABLE FURNISHED INFORMATION AND ARE APPROXIMATE ONLY AND SHOULD NOT BE USED TO ESTABLISH PROPERTY BOUNDARY LOCATION IN THE FIELD.

COMMERCIAL PROPERTY
1361 EAST McDEVITT AVENUE
JACKSON, MICHIGAN 49203

SITE PLAN


envirollogic
environmental consulting + services
2960 INTERSTATE PARKWAY
KALAMAZOO, MICHIGAN 49048
PH: (269) 342-1100 FAX: (269) 342-4945

PROJECT NO.
100436

FIGURE No.
2

ATTACHMENT B

NOTICE OF PUBLIC HEARING



ATTACHMENT C

NOTICE TO TAXING JURISDICTIONS



ATTACHMENT D

RESOLUTION APPROVING A BROWNFIELD PLAN

DETERMINATION OF FUNCTIONAL OBSOLESCENCE



SUMMIT TOWNSHIP
2121 FERGUSON RD
JACKSON, MI. 49203

January, 26 2010

Dear Mr. James Dunn:

I, Brian Small testify to the following:

1. I am employed by Township of Summit and have held the position of Assessor for ten months and the title of Deputy Assessor for nine years prior to being the Assessor.
2. I am a certified Level 3 Assessor and have held that certification since 2008.
3. I am familiar with the property located at 1361 Old McDevitt.
4. This affidavit is given to confirm that the site qualifies as "Functionally Obsolete Property" as that term is defined under MCL 125.2652(r). The following facts form the basis of my expert opinion:
 - a. Building was originally constructed for retail (grocery) and most recent retail (resale) with actual age of 40+ years . Building has deferred maintenance with respect to entire structure , which is reflected in True Cash Value on Assessment record card. The building is of low cost construction in below average to poor condition for structure including roof. In current condition functionality for retail that requires more than warehouse type display would require major renovation. Functionality of technology and plumbing are inadequate and would require upgrades for use in a food service business that may not be cost effective. Highest and Best use based on current zoning, types of businesses in surrounding area would be retail/service.

Sincerely,

Brian Small

Township of Summit Assessor



JACKSON COUNTY, MICHIGAN

**RESOLUTION 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 17th day of May 2011, 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 Summit Township, relating to the redevelopment project proposed by K2 Property, LLC. located at 1361 Old McDevitt in Summit 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 and the County's taxing entities has 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 has 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 be captured in accordance with Plan; and

WHEREAS, as a result of its review of the Plan, the Jackson County Board of Commissioners concurs 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 17th day of May, 2011, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of _____, 2011.

Amanda Riska, Jackson County Clerk

NOTICE OF PUBLIC HEARING

THE BROWNFIELD REDEVELOPMENT AUTHORITY OF JACKSON COUNTY

REGARDING INCLUSION INTO THE COUNTY'S BROWNFIELD PLAN FOR K2 PROPERTY, LLC LOCATED AT 1361 OLD MCDEVITT WITHIN SUMMIT 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 17th day of May, 2011, at approximately 7:10 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 K2 Property, LLC. property site. The parcels are legally described as:

Property Number: 000-13-24-253-027-02:

BEG AT E ¼ POST OF SEC. 24, TH W 2016.9 ft ALG E&W ¼ LN OF SD DEC TO ELY LN OF OAK LANE RD EXTENDED S TH N 15DEG 42'E 72.33 FT ALG ELY LN OF OAK LANE RD EXTENDED S TO NLY LN OF RELOCATION OF MCDEVITT RD TO A PT FOR PL OF BEG OF THIS DESCN TH N15DEG 42'E ALG ELY LN OF OAK LANE RD 126.18 FT TH N 82 DEG 09'30"E 350.32 FT TO WLY LN OF CLEAR VISION AREA OF HWY US-127 AND M-50 TH S 55DEG 23'E ALG SD WLY LN OF CLEAR VISION AREA 139.06 FT TH S 18DEG 33'W 85.75 FT TO NLY LN OF MCDEVITT RD RELOCATION TH S 88DEG 56'W 468.30 FT TO BEG SEC 24 T3S R1W.

The property consists of a single parcel of land with approximately 1.47 acres, more or less and is commonly described as 1361 Old McDevitt, Jackson, Michigan 49203.

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) 788-4330. THIS NOTICE is given by order of the County Board of the County of Jackson, Michigan.

Amanda Riska, Clerk
County of Jackson

JACKSON COUNTY, MICHIGAN

**RESOLUTION (05-11.14)
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 17th day of May 2011, 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 Summit Township, relating to the redevelopment project proposed by K2 Property, LLC. located at 1361 Old McDevitt in Summit 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 and the County's taxing entities has 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 has 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 be captured in accordance with Plan; and

WHEREAS, as a result of its review of the Plan, the Jackson County Board of Commissioners concurs 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 17th day of May, 2011, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of _____, 2011.

Amanda Riska, Jackson County Clerk

RESOLUTION (06-11.16)
Combination of the Register of Deeds and County Clerk

WHEREAS, Article 7, Section 4 of the Michigan Constitution of 1963 provides that the Board of Commissioners may combine the offices of county clerk and register of deeds in one office; and

WHEREAS, it is understood that this combination cannot become effective until the next election; and

WHEREAS, the Board of Commissioners is required to hold at least one public hearing and in the interest of open government, two public hearings were held on May 17, 2011 and June 10, 2011; and

WHEREAS, the County Board of Commissioners must act not less than ten (10) days nor more than (30) days after the public hearing; and

WHEREAS, the decision must be held not later than the sixth (6th) Tuesday before the deadline for filing the nominating petitions for the office of county clerk, register of deeds, or clerk/register; and

WHEREAS, the Board of Commissioners wish to approve this measure far in advance of the deadline of April 3, 2012 for the purposes of collaborating with existing staff to ensure success; and

WHEREAS, the merging of the offices requires a vote of two-thirds (2/3's) of the Commissioners; and

WHEREAS, the Board of Commissioners recognizes the high performance level of both sitting elected officers and wishes to continue to provide a high level of service at an efficient cost;

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners hereby approves the combination of the Register of Deeds and County Clerk position, which will become effective during the next regularly scheduled election for these officers.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
June 21, 2011

MINUTES
JACKSON COUNTY BOARD OF COMMISSIONERS BOARD MEETING
April 19, 2011
7:00 p.m.
County Commission Chambers

1. **CALL TO ORDER** – Chairman Steve Shotwell called the April 19, 2011, Jackson County Board of Commissioners Meeting to order at 7:00 p.m.
2. **INVOCATION** – *by Commissioner Julie Alexander*
3. **PLEDGE OF ALLEGIANCE** – *by Chairman Shotwell*
4. **ROLL CALL** – *County Clerk Amanda Riska*

(12) Present. Commissioners Herl, Lutchka, Rice, Duckham, Alexander, Videto, Mahoney, Williams, Smith, Way, Elwell, and Shotwell.
5. **APPROVAL OF AGENDA**

Moved by Mahoney, supported by Duckham for Approval of the Agenda. Motion carried unanimously.
6. **AWARDS & RECOGNITIONS**
 - A. **Proclamation - National Library Week**
 - B. **Proclamation - Honoring John C. Worden**
 - C. **Proclamation - Child Abuse Prevention Month**
7. **COMMUNICATIONS/PETITIONS** – None.
8. **SPECIAL ORDERS/PUBLIC HEARINGS** – None.
9. **PUBLIC COMMENTS**

Paul Overeiner stated he would like to be re-appointed to the Emergency Management Advisory Council.
10. **SPECIAL MEETINGS OF STANDING COMMITTEES** – None.
11. **MINUTES** - Minutes of the 3/4/11 Special and 3/15/11 Regular Meetings of the Jackson County Board of Commissioners

Moved by Mahoney, supported by Way to approve the Minutes of the 3/04/11 Special and 3/15/11 Regular Meeting of the Jackson County Board of Commissioners. Motion carried unanimously.
12. **CONSENT AGENDA**

Cmr. Elwell asked that Item 12. A. 1. Board Rules 4130 be removed from the Consent Agenda. Item will be moved to Item 13. A. 1. under Standing Committees.

Moved by Herl, supported by Williams for Approval of the Consent Agenda as Amended.
Roll Call: (12) Yeas. Motion carried unanimously.

A. County Policy

1. **Revised/Reviewed Policies**
 - **Administrative Policy 5210**
 - **Board Rules 4100, 4130, 4140, 4150**

B. County Affairs & Agencies

2. **Purchase Request for Radio Communications Equipment for Clarklake Radio Tower**
3. **Parma Township – Contract for Law Enforcement Services**
4. **Resolution (04-11.12) Authorizing Purchase of Easements and Property for the Runway 7-25 Safety Area Project at the Jackson County Airport, Jackson, Michigan**
5. **Resolution (04-11.13) Authorizing Purchase of Property for the Runway 7-25 Safety Area Project at the Jackson County Airport, Jackson, Michigan**
6. **Imprest Cash for Parks**

C. Human Services

7. **Cat Sale – 1st Reading**
8. **Microchip Pricing – 1st Reading**

D. Personnel & Finance

9. **Early Retiree Reimbursement Program (ERRP)**
10. **Natural Gas Services Bid Award**
11. **Sheriff – Add 1 FTE and Budget Associated Costs**
12. **Budget Adjustments**
 - a. **Health Department**
 - b. **Facilities**

E. Other Business

13. **Claims dated 3/1/11 – 3/31/11**

13. STANDING COMMITTEES

A. County Policy – *Commissioner Dave Elwell*

1. **Board Rules 4130**

Moved by Elwell, supported by Mahoney to Delete the Word Additional from the Beginning of the Second Sentence of Board Rules 4130. Motion carried unanimously.

B. **County Affairs & Agencies – Commissioner Dave Lutchka**

1. **Appointments**

a. **Department on Aging Advisory Council**, one public member, term to 12/2011

Cmr. Lutchka stated that the committee recommended Arlene Shepherd. No other nominations from the floor. Arlene Shepherd appointed.

b. **Emergency Management Advisory Council**

- Sheriff or representative, term to 4/2013
- City Police Chief or representative, term to 4/2013
- City Fire Chief or representative, term to 4/2013
- Michigan State Police Jackson Post Commander or representative, term to 4/2013
- Township Fire Chief, term to 4/2013
- Township Police Chief, term to 4/2013
- Emergency Medical Services Provider, term to 4/2013
- Jackson County Medical Control representative, term to 4/2013

Cmr. Lutchka stated that the committee recommended the following designated positions - Dan Heyns for Sheriff, Chris Simpson for City Police, Dave Wooden for City Fire, James Shaw for Michigan State Police, Jon Johnston for Township Fire, Michael Curry for Township Police, Dirk Borton for Emergency Medical Services, and Jill Glair for Jackson County Medical Control. No other nominations from the floor. All appointed.

- Two public members, terms to 4/2013

Cmr. Lutchka stated that the committee recommended Paul Overeiner and Scott Krebill. Cmr. Elwell nominated Kevin Bowman. Cmr. Duckham nominated Barbara Shelton. (11) Overeiner. Cmr. Herl, Lutchka, Rice, Alexander, Videto, Mahoney, Williams, Smith, Way, Elwell, and Shotwell. (1) Shelton. Cmr. Duckham. (7) Krebill. Cmr. Lutchka, Rice, Videto, Mahoney, Smith, Way, and Shotwell. (3) Bowman. Cmr. Herl, Williams, and Elwell. (2) Shelton. Cmr. Duckham, and Alexander. Paul Overeiner and Scott Krebill appointed.

- One County Commissioner, term to 4/2013

Cmr. Lutchka stated that the committee recommended Cliff Herl. No other nominations from the floor. Cliff Herl appointed.

- c. **Region 2 Area Agency on Aging** – one public member, term to 4/2013 and one Commissioner member, term to 4/2013

Cmr. Lutchka stated that the committee nominated Lauren Grinage for the public member and Pat Smith for the Commissioner member. No other nominations from the floor. Lauren Grinage and Pat Smith appointed.

2. **2011 Equalization Report – Revised**

Moved by Lutchka, supported by Mahoney to Approve the 2011 Revised Equalization Report. Motion carried unanimously.

C. **Human Services – Commissioner Jon Williams** - None.

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

1. **Resolution (04-11.11) MERS Defined Contribution Plan**

Some discussion held.

Moved by Videto, supported by Mahoney to Approve Resolution (04-11.11) MERS Defined Contribution Plan. Roll Call: (12) Yeas. Motion carried unanimously.

14. **UNFINISHED BUSINESS** – None.

15. **NEW BUSINESS** – None.

16. **PUBLIC COMMENTS**

Paul Overeiner thanked the Board for his appointment.

17. **COMMISSIONER COMMENTS**

Cmr. Lutchka thanked those that participated in Project RED.

Cmr. Williams thanked those that participated in the Red Cross Project Red.

18. **CLOSED SESSION** – None.

19. **ADJOURNMENT**

Chairman Shotwell adjourned the April 19, 2011 Meeting of the Jackson County Board of Commissioners at 7:19 p.m.

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

Amanda L. Riska – County Clerk

Respectfully submitted by Carrienne VanDusseldorp – Chief Deputy County Clerk

**COUNTY OF JACKSON
POLICY MANUAL**

FISCAL

**Policy No.
1120**

**INTERFUND BORROWING –
TEMPORARY CASH DEFICIT POLICY**

This policy establishes the procedure whereby:

All funds shall be reviewed at month end by the Administrator/Controller and any funds with a negative cash balance, resulting in an interfund borrowing, will be reported to the Personnel and Finance Committee.

The Administrator/Controller shall notify the department head/elected official responsible for the fund and request that a written plan for repayment be submitted within 5 working days.

Adopted: 05/16/00
Reviewed: 05/17/11

COUNTY OF JACKSON POLICY MANUAL

BOARD RULES

POLICY NO. 4010

ARTICLE I AUTHORITY

These rules are adopted by the Jackson County Board of Commissioners pursuant to Section 46.11 of the Compiled Laws of Michigan, as amended.

Adopted 12/19/00, 6/20/06
Reviewed: 5/17/11

COUNTY OF JACKSON POLICY MANUAL

BOARD RULES

POLICY NO. 4020

ARTICLE II ORGANIZATIONAL MEETING

Section 2.1 The first meeting in each calendar year shall be the organizational meeting, which shall be held on the first business day of January. At each such meeting, the County Clerk shall preside unless the Chairman is beginning the second year of a 2-year term. As the first item of business, the County Clerk shall administer the oath of office to the Commissioners if the oath has not previously been administered.

Section 2.2 The second item of business shall be the election of the Chairperson who may also be called Chairman of the Board. On an odd numbered year, the Chairperson will automatically serve a two-year term as Board Chairperson unless a resolution is adopted for a one-year term before the election of the Chairperson. The Clerk shall call for nominations for the office of Chairperson and, when nominations are closed by majority vote or no other nominations are forthcoming, the Clerk shall proceed with a roll call vote from the members. By vote of the Board, a secret ballot may be conducted for this purpose. When one nominee receives a majority* of the votes of the members elected and serving, that nominee shall be declared Chairperson.

Section 2.3 If the Commissioners present shall not cast a majority for one nominee, the County Clerk shall continue to preside until a majority of Commissioners elects one of its members to be Chairperson. The Board of Commissioners may proceed on to other agenda items, as they shall decide.

Section 2.4 If the Commissioners present cast a majority for one nominee, the newly elected Chairperson shall assume that office and proceed with the election of the office of Vice-Chairperson, which shall be conducted by roll call vote. A secret ballot may not be conducted for this purpose.

Section 2.5 The Chairperson of the Board shall appoint members of the Standing Committees and designate the Committee Chairpersons and Vice Chairpersons. Ratification by the Board of these appointments is not required.

Section 2.6 Commissioner appointments to other Boards and Committees shall be the next order of business and they shall be appointed by a majority.*

*Unless otherwise stated, "majority" shall mean more than 1/2 the members elected & serving.

Adopted 12/19/00
Revised 03/16/04, 06/20/06
Reviewed: 05/17/11
Revised 06/20/06

COUNTY OF JACKSON POLICY MANUAL

BOARD RULES

POLICY NO. 4050

ARTICLE V PROCEDURES

Section 5.1 A member shall have the right to move reconsideration of any question on which the member voted with the prevailing side. A question may be reconsidered at the same or succeeding meeting but shall not be ~~reconsidered~~ considered more than twice.

Section 5.2 Special Orders shall be taken up only during the order of business as listed on the agenda and shall not be taken up and voted on prior to that time except by a 2/3's vote of the members of the Board.

Section 5.3 At the completion of discussion, a motion made and seconded shall be restated by the Chairperson or read aloud by the Clerk before being voted.

Section 5.4 A member may move for the division of a question. Upon approval of the motion, the Chair will restate the motion.

Section 5.5 To stop debate on a motion, a member may "move the previous question." This is commonly known as calling the question. It requires a second, is not debatable, cannot be amended, and requires a two-thirds vote. If the vote on this motion is successful, an immediate vote on the previous question must be taken.

Section 5.6 To stop an item of business by postponing it for an indefinite time, a member may move "to postpone a motion indefinitely". It requires a second, cannot be amended, but is debatable and requires a majority vote for adoption. To postpone a vote on a motion to a certain time, a member may "move to postpone to a certain time". This motion requires a second, is debatable as to the wisdom of postponing, is amendable as to the time, and requires a majority vote.

Section 5.7 A motion to "lay on the table" also provides a means of postponing action on a motion. The purpose of this action is to lay aside a motion which is before the Board. This motion requires a second, is not debatable or amendable, and requires a majority vote for adoption. To remove a motion that has been laid on the table, a motion to "take from the table" must be adopted later in the same Board meeting or in the next Board meeting. A motion which is not taken from the table by that time dies. A motion to "take from the table" requires a second, is neither debatable or amendable, and requires a majority vote for adoption.

COUNTY OF JACKSON POLICY MANUAL

BOARD RULES

POLICY NO. 4050

ARTICLE V (continued) PROCEDURES

Section 5.8 When a motion is on the floor, there shall be no audience participation unless authorized by the Chairperson. Elected officials and/or staff members or consultants may be called upon ~~by the Administrator/Controller~~ to provide information and/or answer questions with the authorization of the Chair.



Jackson County EQUALIZATION DEPARTMENT

JuliAnne L. Kolbe, Director

April 28, 2011

TO: County Affairs Committee

FROM: Juli Kolbe
Equalization Director

SUBJECT: Report of 2011 Taxable Values & County's 2011 Millage Request

I am asking for the Board of Commissioners approval on the following two reports:

- 1) The L-4046 is a report of the County's 2011 taxable values. The form lists the figures by township and by classification, with the totals for each unit on the second page of the report. The second page also lists the totals of properties within the county with a principal residence exemption (PRE) and those without a PRE. The other columns on page 2, list the Commercial and Industrial personal property parcels, which are taxed differently from the other properties, due to the Michigan Business Tax. Also on the second page, I have added a column to the far right which indicates how much the township values have changed from 2010. The largest decrease in taxable value is in Henrietta Township with a (7.00%) reduction. The township with the largest increase of 1.99% is in Hanover Township. The increase in valuation is due to the utility lines owned by Consumers Energy being updated for 2011. The County's overall decrease in value from 2010 to 2011 is (2.17%).
- 2) The second report is called the L-4029 and is the County's request for millage to levy on the July and December tax bills for 2011. The Headlee millage reduction fraction for the county is 1.000 for 2011. Therefore, the Equalization Department is recommending that all levies remain the same as 2010. A point of interest, the County's millage has remained the same or constant since 2007.

County's General Operating 5.1187

(this will be levied on the July tax bills)

Medical Care Facility 0.1398

Jail 0.4851

Senior Services 0.2473

(the last 3 rates will be levied on the December tax bills)

Total millage rate = 5.9909 Summer tax bills = 5.1187 Winter tax bills = 0.8722

Any questions, feel free to contact me.

Taxable Valuations, JACKSON COUNTY Page 1 of 2

Issued under the General Property Tax Act, Section 211.27d. Filing is mandatory.

Read the instructions below before completing this form.

Statement of taxable valuation in the year 2011. File this form with the State Tax Commission on or before the fourth Monday in June.

Real Property Taxable Valuations as of the Fourth Monday in May. (Do not Report Assessed Valuations or Equalized Valuations on This Form.)							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Blackman Charter	4,793,382	178,156,872	31,427,360	207,479,417	0	909,513	422,766,544
Columbia	9,899,264	25,671,874	4,783,867	287,239,561	0	845,646	328,440,212
Concord	12,246,449	3,693,832	1,488,507	47,687,841	0	153,381	65,270,010
Grass Lake Charter	9,737,294	9,464,193	7,268,629	168,099,413	0	-	194,569,529
Hanover	10,228,500	2,560,767	931,410	102,676,519	0	0	116,397,196
Henrietta	9,167,934	3,129,005	583,709	107,772,404	0	471,807	121,124,859
Leoni	9,550,572	57,316,216	10,437,285	276,125,074	0	-	353,429,147
Liberty	9,443,473	2,600,365	49,457	89,347,618	0	-	101,440,913
Napoleon	5,756,244	9,465,783	9,249,498	169,339,093	0	-	193,810,618
Norvell	9,178,264	2,413,665	117,185	101,803,412	0	0	113,512,526
Parma	8,733,791	5,649,665	934,429	46,667,356	0	0	61,985,241
Pulaski	14,263,823	925,549	167,741	28,148,192	0	0	43,505,305
Rives	12,786,567	3,526,591	1,074,843	91,364,003	0	0	108,752,004
Sandstone Charter	13,888,577	4,076,416	11,483,060	80,769,818	0	0	110,217,871
Spring Arbor	9,072,706	14,618,874	2,029,718	156,990,001	0	0	182,711,299
Springport	13,708,913	1,710,124	1,116,904	25,334,720	0	0	41,870,661
Summit	1,680,960	68,492,861	10,866,682	489,160,099	0	2,267,499	572,468,101
Tompkins	10,814,744	720,816	541,546	49,184,251	0	0	61,261,357
Waterloo	8,140,338	4,780,255	1,002,829	83,991,210	0	0	97,914,632
City of Jackson	0	186,076,317	116,724,423	308,857,852	0	0	611,658,592
Total for County	183,091,795	585,050,040	212,279,082	2,918,037,854	0	4,647,846	3,903,106,617

0

INSTRUCTIONS: This form is used to report total Taxable Valuations, broken down by classification, for each township and city within the county. The Taxable Valuations reported here are the final Taxable Valuations as of the fourth Monday in May, NOT the Tentative Taxable Valuations. Final Taxable Valuations may be different from Tentative Taxable Valuations when a township or city receives a county and/or state equalization factor more or less than was used to calculate Tentative Taxable Valuations.

NOTE: Where there is a partial Homeowner's Principal Residence Exemption or partial qualified agricultural property exemption, split the taxable value between Homeowner's Principal Residence (column 10) and Non-Homestead (column 13).

Report the Taxable Valuations for the six classifications of real property in columns 1 through 6 on page 1. Then enter the Total Taxable Valuations for real property in column 7 on page 1.

Report the Taxable Valuations for personal property in column 8, page 2.

Add the total Taxable Valuations for real property (column 7, page 1) and personal property (column 8, page 2) and enter in column 9 on page 2.

Report the total taxable Valuations of entire township or city for Homowner's Principal Residence, Qualified Agricultural property and Qualified Forest Property in column 10, and Non-Homestead and Non-Qualified Africultural Personal Property, and Non-Qualified Forest property except Commercial and Industrial Personal Property in column 13. Report the Total Taxable Value of Commercial Personal Property in column 11. Report the Total Taxable Value of Industrial Personal property in column 13.

Taxable Valuations,

JACKSON

County- Page 2 of 2

L-4046

Statement of taxable valuation in the year 2011 made in accordance with Section 211.27d of the Michigan Compiled Laws.

(Do Not Report Assessed Valuations or Equalized Valuations on This Form.)						
Township or City	(Col. 8) Personal Property Taxable Valuations	(Col. 9) Total Real and Personal Property Taxable Valuations	(Col. 10) Homeowner's Principal Residence & Qualified Agricultural & Qualified Forest Property Taxable Valuations	(Col. 11) Commercial Personal Property Property Taxable	(Col. 12) Industrial Personal Property Taxable Valuations	(Col. 13) Non- Homestead and Non-Qualified Agricultural and Non-Qualified Forest Personal Property Taxable Valuations except Commerical and Industrial
Blackman Charter	85,504,262	508,270,806	202,818,241	47,403,977	19,226,010	238,822,578
Columbia	13,477,575	341,917,787	211,388,611	4,967,275	2,587,250	122,974,651
Concord	4,686,210	69,956,220	53,885,483	762,270	1,789,760	13,518,707
Grass Lake Charter	13,384,638	207,957,167	155,786,678	1,954,460	5,718,599	44,497,430
Hanover	6,270,800	122,667,996	94,569,551	438,600	320,600	27,339,245
Henrietta	4,034,427	125,159,286	101,485,276	637,847	161,285	22,874,878
Leoni	30,470,789	383,899,936	242,638,595	12,479,261	7,230,884	121,551,196
Liberty	3,911,400	105,352,313	82,840,471	1,168,200	-	21,343,642
Napoleon	26,412,085	220,222,703	148,439,045	6,586,977	14,149,908	51,046,773
Norvell	7,766,178	121,278,704	78,691,077	402,166	92,300	42,093,161
Parma	4,936,964	66,922,205	49,642,396	1,333,766	555,290	15,390,753
Pulaski	2,532,230	46,037,535	37,098,922	172,690	13,950	8,751,973
Rives	9,311,848	118,063,852	96,269,188	505,100	587,900	20,701,664
Sandstone Charter	21,947,008	132,164,879	88,461,464	1,505,136	17,268,895	24,929,384
Spring Arbor	9,564,471	192,275,770	148,776,149	2,929,056	1,420,860	39,149,705
Springport	5,551,608	47,422,269	35,804,554	761,600	617,900	10,238,215
Summit	29,732,117	602,200,218	430,580,698	10,913,100	9,770,000	150,936,420
Tompkins	9,364,315	70,625,672	54,175,525	616,157	180,710	15,653,280
Waterloo	6,196,042	104,110,674	76,983,661	412,200	2,743,600	23,971,213
City of Jackson	80,010,400	691,668,992	218,357,624	29,786,400	31,319,300	412,205,668
Totals for County	375,065,367	4,278,174,984	2,608,693,209	125,736,238	115,755,001	1,427,990,536

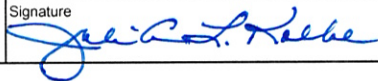
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Print or Type Name of County Equalization Director

JuliAnne L. Kolbe

Signature



Date

4/28/2011

2011 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2011)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e., 211.34 abd 211.34d. Filing is mandatory; Penalty applies.

County JACKSON	2011 Taxable Value of ALL Properties In the Unit as of 5-24-10 4,256,991,582
Local Government Unit JACKSON COUNTY	For LOCAL School Districts: 2011 TaxableValue excluding Principal Residence, Qualified Agricultral, Qualified Forest, Industrial Personal and Commercial Personal Property if a millage is levied against them

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.
The following tax rates have been authorized for levy on the 2011 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Original Millage Authorized by Election, Charter, etc.	2010 Millage Rate Permanently Reduced by MCL 211.34d	2011 Current Year Millage Reduction Fraction	2011 Millage Rate Permanently Reduced by MCL 211.34d	Sec. 211.34 Truth in Assessing or Equalization Millage Reduction Fraction	Maximum Allowable Millage Levy*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
ALLOCATED	OPERATING	Nov-70	5.9500	5.1187	1.0000	5.1187	1.0000	5.1187	5.1187		UNLIMITED
VOTED	MEDICAL CARE FACILITY	Nov-99	0.1500	0.1398	1.0000	0.1398	1.0000	0.1398		0.1398	2018
VOTED	JAIL	Nov-02	0.5000	0.4851	1.0000	0.4851	1.0000	0.4851		0.4851	2021
VOTED	SENIOR SERVICES	Aug-04	0.2500	0.2473	1.0000	0.2473	1.0000	0.2473		0.2473	2012
Total								5.9909	5.1187	0.8722	

Prepared by JuliAnne L Kolbe	Telephone Number 517-768-6649	Title of Preparer Equalization Director	Date 4/28/2011
----------------------------------------	-----------------------------------------	---------------------------------------------------	--------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced , if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and , for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk <input type="checkbox"/> Secretary <input type="checkbox"/> Chairperson <input type="checkbox"/> President	Signature	Print Name	Date	Local School District Use Only: Complete if requesting millage to be levied. See STC Bulletin 2 of 2011 for instructions on completing this section.	
	Signature	Print Name	Date	Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
				For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
				For Commercial Personal	
				For all Other	

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT :** See instructions on page 2 regarding where to find the millage rate used in column (5).

RESOLUTION (05-11.15)
Approving a Grant Application to the
Michigan Recreation Passport Grant Program
For the Swain's Lake Restroom Renovation Project

WHEREAS, the Jackson County Parks and Recreation Commission has adopted a five-year Recreation Plan for 2010-2014 that identifies a project to renovate the restroom/shower facility at Swain's Lake Campground and County Park; and

WHEREAS, the Parks and Recreation Commission wishes to apply to the Michigan Recreation Passport Grant Program for a grant to assist with funding the restroom renovation project at Swain's Lake Campground and County Park; and

WHEREAS, \$115,000 has been committed to the project through the County Board of Commissioners and the Jackson County Parks Association; and

WHEREAS, the Jackson County Parks will request \$30,000 from the Michigan Recreation Passport Grant Program as an additional funding source for the \$225,000 renovation project; and

WHEREAS, remaining project funds will come from companies, area foundations, and private donors; and

WHEREAS, the Jackson County Parks and Recreation Commission assures that the project will be undertaken, barring unforeseen circumstances, should the grant be awarded; and

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Parks and Recreation Commission authorizes the Parks and Recreation Department to complete a funding application to the Michigan Recreation Passport Grant Program for the Swain's Lake Campground and County Park Restroom Renovation Project.

James E. Shotwell, Jr., Chairman
Jackson County Board of Commissioners
May 17, 2011

2010 ANNUAL REPORT

Register of Deeds



**Jackson County, Michigan
Mindy Reilly, Register**

May 2011

HONORABLE COMMISSIONERS
COUNTY BOARD OF COMMISSIONERS
JACKSON, MICHIGAN 49201

Dear Commissioners:

We are pleased to submit the annual report of the Register of Deeds office for 2010. This report reflects the activities of the office; the recording and filing of real property instruments, fixture filings and miscellaneous documents. It also reflects the revenues received during the year and the net revenue credited to the County General Fund.

In 2010 we again collected State Transfer Tax, in the amount of \$1,128,183.75, which we remitted to the treasurer, and forwarded to the State of Michigan. The total amount of money that went through our office in 2010 was \$2,088,639.88.

On March 31, 2003 PA 698 of 2002 required Register of Deeds to collect additional recording fees with a portion of the total fee specifically earmarked for an "automation fund." This office collected \$136,722.00 in 2010 that went into this fund. This same act earmarked another portion of the total fee to be collected for the Remonumentation program for the county which we collected \$85,164.00.

An ongoing project we have been working on, using our automation fund, has been converting historical data & images onto our computer system. Our goal for 2011 will be data and images back to 1965.

Unfortunately, Jackson County continues to struggle in the tough economic times as you can see our totals have again decreased instead of increased.

We would like to thank our wonderful staff in the Register of Deeds for the continuing excellent customer service they provide the citizens of Jackson County.

As always, we would like to invite you to visit our office sometime and share in the pride that we all take here in the Register of Deeds office.

Respectfully submitted,

Mindy Reilly
Register of Deeds

Mona Webb
Chief Deputy

Revenues received in 2010, credited to account numbers assigned to the Register of Deeds Office and remitted to the County General Fund are:

NUMBER	ACCOUNT	2007 AMOUNTS	2008 AMOUNTS	2009 AMOUNTS	2010 AMOUNTS
609	Searches	\$ 84.00	\$ 168.00	\$ 99.00	\$ 266.00
625	Transfer Tax	413,041.20	350,986.35	235,610.65	201,516.15
634	Recording	452,502.00	359,441.00	354,331.00	333,497.00
636	Tract Index	25,800.00	24,045.00	25,555.00	26,942.00
643.06	Copies	137,699.05	107,924.89	140,105.25	136,118.25
643.140	Optical Imaging	90,879.11	49,168.00	37,500.00	37,500.00
685.010	Admin. Reimb.	1,850.58	1,573.74	1,387.86	1,256.88
695.000	Refunds		743.25	589.43	729.65
TOTAL FEES COLLECTED:		\$1,122,444.29	\$894,050.23	\$795,178.19	\$ 738,570.13
LESS DEPARTMENTAL EXPENSES:		<u>281,815.80</u>	<u>304,293.63</u>	<u>301,441.24</u>	<u>261,805.49</u>
EXCESS REVENUE GENERAL FUND:		\$840,628.49	\$ 589,756.60	\$493,736.05	\$476,764.64

CORNERS

P. A. 132 of 1970 requires Surveyors to file with the Register of Deeds Office a written record of corner establishment or restoration. In **2010**, thirteen (**13**) corners were recorded.

SURVEYS

P. A. 132 of 1970 allows the recording of certified surveys in the County. In **2010** a total thirty one (**31**) surveys were recorded.

RECORDING OF**REAL ESTATE DOCUMENTS:**

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Deeds	8,395	8,123	7,328	7,062	6,664	6,360
Mortgages	13,629	11,070	7,669	4,984	4,714	3,761
Mortgage Discharges	11,067	9,163	6,872	4,919	4,704	4,173
Miscellaneous Documents- Court Orders, Land Contracts, Agreements, Assignments, Tax Liens, Leases, Affidavits, Death Certificates, etc.	10,421	11,018	10,542	11,427	12,246	12,952
Plats	3	1	0	0	0	0
Condominiums	17	8	3	4	0	1
Corners	6	12	33	14	24	13
Remonumentation Corners	194	140	144	101	63	69
Surveys	45	26	13	41	45	31
TOTAL:	43,777	39,561	32,604	28,552	28,460	27,360

FINANCING STATEMENTS:

Financing Statements	0	0	0	0	0	0
Federal & State Tax Liens	34	55	178	356	378	306
Federal & State Tax Lien Releases	45	23	23	79	100	132
Terminations (no charge)	15	14	0	0	0	1
Fixture Filings & Releases	17	3	6	3	0	0
Releases	0	0	0	0	0	0
Assignments	0	0	0	0	0	0
Amendments	0	0	0	0	0	0
Jeopardy Tax & Release	0	3	8	5	1	2
TOTAL:	111	98	215	443	479	441
TOTAL INSTRUMENTS	43,888	39,659	32,819	28,995	28,939	27,801

COUNTY TRANSFER TAX

Public Act 134 of 1966, as amended by Public Act 258 of 1967 and Public Act 327 of 1968, imposes a county transfer tax on the value of property sold. Certain transactions are exempt for the provisions of this law. The current tax rate of \$0.55 per \$500.00, or fraction thereof, of value. All proceeds of this Act are county revenues and are credited to the General Fund of the County.

Revenue from this Act over the past 30 years:

1981	74,236.35	1982	61,058.76	1983	92,561.25
1984	100,055.40	1985	119,104.66	1986	170,217.50
1987	170,027.50	1988	171,201.80	1989	189,824.40
1990	222,710.06	1991	187,454.45	1992	209,591.35
1993	261,180.15	1994	249,727.50	1995	253,722.70
1996	297,580.85	1997	329,584.75	1998	411,539.15
1999	421,353.80	2000	415,037.15	2001	431,459.60
2002	462,719.95	2003	503,588.80	2004	570,175.70
2005	586,434.20	2006	560,162.90	2007	413,041.20
2008	350,986.35	2009	235,610.65	2010	201,516.15

STATE TRANSFER TAX

Effective January 1, 1995 the State imposed a state transfer tax on the value of property sold. This tax is at the rate of \$3.75 per \$500.00, or fraction thereof, of value and is in addition to the County Transfer Tax. Revenues generated by this tax in 2010 totaled \$1,128,183.75. This entire amount is forwarded to the State Treasurer.

MICROFILM AND COPY REVENUE

Revenue generated through the sale of document copies to the public and microfilm of all recordings to various title companies generated additional revenue for this department and the County general fund. Revenues from this source over the past years are reflected below:

1984	24,752.05	1993	77,830.37	2002**	97,229.05
1985	26,525.65	1994	77,005.75	2003**	143,276.75
1986	27,487.25	1995	69,750.82	2004**	119,709.20
1987	28,381.00	1996*	47,824.61	2005**	125,627.00
1988	32,517.15	1997**	31,783.00	2006**	122,458.00
1989	35,571.79	1998**	46,743.39	2007**	137,699.50
1990	27,670.76	1999**	53,486.51	2008**	107,924.89
1991	49,368.76	2000**	61,160.47	2009**	140,056.25
1992	62,449.65	2001**	88,146.50	2010**	136,118.25

*This amount is 12 months of copies and 3 months microfilm.

** Copies of Documents only, either on paper, CD-ROM, Fax or E-Mailed.

MICROFILM SYSTEM

Since the installation of microfilm system in 1965, the public has been able to do their record searching, with some assistance from staff. With the addition of the Tract Index section, anyone is able to search their own property recordings either by name or property description.

Since January 1985 all index information is maintained on a computer, which saves much time in locating records by grantor/grantee or legal description. In 1996 we went to the optical imaging which allows this search process to be done at one station instead of the three different stations before our imaging. We currently have complete images and index back to 1976. We have images only from 1975 back to 1965 and currently working on the completion of all the indexing back to 1965.

IMAGING REVENUE

With the implementation of our new image system, April 15, 1996, we have replaced the microfilm revenue with imaging revenue. The imaging revenue is money collected from our local title companies and individuals that will be using our optical imaging remote access. The title companies will no longer purchase microfilm. They are using the remote and doing their searches and making copies through the remote. Our remote system is available 24 hours a day seven days a week.

The imaging revenue is as follows:

2000	\$ 45,375.00**	2005	\$56,400.00 **
2000	\$ 3,120.00**	2005	\$ 1,506.00 ***
2001	\$48,791.00 **	2006	\$56,700.00 **
2001	\$ 1,646.00***	2006	\$32,805.00 ***
2002	\$55,949.50 **	2007	\$51,767.00**
2002	\$ 1,320.00 ***	2007	\$39,112.11***
2003	\$57,118.00 **	2008	\$37,725.00**
2003	\$ 707.00 ***	2008	\$1,443.00*****
2004	\$58,275.00 **	2009	\$37,500.00**
2004	\$ 1,490.00 ***	2010	\$37,500.00**

****MONTHLY CONTRACT COMPANIES *** PER MINUTE CASUAL USERS**

******PER MINUTE CASUAL USERS STOPPED 10/2008**

This department does all the setup and security levels for these users. We have surveyors, attorneys and independent title people as example of this type of user. We also have some governmental units such as City Assessor, Equalization and the Treasures office, along with some townships as users.

***As of 10/1/2008 we no longer charge by the minute, they are charged for their prints only. The customer has a pre-paid account, when they log in they see their balance and each time they print it subtracts \$1.00 per page from that balance.

REMONUMENTATION

Public Acts 345 and 346 of 1990 required the County to establish a plan for monumenting (marking) all section corners in the County, and included an increase in recording fees to provide funds for this purpose on a statewide basis. In **2010** the Register of Deeds office collected a total of **\$85,164.00** in fees for this purpose.

Remonumentation fees collected in previous years were:

1993	\$60,140.00	2002	\$102,250.00
1994	\$56,076.00	2003	*\$198,256.00
1995	\$53,526.00	2004	\$184,554.00
1996	\$58,232.00	2005	\$161,945.00
1997	\$60,966.00	2006	\$143,282.00
1998	\$79,072.00	2007	\$114,724.00
1999	\$77,396.00	2008	\$ 94,985.00
2000	\$61,406.00	2009	\$ 92,236.00
2001	\$84,432.00	2010	\$ 85,164.00

***Fee increase for remonumentation on 3/31/2003 from \$2.00 per document to \$4.00 per document.**

In **2010** a total of **69** remonumentation corners were recorded, up in comparison with the 63 recorded in 2009.

LAND SEARCH

The Abstract Office in Jackson County was dissolved on January 13, 1976 by action of the Board of Commissioners and the Tract Index (Land Search) was made a part of the Register of Deeds Office. This area is not considered part of the public record and fees are charged for using these records. Service agreements with title companies and hourly fees produced \$26,942.00 in revenue in 2010. The State, County, City, Townships and person checking their own property ownership are not charged for use of these records.

RECORDING COMPARISONS

DOCUMENTS		YEAR	PAGES	
<i>NUMBER</i>	<i>AVERAGE</i>		<i>NUMBER</i>	<i>AVERAGE</i>
42708	168.03	1998	130383	516.39
41257	152.07	1999	125356	503.53
36318	139.92	2000	111822	444.36
44195	175.51	2001	190914	759.48
52194	200.75	2002	229626	915.33
59368	228.34	2003	285100	1126.88
46873	180.28	2004	223824	894.29
43949	169.03	2005	206989	796.11
39659	152.53	2006	171810	660.81
32819	126.23	2007	129444	497.86
28995	111.52	2008	100841	387.85
28939	111.30	2009	98708	379.65
27800	106.93	2010	92788	356.88

PLATS

In 2010 we had no plats recorded.

CONDOMINIUMS

In 2010 the following new condominiums were recorded:

<u>NAME</u>	<u>LOCATION</u>	<u>Units</u>
South Street Industrial Properties	Summit Township	6

SHERIFF'S DEEDS

During **2010** a total of **1070** Sheriff's Deeds (mortgage foreclosure sales) were recorded in this office, with a total consideration of **\$102,100,500.38**.

Past year's information regarding Sheriff Deeds:

Year	Number of recorded Sheriff Deeds	Total Consideration
2009	990	\$ 100,319,439.40
2008	1252	123,293,106.39
2007	1227	135,043,702.13
2006	874	90,515,747.95
2005	582	56,121,224.44
2004	491	47,546,305.44
2003	481	40,275,813.29
2002	442	32,445,099.27
2001	282	18,553,689.06
2000	228	13,354,678.56
1999	194	10,406,639.09
1998	159	7,732,933.37
1997	95	4,894,186.12
1996	88	3,975,037.84
1995	62	2,475,347.23



Jackson County Animal Shelter

3370 Spring Arbor Rd • Jackson, Michigan 49203

Phone (517) 788-4464 • FAX (517) 780-4750



Memo

To: Human Services Committee
From: Steve Hall, Environmental Health Director
Subject: Cat Adoption Pricing
Date: May 11, 2011

Motion Requested: Approve my recommendation to allow the authorization to hold “sales” on cats during times of the year when the animal shelter is full.

I. Background

- A. In the last two years, we have received 4,935 cats.
- B. We have adopted 1,396 cats during that time.
- C. The current adoption price for cats is \$80. There is a provision in the fee schedule to get an additional cat for \$1.

II. Current Situation

- A. The euthanasia rate for cats is much higher than that of dogs.
- B. There are many times when the shelter is full of cats.
- C. Dr. Anderson approached me with the idea of having a “cat sale” or “cat adoption month” to try and get more cats adopted.

III. Next Steps

- A. I am asking for Board approval to allow me the discretion to occasionally lower the prices on cats at the animal shelter. The price per cat would not be lower than \$30. Any cat sales are limited to less than 60 days per year.

IV. Recommendation

- A. Approve my recommendation to allow the authorization to hold “sales” on cats during times of the year when the animal shelter is full.



Jackson County Animal Shelter

3370 Spring Arbor Rd • Jackson, Michigan 49203

Phone (517) 788-4464 • FAX (517) 780-4750



Memo

To: Human Services Committee
From: Steve Hall, Environmental Health Director
Subject: Microchip Pricing
Date: May 11, 2011

Motion Requested: Approve an amendment to the fee schedule changing the microchip fee from \$10 to \$20.

I. Background

- A. The current fee for microchips is \$10.
- B. We currently pay \$9.45 per microchip from our manufacturer.

II. Current Situation

- A. The use of microchips is an optional service that we offer to clients.
- B. Microchips are implanted in animals and allow animals to be identified by a scanner. The procedure typically takes 15-20 minutes. Our contracted veterinarian makes \$40 an hour. Our maximum personnel cost for implanting a chip would be \$13.33. Thus, the maximum cost for providing this service would be \$22.78.
- C. The current market rate for shelters that offer microchips voluntarily is \$20 per chip. I have confirmed this with both the Ingham County and Kent County Animal Shelters. Private vet clinics charge a minimum of \$30.

III. Next Steps

- A. I am asking for Board for approval to raise the microchip fee to \$20. This will allow us to better recover our costs for providing this service.

IV. Recommendation

- A. Approve my recommendation to amend the fee schedule.



Jackson County ADMINISTRATOR/CONTROLLER

Adam J. Brown, Interim Administrator/Controller

TO: Personnel & Finance
Board of County Commissioners

FROM: Adam J. Brown
Interim County Administrator

SUBJECT: Friend of the Court Budget Deficit

DATE: May 5, 2011

Motion Requested

The County Administrator/Controller recommends that the (Personnel & Finance Committee and Board of County Commissioners) approve the Friend of the Court Budget Amendments in the amount of \$144,844.

I. Background

- A. The Friend of the Court identified a FY2011 budget deficit in the amount of \$144,844. They reported to County Affairs & Agencies in January 2011 with a revenue supported plan to recoup approximately half of the deficit.
- B. The Friend of the Court has reported to Affairs & Agencies each month on the progress of these new revenue generating plans. A significant outstanding projected deficit has remained since reporting on the issue in January.
- C. The Fiscal Year for the Friend of the Court ends on September 30, 2011. A solution must be in place to prevent a deficit in the 2011 fiscal year.

II. Current Situation

- A. On April 26, 2011, I met with the Circuit Court Administrator, Director of the Friend of the Court, and the Assistant Director of the Friend of the Court to work out a plan to cover the remaining shortfall. The following plan has been worked out and agreed upon by staff:

Assumed savings from the restructured Felony Defender Contract	\$40,000
Safe Havens Grant	\$10,000
Net Gains from FOC Revenue Enhancement Efforts	\$20,000
County Contingency	\$70,000
Contingency Retirement Line Item	\$4,844
Total	\$144,844

- B. The Chief Circuit Court Judge, John McBain, has reviewed and approved the plan.

III. Analysis

- A. **Financial** – The long-term goal of the financial plan is to build up the Friend of the Court Fund Balance to be able to absorb any one year aberration. This is a conservative but realistic estimate of the revenue enhancements proposed, with the intent to end in the positive at the end of the FOC fiscal year.

The county contribution towards the Friend of the Court will increase in the short term, but will likely be stable at a new level, contingent on the provision of indirect cost support.

The Friend of the Court has committed to reporting on the progress of their revenue collections to the Affairs & Agencies Committee.

- B. **Legal/Timing** – The Personnel & Finance Committee and Board of Commissioners must approve the attached budget amendments.

IV. Recommendation

The County Administrator/Controller recommends that the (Personnel & Finance Committee and Board of County Commissioners) approve the Friend of the Court Budget Amendments.

COUNTY OF JACKSON
FRIEND OF COURT/GF-BUDGET ADJUSTMENT
REVENUE
2011

[illegible][illegible]

DEPT HEAD

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

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

BOARD OF COMM _____ DATE _____

COUNTY OF JACKSON
FRIEND OF COURT/GF-BUDGET ADJUSTMENT
EXPENSE
2011

[illegible][illegible]

DEPT HEAD _____

DATE _____

COMMITTEE _____ DATE _____

BUDGET DIR

DATE _____

ADMIN _____ DATE _____

BOARD OF COMM _____ DATE _____

Commissioner Board Appointments – May 2011

<u>BOARD</u>	<u>NEW TERM EXPIRES</u>	<u>CURRENT MEMBER</u>	<u>APPLICANTS</u>	<u>COMMITTEE RECOMMENDED APPOINTMENTS</u>
<u>Retirement</u>				
1) One member* *Chair appointment	5/2014	Gerard Cyrocki	Gerard Cyrocki	Gerard Cyrocki
<u>Veterans Affairs</u>				
1) One Persian Gulf Veteran member	3/2015	Christopher Backus	Douglas Heckenkamp Earl W. Smith II	Earl W. Smith II

APPLICATION FOR APPOINTMENT

Please accept this application for appointment to the Jackson County Veteran Affairs Board. I have met all of the qualifications and will be available for the scheduled meetings.

NAME Douglas HECKENKAMP
ADDRESS 12710 Onondaga Rd.
Onondaga MI 48264
PHONE 517-569-2837

Veteran Organization PVMC

Please forward my application to the Department of Veteran Affairs for their consideration.

Signature of Applicant Douglas Heckenkamp

Please return the above application by **February 26, 2010** to:

Jackson County Veteran Affairs
1715 Lansing Avenue, Suite 689
Jackson, MI. 49202-2193

Please include with this application a copy of your DD 214 (Notice of Separation) and a resume.

RECOMMENDATION FOR APPOINTMENT

The PROUD VETERANS MOTORCYCLE of PARMA
Chartered Veterans Organization CLUB City

wishes to recommend Vietnam era Veteran, DOUG HECKENKAMP
Veteran's Name

of 12710 Onondaga Rd. Onondaga, MI 49264
Address City State Zip

517-569-2837 for appointment to the Jackson County Department of Veterans Affairs
Phone

Executive Committee.

This chartered veterans organization requests that this recommendation be forwarded to the County Board of Commissioners for consideration.


Signature of Commander

Note: Your Recommendation need not be a member of your organization.

Please return the above recommendation form to the following address by: February 26, 2010

Jackson County Veterans Affairs
1715 Lansing Avenue, Suite 689
Jackson, MI 49202-2193

Please include with this recommendation a copy of the veteran's application, DD214 (Notice of Separation) and a resume.

Douglas Heckenkamp

12710 Onondaga Road, Onondaga, Michigan 49264

usmc7173e3semperfi@yahoo.com

(517) 569-2837

Objective

Seeking a career in the realm of counseling or social work. Specifically interested in working with veterans, adults, families, or juveniles. Skilled in vocational counseling, rehabilitation counseling, drug or alcohol counseling, and crisis counseling.

Education and Licensure

- 1 Licensed Professional Counselor, State of Michigan. ID#6401002676
- 2 Master of Arts, Counseling and Guidance, Eastern Kentucky University, 1986
- 3 Bachelor of Science Education, Elementary Education, and Bachelor of Science, Criminal Justice, Northeast Missouri State University, 1979

Military and Work History

May 2006 to August 2007

NCOIC, U.S. Army, Jackson, Michigan

- Mobilized with unit and deployed to Camp Navistar, Kuwait as command cell for operations
- Responsible for checkout and accountability of military equipment
- Ensured functionality of computers and DSN lines
- Worked with contractors to ensure completion of assigned missions
- Assigned to internal security and traffic control

October 1986 to May 2006

Youth Counselor / Family Counselor, Highfields, Inc, Onondaga, Michigan

- Managed case information and acted as agency representative with the State, schools, courts, and families
- Prepared timely and accurate reports to the State DHS office
- Developed working relationships with parents and students via weekly counseling sessions and telephone contacts
- Maintained active membership of Educateur Team by reading, assessing and sharing information gleaned in community regarding clientele
- Facilitated team and agency training to improve staff efficiency
- Counseled students in group and individual settings regarding academics, life skills, vocational, drug, alcohol, and sexual abuse issues
- Participated in internal and external training to develop professional skills
- Was lead facilitator for the Non-Violent Physical Crisis Intervention Program for 15 years

August 1986 to present

Michigan National Guard

- Served in Lansing, Battle Creek, Taylor and Jackson
- Completed a wide variety of training, including Military Police, Automated Logistics, Instructor Training, Basic and Advanced Noncommissioned Officer Courses
- Received 16 awards and medals

May 1984 to August 1986
Kentucky National Guard

April 1977 to May 1979
Missouri National Guard

February 1971 to February 1973
United States Marine Corps
Active Duty in Viet Nam and Okinawa and received two medals

APPLICATION FOR APPOINTMENT

Please accept this application for appointment to the Jackson County Veteran Affairs Board. I have met all of the qualifications and will be available for the scheduled meetings.

NAME Earl W. Smith II
ADDRESS 3801 W. Michigan Ave.
Jackson, MI 49202
PHONE 517-414-3646

Veteran Organization ROAD VETERANS MOTORCYCLE CLUB

Please forward my application to the Department of Veteran Affairs for their consideration.

Signature of Applicant Earl W. Smith II

Please return the above application by **February 26, 2010** to:

Jackson County Veteran Affairs
1715 Lansing Avenue, Suite 689
Jackson, MI. 49202-2193

Please include with this application a copy of your DD 214 (Notice of Separation) and a resume.

RECOMMENDATION FOR APPOINTMENT

The PROUD VETERANS MOTORCYCLE CLUB of PARMA
Chartered Veterans Organization City


wishes to recommend Vietnam era Veteran, Earl W Smith II
Veteran's Name

of 3861 W. Michigan Ave. Jackson, MI. 49202
Address City State Zip

517-414-3646 for appointment to the Jackson County Department of Veterans Affairs
Phone

Executive Committee.

This chartered veterans organization requests that this recommendation be forwarded to the County Board of Commissioners for consideration.


Signature of Commander

Note: Your Recommendation need not be a member of your organization.

Please return the above recommendation form to the following address by: February 26, 2010

Jackson County Veterans Affairs
1715 Lansing Avenue, Suite 689
Jackson, MI 49202-2193

Please include with this recommendation a copy of the veteran's application, DD214 (Notice of Separation) and a resume.