



## WASHTENAW COUNTY BOARD OF COMMISSIONERS

Wednesday, September 18, 2002

### RECORD OF PROCEEDINGS

An adjourned session of the Washtenaw County Board of Commissioners was held in the Administration Building, in the City of Ann Arbor, Michigan, on Wednesday, September 18, 2002.

The meeting was called to order at 8:02 p.m. by Comm. Shaw, Chair.

**MEMBERS PRESENT:** Comms. Armentrout, Bergman, Craiger, DeLong, Gunn, Irwin, Kern, Kestenbaum, Peterson, Prater, Shaw, Sizemore, Solowczuk, Yekulis.

**MEMBERS ABSENT:** Comm. Montague.

**OTHERS PRESENT:** Bob Guenzel, County Administrator; Frank Cambria, Assistant County Administrator, Curtis Hedger, Corporation Counsel; Peter Ballios, Finance Director; Peggy M. Haines, Clerk/Register; Verna McDaniel, Diane Heidt, Human Resources; Gordon Burger, Finance; Amy Klinke, Administration; David Behen,; Pat Horn-McGee, Head Start; Trena Rusher, Jennie Bivens, ETCS; Marc Breckenridge, Emergency Management; Barbara King, Deputy Clerk; various citizens.

#### Pledge of Allegiance

#### Approval of the Minutes of the Previous Meeting

Comm. Gunn seconded by Comm. Solowczuk moved that the minutes of the September 4, 2002, Board of Commissioners meeting be approved. Motion carried.

#### Citizen Participation

None.

#### Commissioner Follow-Up to Citizen Participation

None.

#### Communications

Comm. Bergman seconded by Comm. Solowczuk moved that the communications be received and dealt with as recommended. Motion carried.

R-0239 RECEIVED: August 22, 2002. Letter from David L. Wahl, Controller, Huron-Clinton Metropolitan Authority, dated August 15, 2002, re: 2002 Huron-Clinton Metropolitan Authority Tax Levy. Received and filed; copy to Finance and Equalization.

R-0240 RECEIVED: August 27, 2002. Letter to Bob Guenzel from Susan Pollay, Executive Director, Ann Arbor Downtown Development Authority, dated August 26, 2002, re: Notification that the Ann Arbor City Council will hold a public hearing on Thursday, November 21, 2002, at 7:30 p.m. in order to hear comments about the possible renewal of the Ann Arbor Downtown Development Authority. Received and filed. (The complete Plan is on file in the Clerk/Register's Office).

R-0241 RECEIVED: September 3, 2002. Letter to Suzanne Shaw, Chair, from Mitchell J. Rycus, Chair, Washtenaw County Metropolitan Planning Commission, dated September 1, 2002, re: Resigning his post to the Planning Commission. Received and filed; copy to Administration.

R-0242 RECEIVED: September 9, 2002. Copy of letter to Sheriff Daniel Minzey from Wayne E. Schaudt, Correctional Facility Specialist, County Jail Services Unit, Michigan Department of Corrections, dated September 6, 2002, re: Review of the construction

documents dated March 2002, prepared by Facilities Management-Architecture to construct Special Needs Housing Units at the Washtenaw County Jail. Received and filed; copy to Administration, Purchasing, Facility Management.

#### **Report of the Chair of the Board**

**02-0158** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution proclaiming October as Head Start Awareness Month in Washtenaw County, be adopted. Roll call vote: YEAS: 12. NAYS: 1 (Craiger). ABSENT: 2 (Sizemore, Solowczuk). Motion carried.

**02-0159** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution proclaiming October as Mental Illness Awareness Month in Washtenaw County, be adopted. Roll call vote: YEAS: 12. NAYS: 1 (Craiger). ABSENT: 2 (Sizemore, Solowczuk). Motion carried.

**02-0160** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution commending Joseph Yekulis, Jr. on his successful year as President of the Michigan Association of Counties, be adopted. Roll call vote: YEAS: 12. NAYS: 1 (Craiger). ABSENT: 2 (Sizemore, Solowczuk). Motion carried.

**02-0161** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution commending Peggy M. Haines on being named Clerk of the Year for 2002 at the Michigan Association of County Clerks' Annual Meeting, be adopted. Roll call vote: YEAS: 12. NAYS: 1 (Craiger). ABSENT: 2 (Sizemore, Solowczuk). Motion carried.

**02-0162** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution honoring Ed Greenleaf as the 2002 Chelsea Citizen of the Year, be adopted. Roll call vote: YEAS: 12. NAYS: 1 (Craiger). ABSENT: 2 (Sizemore, Solowczuk). Motion carried.

**02-0163** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution commending Rev. Dr. Albert J. Lightfoot Jr. for his 37 years of dedicated service, be adopted. Roll call vote: YEAS: 12. NAYS: 1 (Craiger). ABSENT: 2 (Sizemore, Solowczuk). Motion carried.

#### **Special Order of Business**

None.

#### **Reports of Standing Committees**

Comm. Bergman seconded by Comm. Solowczuk moved that the minutes of the Agenda meeting dated August 28, 2002, the Ways & Means Committee meeting dated September 4, 2002, and the Board Working Session dated September 5, 2002, be approved. Motion carried. (Complete reports on file in the County Clerk/Register's Office).

#### **Reports of Special Committees**

Comm. Bergman seconded by Comm. Solowczuk moved that the following reports be received: Administrator's Briefing dated July 10, and July 31, 2002, Building Authority dated August 6, 2002, Jury Board dated April 23, May 22, June 25, and July 23, 2002, Road Commission dated August 12, 2002. Motion carried. (Complete reports are on file in the County Clerk/Register's Office.)

#### **Other Reports**

None.

#### **Report of the Treasurer**

None.

#### **Resolutions**

##### **Ways & Means Committee – September 4, 2002**

**02-0164** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution authorizing the Chair of the Board to sign an Emergency Management Work Agreement and the County Administrator to sign an Emergency Management Performance Grant Request and Agreement with the State of Michigan, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0165** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution ratifying the County Administrator's signature on the Fiscal Year (FY) Low Income Home Energy Assistance Program (LEHEAP) application in the amount of \$169,096 to the Michigan Family Independence Agency (FIA) for the period of September 1, 2002, through September 30, 2003; authorizing the

county Administrator to sign the Notice of Grant Award; amending the budget, and authorizing the Administrator to sign the delegate contracts, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0166** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution ratifying the Chair of the Board's signature on the Employment Training and Community Services Group's Reed Act Plan Application to the Michigan Department of Career Development for the period of March 13, 2002, through September 30, 2002, in the amount of \$661,178; authorizing the Administrator to sign the Notice of Grant Award; approving the budget, and authorizing the County Administrator to sign the delegate contracts, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0167** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution ratifying the Chair of the Board's signature on the Employment Training and Community Services Group's Reemployment Services Initiative application to the Michigan Department of Career Development for the period of July 1, 2002, through June 30, 2003, in the amount of \$21,375.03; authorizing the Administrator to sign the Notice of Grant Award; amending the budget, and authorizing the County Administrator to sign the delegate contracts, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0168** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution authorizing the Chair of the Board of Commissioners to sign a Sales Contract with the Ypsilanti Public Schools, upon all contingencies of that contract being met, to purchase approximately 11.4 acres in Superior Township to build a new Head Start Facility, waive County bidding requirements, and permit the County to contract with Ann Arbor Architects Collaborative, and authorize the County Administrator to sign any necessary documents to insure the timely construction of the Head Start facility, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0169** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution to approve plans, cost estimate, estimate of the period of usefulness, and lease contract, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0170** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution authorizing the Facilities Management Departmental Reorganization including the creation and elimination of positions, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0171** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution ratifying the County Administrator's signature on an application with the State of Michigan, Office of Highway Safety Planning, for the Drive Michigan Safely Task Force – 2002 – 2003 Grant Program for one year, commencing October 1, 2002, and ending September 30, 2003, in the amount of \$55,742; authorizing the Administrator to sign the Notice of Grant Award; amending the budget, and authorizing the Administrator to sign delegate contracts, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0172** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution ratifying the Chair of the Board's signature on an application to the State of Michigan, Office of High Safety Planning, for the continuation of the Sheriff's Department Secondary Road Patrol Program, for the period of October 1, 2002, to September 30, 2003, in the amount of \$261,324, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0173** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution authorizing the Chair of the Board to sign the 2002/2003 State Child Care Fund Budget Summary Form 2091, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0174** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution amending the Enhanced Access to Public Records Policy to include EGovernment Annual Maintenance Fee for monthly account customers, be adopted. Roll Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0175** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution approving the Administrator's recommendation regarding the Plante & Moran Report on the Department of Environment and Infrastructure Services, the Planning Department, and the Metropolitan Planning Commission, dissolving the Washtenaw County Metropolitan Planning Commission, and creating the Washtenaw County Planning Advisory Board, be adopted. Roll call vote: YEAS: 12. NAYS: 2 (Kern, Yekulis). ABSENT: 1 (Montague). Motion carried.

#### **Ways & Means Committee – September 18, 2002**

**02-0176** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution ratifying the County Administrator's signature on the Employment Training and Community Services Group's National Emergency Grant to the Michigan Department of Career Development for the period of July 1, 2002, through September 30, 2002, in the amount of \$102,178; authorizing the Administrator to sign the Notice of Grant Award; approving the budget; and authorizing the County Administrator to sign the delegate contracts, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**New Business**

**02-0177** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution setting a public hearing for the Economic Development Corporation Frame Hardwood Project for October 2, 2002, at 6:45 p.m. in the Board Room, Administration Building, 220 North Main Street, Ann Arbor, Michigan, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**02-0178** Comm. Bergman seconded by Comm. Solowczuk moved that the resolution Setting a public hearing on the proposed 2002 millage rate to adjust the 4.7174 authorized operating millage rate to 4.6683 and the .4900 mills for Parks & Recreation to .4848 and the .2500 mills for Natural Areas to .2474 for 2002 as the rates permanently established by MCL 211.34d; for Wednesday, October 2, 2002 at 6:45 P.M. in the Board Room, County Administration Building, in compliance with Section 24e of Act 206, P.A. 1893 (M.C.L.A. 211.24e), the Millage Reduction Fractions Act 6, P.A. 1981, as amended (M.C.L.A. 211.34d), Section 6 OF ACT 264 P.A. 1987, (M.C.L.A. 141.471), and Section 10(3) of Act 106 P.A. 1985 (M.C.L.A. 207.630); and directing the County Clerk/Register to cause to be published a notice of said meeting, be adopted. Roll call vote: YEAS: 14. NAYS: 0. ABSENT: 1 (Montague). Motion carried.

**Liaison Reports**

Comm. Bergman reported on a meeting of the Washenaw Area Transportation Authority that she and Comm. Armentrout attended.

Comm. DeLong reported that Mr. Polens is retiring from the Road Commission in January and they will be searching for a new Director.

Comm. Kern reported on her recent train ride to Chicago.

**Administrator's Report**

Mr. Guenzel reported that Dave Behen will be the Interim Director for Planning and Environment.

**Items for Current/Future Discussion**

None.

**Citizen Participation**

None.

**Commissioners Follow-up to Citizen Participation**

None.

**Adjournment**

Comm. Solowczuk seconded by Comm. Prater moved to adjourn until Wednesday, October 2, 2002, 6:45 p.m. in the Board Room, Washtenaw County Administration Building. Motion carried.

The meeting adjourned at 7:35 p.m.

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Comm. Suzanne Shaw, Chair

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Peggy M. Haines, Clerk/Register  
By: Barbara L. King, Deputy Clerk

Board Approved: 10/2/02

A RESOLUTION PROCLAIMING OCTOBER 2002 AS HEAD START AWARENESS MONTH IN WASHTENAW COUNTY AND EXPRESSING APPRECIATION TO THE WASHTENAW COUNTY HEAD START PROGRAM

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, Washtenaw County has been administering the Head Start Program for thirty-seven years; and

WHEREAS, October has been designated as "Head Start Awareness Month," a time to direct our attention to the children and their families that receive services through our program; and

WHEREAS, in Washtenaw County 561 children between the ages of three and five years of age are recipients of comprehensive developmentally appropriate programs which are based on the philosophy that high quality services for children from low-income families can help children enter into the mainstream of the educational system with a higher degree of success; and

WHEREAS, Head Start also focuses on the needs of the parents and provides them with opportunities for involvement with their children, input into program operation, training for their own growth and development and employment and connects them with community resources; and

WHEREAS, Washtenaw County Head Start believes that excellence is a worthwhile goal and works with children and families to help them break the cycle of poverty

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby proclaims October 2002 as "Head Start Awareness Month in Washtenaw County.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14    0    1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0158**

A RESOLUTION PROCLAIMING OCTOBER, 2002 AS MENTAL ILLNESS AWARENESS MONTH IN WASHTENAW COUNTY

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, mental illness will strike one in five Americans in a given year regardless of age, gender, race ethnicity, religion, or economic status; and

WHEREAS, one in five children suffers from a diagnosable mental or emotional disorder, and one in ten has a serious disorder which, if untreated, can lead to school failure, addition, and even suicide;

WHEREAS, mental disorders, collectively, make mental illness the most prevalent health problem in America today – more common than cancer, lung and heart disease combined; and

WHEREAS, the guiding principles of community mental healthcare have always been comprehensiveness, cost-efficiency, effective management, and high quality and person-centered services; and

WHEREAS, with proper care, recovery is an obtainable goal so that every individual can have the opportunity for a quality life of personal choice;

NOW THEREFORE BE IT RESOLVED that the Washtenaw Board of Commissioners hereby proclaims October 2002 as Mental Illness Awareness Month in Washtenaw County

BE IT FURTHER RESOLVED that the Board of Commissioners calls upon all citizens, government agencies, public and private institutions, businesses and schools in the County to recommit to our community to increase awareness and understanding of mental illnesses and the need for appropriate and accessible services for all people.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14    0    1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)SS.

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In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0159**

A RESOLUTION COMMENDING JOSEPH YEKULIS, JR ON HIS SUCCESSFUL YEAR SERVING AS  
PRESIDENT FOR THE MICHIGAN ASSOCIATION OF COUNTIES

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, Joseph Yekulis, Jr. was selected as a Washtenaw County Commissioner in 1994 to represent District 1, the northwest Washtenaw County; and

WHEREAS, Joseph Yekulis, Jr served the citizens of Washtenaw County for 17 years in the County Sheriff's Department prior to beginning his tenure as an elected official; and

WHEREAS, Joseph Yekulis, Jr actively works as a public safety trainer, specializing in Dispatcher Training Programs; and

WHEREAS, Washtenaw County Commissioner Joseph Yekulis, Jr. began serving as an at-large Director on the Michigan Association of Counties in 1997; and

WHEREAS, Commissioner Yekulis, Jr. became the President of the Michigan Association of Counties on August 21, 2001 serving a term of one year; and

WHEREAS, during his tenure, Commissioner Yekulis, Jr. continually communicated, brought associations, community groups, local, state and federal associations together to build collaboration and cooperation; and

WHEREAS, Commissioner Yekulis, Jr. continues to represent Washtenaw County and its citizens through his leadership, dedicated professionalism and integrity through his participation in local, state and federal initiatives; and

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby commends Joseph Yekulis, Jr. on his successful year serving as the President to the Michigan Association of Counties and wishes him continued success on his future endeavors

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14      0      1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0160**

A RESOLUTION COMMENDING PEGGY HAINES ON BEING NAME CLERK OF THE YEAR FOR 2002 AT THE MICHIGAN ASSOCIATION OF COUNTY CLERK'S

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, Peggy Haines served as the Chief Deputy for the Washtenaw County Register of Deeds for 25 years; and

WHEREAS, in March 1990, Peggy was appointed as the Washtenaw County Clerk/Register of Deeds; and

WHEREAS, Peggy is the first woman in the County to manage the combined offices of Register of Deeds and the County Clerk; and

WHEREAS, Peggy serves the citizens of Washtenaw County through her involvement in community and professional affiliations; and

WHEREAS, Peggy is known for her integrity, unwavering commitment and loyalty to serve the public; and

WHEREAS, Peggy reaches out to the Washtenaw County community participating in parades and supporting 4-H events; and

WHEREAS, Peggy actively pursues means to provide world class service to her customers including participation in local e-government activities; and

WHEREAS, at the Michigan Association of County Clerk Conference in August, Peggy was recognized by her peers as the 2002 Clerk of the Year;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby commends Peggy Haines for her unwavering dedication to the residents of Washtenaw County and congratulates her on being named the 2002 Clerk of the Year and wishes her continued success in the future

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14    0    1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)SS.

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In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0161**



A RESOLUTION HONORING ED GREENLEAF AS THE 2002 CHELSEA CITIZEN OF THE YEAR

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, Ed Greenleaf has been a long-time citizen of Washtenaw County, and has been the proprietor of Chelsea Lanes since 1962 until his retirement this Spring, and

WHEREAS, Ed Greenleaf built Chelsea Lanes into one of the most successful bowling centers in the area, has served on the Board of Directors of the Michigan Bowling Proprietors for 23 years, and in 2001 was inducted into the Ann Arbor Bowling Association Hall of Fame, and

WHEREAS, Ed has used his business to serve the youth of Western Washtenaw County through sponsoring many "After Prom" parties, as well as fund raisers for various youth organizations including Chelsea Area Responding to Teens (CART), Boy and Girl Scouts, Chelsea Athletic Boosters, and Big Brothers and Big Sisters, and

WHEREAS, Ed has also been supportive of the American Cancer Society, Jaycees, Kiwanis, Chelsea Community Fair Board, and the Chelsea United Way, and

WHEREAS, Ed has served as President of the Chelsea Area Chamber of Commerce, and spent six years as a member of the Chamber Board of Directors, and

WHEREAS, Ed Greenleaf has been named the 2002 Chelsea Citizen of the Year, and will be recognized at a community banquet being held in his honor on Tuesday October 1, 2002

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby extends its appreciation to Ed Greenleaf for his many years of service to the Washtenaw County Community, congratulates him on his accomplishment of becoming Chelsea's 2002 Citizen of the Year, and wishes him well in all of his future endeavors.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS 14 0 1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

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In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

PEGGY M. HAINES, Clerk/Register

BY: \_\_\_\_\_

Deputy Clerk



Res. No. 02-0162

A RESOLUTION COMMENDING REV. DR. ALBERT J. LIGHTFOOT JR. FOR HIS 37 YEARS OF DEDICATED SERVICES

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, New Hope Baptist Church of Ann Arbor was founded in 1965 by Rev. Albert Lightfoot Jr.; and

WHEREAS, Rev. Albert Lightfoot Jr. is known for his leadership, spiritual guidance and dedication to the residents of the community; and

WHEREAS, Rev. Albert Lightfoot Jr. has made a personal commitment to support and promote community growth and family well-being; and

WHEREAS, Rev. Albert Lightfoot Jr. is a well known and respected within the community; and

WHEREAS, Rev. Albert Lightfoot Jr commitment and dedication are an integral part in establishing community activities and educational services; and

WHEREAS, Washtenaw County Board of Commissioners recognizes community leaders for their efforts and contributions to the community benefiting the citizens of Washtenaw County and making our community a better place to live

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby commends Rev. Albert Lightfoot Jr. for his 37 years of unwavering dedication to the citizens of Washtenaw County and wishes him continued success in all his future endeavors

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14      0      1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW )<sup>SS.</sup>

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In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_  
 Deputy Clerk



**Res. No. 02-0163**

A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD TO SIGN AN EMERGENCY MANAGEMENT WORK AGREEMENT AND THE COUNTY ADMINISTRATOR TO SIGN AN EMERGENCY MANAGEMENT PERFORMANCE GRANT REQUEST AND AGREEMENT WITH THE STATE OF MICHIGAN

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, since 1991 the Federal Emergency Management Agency has required the State of Michigan to enter into agreements with each county before disbursing Emergency Management funding; and

WHEREAS, resolution 92-0072 authorizes the Chair of the Washtenaw County Board of Commissioners and the County Administrator to address functional and operational issues relating to Emergency Management; and

WHEREAS, FEMA's Emergency Management funding formula has been fairly consistent and recurring on an annual basis; and

WHEREAS, the Emergency Management Performance Grant funding will reimburse the County for approximately 38% of the Emergency Management Director's salary and fringe benefits in fiscal year 2003; and

WHEREAS, the agreement places no additional programmatic burden on the County or the Emergency Management Division; and

WHEREAS, the agreement has been reviewed by the County Administrator, Corporation Counsel, and the Finance Department

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners authorizes the Chair of the Board to sign the Emergency Management Work Agreement and the County Administrator to sign the Emergency Management Performance Grant request and agreement for fiscal year 2003 with the State of Michigan, as on file with the County Clerk

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14    0    1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

PEGGY M. HAINES, Clerk/Register

BY: \_\_\_\_\_  
Deputy Clerk



Res. No. 02-0164

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES GROUP'S REED ACT PLAN APPLICATION TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT FOR THE PERIOD OF MARCH 13, 2002 THROUGH SEPTEMBER 30, 2002 IN THE AMOUNT OF \$661,178; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE BUDGET, AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, the state legislature is replacing \$46 million in Temporary Assistance for Needy Families (TANF) funds with Reed Act funds; and

WHEREAS, as a result of the replacement of TANF funds, Washtenaw County's Work First TANF Program funds in the amount of \$ 661,178 were reallocated to Reed Act funds; and

WHEREAS, Reed Act funds are to be used only for Work First activities related to job search/job readiness activities, including General Orientation, Individual Orientation, and selected supportive services; and

WHEREAS, Job Search/Job Readiness Activities may include, at a minimum, the cost of staff delivery of employment services, equipment and resources for one stop resource rooms, and shared costs for the operation of the One-Stop Center; and

WHEREAS, Supportive Services may include work clothing, mileage reimbursement for auto transportation, bus tokens, tools, and employment related medical expenses; and

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board, Corporation Counsel, the Finance Department, Human Resources, the County Administrator's Office, and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Chair of the Board's signature on the Employment Training and Community Services Group's Reed Act plan application to the Michigan Department of Career Development, in the amount of \$661,178 for the period of March 13, 2002 through September 30, 2002, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorize the Administrator to sign the Notice of Grant Award
2. Approving the budget, as attached hereto and made a part hereof
3. Authorizing the Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS 14 0 1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)<sup>SS-</sup>

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0166**

Washtenaw County ETCS  
Summary Budget  
Fund #2480 - Reed Act (Work First)  
Business Unit 2480019100  
Fiscal Year Ending September 30, 2002

**Revenues**

50000	Federal Revenue	\$ <u>661,178</u>
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**Expenditures**

80000	Other Services and Charges	\$ <u>661,178</u>
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A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES GROUP'S REED ACT PLAN APPLICATION TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT FOR THE PERIOD OF MARCH 13, 2002 THROUGH SEPTEMBER 30, 2002 IN THE AMOUNT OF \$661,178; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE BUDGET, AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, the state legislature is replacing \$46 million in Temporary Assistance for Needy Families (TANF) funds with Reed Act funds; and

WHEREAS, as a result of the replacement of TANF funds, Washtenaw County's Work First TANF Program funds in the amount of \$ 661,178 were reallocated to Reed Act funds; and

WHEREAS, Reed Act funds are to be used only for Work First activities related to job search/job readiness activities, including General Orientation, Individual Orientation, and selected supportive services; and

WHEREAS, Job Search/Job Readiness Activities may include, at a minimum, the cost of staff delivery of employment services, equipment and resources for one stop resource rooms, and shared costs for the operation of the One-Stop Center; and

WHEREAS, Supportive Services may include work clothing, mileage reimbursement for auto transportation, bus tokens, tools, and employment related medical expenses; and

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board, Corporation Counsel, the Finance Department, Human Resources, the County Administrator's Office, and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Chair of the Board's signature on the Employment Training and Community Services Group's Reed Act plan application to the Michigan Department of Career Development, in the amount of \$661,178 for the period of March 13, 2002 through September 30, 2002, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorize the Administrator to sign the Notice of Grant Award
2. Approving the budget, as attached hereto and made a part hereof
3. Authorizing the Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS 14 0 1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)<sup>SS-</sup>

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0166**



Washtenaw County ETCS  
Summary Budget  
Fund #2480 - Reed Act (Work First)  
Business Unit 2480019100  
Fiscal Year Ending September 30, 2002

**Revenues**

50000	Federal Revenue	\$ <u>661,178</u>
-------	-----------------	-------------------

**Expenditures**

80000	Other Services and Charges	\$ <u>661,178</u>
-------	----------------------------	-------------------

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES GROUP'S REEMPLOYMENT SERVICES INITIATIVE APPLICATION TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT FOR THE PERIOD OF JULY 1, 2002 THROUGH JUNE 30, 2003 IN THE AMOUNT OF \$21,375.03; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE BUDGET, AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, the United States Department of Labor is providing funds to ensure that Unemployment Insurance (UI) claimants receive the necessary services to become employed; and

WHEREAS, while the Michigan Department of Career Development continues to provide central administrative and policy staff, while most employment service field operations are administered by the local Workforce Development Boards; and

WHEREAS, the Employment Training and Community Services Group is required to submit an application to the Michigan Department of Career Development for the Reemployment Services Initiative plan funds; and

WHEREAS, these Initiative Plan funds are intended to supplement Wagner-Peyser Act allotments and thereby provide significant increases in Job Search Activities and increases of Entered Employments of UI claimants over the 2001 program year; and

WHEREAS, targeted populations of UI claimants include industries or occupations that have been hardest hit in Washtenaw County, which includes manufacturing and automotive parts suppliers; and

WHEREAS, services, to be provided to approximately 260 participants under this initiative, include job development, job search planning, career guidance, application completion, interviewing techniques, and resume writing;

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board, Corporation Counsel, Finance, Human Resources, the County Administrator's Office, and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Chair of the Board's signature on the Employment Training and Community Services Group's Reemployment Services Initiative application to the Michigan Department of Career Development, in the amount of \$21,375.03 for the period of July 1, 2002 through June 30, 2003, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorize the Administrator to sign the Notice of Grant Award
2. Approving the budget, as attached hereto and made a part hereof
3. Authorizing the Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS 14 0 1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)<sup>SS-</sup>

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0167**

Washtenaw County ETCS  
Summary Budget  
Fund #2380 - Reemployment Services  
Year Ending June 30, 2003

**Revenues**

50000	Federal Revenue	<u>21,375.03</u>
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**Expenditures**

80000	Other Services and Charges	<u>21,375.03</u>
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A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD OF COMMISSIONERS TO SIGN A SALES CONTRACT WITH THE YPSILANTI PUBLIC SCHOOLS, UPON ALL CONTINGENCIES OF THAT CONTRACT BEING MET, TO PURCHASE APPROXIMATELY 11.4 ACRES IN SUPERIOR TOWNSHIP TO BUILD A NEW HEAD START FACILITY, WAIVE COUNTY BIDDING REQUIREMENTS AND PERMIT THE COUNTY TO CONTRACT WITH ANN ARBOR ARCHITECTS COLLABORATIVE AND AUTHORIZE THE COUNTY ADMINISTRATOR TO SIGN ANY NECESSARY DOCUMENT TO INSURE THE TIMELY CONSTRUCTION OF THE HEAD START FACILITY.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, Washtenaw County has attempted for a number of years to procure a site to locate a consolidated Head Start program; and

WHEREAS, many potential sites in the Ypsilanti area were identified as possible locations but were ultimately rejected for a number of reasons; and

WHEREAS, the Ypsilanti Public Schools own approximately 23 acres in Superior Township in the vicinity of Clark and LeForge Roads a short distance north of the City of Ypsilanti; and

WHEREAS, the Ypsilanti Public Schools have indicated they will sell the northerly half of the parcel to Washtenaw County for \$145,787.95; and

WHEREAS, the Sales Contract between Washtenaw County and the Ypsilanti Public Schools contains a number of contingencies which must be met prior to closing the sale to insure that the proposed Head Start facility may be constructed on the site; and

WHEREAS, the following contingencies have been met 1) receipt of a satisfactory Phase 1 environmental assessment of the property after final acceptance by the school district; 2) receipt of a satisfactory report from the County's architects and consultants indicating that the proposed project and related use of the property will be permitted under the Superior Township Wetlands Ordinance; 3) obtaining a survey of the parcel to be purchased by the County; 4) county approval of any easements, right-of-way and/or use restrictions, if any; and

WHEREAS, the sale of the parcel will not close until the following contingencies are met 1) final approval by the County Board of Commissioners after final acceptance by the School District; 2) obtaining a proper land split of the entire parcel; 3) receipt of all necessary permits, including driveway and drain commissioner approval; 4) availability of all utilities to service the new facility; 5) Final site plan approval by Superior Charter Township; and

WHEREAS, Ann Arbor Architects Collaborative has completed a conceptual site plan and schematic design for the proposed facility, a conceptual budget; and

WHEREAS, their version includes a building of 18,650 sq. ft. containing 8 classrooms plus administrative offices resulting in a project budget of approximately \$3.5 million dollars, including property acquisition; and

WHEREAS, Ann Arbor Architects Collaborative has been involved with the County in the search for a suitable Head Start site for many years and has developed an expertise on the particular needs of the Washtenaw County Head Start Program; and

WHEREAS, Ann Arbor Architects Collaborative has designed educational facilities similar to the one being proposed for the Washtenaw County Head Start Program; and

WHEREAS, it is imperative that construction of the facility begin as soon as possible so that it is ready by the fall of 2003; and

WHEREAS, the Head Start program have received federal grant funds from the Department of Health and Human Services in the amounts of \$25,000, \$50,000, \$543,087 and \$130,000 for a total of \$748,087 to support design and construction of the new facility; and

WHEREAS, On June 26, 2002 the Superior Charter Township Planning Commission voted to approve the conditional use permit and the preliminary site plan approval; and

WHEREAS, at the July 18, 2002 Working Session during executive session, the Board of Commissioners were presented the Head Start project; and

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the Chair of the Board to sign whatever documents are necessary to complete the sale of approximately 11.4 acres in Superior Township in the Clark and LeForge area to Washtenaw County once the contingencies in the Sales Contract between Washtenaw County and the Ypsilanti Public Schools have been met, to be filed with the County Clerk upon review of Corporation Counsel

BE IT FURTHER RESOLVED that the Washtenaw County Board of Commissioners hereby waives the County's bidding requirements as they pertain to the procurement of an architect for the project because of Ann Arbor Architect Collaborative's extensive experience with the Head Start program and its experience with designing educational facilities similar to the one proposed for the Head Start program and authorizes the Administrator, upon review of Corporation Counsel, to sign the contract with Ann Arbor Architect Collaborative.

BE IT FURTHER RESOLVED that the Washtenaw County Board of Commissioners authorizes the County Administrator, upon review of Corporation Counsel, to execute whatever documents are necessary to insure that the Head Start facility is completed prior to the fall of 2003 up to the time the construction funds are available and the Building Authority assumes the project.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY **ROLL CALL VOTE: TOTALS** **14 0 1**

**STATE OF MICHIGAN )**  
**COUNTY OF WASHTENAW )**SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_  
 Deputy Clerk



**Res. No. 02-0168**

**Washtenaw County Head Start School Schedule**

<b>Phase</b>	<b>Task</b>	<b>Duration</b>	<b>Date To Complete</b>	<b>Remarks</b>	<b>Products</b>
PD	Prepare preliminary project budget	One week	Completed: April 17	Authorized by David Behen	Preliminary cost opinion based on square footage costs for building site costs, A/E fees, etc.
PD	Meet with Superior Township		Completed: April 10	Discuss site issue and requirements and schedule	
SP	Meet with Drain Commission	Meeting	May 7 May 7	ALNM	
SP	Submit for Site Plan Review And Special Use Permit	Three weeks	Completed: May 1	ALNM/A3C	Drawings as required by Planning Commission and additional rendered site plan, and elevations
SD	Schematic Design	Three weeks	Completed: May 14	A3C, Authorized by David Behen	Preliminary Site Plan, Floor Plan, Elevations, Roof Plan and Typical Building Section outline specs.
SD	Review and obtain sign-off for Schematic Design	Meeting	Completed: May 23	A3C, David Behen Pat Horne McGee	Review plan, sections, elevations, location of furnishings and cost.
SD	Pre-Engineered Metal Building Manufacturer/Rudolph Libbe to provide construction costs	Two weeks	Completed: May 14	Rudolph/Libbe	Construction Cost Estimate
SP	Planning Commission Meeting Schedule public hearing	Meeting	Completed: May 22	A3C/ALNM/David Behen/Pat Horne McGee	Drawings as required by Planning Commission and additional rendered site plan, and elevations
SP	Public Hearing for Conditional Use and Preliminary Site Plan Approval	Meeting	Completed: June 26	A3C/ALNM/David Behen/Pat Horne McGee	To be confirmed at May 22 meeting
DD	Design Development Set to Rudolph Libbe for Pricing	2 Weeks	Completed: July 9		
SP	Submit Final Site Plan Drawings and Final Engineering Drawings		July 3/Aug. 7 Completed: July 10	A3C/ALNM	Drawings as required by Planning Commission and additional rendered site

					plan, and elevations
DD	Design Development Complete Review & Sign Off  Rudolph Libbe to provide updated cost estimate	Meeting	July 17 To be Completed: July 23		Floor Plans, Exterior Elevations, Building Sections, Wall Sections, Details Interior Elevations, Millwork Detail, Outline Specs Prelim. M/E, Structural Foundations, Revised cost estimate
SP	Planning Commission Meeting for Final Site Plan Approval	Meeting	Sept/October	A3C/ALNM/David Behen/Pat Horne McGee	Drawings as required by Planning Commission and additional rendered site plan, and elevations
CD	Construction Documents	Six weeks Begin July 9	Aug. 20	A3C/Consultants	Complete set of Bid Documents
CD	CD Owner Review		Aug. 27		
	Board of Commissioners Ways & Means Meeting		Sept. 4		Approval to purchase land
	Board of Commissioners Meeting		Sept. 18		Final Approval for purchase of land for Head Start building
BN	Issue Drawings for Bidding		Oct	A3C/David Behen	
BN	Bids Due		Oct/Nov		
BN	Bid Award		Oct/Nov	David Behen	BOC meeting
CA	Begin Construction		Nov/Dec		
CA	Construction Complete		July 2003		
CA	Move-In	One Week	August 03		



## **COUNTY OF WASHTENAW**

At a regular meeting of the Board of Commissioners of the County of Washtenaw, Michigan, held on the 18<sup>th</sup> day of September, 2002, at 6:45 p.m., Eastern Daylight Savings Time, in the Washtenaw County Building in Ann Arbor, Michigan there were:

PRESENT: Comms. Armentrout, Bergman, Craiger, DeLong, Gunn, Irwin, Kern, Kestenbaum, Peterson, Prater, Shaw, Sizemore, Solowczuk.

ABSENT: Comm. Montague

The following preambles and resolution were offered by Comm. Bergman and seconded by Comm. Solowczuk.

### **RESOLUTION TO APPROVE PLANS, COST ESTIMATE, ESTIMATE OF THE PERIOD OF USEFULNESS AND LEASE CONTRACT**

WHEREAS, there have been prepared and presented to the Board of Commissioners (the "Board") of the County of Washtenaw, Michigan (the "County"), preliminary plans to acquire, construct, equip and furnish a county building to be used as a Head Start Facility (the "Project"), all as more fully described in EXHIBIT A to the Lease Contract (as hereinafter defined), and a proposed Lease Contract between the County and the Washtenaw County Building Authority (the "Authority") dated as of October 1, 2002 (the "Lease Contract"), pursuant to which the Authority will acquire, construct, furnish, and equip the Project as contemplated by the terms of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), and lease the Project to the County for a term not to exceed 50 years as permitted by Act 31; and

WHEREAS, it has been estimated that the period of usefulness of the Project to be not less than 30 years and that the total cost of equipping the Project (as defined in the Lease Contract) is an amount not to exceed \$3,673,000 of which not to exceed \$3,000,000 will be provided by the proceeds from the sale of one or more series of bonds by the Authority pursuant to Act 31; and

WHEREAS, the County proposes to undertake the Project and to request the Authority to incur taxable or tax-exempt debt (the "Reimbursement Obligations") to finance all or a portion of the costs of the Project;

WHEREAS, the County may make certain expenditures for said Project prior to issuance of the Reimbursement Obligations and may wish to use the proceeds of the Reimbursement Obligations to reimburse all or a portion of said expenditures.

WHEREAS, it is in the public interest and for the public benefit that the County designate an authorized officer for the purposes of declaring official intent of the County with respect to expenditures;

WHEREAS, there has been prepared and attached hereto as APPENDIX I a form of Lease Contract and as APPENDIX II a form of notice entitled "NOTICE OF INTENTION OF THE COUNTY OF WASHTENAW TO ENTER INTO A LEASE CONTRACT WITH THE WASHTENAW COUNTY BUILDING AUTHORITY AND NOTICE OF RIGHT TO PETITION FOR REFERENDUM THEREON" (the "Notice of Intention");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF WASHTENAW, MICHIGAN, as follows:

1. The preliminary plans and estimates relating to the Project and identified in EXHIBIT A to APPENDIX I hereto are hereby approved and ordered filed with the County Clerk.

2. The Lease Contract in the form of APPENDIX I hereto is hereby approved, and the Chair of the Board of Commissioners and the County Clerk are hereby authorized and directed to execute and deliver the same for and on behalf of the County.

3. It is hereby determined that the Notice of Intention provides information sufficient to adequately inform the electors and taxpayers of the County of the nature of the contractual obligations to be undertaken by the County in the Lease Contract and of their right under Act 31 to file a petition requesting a referendum election on the Lease Contract.

4. The form and content of the Notice of Intention are hereby approved, and the County Clerk is hereby authorized and directed to cause the Notice of Intention to be published once in the *Ann Arbor News*, Ann Arbor, Michigan, a newspaper of general circulation within the County which is hereby determined to be the newspaper reaching the largest number of electors and taxpayers of the County. The Notice shall be at least one third of a page in size.

5. The Controller/Administrator of the County is hereby authorized to declare official intent of the County with respect to reimbursement.

6. Each declaration of official intent shall be substantially in the form set forth in APPENDIX III attached hereto and by this reference incorporated herein, and said form may be modified from time to time on the advice of bond counsel to the County and as necessary to conform to requirements of our reimbursement regulations as the same may be adopted by the Internal Revenue Service or amended from time to time, or with the requirements of applicable rulings or regulations relating to tax-exempt borrowings.

7. The Controller/Administrator is hereby directed to file each declaration of official intent in the office of the Washtenaw County Clerk, which location constitutes the customary location of the records of the Authority which are available to the general public.

8. The Washtenaw County Clerk is further directed to assure that each declaration of intent is continuously available during normal business hours of the County on every business day of the period beginning the earlier of 10 days after the date of execution of said declaration of intent and ending on the date of issuance of the Reimbursement Bonds.

9. The Controller/Administrator, if necessary, is authorized to request approval from the State of Michigan, Department of Treasury ("Treasury") to issue the bonds, to pay the related fee, and to provide any other documentation as may be requested by the Treasury.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

YES: Comms. Armentrout, Bergman, Craiger, DeLong, Gunn, Irwin, Kern, Kestenbaum, Peterson, Prater, Shaw, Sizemore, Solowczuk, Yekulis.

NO: None.

ABSENT: Comm. Montague.

ABSTAIN: None.

THE RESOLUTION WAS DECLARED ADOPTED.

STATE OF MICHIGAN)  
) ss.  
COUNTY OF WASHTENAW)

The undersigned, being the duly qualified and acting Clerk of the County of Washtenaw, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Washtenaw County Board of Commissioners at its regular meeting held on the 18<sup>th</sup> day of September, 2002, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the County. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby

---

Peggy M. Haines  
Washtenaw County Clerk  
By: Deputy Clerk

DATED: \_\_\_\_\_

Res. No. 02-0169

las.r1-was122

APPENDIX I

LEASE CONTRACT

THIS FULL FAITH AND CREDIT GENERAL OBLIGATION LEASE CONTRACT ("Lease") made as of October 1, 2002, by and between the WASHTENAW COUNTY BUILDING AUTHORITY (the "Authority"), a building authority organized and existing under and pursuant to the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), and the COUNTY OF WASHTENAW, a County of the State of Michigan (the "County"),

WITNESSETH:

WHEREAS, the Authority has been incorporated by the County pursuant to Act 31 for the purpose of acquiring, furnishing, equipping, owning, improving, enlarging, operating and maintaining a building or buildings, automobile parking lots or structures, recreational facilities and stadiums, and the necessary site or sites therefor, for the use of the County; and

WHEREAS, the County desires to undertake a project to acquire, construct, equip and furnish a county building to be used as a Head Start Facility, as more fully described in EXHIBIT A to this Lease (the "Project"), and it is proposed that the Authority undertake the Project; and

WHEREAS, it is proposed that the Authority finance the total cost of the Project by the issuance of building authority bonds payable from cash rental payments to be made by the County to the Authority pursuant to this Lease and Act 31; and

WHEREAS, a description of the Project, and estimate of the period of usefulness thereof and an estimate of the total cost of the Project, all as set forth on EXHIBIT A to this Lease, have been reviewed and approved by the Board of Commissioners of the County; and

WHEREAS, in order to make possible the issuance of building authority bonds to finance all or a portion of the total cost of the Project, it is necessary under Act 31 for the parties to enter into this Lease;

THEREFORE, IN CONSIDERATION OF THE MUTUAL UNDERTAKINGS AND AGREEMENTS SET FORTH BELOW, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES TO THIS LEASE AS FOLLOWS:

1. Authorization and Issuance of Bonds. As soon as practicable after the effective date of this Lease, the Authority shall proceed to authorize and issue one or more series of its building authority bonds in the aggregate principal amount of not to exceed \$3,000,000 (the "Bonds"), pursuant to and in accordance with provisions of Act 31, for the purpose of acquiring, constructing, furnishing and equipping the Project. The Authority shall pledge for the payment of the principal of and interest on the Bonds the receipts from the cash rental payments described and required to be paid by the County pursuant to this Lease. The Bonds of any series shall be dated November 1, 2002 or the first day of any later month in 2002, 2003 or 2004 as the Authority shall approve in the resolution authorizing issuance of the Bonds (the "Bond Resolution"). The Bonds shall bear interest at a rate or rates that will result in a net interest cost not exceeding 8% per annum. Interest

shall be payable semi-annually and shall begin as specified in the Bond Resolution until maturity of the bonds and shall mature in accordance with the Debt Retirement Schedule set forth on EXHIBIT B to this Lease. Each date on which any payment of principal of and/or interest on any bond is due is referred to herein as a "Bond Payment Date." The Bonds may be payable on the first day of a different month, if necessary, to match rental income paid to the County.

The County and the Authority recognize and acknowledge that (a) such Debt Retirement Schedule is based upon an assumed interest rate and date of issuance of the Bonds and upon assumed Bond Payment Dates, all as set forth in EXHIBIT B, (b) the Bond Payment Dates will be specified in the Bond Resolution, (c) the date and amount of each payment of cash rental required under this Lease will be determined (subject to the limitations expressed in the preceding paragraph of this Section) when the Bond Resolution is adopted by the Authority and the Bonds are sold, by application of the rate or rates of interest (that will result in a net interest cost not exceeding 8% per annum) actually borne by the Bonds.

The Bonds may be sold subject to redemption prior to maturity at the option of the Authority with such redemption premiums and upon such terms as shall be set forth in the Bond Resolution.

Upon receipt of the proceeds of the sale of the Bonds, all premium, capitalized interest, if any, and accrued interest received from the purchaser or purchasers of the Bonds shall be transferred to a bond and interest redemption fund, and the balance of such proceeds shall be deposited into an acquisition fund, each of which shall be established by the Bond Resolution and maintained as a separate depository account of the Authority. The money in the acquisition fund shall be used to pay costs of the Project, and upon payment of all such costs, any excess money in the acquisition fund will be used as provided in Section 4.

In the event that for any reason after the date upon which this Lease is executed, but before the Bonds have been issued, it appears to the County and the Authority that the part of the Project to be paid by bond proceeds can be equipped for less than \$3,000,000, or the County shall be able to make payment in advance on the cash rental payments payable pursuant to this Lease, the Authority may reduce the amount of bonds to be issued in multiples of \$5,000 and reduce the annual maturities or the years of maturities as the County shall direct.

2. Transfer of Title to and Completion of Project. As soon as practicable after the Bonds have been sold, the County shall transfer title to the Project to the Authority, and the Authority shall commence the Project. The plans, cost estimate and estimated period of usefulness for the Project, all of which have been filed with the County Clerk and the Secretary of the Authority, are hereby approved and adopted. The Project shall be implemented in substantial accordance with such plans which are incorporated as part of (but not attached to) this Lease. No major changes in such plans shall be made without the written approval of both the County and the Authority.

3. Increased Project Costs. In the event that it shall appear, upon taking the necessary bids for the acquisition of the Project and after issuance of the Bonds, that the Project cannot be completed at the estimated cost, the Authority shall immediately so notify the County. The County may elect to pay the increased cost in cash to the Authority in which event the amount of such cash payment shall be deposited in the acquisition fund for the Project and the Authority shall proceed to acquire and complete the Project. In the alternative, the County and the Authority may agree, by an amendment to this Lease, that

additional bonds shall be issued by the Authority in an amount sufficient to pay the increased Project costs. If, after the sale and issuance of the Bonds, it shall become necessary to raise additional funds to pay for an increase in the Project costs and this Lease cannot be amended to provide for the issuance of additional bonds, or if for any other reason additional bonds cannot be issued, the County shall pay to the Authority in cash an amount which will be sufficient to enable the Authority to complete the Project in accordance with the plans of the Project.

4. Funds Remaining After Completion. Any unexpended balance of the proceeds of the sale of the Bonds remaining after completion of the Project may be used to improve or enlarge the Project or for other projects of the Authority provided that such use of the funds in the acquisition fund has been approved by the Municipal Finance Division of the Michigan Department of Treasury, if necessary, and the County. Any unexpended balance not so used shall be paid into the bond and interest redemption fund, and the County shall receive a credit against the cash rental payments next due under this Lease to the extent of the moneys so deposited in the manner provided in the Bond Resolution.

5. Insurance Requirements. The Authority shall require the contractor or contractors for the Project to furnish all necessary bonds guaranteeing performance and all labor and material bonds and all owner's protective, workers' compensation and liability insurance required for the protection of the Authority and the County. Such bonds and insurance, and the amounts thereof, shall be subject to approval of the County on the advice of its counsel. The Authority also shall require a sufficient fidelity bond from any person handling funds of the Authority.

6. Lease Term; Possession; Reconveyance. (a) The Authority does hereby lease the Project to the County for a term commencing on the effective date of this Lease (determined as provided in Section 22) and ending on December 31, 2030, or such earlier or later date as the principal of and premium, if any, and interest on the Bonds, the fees and expenses of the paying agent for the Bonds and all amounts owing hereunder have been paid in full, but in any event the term of this Lease shall not exceed 50 years. Possession of the Project shall vest in the County upon the execution of the Lease. At the end of the term of this Lease, the Authority shall convey to the County all of its right, title and interest in and to the Project and any lands, easements or rights-of-way appertaining thereto, and upon such conveyance, this Lease shall terminate, and the Authority shall have no further interest in, or obligations with respect to, the Project.

(b) The County shall, upon the terms and conditions set forth in this Lease, acquire and convey to the Authority all lands, buildings, tenements, hereditaments, easements and rights-of-way necessary to enable the Authority to complete the Project in accordance with the plans.

7. Cash Rental; Pledge of Full Faith and Credit. The County hereby agrees to pay to the Authority as cash rental for the Project such periodic amounts as shall be sufficient to enable the Authority to pay the principal of and interest on the Bonds as such principal and interest shall become due, whether at maturity or by redemption. For so long as any bonds are outstanding, the County shall pay to the Authority, on the Bond Payment Date, an amount sufficient to pay the principal and/or interest due on the Bonds on such Bond Payment Date.

The County hereby pledges its full faith and credit for the payment of the cash rental when due and agrees that it will levy each year such ad valorem taxes as shall be necessary for the payment of such cash rental, which taxes, however, will be subject to

applicable constitutional and statutory limitations on the taxing power of the County, and which shall not be in an amount or at a rate exceeding that necessary to pay its contractual obligation pursuant to this Lease. If the County, at the time prescribed by law for the making of its annual tax levy, shall have other funds on hand which have been set aside and earmarked for payment of its obligations under this Lease for which a tax levy would otherwise have to be made, then the tax levy shall be reduced by the amount of such other funds. Such other funds may be raised from any lawful source. The obligation of the County to make such cash rental payments shall not be subject to any set-off by the County nor shall there be any abatement of the cash rental payments for any cause, including, but not limited to, casualty that results in the Project being untenable.

8. Expenses of Issuing and Payment of Bonds. The Authority shall pay from the proceeds of the sale of any series of the Bonds all expenses incurred with respect to the issuance of the Bonds. The County agrees to pay to the Authority, in addition to the cash rental provided for in Section 7, all expenses incurred with respect to the issuance and payment of the Bonds, to the extent not so paid from the proceeds from the sale of the Bonds. The obligation of the County to make such payments shall be a general obligation of the County.

9. Preliminary Expenses of the County. Upon the sale of the Bonds, the County shall give the Authority a full and complete accounting of the preliminary costs and expenses incurred on or before that date by the County in connection with the Project, and the Authority shall thereupon reimburse the County for such costs and expenses to the extent that such costs and expenses were included in the portion of the total cost of the Project to be paid from bond proceeds.

10. Maintenance and Repairs. The County shall, at its own expense, operate and maintain the Project and shall keep the same in good condition and repair. Operation and maintenance shall include (but not be limited to) the providing of all personnel, equipment and facilities, all light, power, heat, water, sewerage, drainage and other utilities, and all properties and services of whatever nature, as shall be necessary or expedient in the efficient and lawful operation and maintenance of the Project. Premiums for insurance required to be carried upon or with respect to the Project or the use thereof and taxes levied upon either party hereto on account of the ownership or use of the Project, or on account of rentals or income from the Project, shall likewise be deemed operation and maintenance expenses. The obligation of the County to pay all costs and expenses of the operation and maintenance of the Project shall be a general obligation of the County.

11. Property Insurance and Insurance Proceeds. The County shall provide, at its own expense, fire and extended coverage insurance in an amount which is at least equal to the amount of bonds outstanding from time to time or to the amount of the full replacement cost of the Project if that amount be less than the amount of bonds outstanding. Such insurance shall be payable to the County and the Authority as their interests may appear and shall be made effective from the date of commencing acquisition of the Project. In the event of the partial or total destruction of the Project during or after acquisition, or if the Project is for any reason made unusable, the cash rental payments provided in Section 7 shall continue unabated. The County shall have the option to use the proceeds of insurance, in the event of loss or damage to the Project, for the repair or restoration of the Project. If the County shall determine not to use the proceeds of insurance for the repair or restoration of the Project, the amount of such insurance proceeds shall be held by the County until it is paid to the Authority and deposited in the bond and interest redemption fund (as required by Paragraph 1), and the County shall receive appropriate credits on future cash rental payments due under this Lease.

12. Liability Insurance. The County shall provide and maintain during the term of this Lease adequate liability insurance protecting the County and the Authority against loss on account of damage or injury to persons or property, imposed by reason of the ownership, possession, use, operation, maintenance or repair of the Project and the site of the Project, or resulting from any acts of omission or commission on the part of the County or the Authority or their respective officers, employees or agents in the connection with the Project and shall indemnify, hold harmless and defend the Authority, its officers, employees or agents against any and all claims for any such damage or injury. Such insurance shall be made effective from the date acquisition of the Project commences.

13. No Unlawful Use Permitted. The Project shall not be used or permitted to be used in any unlawful manner or in any manner which would violate the provisions of any contract or agreement between the County or the Authority and any third party. The County shall hold the Authority harmless and keep it fully indemnified at all times against any loss, injury or liability to any persons or property by reason of the use, misuse or non-use of the Project or from any act or omission in, on or about the Project. The County shall, at its own expense, make any changes or alterations in, on or about the Project which may be required by any applicable statute, charter, ordinance or governmental regulation or order and shall save the Authority harmless and free from all costs or damages with respect thereto.

14. Alterations of Project. The County, in its sole discretion, may install or construct in or upon, or may remove from the Project, any equipment, fixtures or structures, and may make any alterations to or structural changes in, the Project as the County may desire.

15. Right of Inspection. The Authority, through its officers, employees, or agents, may enter upon the Project at any reasonable time during the term of this Lease for the purpose of inspecting the Project and determining whether the County is complying with the covenants, agreements, terms and conditions of this Lease.

16. Contractual Rights of Bondholders. Inasmuch as this Lease, and particularly the obligation of the County to make cash rental payments to the Authority, provides the security for payment of the principal of and interest on the Bonds, it is hereby declared that this Lease is made for the benefit of the holders from time to time of the Bonds as well as for the benefit of the parties and that such holders shall have contractual rights under this Lease. In the event of any default under this Lease on the part of the County, the Authority and the holders of the Bonds shall have all rights and remedies provided by law, including in particular all rights and remedies provided by Act 31. The parties further agree that they will not do, or permit to be done, any act, and that this Lease will not be amended in any manner, which would impair the security of the Bonds or the rights of the holders of the Bonds. An amendment of this Lease to authorize the issuance of additional bonds and providing the payment of additional cash rentals for the payment of such bonds shall not be deemed to impair the security of the Bonds or the rights of the holders of the Bonds.

17. Appurtenant Facilities. The site on which this Project is to be located includes, or will include, roadways, walks, drives, parking areas and landscaping which are of benefit to and necessary to the full use and enjoyment of the Project, and it is hereby agreed that so long as any bonds remain outstanding and unpaid, such appurtenant facilities will be maintained in good repair and condition by the County or by its lessees and available to the users and occupants of the Project.

18. Successors and Assigns. This Lease shall inure to the benefit of, and be binding upon, the respective parties hereto and their successors and assigns, provided,



however, that no assignment shall be made in violation of the terms of this Lease nor shall any assignment be made which would impair the security of the Bonds or the rights of the holders of the Bonds.

19. Abandonment of Project. In the event the Bonds to finance the Project cannot be or are not issued by the Authority on or before December 1, 2004, the Project shall be abandoned, the County shall pay from available funds all expenses of the Authority incurred to the date of abandonment, and neither party shall have any further obligations under this Lease.

20. Consents, Notices, Etc. The right to give any consent, agreement or notice required or permitted in this Lease shall be vested, in the case of the County, in its Board of Commissioners, and in the case of the Authority, in its Commission. Any notice required or permitted to be given under this Lease shall be given by delivering the same, in the case of the County, to the County Clerk, and in the case of the Authority, to any member of its Commission.

21. Changes in Law or Corporate Status. In the event there shall occur changes in the Constitution or statutes of the State of Michigan which shall affect the organization, territory, powers or corporate status of the County, the terms and provisions of this Lease shall be unaffected thereby insofar as the obligation of the County to make the cash rental payments is concerned. The proceeds of any sale or other liquidation of any interest of the County or the Authority in the Project are hereby impressed with a first and prior lien for payment of any outstanding bonds or other obligations of the Authority incurred by reason of the Project or any additions or improvements thereto.

22. Effective Date of Lease. This Lease shall become effective on the 61st day after publication of a Notice of Intention in the *Ann Arbor News*, a newspaper published in Ann Arbor, Michigan, as required by Act 31, provided that if a petition for a referendum is filed as provided in (and meeting all requirements of) Section 8b of Act 31, then this Lease shall not become effective unless and until approved by a majority of the electors of the County voting thereon at a general or special election.

23. Undertaking to Provide Continuing Disclosure. The County and the Authority hereby covenant and agree, for the benefit of the beneficial owners of the Bonds, to enter into a written undertaking (the "Undertaking") required by SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The undertaking shall be in the form attached hereto as Appendix A. This Undertaking shall be enforceable by the holders of the Bonds or by the Purchaser(s) on behalf of such beneficial owners (provided that the Purchaser(s) right to enforce the provisions of this Undertaking shall be limited to a right to obtain specific enforcement of the obligations hereunder and any failure by the County and the Authority to comply with the provision of this Undertaking shall not be an event of default with respect to the Bonds).

The County Controller/Administrator and the Chairperson or Treasurer of the Authority, or other officer of the County or Authority charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's and Authority's Undertaking.

24. Refunding and Advance Refunding. In the event it appears advantageous in the opinion of the Authority to issue bonds to refund any series of bonds issued by the

Authority pursuant to this Lease (including advance refunding bonds), the County consents to such refunding as long as:

(1) In the case of any refunding bonds and the first issue of advance refunding bonds, there is a net overall saving to the County in its remaining payments to the Authority of at least 5% or \$25,000, whichever is less.

(2) In the case of any refunding not covered in subparagraph (1), the County consents to such refunding.

IN WITNESS WHEREOF, the WASHTENAW COUNTY BUILDING AUTHORITY, by its Commission, and the COUNTY OF WASHTENAW, by its Board of Commissioners, have caused this Lease to be signed by their duly authorized officers, and their seals to be affixed hereto, all as of the day and year first above written.

WITNESSES TO SIGNATURES  
OF AUTHORITY OFFICERS:

WASHTENAW COUNTY BUILDING AUTHORITY

\_\_\_\_\_

By: \_\_\_\_\_  
Chairperson of its Commission

\_\_\_\_\_

By: \_\_\_\_\_  
Secretary of its Commission

WITNESSES TO SIGNATURES  
OF COUNTY OFFICERS:

COUNTY OF WASHTENAW

\_\_\_\_\_

By: \_\_\_\_\_  
Chair, Board of Commissioners

\_\_\_\_\_

By: \_\_\_\_\_  
County Clerk

STATE OF MICHIGAN)  
                  )ss.  
COUNTY OF WASHTENAW)

On this \_\_\_\_ day of \_\_\_\_\_, 2002, before me appeared \_\_\_\_\_  
and \_\_\_\_\_, to me personally known, who being by me duly sworn, did each  
say that they are, respectively, the Chairperson and the Secretary of the Commission of the  
WASHTENAW COUNTY BUILDING AUTHORITY and that the foregoing Lease Contract  
was signed and sealed by them on behalf of the Authority by authority of its Commission,  
and that such persons acknowledged such instrument to be the free act and deed of the  
Authority.

\_\_\_\_\_  
Notary Public, Washtenaw County,  
Michigan  
My Commission Expires:\_\_\_\_\_

(Seal)

STATE OF MICHIGAN)  
                  )ss.  
COUNTY OF WASHTENAW)

On this \_\_\_\_ day of \_\_\_\_\_, 2002, before me appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being by me duly sworn, did each say that they are, respectively, the Chair of the Board of Commissioners and the County Clerk of the COUNTY OF WASHTENAW and that the foregoing Lease Contract was signed and sealed by them on behalf of the County by authority of its Board of Commissioners, and that such persons acknowledged such instrument to be the free act and deed of the County.

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Notary Public, Washtenaw County,  
Michigan  
My Commission Expires:\_\_\_\_\_

(Seal)

Instrument Drafted By:

John R. Axe  
Axe & Ecklund, P.C.  
21 Kercheval, Suite 360  
Grosse Pointe Farms, Michigan 48236

las.r1-was122

## APPENDIX A

### CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the \_\_\_\_\_ (the "Issuer") [\_\_\_\_\_] (the "Obligated Municipality") in connection with the issuance of \$ \_\_\_\_\_ [Name of Issue] (the "Securities"). The Securities are being issued pursuant to a \_\_\_\_\_ Resolution adopted by the Governing Body of the Issuer on \_\_\_\_\_, \_\_\_\_\_; a \_\_\_\_\_ Resolution adopted by the governing body of the Issuer [Obligated Municipality]; and an Award Resolution adopted by the Governing Body of the Issuer on \_\_\_\_\_, \_\_\_\_\_ (collectively the "Resolution") and delivered to \_\_\_\_\_ (the "Purchaser") on the date hereof. Pursuant to the Resolution, the Issuer [Obligated Municipality] has covenanted and agreed to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events. In addition, the Issuer [Obligated Municipality] hereby specifically covenants and agrees as follows:

Section 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer [Obligated Municipality] for the benefit of the holders of the Securities in order to assist the Participating Underwriters within the meaning of the Rule (defined herein) in complying with SEC Rule 15c2-12(b)(5). This Disclosure Certificate constitutes the written Undertaking required by the Rule.

Section 2. Definitions. In addition to the defined terms set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" means any annual report provided by the Issuer [Obligated Municipality] pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Audited Financial Statements" means the Issuer's [Obligated Municipality's] annual financial statements, which are currently prepared in accordance with generally accepted accounting principles [GAAP for governmental units as prescribed by GASB] and which the Issuer [Obligated Municipality] intends to continue to prepare in substantially the same form.

"Fiscal Year" means the fiscal year of the Issuer [Obligated Municipality].

"Final Official Statement" means the final official statement dated \_\_\_\_\_, \_\_\_\_\_ delivered in connection with the Securities, which is available from the MSRB.

"Governing Body" means the \_\_\_\_\_ of the Issuer [Obligated Municipality] or such other body as may hereafter be the chief legislative body of the Issuer.

"Issuer" means \_\_\_\_\_ which is the obligated person with respect to the Securities.

["Obligated Municipality" means \_\_\_\_\_ which is the obligated person with respect to the Securities.]

"Issuer Contact" means the [Clerk, or \_\_\_\_\_] of the Issuer who can be contacted at \_\_\_\_\_.

["Obligated Municipality Contact" means the [Clerk, or \_\_\_\_\_] of the Obligated Municipality who can be contacted at \_\_\_\_\_.]

"Material Event" means any of the events listed in Section 5(a) of this Disclosure Certificate.

"MSRB" means the Municipal Securities Rulemaking Board located at 1150 18th Street, N.W., Suite 400, Washington, D.C. 20036.

"NRMSIR" means any nationally recognized municipal securities information repository as recognized from time to time by the SEC for purposes of the Rule.

"Participating Underwriter" means any of the original underwriter(s) of the Securities (including the Purchaser) required to comply with the Rule in connection with the offering of the Securities.

"Repository" means each NRMSIR and each SID, if any.

"Rule" means SEC Rule 15c2-12(b)(5) promulgated by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time.

"SEC" means the Securities and Exchange Commission.

"SID" means any public or private repository or entity designated by the State of Michigan as a state information depository for the purpose of the Rule.

### Section 3. Provision of Annual Financial Information and Audited Financial Statements.

(a) The Issuer [Obligated Municipality] shall, not later than two hundred seventy (270) days after the end of the Fiscal Year, commencing with the year that ends \_\_\_\_\_, \_\_\_\_\_, provide each Repository with annual financial information which is consistent with the requirements of Section 4 of this Disclosure Certificate. The annual financial information may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the Audited Financial Statements of the Issuer [Obligated Municipality] may be submitted separately from the balance of the annual financial information; and provided further that unaudited financial statements will be included with the other financial information, if audited statements have not already been furnished.

(b) If the Issuer [Obligated Municipality] is unable or fails to provide to the Repositories an Annual Report by the date required in subsection (a), the Issuer [Obligated Municipality] shall send a notice of that fact in a timely manner to the NRMSIRs, the MSRB and any SID.

(c) The Issuer [Obligated Municipality] shall determine each year prior to the date for providing the Annual Report the name and address of each NRMSIR and each SID, if any.

Section 4. Content of Annual Reports. The Issuer's [Obligated Municipality's] Annual Report shall contain or incorporate by reference the following:

Updates of the "State Equalized Valuation", "Taxable Valuation", "County Tax Rates and Levies", "Tax Collection Record", "General Fund Revenues and Expenditures", and "Debt Statement (Direct and Overlapping Debt)" contained in the Final Official Statement and the current Audited Financial Statements.

Any or all of the items listed above may be incorporated by reference from other documents, including official statements of debt issues of the Issuer [Obligated Municipality] or related public entities, which have been submitted to each of the Repositories or the SEC. If the document incorporated by reference is a final official statement, it must be available from the MSRB. The Issuer [Obligated Municipality] shall clearly identify each such other document so incorporated by reference.

Section 5. Reporting of Material Events.

(a) This Section 5 shall govern the giving of notices of the occurrence of any of the following events in a timely manner if material with respect to the Securities:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions or events affecting the tax-exempt status of the Securities;
7. Modification to rights of holders of the Securities;
8. Securities calls;
9. Defeasances;
10. Release, substitution or sale of property securing repayment of the Securities; and
11. Rating changes.

(b) Whenever a Material Event occurs, the Issuer [Obligated Municipality] shall promptly file a notice of such occurrence with either all NRMSIRs or with the MSRB and with any SID. Notwithstanding the foregoing, notice of Material Events described in subsections (a) (8) and (9) need not be given under this subsection any earlier than the notice (if any) of the underlying event is required to be given to holders of affected Securities pursuant to the Resolution.

(c) Unless otherwise required by law and subject to technical and economic feasibility, the Issuer [Obligated Municipality] shall employ such methods of information transmission as shall be requested or recommended by the designated recipients of the Issuer's [Obligated Municipality's] information.

Section 6. Termination of Reporting Obligation. The Issuer's [Obligated Municipality's] obligations under the Resolution and this Disclosure Certificate shall terminate upon the defeasance, prior redemption or payment in full of all the Securities.

Section 7. Issuer [Obligated Municipality] Contact; Agent. Information may be obtained from the Issuer [Obligated Municipality] Contact. Additionally, the Issuer [Obligated Municipality] may, from time to time, appoint or engage a dissemination agent to assist it in carrying out its obligations under the Resolution and this Disclosure Certificate, and may discharge any such agent, with or without appointing a successor dissemination agent. The initial dissemination agent shall be the Municipal Advisory Council of Michigan, 1445 First National Building, Detroit, Michigan 48226.

Section 8. Amendment; Waiver. Notwithstanding any other provision of the Resolution or this Disclosure Certificate, as provided in this Section 8, and any provision of this Disclosure Certificate may be waived, if such amendment or waiver is supported by an opinion of nationally recognized bond counsel to the effect that such amendment or waiver would not, if and of itself, cause the undertakings to violate the Rule. The provisions of this Disclosure Certificate constituting the Undertaking or any provision hereof, shall be null and void in the event that the Issuer [Obligated Municipality] delivers to each then existing NRMSIR and the SID, if any, an opinion of nationally recognized bond counsel to the effect that those portions of the Rule which require this Disclosure Certificate are invalid, have been repealed retroactively or otherwise do not apply to the Securities. The provisions of this Disclosure Certificate constituting the Undertaking may be amended without the consent of the holders of the Securities, but only upon the delivery by the Issuer [Obligated Municipality] to each then existing NRMSIR and the SID, if any, of the proposed amendment and an opinion of nationally recognized bond counsel to the effect that such amendment, and giving effect thereto, will not adversely affect the compliance of this Disclosure Certificate and by the Issuer [Obligated Municipality] with the Rule. Any such amendment may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the Issuer [Obligated Municipality] for other obligated person, as defined in the Rule), or type of business conducted. No such amendment may be made unless the Undertaking, as amended, would have complied with the requirements of the Rule at the time of the primary offering of the Securities, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances. No such amendment shall be made unless it does not materially impair the interests of holders of the Securities, as determined by nationally recognized bond counsel. The annual financial information containing any amended operating data or amended financial information will explain, in narrative form, the reasons for the amendment and the impact of the change in the type of operating data or financial information being provided.

If an amendment is made to the Undertaking specifying the accounting principles to be followed in preparing financial statements, the annual financial information for the year in which the change is made will present a comparison between the financial statements or information prepared on the basis of the new account principles and those prepared on the basis of the former accounting principles. The comparison will include a qualitative discussion of the differences in the accounting principles and the impact of the change in the account principles on the presentation of the financial information , in order to provide information to investors to enable them to evaluate the ability of the Issuer [Obligated



Municipality] or any obligated person to meet its obligations. To the extent reasonably feasible, the comparison will also be quantitative. A notice of the change in the accounting principles will be sent to each then existing NRMSIR or the MSRB, and to the SID, if any.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer [Obligated Municipality] from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Material Event, in addition to that which is required by this Disclosure Certificate. If the Issuer [Obligated Municipality] chooses to include any information in any Annual Report or notice of occurrence of a Material Event in addition to that which is specifically required by this Disclosure Certificate, the Issuer [Obligated Municipality] shall have no obligation under this Disclosure Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Material Event.

Section 10. Default. In the event of a failure of the Issuer [Obligated Municipality] to comply with any provision of this Disclosure Certificate any holder of the Securities may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer [Obligated Municipality] to comply with its obligations under the Resolution and this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default with respect to the Securities and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer [Obligated Municipality] to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer [Obligated Municipality], the Participating Underwriters and holders from time to time of the Securities, and shall create no rights in any other person or entity.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity effective the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
[Executive Officer]

\_\_\_\_\_  
Clerk/Secretary

[SEAL]  
las.r1-was122

**EXHIBIT A to LEASE CONTRACT**

**PROJECT DESCRIPTION**

The project will consist of a Head Start Facility described as follows:

Washtenaw County Head Start serves at-risk 3-4 year olds and their families within the Ypsilanti Public School District. The proposed new 17,500 sq. ft., single story, Head Start facility centralizes students, resources and administrative staff. Eight classrooms will have a maximum capacity of 160 students at any one time. In addition to classrooms, the building contains a multipurpose room, commercial kitchen, parent resource area, administrative and support space. 10,000 sq. ft. of the site will be developed as a fenced playground including a covered, hard-surface play area and 120 sq. ft. storage building. The play area also contains a garden, sandbox, accessible playstructure, trike track, picnic and art area. Parking for 63 cars and a drop off area for four buses is provided. The woodlands, containing over 100 landmark trees, and wetland on the site are preserved as natural areas.

**LEGAL DESCRIPTION**

PART OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWN 2 SOUTH, RANGE 7 EAST, TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 32, TOWN 2 SOUTH, RANGE 7 EAST, TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY, MICHIGAN; THENCE N 03°30'00" W, 738.24 FEET ALONG THE EAST LINE OF SAID SECTION TO THE POINT OF BEGINNING; THENCE S 87°34'30" W, 671.60 FEET; THENCE N 03°30'00" W, 739.50 FEET; THENCE N 87°34'30" E, 671.60 FEET; THENCE S 03°30'00" E, 739.50 FEET ALONG THE EAST LINE OF SAID SECTION 32 TO THE POINT OF BEGINNING. CONTAINING 11.40 ACRES OF LAND.

**ESTIMATED PROJECT COSTS**

Acquisition, Construction, Furnishings and Equipment Costs	\$3,500,000
Financing Costs, Bond Discount & Project Contingency	<u>173,000</u>
TOTAL	\$3,673,000
Less Funds on Hand	<u>673,000</u>
<b>MAXIMUM AMOUNT OF BONDS</b>	<b><u>\$3,000,000</u></b>

**EXHIBIT B**  
to  
LEASE CONTRACT

WASHTENAW BUILDING AUTHORITY PROJECT

SCHEDULE OF PRINCIPAL AND INTEREST

---

DUE

AMOUNT

\$

TOTAL

\$ \_\_\_\_\_

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## APPENDIX II

### NOTICE OF INTENTION OF THE COUNTY OF WASHTENAW TO ENTER INTO A LEASE CONTRACT WITH THE WASHTENAW COUNTY BUILDING AUTHORITY AND NOTICE OF RIGHT TO PETITION FOR REFERENDUM THEREON

TO ALL ELECTORS AND TAXPAYERS OF  
THE COUNTY OF WASHTENAW:

NOTICE IS HEREBY GIVEN that the Board of Commissioners of the County of Washtenaw, Michigan (the "County"), has authorized the execution of a full faith and credit general obligation lease contract (the "Lease") between the County and the Washtenaw County Building Authority (the "Authority"). The Lease provides, among other things, for the following purposes: SEE APPENDIX A all of which to be located as set forth in Appendix A (the "Project"). The Lease provides further that the Authority will finance all or a portion of the total cost of the Project by the issuance of one or more series of building authority bonds (the "Bonds") pursuant to the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), in anticipation of the receipt of cash rental payments to be made by the County to the Authority pursuant to the Lease. The maximum amount of bonds to be issued in one or more series shall not exceed \$3,000,000, the term of the Lease shall not exceed 30 years and the Bonds shall bear interest at a rate or rates that will result in a net interest cost of not more than 8% per annum.

### FULL FAITH AND CREDIT AND TAXING POWER OF THE COUNTY OF WASHTENAW WILL BE PLEDGED

NOTICE IS FURTHER GIVEN that in the Lease the County will obligate itself to make cash rental payments to the Authority in amounts sufficient to pay the principal of and interest on the Bonds. The full faith and credit of the County will be pledged for the making of such cash rental payments. Pursuant to such pledge of its full faith and credit, the County will be obligated to levy such ad valorem taxes upon all taxable property in the County as shall be necessary to make such cash rental payments, which taxes, however, will be subject to applicable statutory and constitutional limitations on the taxing power of the County. In addition to its obligation to make cash rental payments, the County will agree in the Lease to pay all costs and expenses of operation and maintenance of the Project and all expenses of the Authority incidental to the issuance and payment of the Bonds, to the extent such expenses are not payable from the proceeds of the Bonds.

### RIGHT TO PETITION FOR REFERENDUM

NOTICE IS FURTHER GIVEN to the electors and taxpayers of the County to inform them of the right to petition for a referendum on the question of entering into the Lease. The County intends to enter into the Lease without a vote of the electors thereon, but the Lease shall not become effective until 60 days after publication of this notice. If, within 45-days after publication of this notice, a petition for referendum requesting an election on the Lease, signed by not less than 10% or 15,000 of the registered electors of the County, whichever is less, has been filed with the County Clerk, the Lease shall not become effective unless and until approved by a majority of the electors of the County voting thereon at a general or special election.

This notice is given by order of the Board of Commissioners pursuant to Act 31. Further information may be obtained at the office of the Washtenaw County Clerk, County Court House, 101 E. Huron, Ann Arbor, Michigan 48107.

Peggy M. Haines  
Washtenaw County Clerk

DATED: [Date of Publication]

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**APPENDIX A, page 1**

**PROJECT DESCRIPTION**

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**ESTIMATED PROJECT COSTS**

Acquisition, Construction, Furnishings and Equipment Costs	\$3,500,000
Financing Costs, Bond Discount & Project Contingency	<u>173,000</u>
TOTAL	\$3,673,000
Less Funds on Hand	<u>673,000</u>
<b>MAXIMUM AMOUNT OF BONDS</b>	<b><u>\$3,000,000</u></b>

**APPENDIX III**

**FORM OF DECLARATION  
OF OFFICIAL INTENT**

I, the undersigned Controller/Administrator of the County of Washtenaw, Michigan, do hereby certify as follows:

1. I am an officer of the County authorized to declare official intent of the County to reimburse expenditures made, prior to the issuance of debt, from the proceeds of said debt.

2. This Declaration relates to the following expenditures (the "Expenditures"):

<u>Amount</u>	<u>General Purpose</u>
---------------	------------------------

3. The Expenditures are with respect to property (the "Property") having:

(A) the following general character, type or purpose:

\_\_\_\_\_;

(B) the following size, quantity or cost: \_\_\_\_\_; and

(C) a reasonably expected economic life at least one (1) year.

4. I understand that a substantial deviation between the above description of the Property for which the Expenditures are being made and the actual Property which is acquired or constructed will invalidate this declaration of official intent with the result that any proceeds of tax-exempt debt which are used to reimburse for the Expenditures will not be deemed to have been expended upon such reimbursement.

5. The County intends to reimburse the Expenditures by incurring taxable or tax-exempt debt (the "Reimbursement Obligations").

6. The expected source of funds that will be used to pay the Expenditures is as follows: issuance of up to \$\_\_\_\_\_ of Building Authority Bonds by the Washtenaw County Building Authority.

7. The expected source of funds to be used to pay debt service on the Reimbursement Obligation is as follows: payment made by the Washtenaw County \_\_\_\_\_ through the Washtenaw County General Fund.

8. This declaration of intent is consistent with the budgetary and financial circumstances of the County as of the date hereof in that there are no funds which are now or are reasonably expected to be, (A) allocated on a long-term basis, (B) reserved or (C) otherwise available pursuant to the County's budget, to pay the Expenditure.

9. The County does not have a pattern of failure to reimburse expenditures for which official intent has been declared in that at least seventy-five percent (75%) of all expenditures made after \_\_\_\_\_, \_\_\_\_\_, for which the County has declared an intent to reimburse from the proceeds of taxable or tax-exempt debt have been, or are expected to be, so reimbursed.

10. I acknowledge that in the event that the County fails to use the proceeds of Reimbursement Obligations issued within three (3) years of the date hereof to reimburse expenditures the same may adversely affect the ability of the County to use the proceeds of tax-exempt obligations in the future to reimburse for expenditures made prior to the issuance of such obligations.

11. I further acknowledge that unless the Expenditures constitute preliminary expenditures (in the nature of architect services and soil testing but excluding land acquisition) for the Property not in excess of ten percent (10%) of the expected cost of the project of which the Property constitutes a part, the Expenditures will be paid within not in excess of two (2) years following the date hereof or, as an alternative, this declaration of intent will be renewed.

12. I further acknowledge that it is expected that the proceeds of Reimbursement Obligations will be used for reimbursement of each Expenditure not later than (A) the date that is one (1) year after the date on which such Expenditure is paid or (B) the date that is one (1) year after the date on which the Property is placed in service.

13. I further acknowledge that I will assure that the allocation referenced in item 12 (A) will be evidenced by an entry on the records of the County maintained with respect to the Reimbursement Obligations, (B) will specifically identify the Expenditure being reimbursed, and (C) on the advice of the appropriate counsel will be sufficient to relieve the allocated proceeds of the Reimbursement Obligations covered by such entry from any restrictions under the relevant legal documents and applicable state law that apply only to unspent proceeds of Reimbursement Obligations.

14. I further acknowledge that I will assure that except as referenced in item 15 the proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures will not be used, directly or indirectly, (A) to pay debt service on an issue of tax-exempt obligations, (B) to create or increase the balance in a sinking fund established for the payment of debt service on the Reimbursement Obligations or another issue of tax-exempt obligations of the County or to replace funds that have been, are being, or will be so used for reserve or replacement fund purpose, or (D) to reimburse any expenditures or any payment with respect to financing of an expenditure that was originally paid with proceeds of any tax-exempt obligations of the County to any person or entity other than the County.

15. I understand that item 14 does not prohibit the use of those proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures for (A) deposit in a bona fide debt service fund (that is, a fund established to pay debt service on any tax-exempt obligation of the County, other than the Reimbursement Obligation, which is depleted annually except for a reasonable carry over amount not in excess of one (1) year's interest earnings on said fund or one-twelfth (1/12th) of annual debt service), (B) to pay current debt service coming due within the next succeeding one-year period on any tax-exempt obligation of the County, other than the Reimbursement Obligations, or (C) to reimburse for expenditures originally made from the proceeds of a tax-exempt obligation of the County which were not reasonably expected by the County, on the date of issue of such obligation, to be used for such expenditure.



IN WITNESS WHEREOF, the undersigned has executed this declaration of official intent this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
County Controller/Administrator

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A RESOLUTION AUTHORIZING THE FACILITIES MANAGEMENT DEPARTMENTAL  
REORGANIZATION INCLUDING THE CREATION AND ELIMINATION OF POSITIONS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, in June 2001, Plante & Moran LLP conducted a thorough review of the Facilities Management department; and

WHEREAS, as part of the review process Plante & Moran collected data, conducted staff interviews, performed operational and organizational assessments, and conducted benchmarking. Three major areas were identified for improvement as part of the study: 1) communication; 2) accountability and 3) structure; and

WHEREAS, the 2001 Washtenaw County Organizational Capability Survey (OCS) results mirrored the Plante & Moran study findings. The result of the study and the survey highlighted the fact that systems and structures were not in place for the department to move forward and achieve the goal of becoming a world-class customer service provider; and

WHEREAS, beginning in March 2002, an internal administrative team was convened and have met on a weekly basis to assist the management team in Facilities with the transition of the department with the goal of establishing and setting in place standards, policies and procedures to help guide and develop the department in its day-to-day operations as well as ensure department success in the future; and

WHEREAS, a Labor Management Team (LMT) was created in May 2002 to solicit input and develop a partnership with the unions to assist the department with the transition. The input from the LMT has been invaluable and has helped shape the department. The assistance, cooperation and support of the departmental reorganization from the union leadership should not be understated; and

WHEREAS, since March 2002 numerous standards, policies and procedures have been put into place that have increased communication and accountability which have improved customer service; and

WHEREAS, this matter has been reviewed by the County Administrator's Office, Corporation Counsel, Human Resources, Finance Office and the Ways and Means Committee.

NOW THEREFORE IT BE RESOLVED that the following position changes be authorized to achieve the reorganization of the Facilities Management Department:

Position #	Title	Grade	Group	Create	Eliminate
12130001	Stock / Warehouse Clerk	12	12		1.0
12510003	General Services Assistant	12	12		1.0
27440001	Energy Coordinator	27/29	32	1.0	
75500001	Field Supervisor	75	10	1.0	
75500002	Field Supervisor	75	10	1.0	
75510001	Facilities Management Office Supervisor	75	10	1.0	

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14      0      1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0170**

A RESOLUTION RATIFYING THE COUNTY ADMINISTRATOR'S SIGNATURE ON AN APPLICATION WITH THE STATE OF MICHIGAN, OFFICE OF HIGHWAY SAFETY PLANNING, FOR THE DRIVE MICHIGAN SAFELY TASK FORCE- 2002 – 2003 GRANT PROGRAM FOR ONE YEAR, COMMENCING OCTOBER 1, 2,002 AND ENDING SEPTEMBER 30, 2003 IN THE AMOUNT OF \$55,742; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

SEPTEMBER 18, 2002

WHEREAS, the Washtenaw County Sheriff's Department and Washtenaw County have long been proponents of collaborative law enforcement traffic safety enforcement and educational initiatives; and

WHEREAS, the Sheriff's Department wishes to further implement traffic enforcement initiatives with the County's law enforcement agencies, to impact traffic safety issues within the County; and

WHEREAS, the application to the State of Michigan, Office of Highway Safety Planning, Drive Michigan Safely Task Force focuses on two campaigns; and

WHEREAS, the two campaigns are the "You Drink, You Drive, You Lose" which targets alcohol and driving safety, and "Click It or Ticket" which targets seat belt use; and

WHEREAS, the grant, if awarded, will provide \$55,742 towards these two campaigns for the period of October 2002 through September 2003; and

WHEREAS, this matter has been reviewed by the County Administrator's Office, the Finance Department, Human Resources, Corporation Counsel and the Ways and Means Committee;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners ratifies the signature of the County Administrator on a grant application with the State of Michigan, Office of Highway Safety Planning, for the Drive Michigan Safely – Task Force 2002-2003 - Traffic Enforcement Funding, for the period of October 1, 2002 through September 30, 2003, for the implementation of collaborative traffic initiatives in Washtenaw County as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners approves the following actions, upon receipt of grant award:

1. Authorizes the County Administrator to sign the Notice of Grant Award, if required.
2. Amending the budget, as attached hereto and made a part hereof
3. Authorizes the County Administrator to sign delegate contract(s), upon review of Corporation Counsel to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14      0      1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



Res. No. 02-0171

OFFICE OF HIGHWAY SAFETY  
STATE OF MICHIGAN  
DRIVE MICHIGAN SAFELY TASK FORCE  
2002-2003  
Business Unit 1330025000

	<u>CURRENT</u> <u>BUDGET</u>	<u>REVISED</u> <u>BUDGET</u>	<u>VARIANCE</u>
REVENUE:			
54000 State Revenue	\$0	\$55,742	\$55,742
EXPENDITURES:			
70050 Personal Services	\$0	\$55,742	\$55,742
INDIRECT COSTS		-0-	

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON AN APPLICATION TO THE STATE OF MICHIGAN, OFFICE OF HIGHWAY SAFETY PLANNING, FOR THE CONTINUATION OF THE SHERIFF'S DEPARTMENT SECONDARY ROAD PATROL PROGRAM, FOR THE PERIOD OF OCTOBER 1, 2002 TO SEPTEMBER 30, 2003, IN THE AMOUNT OF \$261,324.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

SEPTEMBER 18, 2002

WHEREAS, since 1978 the State of Michigan has provided funding through Public Act 416 of 1978, to expand the Sheriff's Department Road Patrol services in areas of highest traffic accidents; and

WHEREAS, the program has evolved into a highly regarded accident prevention program; and

WHEREAS, the Board has authorized a resolution approving the continuation of this program on a yearly basis since State FY 1978/79; and

WHEREAS, this program is completely State funded; and

WHEREAS, there is no match requirement under the grant criteria; and

WHEREAS, this matter has been reviewed by the County Administrator's Office, the Finance Committee, Human Resources, Corporation Counsel, and the Ways & Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the signature of the Chair of the Board on an application with the State of Michigan, Office of Highway Safety Planning, for the continuation of the Sheriff's Department Secondary Road Patrol Program in the amount of \$261,324 for the period of October 1, 2002 through September 30, 2003, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes the following actions contingent upon receipt of the award in conformity with the grant award.

1. Authorizing the County Administrator to sign the Notice of Grant Award.
2. Amend the budget as attached hereto and made a part thereof.
3. Authorizes the County Administrator to sign delegate contract, upon review of Corporation Counsel to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY ROLL CALL VOTE: TOTALS      14      0      1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

PEGGY M. HAINES, Clerk/Register

BY: \_\_\_\_\_

Deputy Clerk



Sheriff Department  
 SECONDARY ROAD PATROL PROGRAM  
 October 1, 2002 -- September 30, 2003  
 Business Unit 1400025000

	Current	Revised	
	<u>Budget</u>	<u>Budget</u>	<u>Variance</u>
Revenue:			
54000	\$0	\$261,324	\$261,324
 Expenditure:			
70050 Personal Services	0	\$243,548	\$243,548
72600 Supplies	0	7,426	7,426
80000 Other Services      0		10,350	10,350
 Total:	 \$0	 \$261,324	 \$261,324
 Indirect Cost			 -0-



A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD TO SIGN THE 2002/2003  
STATE CHILD CARE FUND BUDGET SUMMARY FORM 2091

WASHTENAW COUNTY BOARD COMMISSIONERS

September 18, 2002

WHEREAS, the Washtenaw County Trial Court/ Family Division – Juvenile Center and the Washtenaw County Family Independence Agency have prepared the 2002/2003 State Child Care Fund Budget; and

WHEREAS, programming has been classified but is not limited to Family Foster Care, Institutional Care, In-Home Care, Independent Living, and Preadoptive Care; and

WHEREAS, the In-Home Care components are: In-Home Care (FIA), Intensive Probation, Ypsilanti C.O.P.E., the O'Brien Center Day Treatment Program, Outpatient Sex Offenders Program, Prevention Services, Night Surveillance, and Educational Advocacy; and

WHEREAS, as appropriated, net expenditures are \$7,217,928; fifty percent (50%) to be reimbursed by the State; and

WHEREAS, as appropriated, Preadoptive Care expenditures are \$ 5,696; one hundred percent (100%) to be reimbursed by the State; and

WHEREAS, total expenditures will result in projected revenue of \$ 3,614,660; and

WHEREAS, to receive state funding, all expenditures for programs are required to be included in the State Child Care Fund Budget; and

WHEREAS, these amounts are consistent with the 2003 Proposed Budget; and

WHEREAS, to receive the fifty percent (50%) match for expenditures, the State Child Care Fund Budget requires the authorizing signatures of the Presiding Judge of the Family Division, the Director of the Family Independence Agency, and the Chairperson of the Board of Commissioners; and

WHEREAS, this matter has been reviewed by County Administration, the Finance Department, Corporation Counsel and the Ways and Means Committee; and

NOW THEREFORE BE IT RESOLVED, that the Washtenaw County Board of Commissioners hereby authorizes the Chair of the Board to sign the 2002/2003 State Child Care Budget Summary Form 2091 to the Michigan Family Independence Agency for total estimated expenditures of \$7,223,624, as on file with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14    0    1

STATE OF MICHIGAN      )  
 COUNTY OF WASHTENAW)SS-

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0173**

A RESOLUTION AMENDING THE ENHANCED ACCESS TO PUBLIC RECORDS POLICY TO INCLUDE EGOVERNMENT ANNUAL MAINTENANCE FEE FOR MONTHLY ACCOUNT CUSTOMERS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, Washtenaw County began investigating E-Government in January of 2001 as a business tool to enhance customer service; and

WHEREAS, an internal task force was developed to determine the best method for Washtenaw County to gain information on this initiative; and

WHEREAS, the task force educated themselves through site visits, professional development and professional organizations that are experienced with E-Government methodologies and implementation; and

WHEREAS, the task force developed a strategic plan which details the implementation of a County-wide E-Government enterprise government plan; and

WHEREAS, on November 7, 2001 the Board of Commissioners approved a three-year partnership with National Information Consortium to be responsible for the development and implementation of e-commerce applications; and

WHEREAS, on February 7, 2002, the Board of Commissioners was presented with options to address the future of convenience fees and developing a mechanism to address 24 hours, 7 days a week service delivery; and

WHEREAS, the existing policy does address the County's current access and fees structure, however, moving towards E-government, service delivery for 24 hours 7 days a week is not addressed; and

WHEREAS, in order to continue to provide this service to the citizens, a minimal convenience fee should be charged; and

WHEREAS, the Board of Commissioners adopted the amendment to the Enhanced Access to Public Records Policy, addressed convenience fees and established an Enhanced Access Board (resolution 02-0035); and

WHEREAS, the existing policy does address the County's current access and fees structure, however, providing Monthly Accounts for active "business" customers with a convenient method of accessing services is not addressed; and

WHEREAS, this matter has been reviewed by Corporation Counsel, Information and Technology Services, the Enhanced Access Board, the County Administrator's Office and the Ways & Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby amends the Enhanced Access to Public Records Policy to include an Annual Maintenance Fee for Monthly Accounts, as attached hereto and made a part hereof.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      14      0      1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.


**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_

Deputy Clerk



**Res. No. 02-0174**


	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> <b>Enhanced Access to Public Records</b>	RESOLUTION NUMBER  02-0174	SUPERCEDE:  02-0035	EFFECTIVE DATE  9/18/02	PAGE OF  1 of 6	

**I. Application:**

This policy is established pursuant to the authority of the Enhanced Access Records Act, 1996 P. A. 462 and it does not amend or change any Washtenaw County policy related to the Freedom of Information Act.

**II. Definitions:**

- A. "Enhanced access," means a public record's immediate availability for public inspection, purchase or copying by digital means. Enhanced access does not include the transfer of ownership of a public record.
- B. "Computerized Information System (CIS)" means an information unit or network capable of producing customized CIS output based upon a digital representation of data.
- C. "Person" means that term as defined in section 2 of the Freedom of Information Act, ACT No. 442 of the Public Acts of 1976, being section 15.232 of the Michigan Compiled Laws.
- D. "Public Body" means that term as defined in section 2 of the Freedom of Information Act, ACT No. 442 of the Public Acts of 1976, being section 15.232 of the Michigan Compiled Laws.
- E. "Public Record" means that term as defined in section 2 of the Freedom of Information Act, ACT No. 442 of the Public Acts of 1976, being section 15.232 of the Michigan Compiled Laws.
- F. "Software" means that term as defined in section 2 of the enhanced access to public records act, Act No. 462 of the Publics Acts of 1996, being section 15.442 of the Michigan Compiled Laws.
- G. "Reasonable fee" means a charge which will be calculated to enable Washtenaw County to recover over time those operating expenses directly related to the public body's provision of enhanced access.
- H. "Operating expenses" includes, but is not limited to, a public body's direct cost of creating, compiling, storing, maintaining, processing, upgrading, or enhancing information or data in a form available for enhanced access, including the cost of computer hardware and software, systems development, employee time, and the actual cost of supplying the information or record in the form requested by the purchaser.
- I. An eGovernment Service Transaction is defined as an online method of requesting a County service and payment of such service. A County Service is defined as a product, good or service provided by Washtenaw County.

	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> Enhanced Access to Public Records		RESOLUTION NUMBER	SUPERCEDE: 02-0035	EFFECTIVE DATE 7/17/02	PAGE OF 2 of 6


- J. "Annual Maintenance Fee for Monthly Accounts" is defined as a service fee to cover the costs associated with providing a monthly invoicing service for business customers. Monthly account customers would be invoiced monthly for all County mandated/statutory fees and associated convenience fees.

**III. Authorization:**


- A. Pursuant to 1996 P. A. 462, all Washtenaw County government public bodies may provide enhanced access for inspection, copying, or purchasing of a public record that is not confidential or otherwise exempt by law from disclosure
- B. This policy does not require a public body to provide enhanced access to any specific public record.
- C. County elected officials, department heads, agencies, boards, commissions and councils legally responsible for the creation, preparation, ownership, custody, control, maintenance, preservation, guardianship, retention, possession or use of public record shall select which public records may be made available through enhanced access.
- D. Principles and policies to be considered in determining which records shall be made available through enhanced access include, but are not limited to the following:
  - 1. Management principles applied to information resources should be the same as those applied to other governmental resources.
  - 2. Elected officials, department heads, agencies, boards, commissions, councils and other County public bodies legally responsible for the creation, preparation, ownership, custody, control, maintenance, preservation, guardianship, retention, possession or use of a public record who have the responsibility, authority and accountability for the management of public record information.
  - 3. Information resources investments must be driven by legal, programmatic and governmental requirements.
  - 4. Washtenaw County government, in trust for the people of Washtenaw County, has a duty to ensure ownership of information products, and County created intellectual property is protected and maintained.

**IV Fees:**

- A. It is the policy of Washtenaw County to charge a reasonable fee which will be calculated to enable Washtenaw County to recover over time those operating expenses directly related to the public body's provision of enhanced access for providing enhanced access to a public record or County service transacted online.
- B. It is the policy of Washtenaw County to charge a reasonable fee for providing enhanced access to either a CIS or the output from that system.

	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> Enhanced Access to Public Records		RESOLUTION NUMBER	SUPERCEDE: 02-0035	EFFECTIVE DATE 7/17/02	PAGE OF 3 of 7

- C. Specific fees for those identified public records that are available through enhanced access are identified in Attachment A.
- D. Specific fees for those eGovernment Service Transactions referenced in this Policy are identified in Attachment B.
- E. It is the policy of Washtenaw County to review the specific fees identified in Attachments A and B on a semi-annual basis or on an as needed basis to ensure that these fees continue to reflect a reasonable fee structure.
- F. Except as otherwise provided by act or statute, the Finance Department and the Department of Information and Technology Services or any work group designated by Administration shall establish a proposed reasonable fee(s) for each computerized public record made available through enhanced access or the output from a CIS. The proposed fee(s) or any adjustments to previously established fees shall be presented to and approved by the Board of Commissioners before they shall be effective.
- G. Except as otherwise provided by act or statute, all persons shall be charged a reasonable fee approved by Board of Commissioners for enhanced access to a public record, access to a CIS, or the output from a CIS.
- H. A public body may furnish access or enhanced access without charge or at a reduced charge if the public body determines that a waiver or reduction of fee is in the public interest because access or enhanced access can be considered as primarily benefiting the general public interest. Examples may include, but are not limited to, instances when:
  - 1. The information is critical to public health or safety;
  - 2. The information is required for non-profit research purposes such as academic or public interest research;
  - 3. The information is required to meet legal, programmatic or government objectives;
  - 4. The information explains the rights, entitlements and/or obligations of individuals;
  - 5. The cost of administering the fees would exceed the revenue to be collected;
  - 6. The reasonable fee established would have a serious detrimental impact on the financial position of particular groups or classes of users;
  - 7. The reasonable fee established would limit the number of users enough to compromise achieving program or other government objectives.
- I. Waiver or fee reductions shall be recommended by the elected official, department head, agency, board, commission, council, other County public body legally responsible for the creation, preparation, ownership, custody, control, maintenance, preservation, guardianship, retention, possession or use of the public records(s) in question. The waiver or fee reductions shall be approved by the office of Corporation Counsel prior to the award of that waiver or reduction.

	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> Enhanced Access to Public Records	RESOLUTION NUMBER	SUPERCEDE: 02-0035	EFFECTIVE DATE 7/17/02	PAGE OF 4 of 7	

V. ENHANCED ACCESS BOARD:

The Enhanced Access Board shall consist of the following representation, with three year terms staggered for implementation:


- Two members of the Washtenaw County Board of Commissioners expiring December 31, 2002
- A Technology Attorney from the Washtenaw County Bar Association for a term expiring December 31, 2002
- A Banking Community representative for a term expiring December 31, 2002
- The President of the Home Builders Association or designee for a term expiring December 31, 2003
- The Information & Technology Services representative of Eastern Michigan University for a term expiring December 31, 2003
- The Information & Technology Services representative of University of Michigan for a term expiring December 31, 2003
- A Washtenaw Development Council representative for a term expiring December 31, 2003
- A representative of the Michigan Townships Association for a term expiring December 31, 2003
- The City of Ann Arbor Administrator or designee for a term expiring December 31, 2004
- The City of Ypsilanti Administrator or designee for a term expiring December 31, 2004
- The County Administrator or designee for a term expiring December 31, 2004
- The County Clerk/Register of Deeds or designee for a term December 31, 2004
- The Trial Court Chief Judge or designee for a term December 31, 2004

The Enhanced Access Board shall follow the policy considerations as outlined in Attachment C and report back to the Board of Commissioners quarterly.

VI. **Disclaimer:**

- A. Recipient of access or enhanced access receive all information "AS IS". The County of Washtenaw, its officers, officials, employees, agents, volunteers, contractors and public bodies, make no warranties of any kind, including but not limited to, warranties of accuracy, fitness for a particular purpose, or of a recipient's right of use. Washtenaw County shall not be responsible for any complaints or other legal actions filed against a recipient based in whole or in part on information received by the recipient under this Policy. Recipients are solely responsible for investigating, litigating and settling such complaints or other legal action, including the payment of any damages or costs. The Washtenaw County Board of Commissioners may, however, by Resolution, elect to participate in the litigation or other legal action at County expense.
- B. Except for the Board of Commissioners, by resolution adopted by a majority of those elected and serving, no officer, official, employee, agent, volunteer, contractor or other person or public body may make any representation or warranty on behalf of the County or one of its public bodies.



	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> Enhanced Access to Public Records	RESOLUTION NUMBER	SUPERCEDE: 02-0035	EFFECTIVE DATE 7/17/02	PAGE OF 5 of 7	

**ENHANCED ACCESS TO PUBLIC RECORDS  
ATTACHMENT A**

Public Record  
County GIS Base Map


Access Fee  
\$.80 per parcel for 8 base map layers with a \$10 minimum charge (Cities, Villages and Township GIS Agreement).

Register of Deeds

\$12,000 per year for dial in access with unlimited access to recorded documents; and printing of documents

\$3,000 Per additional hook-up as a one-time fee. (maximum of three per title company)

	WITH DIAL- IN ACCESS	WITHOUT DIAL- IN ACCESS	SINGLE UNIT
Compact Disks	\$1,200/year	\$13,500/year	\$220/CD
Microfilm	\$5,000/year	\$18,000/year	\$130/roll
Aerial Photo Digital Files	\$250 per reproducible tile		


	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> Enhanced Access to Public Records	RESOLUTION NUMBER	SUPERCEDED: 02-0035	EFFECTIVE DATE 7/17/02	PAGE OF 6 of 7	

Online Access to eGovernment Service Transactions  
Attachment B

Mandated / Statutory Fees	Associated Convenience Fees per Transaction
Up to \$15.00	\$2.00
\$15.01 - \$25.00	\$3.00
\$25.01 - \$50.00	\$4.00
\$50.01 - \$75.00	\$5.00
\$75.01 - \$100.00	\$6.00
\$100.01 - \$150.00	\$7.00
\$150.01 - \$200.00	\$8.00
\$200.01 - \$250.00	\$9.00
\$250.01 - \$300.00	\$10.00
\$300.01 - \$400.00	\$13.00
\$400.01 - \$500.00	\$15.00
\$500.01 and up	3% of Total

The Convenience Fees indicated are the maximum amounts that will be charged for eGovernment Service Transactions.

Annual Maintenance Fee for Monthly Account Customers \$75.00/year

	<b>WASHTENAW COUNTY POLICY</b>	<b>GENERAL OPERATIONS - VOLUME I</b>			
<b>TITLE:</b> Enhanced Access to Public Records		RESOLUTION NUMBER  02-0035	SUPERCEDED:  	EFFECTIVE DATE  3/6/02	PAGE OF  7 of 7

ATTACHMENT C

POLICY CONSIDERATIONS FOR ENHANCED ACCESS BOARD ON E-GOVERNMENT CONVENIENCE FEES

1. No currently free service should have a fee imposed without the express permission of the Board of Commissioners.
2. All types of services that currently have a fee should retain a mail-in capability with a download capability (pdf) without incurring an additional fee.
3. The Enhanced Access Board shall establish criteria for reviewing the different types of fee-based services as their first order of business and report back to the Board of Commissioners.
4. No fee shall be imposed for Washtenaw E-Government Services without a determination of the Enhanced Access Board.

A RESOLUTION APPROVING THE ADMINISTRATOR'S RECOMMENDATION REGARDING THE PLANTE & MORAN REPORT ON THE DEPARTMENT OF ENVIRONMENT AND INFRASTRUCTURE SERVICES, THE PLANNING DEPARTMENT AND THE METROPOLITAN PLANNING COMMISSION; DISSOLVING THE WASHENAW COUNTY METROPOLITAN PLANNING COMMISSION, AND CREATING THE WASHTENAW COUNTY PLANNING ADVISORY BOARD

WASHTENAW COUNTY BOARD OF COMMISSIONERS

SEPTEMBER 18, 2002

WHEREAS, Washtenaw County is one of the most rapidly growing counties in Michigan; and

WHEREAS, it is important to look at the challenges and opportunities in the interrelated areas of environment, infrastructure, economic development, housing, land use, transportation and planning; and

WHEREAS, sustainable development is key to building the future of Washtenaw County; and

WHEREAS, Washtenaw County Government serves all the residents of the County, and has a countywide perspective on the County's future needs, and

WHEREAS, the County has the opportunity to communicate and collaborate with other jurisdictions in the task of anticipating future countywide needs, especially in the context of rapid growth over the next 30 years; and

WHEREAS, on May 14, 1947, the Board of Commissioners created the Washtenaw County Planning Commission pursuant to MCLA 125.102; and

WHEREAS, the Board of Commissioners later designated the Washtenaw County Planning Commission as the Washtenaw County Metropolitan Planning Commission pursuant to MCLA 125.104a; and

WHEREAS, under Michigan law, a county is not required to create or maintain a planning commission or metropolitan planning commission and may undertake such statutory planning responsibilities itself with the assistance of an advisory body created by the Board of Commissioners; and

WHEREAS, the County hired the firm of Plante & Moran to review how the County's Department of Environment and Infrastructure Services, the Planning Department, and the Washtenaw County Metropolitan Planning Commission were organized and how effectively they provided services to the public; and

WHEREAS, Plante & Moran has made a number of recommendations regarding how the Department of Environment and Infrastructure Services, the Planning Department and the Washtenaw County Metropolitan Planning Commission may be better organized and deliver more effective, efficient services; and

WHEREAS, the County Administrator has thoroughly reviewed the recommendations made by Plante and Moran, and recommends that they be adopted by the Board of Commissioners

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners accepts the Plante & Moran Recommendations as outlined below:

Create three departments

- Planning and Environment
- Environmental Health Regulation
- Building Services
- 
- Under Planning and Environment
  - Include Brownfield Redevelopment and Environmental Initiatives
  - Create a new position of Environmental Initiatives Director
  - Merging of GIS, Public Works and Grant Management in the Division of Public Works
  -
- Under Environmental Health Regulation
  - Establish the Urban Team and the Rural Team as separate divisions
  -
- Under Building Services
  - Merging of Building Inspection and Resource Management under the Building Services Department
  -
- Dissolve the existing DEIS Department, the Planning Department, the Building Inspection Department, and the Washtenaw County Metropolitan Planning Commission. The dissolution of these entities shall be effective on October 1, 2002.
- Approval of the attached Organizational Chart

BE IT FURTHER RESOLVED that the Board of Commissioners hereby creates and eliminates the following positions:

<b>Position #</b>	<b>Position Title</b>	<b>Grade</b>	<b>Group</b>	<b>Create</b>	<b>Eliminate</b>
3436-0001	Director of Planning & Environment	34	32	1.0	
3437-0001	Director of Environmental Health Regulation	34	32	1.0	
3351-0001	Building Services Director	33	32	1.0	
3353-0001	Division of Public Works Director	33	32	1.0	
3240-0001	Environmental Health Division Director	32	32	1.0	
3240-0002	Environmental Health Division Director	32	32	1.0	
3352-0001	Environmental Initiatives Director	33	32	1.0	

<b>Position #</b>	<b>Position Title</b>	<b>Grade</b>	<b>Group</b>	<b>Create</b>	<b>Eliminate</b>
3425-0001	Director of Environment & Infrastructure Services	34	32		1.0
3326-0001	Planning Director	33	32		1.0
3347-0001	Building Inspection Director	33	32		1.0
3334-0001	Resource Protection Division Dir	33	32		1.0
3333-0001	Public Works Division Director	33	32		1.0
3144-0003	Sr. Environmental Manager	31	32		1.0
3034-0001	Environmental Manager (Urban)	30	32		1.0

BE IT FURTHER RESOLVED that the Board of Commissioners dissolves the Washtenaw County Metropolitan Planning Commission originally established by the Board of Commissioners as the Washtenaw County Planning Commission on May 14, 1947 and later designated as the Washtenaw County Metropolitan Planning Commission in accordance with MCLA 125.102 and MCLA 125.104a. The Board of Commissioners also revokes the Washtenaw County Metropolitan Planning Commission's Charter and By-Laws. The dissolution of the Washtenaw County Metropolitan Planning Commission and the revocation of its Charter and By-Laws shall be effective October 1, 2002.

BE IT FURTHER RESOLVED that, pursuant to MCLA 125.280, the Board of Commissioners waives its statutory right to review and provide advisory opinions on township zoning changes.

BE IT FURTHER RESOLVED that the Board of Commissioners creates the Washtenaw County Planning Advisory Board to assist the Board of Commissioners in completing those planning duties given to the Board of Commissioners under Michigan law, including, but not limited to, development of a county basic development plan with recommendations to the Board of Commissioners on final adoption of that plan and review of a township basic development plan with recommendations to the Board of Commissioners on its advisory comments back to the township. The Board of Commissioners directs the Planning Advisory Board, upon appointment of all of its members, to create By-Laws to be sent back to the Board of Commissioners for final approval.

BE IT FURTHER RESOLVED that the Board of Commissioners approves the attached charge and duties of the Washtenaw County Planning Advisory Board.

BE IT FURTHER RESOLVED that the Washtenaw County Planning Advisory Board shall be composed of the following members:

- Three (3) Commissioners from the Board of Commissioners
- One (1) representative from the Washtenaw County Parks and Recreation Commission
- One (1) Washtenaw Area Transportation Study Policy Committee representative
- One (1) Board of Public Works representative
- One (1) Washtenaw Development Council Board representative
- One (1) Workforce Development Board representative
- The Drain Commissioner or designee
- Four (4) at-large citizens

BE IT FURTHER RESOLVED, that the members of the Washtenaw County Planning Advisory Board shall serve staggered terms as follows:

- The 3 Commissioner representatives shall only serve during their time as County Commissioners. The initial appointees shall serve from the time appointed until the end of 2004 at which time the Board of Commissioners shall reappoint these positions which shall then run for two year periods coinciding with the Commissioners' term of office. These appointments are to be made by the Chair of the Board with the advice and consent of the Board of Commissioners.
- The representative from the Parks and Recreation Commission, Washtenaw Area Transportation Study Policy Committee, Board of Public Works, Washtenaw Development Council Board and Workforce Development Board shall serve his/her respective initial term until the end of 2003. Reappointments of these representatives shall then be on an annual basis. Each of these representatives shall be members of the entity making the selection, not staff members and shall be chosen by his/her respective body with such selection being confirmed by the Board of Commissioners.

- The Drain Commissioner or designee shall serve from appointment to the end of 2004. At that point, the Drain Commissioners' term shall run concurrently with her/his term of office. The Drain Commissioners shall notify the Board of Commissioners in writing if she/he chooses to have a delegate member represent her/him on the Planning Advisory Board.
- The four at-large citizens shall serve as follows: Two of the positions shall serve their initial terms from the time of appointment until the end of 2003. The remaining two positions shall serve their initial terms from the time of appointment until the end of 2004. After serving the initial term, each position shall be appointed for a three (3) years period. These appointments are to be made by the Chair of the Board with the advice and consent of the Board of Commissioners.

BE IT FURTHER RESOLVED that the Board of Commissioners directs Corporation Counsel to prepare whatever documents are necessary to reflect the change from the Washtenaw County Metropolitan Planning Commission to the Washtenaw County Planning Advisory Board.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Administrator to make the necessary budget and account adjustments.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern		X		Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis		X	

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY      ROLL CALL VOTE: TOTALS      12      2      1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_  
 Deputy Clerk



**Res. No. 02-0175**

Planning Advisory Board  
Charge and duties

Charge:

- To advise and make recommendations to the BOC and Administration on planning issues
- To implement BOC policies through discussion and development of planning initiatives
- To facilitate the cooperation and collaboration of the Planning Department with other County departments or agencies, especially those whose responsibilities affect planning issues
- To facilitate the cooperation and collaboration of Washtenaw County with other municipalities
- To support staff and the BOC in fulfilling planning responsibilities as mandated by Michigan law.

Duties:

- To review staff responses to township plan reviews and recommend adoption by the BOC
- To support staff work on regional plans and assist in communication with the BOC on County responses
- To support staff and the county community in completing the County basic development (comprehensive/master) plan, soliciting public comment, and presenting it to the BOC for approval
- To monitor updates of the County comprehensive plan through continued dialogue with all units of government in Washtenaw County
- To facilitate educational efforts and service to municipalities by review of staff documents, suggestions for initiatives, convening and participation in ef-workshops and regional or countywide meetings
- "Coordinate with regional and statewide planning organizations"
- To communicate with neighboring counties on planning issues
- To assist in regular presentations to the BOC on planning policy issues
- To review and advise the BOC on proposed ordinances or ordinance amendments affecting planning issues
- To review and forward to the BOC Historic District Commission reports
- To represent planning issues on Boards and Commissions as designated by the BOC
- To integrate planning activities of all County departments through policy-level discussions and initiation of joint projects
- To assist and advise the BOC on review of County plans for specific related issues, for example the Consolidated Housing Plan, prior to BOC adoption and approval
- To consider the effects of County policies on planning issues and vice versa
- To seek consideration of the following when working with governmental entities regarding land use planning: incorporating plans that would enrich health, safety, education and recreation for citizens of affected areas.

Not included:

- Direct authority over staff and budgets. All actions requiring funding are to be forwarded to the BOC.
- Zoning reviews



# Washtenaw County

## JOB DESCRIPTION

**Job Code:** 3436  
**Authorization:** 02-0175  
**Employee Group:** 32

**CLASS TITLE:** DIRECTOR OF PLANNING & ENVIRONMENT  
**DEPARTMENT:** Planning & Environment  
**FLSA STATUS:** Exempt

### **JOB SUMMARY**

Under general direction, provides oversight and sets the vision for planning and environmental protection in Washtenaw County. Establishes overall direction in regional and County planning, including land use planning, environmental protection, Brownfield redevelopment, economic development and community development. Provides for coordination and collaboration with and among County departments, boards and commissions and associated agencies, municipalities, business, environmental, and civic groups in setting and executing Washtenaw County planning and environmental goals.

### **EXAMPLES OF DUTIES**

#### **Essential Duties**

- Works with the Planning Advisory Board; County departments, boards and commissions; independent agencies and nonprofit organizations; municipalities; business, industry, environmental and civic groups; and all other interested parties to develop a county comprehensive land use plan and other short- and long-term strategic plans for land use, economic development and environmental protection in Washtenaw County.
- Provides annual report to the Washtenaw County Board of Commissioners.
- Develops comprehensive plans and programs for utilization of land and physical facilities of the county. Compiles, analyzes data, and prepares or requisitions narrative reports on economic, social, environmental, and physical factors affecting land use.
- Confers with local authorities and other key stakeholders to devise and recommend arrangements of land and physical facilities for residential, commercial, industrial, and community uses.

## **DIRECTOR OF PLANNING & ENVIRONMENT**

### **Page Two**

- In coordination with the Planning Advisory Board, recommends governmental measures affecting land use, public utilities, community development economic development and transportation to the Board of Commissioners.
- Reviews and evaluates environmental impact reports applying to specified private and public planning projects and programs.
- Plans, organizes, assigns, directs, reviews and evaluates the work of staff directly and through subordinate supervisors. Selects personnel and provides for their training and professional development.
- Reviews department current work load status, schedules and individual personnel assignments and expertise to establish priorities and to determine ability to accept the complete future commitments.
- Represents the County and the unit with officials of local townships, cities and other political jurisdictions and representatives of business, industry and community groups.
- Works closely with elected and policy-making Boards and Commissions.

### **Important Duties:**

- Prepares or directs the preparation of reports, correspondence, informational brochures and other written materials. Directs the maintenance of departmental records and files.
- Operates standard office equipment in the course of the work. May drive a County or personal vehicle in the course of the work.

## **EMPLOYMENT QUALIFICATIONS**

### **Knowledge of:**

Administrative principles and practices, including goal setting, program and budget development and administration and employee supervision.

Principles and practices of urban planning, related to land use, environment and social and economic protection.

Understanding of the economic development process.

Consensus builder.

Working knowledge of GIS, Public Works, Historic Preservation and Community Development.

Principles of contract negotiation and administration.

## **DIRECTOR OF PLANNING & ENVIRONMENT**

### **Page Three**

Applicable laws and regulations.

Research, data analysis and report preparation techniques.

Computer applications related to the work.

Basic principles of public administration, including the functions of elected and policy-making Boards and Commissions.

Staff management abilities.

Experience with establishing and directing customer service efforts.

Demonstrated ability to show collaborative efforts with multiple stakeholders.

Demonstrated knowledge of and commitment to environmental protection.

#### **Skill in:**

Planning and directing the work of others, either directly or through subordinate supervision.

Training others and providing for their professional development.

Interpreting, applying and explaining complex policies, laws and regulations.

Setting priorities, coordinating multiple projects and meeting critical deadlines.

Using sound, independent judgment within established policy guidelines.

Preparing clear, concise and effective written materials.

Representing the County effectively in meetings with Boards and Commissions, governmental agencies, business and community groups and the public.

Chairing and/or facilitating meetings related to governmental regulation and inspection services.

Establishing and maintaining effective working relationships with those contacted in the course of the work.

#### **LICENSES AND CERTIFICATIONS**

Possession of a valid Michigan driver's license. Registration as a professional planner in the State of Michigan is desirable.

#### **PHYSICAL DEMANDS**

Duties require sufficient mobility to work in a normal office setting and to travel away from the office to attend meetings and conferences, plus the ability to use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodation.

**DIRECTOR OF PLANNING & ENVIRONMENT**  
**Page Four**

**EDUCATION**

Possession of a Bachelors Degree in Urban Planning. Possession of a Masters Degree in Urban Planning is desirable.

**EXPERIENCE**

Five (5) years of administrative experience in centralized planning function. Experience in both the current and advanced planning functions and in working directly with a commission or board is desirable.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be required to perform job-related duties other than those outlined above and may be required to have specific job-related knowledge for successful job performance.

# Washtenaw County

## JOB DESCRIPTION

**Job Code:** 3437  
**Authorization:** 02-0175  
**Employee Group:** 32

**CLASS TITLE:** DIRECTOR OF ENVIRONMENTAL HEALTH REGULATION  
**DEPARTMENT:** Environmental Health Regulation  
**FLSA STATUS:** Exempt

### **JOB SUMMARY**

Under general direction, sets vision and provides oversight for regulatory and inspection services. Directs departmental activities to assure compliance with federal, state and municipal laws. Interprets and clarifies federal, state and municipal laws. Represents agency at meetings, conventions and other forums to promote and explain agency objectives. Consults with other governmental agencies, business community and private organizations to resolve problems.

Plans and directs surveys and research studies to ensure effective program operation and to establish or modify standards. Recommends changes in legislation and administrative procedures to reflect technological and ecological changes and public sentiment. Confers with legislative liaison individuals or committees to develop legislative bills involving inspection procedures and to obtain working for proposed inspection codes. Prepares or directs preparation and release of reports, studies and other publications relating to program trends and accomplishments.

### **EXAMPLES OF DUTIES**

#### **Essential Duties:**

- Directs and coordinates activities for those engaged in investigating and responding to Environmental Health events. Develops and implements goals, objectives, policies, procedures and work standards for the department.
- Directs and coordinates activities of departmental personnel engaged in investigating regulated activities to ensure compliance with federal, state and municipal laws, utilizing knowledge of the County's purposes, rules, regulations, procedures and practices.
- Plans, organizes, assigns, directs, reviews and evaluates the work of staff directly and through subordinate supervisors. Selects personnel and provides for their training and professional development.

## **DIRECTOR OF ENVIRONMENTAL HEALTH REGULATION**

### **Page Two**

- Reviews department current work load status, schedules and individual personnel assignments and expertise to establish priorities and to determine ability to accept the complete future commitments.
- Directs investigations of services to ensure that complaints are answered and requirements of governmental program agencies are met. Analyzes reports of resulting data and recommends response.
- Reviews governmental rulings to determine changes in legal stipulations and probable efforts on services and activities.
- Provides advice and source data to management personnel concerned with preparing applications to regulatory bodies for changes in rates or service.
- Represents the County and the unit with officials of local townships, cities and other political jurisdictions and representatives of business, industry and community groups.

#### **Important Duties:**

- Prepares or directs the preparation of reports, correspondence, informational brochures and other written materials. Directs the maintenance of departmental records and files.
- Operates standard office equipment in the course of the work. May drive a County or personal vehicle in the course of the work.

#### **EMPLOYMENT QUALIFICATIONS**

##### **Knowledge of:**

Administrative principles and practices, including goal setting, program and budget development and administration and employee supervision.

Principles and practices of regulatory compliance for environmental health issues procedures.

Principles of contract negotiation and administration.

Applicable laws and regulations.

Research, data analysis and report preparation techniques.

Computer applications related to the work.

Basic principles of public administration, including the functions of elected and policy-making Boards and Commissions.

Staff management abilities.

Experience with establishing and directing customer service efforts.

Demonstrated ability to show collaborative efforts with multiple stakeholders.

## **DIRECTOR OF ENVIRONMENTAL HEALTH REGULATION**

### **Page Three**

#### **Skill in:**

Planning and directing the work of others, either directly or through subordinate supervision.

Training others and providing for their professional development.

Interpreting, applying and explaining complex policies, laws and regulations.

Setting priorities, coordinating multiple projects and meeting critical deadlines.

Using sound, independent judgment within established policy guidelines.

Preparing clear, concise and effective written materials.

Representing the County effectively in meetings with Boards and Commissions, governmental agencies, business and community groups and the public.

Chairing and/or facilitating meetings related to governmental regulation and inspection services.

Establishing and maintaining effective working relationships with those contacted in the course of the work.

#### **LICENSES AND CERTIFICATIONS**

Possession of a valid Michigan driver's license.

#### **PHYSICAL DEMANDS**

Duties require sufficient mobility to work in a normal office setting and to travel away from the office to attend meetings and conferences, plus the ability to use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodation.

#### **EDUCATION**

Possession of a Bachelors Degree in Environmental Health Sciences, Natural Resources, Public Health or a field related to the work. Possession of an appropriate advanced degree is desirable.

#### **EXPERIENCE**

Five (5) years of administrative experience in regulation and inspection.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be required to perform job-related duties other than those outlined above and may be required to have specific job-related knowledge for successful job performance.

# Washtenaw County

## JOB DESCRIPTION

**Job Code:** 3351  
**Authorization:** 02-0175  
**Employee Group:** 32

**CLASS TITLE:** BUILDING SERVICES DIRECTOR  
**DEPARTMENT:** Building Services  
**FLSA STATUS:** Exempt

### **JOB SUMMARY**

Under the direction of a higher classified employee, directs the programmatic services of Building Inspection and Resources Management. Enforces laws and ordinances pertaining to building codes and resources management. Develops procedures, conducts informal hearings and represents the department to assure all building codes are enforced. Consults with other governmental agencies, business community and private organizations to resolve problems.

### **EXAMPLES OF DUTIES**

#### **Essential Duties:**

- Directs and coordinates activities for those engaged in investigating and responding to Building Inspection and Resources Management events. Develops and implements goals, objectives, policies, procedures and work standards for the department.
- Directs and coordinates activities of departmental personnel engaged in investigating regulated activities to ensure compliance with federal, state and municipal laws, utilizing knowledge of the County's purposes, rules, regulations, procedures and practices.
- Plans, organizes, assigns, directs, reviews and evaluates the work of staff. Selects personnel and provides for their training and professional development.
- Develops and implements forms and procedures for abatement of violation of laws, statues and ordinances.
- Coordinates with local, County and State agencies, insuring necessary permits / clearances are properly obtained before building permits are issued.
- Coordinates inspection processes to promote efficient use of staff time and equipment in delivering services to the public. Coordinates and implements procedures to follow-up violation notice and closes out permits.
- Investigates possible soil erosion incidents and gathers information for the enforcement of the Soil Erosion and Sedimentation Control Act 451, Part 91, 1994.



## **BUILDING SERVICES DIRECTOR**

### **Page Two**

- Conducts informal show-cause hearings on behalf of department in relation to preliminary code compliance program, inspection violation correction program, and investigative law enforcement programs. Represents department in court to provide testimony in legal matters. Assists in conducting public hearings relative to departmental procedures and operations.
- Directs investigations of services to ensure that complaints are answered and requirements of governmental program agencies are met. Analyzes reports of resulting data and recommends response.
- Represents the County and the unit with officials of local townships, cities and other political jurisdictions and representatives of business, industry and community groups.

#### **Important Duties:**

- Prepares or directs the preparation of reports, correspondence, informational brochures and other written materials. Directs the maintenance of departmental records and files.
- Operates standard office equipment in the course of the work. May drive a County or personal vehicle in the course of the work.

## **EMPLOYMENT QUALIFICATIONS**

### **Knowledge of:**

Administrative principles and practices, including goal setting, program and budget development and administration and employee supervision.

Principles and practices of regulatory compliance for Building Inspection and Resource Management.

Applicable laws and regulations.

Research, data analysis and report preparation techniques.

Computer applications related to the work.

Experience with establishing and directing customer service efforts.

Demonstrated ability to show collaborative efforts with multiple stakeholders.

### **Skill in:**

Planning and directing the work of others.

Training others and providing for their professional development.

Interpreting, applying and explaining complex policies, laws and regulations.

Setting priorities, coordinating multiple projects and meeting critical deadlines.

Using sound, independent judgment within established policy guidelines.

Preparing clear, concise and effective written materials.

## **BUILDING SERVICES DIRECTOR**

### **Page Three**

Representing the County effectively in meetings with Boards and Commissions, governmental agencies, business and community groups and the public. Establishing and maintaining effective working relationships with those contacted in the course of the work.

### **LICENSES AND CERTIFICATIONS**

Possession of a valid Michigan driver's license. Ability to meet State of Michigan requirements for certification as Building Official and maintain certification in accordance with the State requirements, as per Act 54 of 1986 of the State of Michigan.

### **PHYSICAL DEMANDS**

Duties require sufficient mobility to work in a normal office setting and to travel away from the office to attend meetings and conferences, plus the ability to use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodation.

### **EDUCATION**

Possession of a Bachelors Degree or its equivalent in Engineering, Environmental Health, Geology, Biology, or a field related to the work. Possession of an appropriate advanced degree is desirable.

### **EXPERIENCE**

Four (4) years of experience in Building Inspection and Code Enforcement. One (1) year of environmental health or construction experience desirable.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be required to perform job-related duties other than those outlined above and may be required to have specific job-related knowledge for successful job performance.

# Washtenaw County

## JOB DESCRIPTION

**Job Code:** 3240  
**Authorization:** 02-0175  
**Employee Group:** 32

**CLASS TITLE:** ENVIRONMENTAL HEALTH DIVISION DIRECTOR  
**DEPARTMENT:** Environmental Health Regulation  
**FLSA STATUS:** Exempt

### **JOB SUMMARY**

Under the direction of a higher classified employee, directs the programmatic services of Rural and/or Urban Teams, including but not limited to: On-Site Sewage Disposal, Time of Sale, Well Inspection, Surface Water (Storm Water Permit), Food Protection, Recreational Water Monitoring, Pollution Prevention and Drinking Water Protection. Enforces laws and ordinances pertaining to environmental health. Develops procedures, conducts informal hearings and represents the department to assure all environmental health codes are enforced. Consults with other governmental agencies, business community and private organizations to resolve problems.

### **EXAMPLES OF DUTIES**

#### **Essential Duties:**

- Directs and coordinates activities for those engaged in investigating and responding to Rural and/or Urban Teams events, including but not limited to: On-Site Sewage Disposal, Time of Sale, Well Inspection, Surface Water (Storm Water Permit), Food Protection, Recreational Water Monitoring, Pollution Prevention and Drinking Water Protection. Develops and implements goals, objectives, policies, procedures and work standards for the department.
- Directs and coordinates activities of departmental personnel engaged in investigating regulated activities to ensure compliance with federal, state and municipal laws, utilizing knowledge of the County's purposes, rules, regulations, procedures and practices.
- Plans, organizes, assigns, directs, reviews and evaluates the work of staff. Selects personnel and provides for their training and professional development.
- Plans and coordinates programs to protect the environment, such as food service inspection, vector control, surface groundwater protection, hazardous waste disposal and the inspection of various residential and institutional care facilities for proper sanitary equipment, light, ventilation, electrical installations and fire safety.
- Coordinates inspection processes to promote efficient use of staff time and equipment in delivering services to the public. Coordinates and implements procedures to follow-up violation notice and closes out permits.

## **ENVIRONMENTAL HEALTH DIVISION DIRECTOR**

### **Page Two**

- Confers with and provides expert professional advice to environmental businesses, groups and individuals involved in environmentally sensitive program and activities. Interprets laws, regulations and statutes, answers questions, resolves problems and provides alternatives for action.
- Conducts informal show-cause hearings on behalf of department in relation to preliminary code compliance program, inspection violation correction program, and investigative law enforcement programs. Represents department in court to provide testimony in legal matters. Assists in conducting public hearings relative to departmental procedures and operations.
- Directs investigations of services to ensure that complaints are answered and requirements of governmental program agencies are met. Analyzes reports of resulting data and recommends response.
- Represents the County and the unit with officials of local townships, cities and other political jurisdictions and representatives of business, industry and community groups.
- Oversees the environmental review of proposed plans for such facilities as schools, water and wastewater treatment plants, solid waste disposal sites, food service establishments and subdivisions.

### **Important Duties:**

- Prepares or directs the preparation of reports, correspondence, informational brochures and other written materials. Directs the maintenance of departmental records and files.
- Operates standard office equipment in the course of the work. May drive a County or personal vehicle in the course of the work.

## **EMPLOYMENT QUALIFICATIONS**

### **Knowledge of:**

Administrative principles and practices, including goal setting, program and budget development and administration and employee supervision.

Principles and practices of environmental management, including pollution and vector control, hazardous materials and solid waste disposal, and food service sanitary regulation.

Applicable laws and regulations.

Research, data analysis and report preparation techniques.

Computer applications related to the work.

Experience with establishing and directing customer service efforts.

Demonstrated ability to show collaborative efforts with multiple stakeholders.

## **ENVIRONMENTAL HEALTH DIVISION DIRECTOR**

### **Page Three**

#### **Skill in:**

Planning and directing the work of others.

Training others and providing for their professional development.

Interpreting, applying and explaining complex policies, laws and regulations.

Setting priorities, coordinating multiple projects and meeting critical deadlines.

Using sound, independent judgment within established policy guidelines.

Preparing clear, concise and effective written materials.

Representing the County effectively in meetings with Boards and Commissions, governmental agencies, business and community groups and the public.

Establishing and maintaining effective working relationships with those contacted in the course of the work.

#### **LICENSES AND CERTIFICATIONS**

Possession of a valid Michigan driver's license. Professional registration as a Registered Sanitarian, Professional Engineer or Industrial Hygienist in the State of Michigan is desirable.

#### **PHYSICAL DEMANDS**

Duties require sufficient mobility to work in a normal office setting and to travel away from the office to attend meetings and conferences, plus the ability to use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodation.

#### **EDUCATION**

Possession of a Bachelors Degree in Environmental Health, Public Health, Natural Resources, or a field related to the work. Possession of an appropriate advanced degree is desirable.

#### **EXPERIENCE**

Four (4) years of experience performing environmental investigations and studies, of which at least two (2) years has been in a supervisory role.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be required to perform job-related duties other than those outlined above and may be required to have specific job-related knowledge for successful job performance.

# Washtenaw County

## JOB DESCRIPTION

**Job Code:** 3353  
**Authorization:** 02-0175  
**Employee Group:** 32

**CLASS TITLE:** DIVISION OF PUBLIC WORKS DIRECTOR  
**DEPARTMENT:** Planning & Environment  
**FLSA STATUS:** Exempt

### **JOB SUMMARY**

Under the direction of a higher classified employee, coordinates services that allow the County to execute the direction established by Planning Services and external organizations. Establishes overall direction in the program areas of Public Works, GIS, and Grant Management. Works in conjunction with Planning Services and the external agencies to collect, process and disseminate information so that external stakeholders will be able to execute the direction established by the County.

### **EXAMPLES OF DUTIES**

#### **Essential Duties**

- Directs and coordinates activities for those engaged in providing programmatic services for Public Works, GIS, Grant Management. Develops and implements goals, objectives, policies, procedures and work standards for the department. Prepares and administers the division budget.
- Plans, organizes, assigns, directs, reviews and evaluates the work of staff directly and through subordinate supervisors. Selects personnel and provides for their training and professional development.
- Reviews department current work load status, schedules and individual personnel assignments and expertise to establish priorities and to determine ability to accept the complete future commitments.
- Reviews all documents including contracts, resolutions, plans and specifications, correspondence and other materials and makes recommendations prior to submission to the Board of Commissioners or Board of Public Works for approval or action. Confers with Board members regarding program goals, policies and activities and provides staff assistance to the Board.
- Confers with and provides expert professional advice to officials of local communities regarding planning, implementation and financing of water treatment and distribution, systems, wastewater collection and treatment systems and solid waste disposal and recycling facilities and programs.

## **DIVISION OF PUBLIC WORKS DIRECTOR**

### **Page Two**

- Coordinates the financial assistance for public works projects through appropriate federal and state agencies and ensures compliance with appropriate laws and regulations. Coordinates with the County's bond counsel, prepares resolutions and sells bonds for the financing or project construction. Directs the debt retirement of bonds. Ensures the timely payment of such debts to the appropriate financial institution.
- Administers construction of facilities by entering into agreements with consultants, contractors and communities. Administers contracts, including reviewing construction progress and recommends Board of Public Works approval of progress and final payments.
- Reviews and evaluates environmental impact reports applying to specified private and public planning projects and programs.
- Coordinates the development, update and implementation of the County's solid waste management plan.
- Represents the County and the unit with officials of local townships, cities and other political jurisdictions and representatives of business, industry and community groups.

### **Important Duties:**

- Prepares or directs the preparation of reports, correspondence, informational brochures and other written materials. Directs the maintenance of departmental records and files.
- Operates standard office equipment in the course of the work. May drive a County or personal vehicle in the course of the work.

## **EMPLOYMENT QUALIFICATIONS**

### **Knowledge of:**

Administrative principles and practices, including goal setting, program and budget development and administration and employee supervision.

Principles and practices of civil and environmental engineering as related to the construction of major capital projects.

Principles and practices of construction project and contract administration.

Understanding of the economic development process.

Working knowledge of GIS, Public Works, and Grant Management.

Applicable laws, regulations, policies and procedures.

Functions and practices of policy-making councils and boards.

Research, data analysis and report preparation techniques.

Computer applications related to the work.

Basic principles of public agency financing and debt retirement

## **DIVISION OF PUBLIC WORKS DIRECTOR**

### **Page Three**

Staff management abilities.

Experience with establishing and directing customer service efforts.

Demonstrated ability to show collaborative efforts with multiple stakeholders.

#### **Skill in:**

Planning, organizing and overseeing major capital construction projects.

Planning and directing the work of others and training others in work procedures.

Interpreting, applying and explaining complex policies, laws and regulations.

Setting priorities, coordinating multiple projects and meeting critical deadlines.

Using sound, independent judgment within established policy guidelines.

Preparing clear, concise and effective written materials.

Representing the County effectively in meetings with Boards and Commissions, governmental agencies, business and community groups and the public.

Establishing and maintaining effective working relationships with those contacted in the course of the work.

#### **LICENSES AND CERTIFICATIONS**

Possession of a valid Michigan driver's license. Must possess or be able to obtain registration as a Professional Engineer in the State of Michigan.

#### **PHYSICAL DEMANDS**

Duties require sufficient mobility to work in a normal office setting and to travel away from the office to attend meetings and conferences, plus the ability to use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodation.

#### **EDUCATION**

Possession of a Bachelors Degree in Engineering. Possession of an appropriate advanced degree is desirable.

#### **EXPERIENCE**

Four (4) years of professional level experience which has included capital improvement project planning and construction administration. Experience with environmentally-related projects and in a public agency setting is desirable.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be required to perform job-related duties other than those outlined above and may be required to have specific job-related knowledge for successful job performance.



# Washtenaw County

## JOB DESCRIPTION

**Job Code:** 3352  
**Authorization:** 02-0175  
**Employee Group:** 32

**CLASS TITLE:** ENVIRONMENTAL INITIATIVES DIRECTOR  
**DEPARTMENT:** Planning and Environment  
**FLSA STATUS:** Exempt

### **JOB SUMMARY:**

Under the direction of a higher classified administrator, directs, develops and administers local governmental programs pertaining to environmental/environmental health-impacts and issues; Directs assessment of environmental/environmental health matters and preparation of documents required for final evaluation of proposed actions. Directs identification and analysis of alternative proposals to assure project implementation in a manner that restores & protects the environment and health of the community. Plans for the environmental/environmental health protection in each proposed project and/or development. Designs and directs special studies to obtain & provide recommended policy and technical environmental/environmental health information regarding planned projects, contacting and utilizing various sources, such as regional planning, engineering, other technical disciplines and other local, state and federal governmental and non-profit agencies in coordination with planning and environment, as relates to environmental & environmental health protection.

### **EXAMPLES OF DUTIES**

#### **Essential Duties:**

- Provides leadership and represents Washtenaw County Government in environmental & environmental health protection issues in coordination with other County departments and various agencies at the State, federal and local levels.
- Researches and gathers complex data studying and analyzing the environmental & environmental health impacts on the community. Provides recommended policies & reports and supporting data on demographic, health and sustainability issues related to specific County projects.
- Presents recommended policies & reports on environmental & environmental health issues of interest to County Administration and other departments, boards, committees and other organizations.
- Plans, designs, presents and implements national, regional & local outreach forums, regarding environmental & environmental health issues, such as lectures, workshops and seminars to businesses, organizations and the community.

## **ENVIRONMENTAL INITIATIVES DIRECTOR**

### **Page Two**

- Provides a variety of educational sources and materials, for newsletters and Internet web sites that address comprehensive environmental & environmental health policies, issues and resources that impact the community.
- Serves as Planning & Environment liaison, to other County programs and departments. Coordinates among other County departments & organizes cross-departmental discussion and collaboration on environmental health. Investigates funding sources and works with interested parties to facilitate their submittals for grants related to various environmental & environmental health issues. Administers contracts, grant funded projects and similar endeavors.
- Designs and develops various policy recommendations and technical, statistical and narrative reports that assist in the dissemination of information directly related to the strategies and goals of the Planning and Environment Department, other County departments and County Administration.
- Discuss findings with the Director, County Administration and other County departments and works to implement policies and changes resulting from studies and analyses.
- May supervise staff, interns and volunteers, delegates tasks and evaluates work, tracks work & business plan performance.
- Works with the department director to design, develop and implement departmental policies and procedures; assists County Administration and other departments with the same.
- Assists in the development of Board of Commissioner resolutions as requested by the director and/or County Administration.
- Keeps abreast of current trends, attends seminars and conferences to keep current with trends, experiments and successful new programs. Participates on local, State and National forums, workgroups, boards and committees and meets regularly with local, State and Federal officials.
- Attends all environmentally related Advisory Boards within the County organization as an ex-officio member. These boards include, but are not limited to, the Resources Management Board, Board of Public Works, Health Code Board of Appeals, the Planning Advisory Board, and Brownfield Authority.
- With the assistance of appropriate staff, manages preparation of business plans, workplans, departmental policies, budget documents, reports, correspondence and other written materials.

## ENVIRONMENTAL INITIATIVES DIRECTOR

### Page Three

#### Important Duties:

- Contracts for and oversees survey design. Coordinates development of various report submittals to regulatory agencies and other organizations. Manages the maintenance of accurate records and files.
- Applies appropriate principles and practices of employee supervision.
- Participates on County committees and in professional development activities.
- Uses standard office equipment in the course of the work. May drive a County or personal vehicle in the course of the work.
- Performs other related duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

#### EMPLOYMENT QUALIFICATIONS

##### Knowledge of:

- Current and emerging environmental & environmental health protection issues.
- Environmental & environmental health legislative and policymaking process, including current laws and regulations at the local, state and federal levels.
- Knowledge of ecosystems & environmental degradation/protection and their relation to human health.
- Knowledge and use of available community, state and federal resources.
- Research, data analysis and report preparation techniques.
- Computer applications related to the work.
- Correct oral and written English usage.
- Standard office practices, including the operation of standard office equipment.

##### Skill in:

- Designing, preparing, implementing and evaluating environmental outreach programs for targeted audiences.
- Planning, directing and reviewing the work of others and training others in work procedures.
- Collecting, analyzing and evaluating varied information and data.
- Interpreting, applying and explaining complex laws, policies and regulations.
- Setting priorities, coordinating multiple projects and meeting critical deadlines.
- Analyzing complex problems, evaluating alternatives and making sound recommendations.
- Using sound independent judgment within established policy and procedural guidelines.
- Preparing clear, concise and effective written materials.
- Demonstrating communication skills, both written and oral, to explain policy & technical concepts to experts & the layperson

## **ENVIRONMENTAL INITIATIVES DIRECTOR**

### **Page Four**

- Working effectively as liaison between & among departments and other organizations.
- Representing the department and the effectively in meetings with others. County
- Maintaining accurate records and files.
- Locating and utilizing resources from multiple internal & external sources.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

### **PHYSICAL DEMANDS**

Duties require sufficient mobility to work in a normal office setting and use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

### **EDUCATION**

Possession of a Bachelor's degree in natural resources, environmental health sciences or a closely related field or its equivalent. Possession of an advanced degree in the fields listed above is preferred.

### **EXPERIENCE**

A minimum of five (5) years of experience required in program development & management, environmental health sciences and report writing.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

A RESOLUTION RATIFYING THE COUNTY ADMINISTRATOR'S SIGNATURE ON THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES GROUP'S NATIONAL EMERGENCY GRANT TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT FOR THE PERIOD OF JULY 1, 2002 THROUGH SEPTEMBER 30, 2002 IN THE AMOUNT OF \$102,178; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE BUDGET, AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, the Employment Training and Community Services Group (ETCSG) is the administrator and operator of employment training programs in Washtenaw County and it is funded by the Workforce Investment Act of 1998, the Dept. of Labor, and the Michigan Department of Career Development to provide employment training and placement services; and

WHEREAS, the Employment Training and Community Services Group serve employers and job seekers under State direction, through grants to local Michigan Works! Agencies, administered locally by the Washtenaw County Workforce Development; and

WHEREAS, the purpose of this grant is to provide Trade Adjustment Assistance (TAA) and North American Free Trade Act (NAFTA) – TAA allowable activities under TAA, TAA/NAFTA and the Workforce Investment Act (WIA); and

WHEREAS, the contract will provide WIA National Emergency Grant funding to TAA and TAA/NAFTA participants whose TAA and TAA/NAFTA funding is exhausted; and

WHEREAS, performance goals should be the higher of the performance goals negotiated for the WIA Title I Dislocated Worker Program and the Trade Program for Fiscal Year (FY) 2001; and

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board, Corporation Counsel, Finance, Human Resources, the County Administrator's Office, and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Chair of the Board's signature on the National Emergency Grant to the Michigan Department of Career Development, in the amount of \$102,178 for the period of July 1, 2002 through September 30, 2002 for the Employment Training and Community Services Group, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorize the Administrator to sign the Notice of Grant Award
2. Approving the budget, as follows:
3. Authorizing the Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk.

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: TOTALS 14 0 1

STATE OF MICHIGAN )  
 COUNTY OF WASHTENAW)<sup>SS-</sup>

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**PEGGY M. HAINES, Clerk/Register**

BY: \_\_\_\_\_  
 Deputy Clerk



**Res. No. 02-0176**

Washtenaw County ETCS  
 Business Unit  
 Fund #2300 - TAA / NAFTA  
 For the period 7/1/02 to 9/30/02

<u>Bus Unit</u>	<u>Obj</u>	<u>Sub Obj</u>	<u>Object Name</u>	<u>Sub Obj Name</u>	<u>Amount</u>
2300029100	50100		Federal Revenue		102,178
2300029100	80750	3000	Allocated Costs	Administration	10,218
2300029100	80770	3010	Training Costs	Direct Training	91,960
					102,178

**BOARD OF COMMISSIONERS  
OF THE COUNTY OF WASHTENAW**

At a regular meeting of the Board of the Commissioners of the County of Washtenaw, held at the BOC Meeting Room on September 18, 2002, beginning at 6:45 p.m., Eastern Standard Time, there were

PRESENT: Comms. Armentrout, Bergman, Craiger, DeLong, Gunn, Irwin, Kern, Kestenbaum, Peterson, Prater, Shaw, Sizemore, Solowczuk, Yekulis.

ABSENT: Comm. Montague.

The following preamble and resolution were moved for adoption by Comm. Bergman, and the motion was supported by Comm. Solowczuk.

**RESOLUTION REGARDING CERTAIN  
PROPOSED ECONOMIC DEVELOPMENT CORPORATION PROJECT**

WHEREAS, The Economic Development Corporation of the County of Washtenaw (the "EDC") has recommended that this Board of Commissioners approve the Project Plan required by the Economic Development Corporations Act, Act No. 338 of the Michigan Public Acts of 1974, as amended (the "Act") for the David & Lisa Frame, LLC, a copy of which Project Plan is attached as Exhibit A (the "Project Plan"); and

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board shall meet at 6:45 p.m., Eastern Standard Time, on October 4, 2002, at the Board of Commissioners Conference Room and during such meeting shall conduct public hearings to hear objections to the Project Plan as required by Act 338. The form of notice attached hereto as EXHIBIT B is hereby approved as and for the form of notice for such hearings. The Clerk shall cause notice of such hearings, in the form hereby approved, to be given as follows:

(a) Notice of the time and place of the hearing shall be given by Publication in the Ann Arbor News not later than September 21, 2002;

(b) Notice of the hearing shall be posted in at least 10 conspicuous places in the proposed district area not less than 10 days before the hearing and shall be mailed not less than 10 days before the hearing to the last known owner of each parcel of real property in the proposed district area via first-class mail addressed to the record owner at the address shown by the records of the Washtenaw County Register of Deeds within the time provided in this subparagraph (b);

2. All previous resolutions, or parts of previous resolutions, of the board that are inconsistent with this resolution are hereby rescinded.



A roll-call vote on the foregoing resolution was taken and was as follows:

YES: Comms. Armentrout, Bergman, Craiger, DeLong, Gunn, Irwin, Kern, Kestenbaum, Peterson, Prater, Shaw, Sizemore, Solowczuk, Yekulis.

NO: None.

ABSTAIN: None.

The Resolution was declared adopted.

**CLERK'S CERTIFICATE**

The undersigned, being the duly qualified and acting Clerk of the County of Washtenaw, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners at a regular meeting held on September 18, 2002, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267), Public Acts of Michigan, 1976, as amended), and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

---

Peggy M. Haines  
Washtenaw County Clerk  
By: Deputy Clerk

[SEAL]

Res. 02-0177

dmh.r3-was123



## APPENDIX I

### LEASE CONTRACT

THIS FULL FAITH AND CREDIT GENERAL OBLIGATION LEASE CONTRACT ("Lease") made as of October 1, 2002, by and between the WASHTENAW COUNTY BUILDING AUTHORITY (the "Authority"), a building authority organized and existing under and pursuant to the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), and the COUNTY OF WASHTENAW, a County of the State of Michigan (the "County"),

#### WITNESSETH:

WHEREAS, the Authority has been incorporated by the County pursuant to Act 31 for the purpose of acquiring, furnishing, equipping, owning, improving, enlarging, operating and maintaining a building or buildings, automobile parking lots or structures, recreational facilities and stadiums, and the necessary site or sites therefor, for the use of the County; and

WHEREAS, the County desires to undertake a project to acquire, construct, equip and furnish a county building to be used as a Head Start Facility, as more fully described in EXHIBIT A to this Lease (the "Project"), and it is proposed that the Authority undertake the Project; and

WHEREAS, it is proposed that the Authority finance the total cost of the Project by the issuance of building authority bonds payable from cash rental payments to be made by the County to the Authority pursuant to this Lease and Act 31; and

WHEREAS, a description of the Project, and estimate of the period of usefulness thereof and an estimate of the total cost of the Project, all as set forth on EXHIBIT A to this Lease, have been reviewed and approved by the Board of Commissioners of the County; and

WHEREAS, in order to make possible the issuance of building authority bonds to finance all or a portion of the total cost of the Project, it is necessary under Act 31 for the parties to enter into this Lease;

THEREFORE, IN CONSIDERATION OF THE MUTUAL UNDERTAKINGS AND AGREEMENTS SET FORTH BELOW, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES TO THIS LEASE AS FOLLOWS:

1. Authorization and Issuance of Bonds. As soon as practicable after the effective date of this Lease, the Authority shall proceed to authorize and issue one or more series of its building authority bonds in the aggregate principal amount of not to exceed \$3,000,000 (the "Bonds"), pursuant to and in accordance with provisions of Act 31, for the purpose of acquiring, constructing, furnishing and equipping the Project. The Authority shall pledge for the payment of the principal of and interest on the Bonds the receipts from the cash rental payments described and required to be paid by the County pursuant to this Lease. The Bonds of any series shall be dated November 1, 2002 or the first day of any later month in 2002, 2003 or 2004 as the Authority shall approve in the resolution authorizing issuance of the Bonds (the "Bond Resolution"). The Bonds shall bear interest at a rate or rates that will result in a net interest cost not exceeding 8% per annum. Interest

shall be payable semi-annually and shall begin as specified in the Bond Resolution until maturity of the bonds and shall mature in accordance with the Debt Retirement Schedule set forth on EXHIBIT B to this Lease. Each date on which any payment of principal of and/or interest on any bond is due is referred to herein as a "Bond Payment Date." The Bonds may be payable on the first day of a different month, if necessary, to match rental income paid to the County.

The County and the Authority recognize and acknowledge that (a) such Debt Retirement Schedule is based upon an assumed interest rate and date of issuance of the Bonds and upon assumed Bond Payment Dates, all as set forth in EXHIBIT B, (b) the Bond Payment Dates will be specified in the Bond Resolution, (c) the date and amount of each payment of cash rental required under this Lease will be determined (subject to the limitations expressed in the preceding paragraph of this Section) when the Bond Resolution is adopted by the Authority and the Bonds are sold, by application of the rate or rates of interest (that will result in a net interest cost not exceeding 8% per annum) actually borne by the Bonds.

The Bonds may be sold subject to redemption prior to maturity at the option of the Authority with such redemption premiums and upon such terms as shall be set forth in the Bond Resolution.

Upon receipt of the proceeds of the sale of the Bonds, all premium, capitalized interest, if any, and accrued interest received from the purchaser or purchasers of the Bonds shall be transferred to a bond and interest redemption fund, and the balance of such proceeds shall be deposited into an acquisition fund, each of which shall be established by the Bond Resolution and maintained as a separate depository account of the Authority. The money in the acquisition fund shall be used to pay costs of the Project, and upon payment of all such costs, any excess money in the acquisition fund will be used as provided in Section 4.

In the event that for any reason after the date upon which this Lease is executed, but before the Bonds have been issued, it appears to the County and the Authority that the part of the Project to be paid by bond proceeds can be equipped for less than \$3,000,000, or the County shall be able to make payment in advance on the cash rental payments payable pursuant to this Lease, the Authority may reduce the amount of bonds to be issued in multiples of \$5,000 and reduce the annual maturities or the years of maturities as the County shall direct.

2. Transfer of Title to and Completion of Project. As soon as practicable after the Bonds have been sold, the County shall transfer title to the Project to the Authority, and the Authority shall commence the Project. The plans, cost estimate and estimated period of usefulness for the Project, all of which have been filed with the County Clerk and the Secretary of the Authority, are hereby approved and adopted. The Project shall be implemented in substantial accordance with such plans which are incorporated as part of (but not attached to) this Lease. No major changes in such plans shall be made without the written approval of both the County and the Authority.

3. Increased Project Costs. In the event that it shall appear, upon taking the necessary bids for the acquisition of the Project and after issuance of the Bonds, that the Project cannot be completed at the estimated cost, the Authority shall immediately so notify the County. The County may elect to pay the increased cost in cash to the Authority in which event the amount of such cash payment shall be deposited in the acquisition fund for the Project and the Authority shall proceed to acquire and complete the Project. In the alternative, the County and the Authority may agree, by an amendment to this Lease, that

additional bonds shall be issued by the Authority in an amount sufficient to pay the increased Project costs. If, after the sale and issuance of the Bonds, it shall become necessary to raise additional funds to pay for an increase in the Project costs and this Lease cannot be amended to provide for the issuance of additional bonds, or if for any other reason additional bonds cannot be issued, the County shall pay to the Authority in cash an amount which will be sufficient to enable the Authority to complete the Project in accordance with the plans of the Project.

4. Funds Remaining After Completion. Any unexpended balance of the proceeds of the sale of the Bonds remaining after completion of the Project may be used to improve or enlarge the Project or for other projects of the Authority provided that such use of the funds in the acquisition fund has been approved by the Municipal Finance Division of the Michigan Department of Treasury, if necessary, and the County. Any unexpended balance not so used shall be paid into the bond and interest redemption fund, and the County shall receive a credit against the cash rental payments next due under this Lease to the extent of the moneys so deposited in the manner provided in the Bond Resolution.

5. Insurance Requirements. The Authority shall require the contractor or contractors for the Project to furnish all necessary bonds guaranteeing performance and all labor and material bonds and all owner's protective, workers' compensation and liability insurance required for the protection of the Authority and the County. Such bonds and insurance, and the amounts thereof, shall be subject to approval of the County on the advice of its counsel. The Authority also shall require a sufficient fidelity bond from any person handling funds of the Authority.

6. Lease Term; Possession; Reconveyance. (a) The Authority does hereby lease the Project to the County for a term commencing on the effective date of this Lease (determined as provided in Section 22) and ending on December 31, 2030, or such earlier or later date as the principal of and premium, if any, and interest on the Bonds, the fees and expenses of the paying agent for the Bonds and all amounts owing hereunder have been paid in full, but in any event the term of this Lease shall not exceed 50 years. Possession of the Project shall vest in the County upon the execution of the Lease. At the end of the term of this Lease, the Authority shall convey to the County all of its right, title and interest in and to the Project and any lands, easements or rights-of-way appertaining thereto, and upon such conveyance, this Lease shall terminate, and the Authority shall have no further interest in, or obligations with respect to, the Project.

(b) The County shall, upon the terms and conditions set forth in this Lease, acquire and convey to the Authority all lands, buildings, tenements, hereditaments, easements and rights-of-way necessary to enable the Authority to complete the Project in accordance with the plans.

7. Cash Rental; Pledge of Full Faith and Credit. The County hereby agrees to pay to the Authority as cash rental for the Project such periodic amounts as shall be sufficient to enable the Authority to pay the principal of and interest on the Bonds as such principal and interest shall become due, whether at maturity or by redemption. For so long as any bonds are outstanding, the County shall pay to the Authority, on the Bond Payment Date, an amount sufficient to pay the principal and/or interest due on the Bonds on such Bond Payment Date.

The County hereby pledges its full faith and credit for the payment of the cash rental when due and agrees that it will levy each year such ad valorem taxes as shall be necessary for the payment of such cash rental, which taxes, however, will be subject to

applicable constitutional and statutory limitations on the taxing power of the County, and which shall not be in an amount or at a rate exceeding that necessary to pay its contractual obligation pursuant to this Lease. If the County, at the time prescribed by law for the making of its annual tax levy, shall have other funds on hand which have been set aside and earmarked for payment of its obligations under this Lease for which a tax levy would otherwise have to be made, then the tax levy shall be reduced by the amount of such other funds. Such other funds may be raised from any lawful source. The obligation of the County to make such cash rental payments shall not be subject to any set-off by the County nor shall there be any abatement of the cash rental payments for any cause, including, but not limited to, casualty that results in the Project being untenable.

8. Expenses of Issuing and Payment of Bonds. The Authority shall pay from the proceeds of the sale of any series of the Bonds all expenses incurred with respect to the issuance of the Bonds. The County agrees to pay to the Authority, in addition to the cash rental provided for in Section 7, all expenses incurred with respect to the issuance and payment of the Bonds, to the extent not so paid from the proceeds from the sale of the Bonds. The obligation of the County to make such payments shall be a general obligation of the County.

9. Preliminary Expenses of the County. Upon the sale of the Bonds, the County shall give the Authority a full and complete accounting of the preliminary costs and expenses incurred on or before that date by the County in connection with the Project, and the Authority shall thereupon reimburse the County for such costs and expenses to the extent that such costs and expenses were included in the portion of the total cost of the Project to be paid from bond proceeds.

10. Maintenance and Repairs. The County shall, at its own expense, operate and maintain the Project and shall keep the same in good condition and repair. Operation and maintenance shall include (but not be limited to) the providing of all personnel, equipment and facilities, all light, power, heat, water, sewerage, drainage and other utilities, and all properties and services of whatever nature, as shall be necessary or expedient in the efficient and lawful operation and maintenance of the Project. Premiums for insurance required to be carried upon or with respect to the Project or the use thereof and taxes levied upon either party hereto on account of the ownership or use of the Project, or on account of rentals or income from the Project, shall likewise be deemed operation and maintenance expenses. The obligation of the County to pay all costs and expenses of the operation and maintenance of the Project shall be a general obligation of the County.

11. Property Insurance and Insurance Proceeds. The County shall provide, at its own expense, fire and extended coverage insurance in an amount which is at least equal to the amount of bonds outstanding from time to time or to the amount of the full replacement cost of the Project if that amount be less than the amount of bonds outstanding. Such insurance shall be payable to the County and the Authority as their interests may appear and shall be made effective from the date of commencing acquisition of the Project. In the event of the partial or total destruction of the Project during or after acquisition, or if the Project is for any reason made unusable, the cash rental payments provided in Section 7 shall continue unabated. The County shall have the option to use the proceeds of insurance, in the event of loss or damage to the Project, for the repair or restoration of the Project. If the County shall determine not to use the proceeds of insurance for the repair or restoration of the Project, the amount of such insurance proceeds shall be held by the County until it is paid to the Authority and deposited in the bond and interest redemption fund (as required by Paragraph 1), and the County shall receive appropriate credits on future cash rental payments due under this Lease.

12. Liability Insurance. The County shall provide and maintain during the term of this Lease adequate liability insurance protecting the County and the Authority against loss on account of damage or injury to persons or property, imposed by reason of the ownership, possession, use, operation, maintenance or repair of the Project and the site of the Project, or resulting from any acts of omission or commission on the part of the County or the Authority or their respective officers, employees or agents in the connection with the Project and shall indemnify, hold harmless and defend the Authority, its officers, employees or agents against any and all claims for any such damage or injury. Such insurance shall be made effective from the date acquisition of the Project commences.

13. No Unlawful Use Permitted. The Project shall not be used or permitted to be used in any unlawful manner or in any manner which would violate the provisions of any contract or agreement between the County or the Authority and any third party. The County shall hold the Authority harmless and keep it fully indemnified at all times against any loss, injury or liability to any persons or property by reason of the use, misuse or non-use of the Project or from any act or omission in, on or about the Project. The County shall, at its own expense, make any changes or alterations in, on or about the Project which may be required by any applicable statute, charter, ordinance or governmental regulation or order and shall save the Authority harmless and free from all costs or damages with respect thereto.

14. Alterations of Project. The County, in its sole discretion, may install or construct in or upon, or may remove from the Project, any equipment, fixtures or structures, and may make any alterations to or structural changes in, the Project as the County may desire.

15. Right of Inspection. The Authority, through its officers, employees, or agents, may enter upon the Project at any reasonable time during the term of this Lease for the purpose of inspecting the Project and determining whether the County is complying with the covenants, agreements, terms and conditions of this Lease.

16. Contractual Rights of Bondholders. Inasmuch as this Lease, and particularly the obligation of the County to make cash rental payments to the Authority, provides the security for payment of the principal of and interest on the Bonds, it is hereby declared that this Lease is made for the benefit of the holders from time to time of the Bonds as well as for the benefit of the parties and that such holders shall have contractual rights under this Lease. In the event of any default under this Lease on the part of the County, the Authority and the holders of the Bonds shall have all rights and remedies provided by law, including in particular all rights and remedies provided by Act 31. The parties further agree that they will not do, or permit to be done, any act, and that this Lease will not be amended in any manner, which would impair the security of the Bonds or the rights of the holders of the Bonds. An amendment of this Lease to authorize the issuance of additional bonds and providing the payment of additional cash rentals for the payment of such bonds shall not be deemed to impair the security of the Bonds or the rights of the holders of the Bonds.

17. Appurtenant Facilities. The site on which this Project is to be located includes, or will include, roadways, walks, drives, parking areas and landscaping which are of benefit to and necessary to the full use and enjoyment of the Project, and it is hereby agreed that so long as any bonds remain outstanding and unpaid, such appurtenant facilities will be maintained in good repair and condition by the County or by its lessees and available to the users and occupants of the Project.

18. Successors and Assigns. This Lease shall inure to the benefit of, and be binding upon, the respective parties hereto and their successors and assigns, provided,

however, that no assignment shall be made in violation of the terms of this Lease nor shall any assignment be made which would impair the security of the Bonds or the rights of the holders of the Bonds.

19. Abandonment of Project. In the event the Bonds to finance the Project cannot be or are not issued by the Authority on or before December 1, 2004, the Project shall be abandoned, the County shall pay from available funds all expenses of the Authority incurred to the date of abandonment, and neither party shall have any further obligations under this Lease.

20. Consents, Notices, Etc. The right to give any consent, agreement or notice required or permitted in this Lease shall be vested, in the case of the County, in its Board of Commissioners, and in the case of the Authority, in its Commission. Any notice required or permitted to be given under this Lease shall be given by delivering the same, in the case of the County, to the County Clerk, and in the case of the Authority, to any member of its Commission.

21. Changes in Law or Corporate Status. In the event there shall occur changes in the Constitution or statutes of the State of Michigan which shall affect the organization, territory, powers or corporate status of the County, the terms and provisions of this Lease shall be unaffected thereby insofar as the obligation of the County to make the cash rental payments is concerned. The proceeds of any sale or other liquidation of any interest of the County or the Authority in the Project are hereby impressed with a first and prior lien for payment of any outstanding bonds or other obligations of the Authority incurred by reason of the Project or any additions or improvements thereto.

22. Effective Date of Lease. This Lease shall become effective on the 61st day after publication of a Notice of Intention in the *Ann Arbor News*, a newspaper published in Ann Arbor, Michigan, as required by Act 31, provided that if a petition for a referendum is filed as provided in (and meeting all requirements of) Section 8b of Act 31, then this Lease shall not become effective unless and until approved by a majority of the electors of the County voting thereon at a general or special election.

23. Undertaking to Provide Continuing Disclosure. The County and the Authority hereby covenant and agree, for the benefit of the beneficial owners of the Bonds, to enter into a written undertaking (the "Undertaking") required by SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule") to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The undertaking shall be in the form attached hereto as Appendix A. This Undertaking shall be enforceable by the holders of the Bonds or by the Purchaser(s) on behalf of such beneficial owners (provided that the Purchaser(s) right to enforce the provisions of this Undertaking shall be limited to a right to obtain specific enforcement of the obligations hereunder and any failure by the County and the Authority to comply with the provision of this Undertaking shall not be an event of default with respect to the Bonds).

The County Controller/Administrator and the Chairperson or Treasurer of the Authority, or other officer of the County or Authority charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's and Authority's Undertaking.

24. Refunding and Advance Refunding. In the event it appears advantageous in the opinion of the Authority to issue bonds to refund any series of bonds issued by the



Authority pursuant to this Lease (including advance refunding bonds), the County consents to such refunding as long as:

(1) In the case of any refunding bonds and the first issue of advance refunding bonds, there is a net overall saving to the County in its remaining payments to the Authority of at least 5% or \$25,000, whichever is less.

(2) In the case of any refunding not covered in subparagraph (1), the County consents to such refunding.

IN WITNESS WHEREOF, the WASHTENAW COUNTY BUILDING AUTHORITY, by its Commission, and the COUNTY OF WASHTENAW, by its Board of Commissioners, have caused this Lease to be signed by their duly authorized officers, and their seals to be affixed hereto, all as of the day and year first above written.

WITNESSES TO SIGNATURES  
OF AUTHORITY OFFICERS:

WASHTENAW COUNTY BUILDING AUTHORITY

\_\_\_\_\_

By: \_\_\_\_\_  
Chairperson of its Commission

\_\_\_\_\_

By: \_\_\_\_\_  
Secretary of its Commission

WITNESSES TO SIGNATURES  
OF COUNTY OFFICERS:

COUNTY OF WASHTENAW

\_\_\_\_\_

By: \_\_\_\_\_  
Chair, Board of Commissioners

\_\_\_\_\_

By: \_\_\_\_\_  
County Clerk

STATE OF MICHIGAN)  
                  )ss.  
COUNTY OF WASHTENAW)

On this \_\_\_\_ day of \_\_\_\_\_, 2002, before me appeared \_\_\_\_\_  
and \_\_\_\_\_, to me personally known, who being by me duly sworn, did each  
say that they are, respectively, the Chairperson and the Secretary of the Commission of the  
WASHTENAW COUNTY BUILDING AUTHORITY and that the foregoing Lease Contract  
was signed and sealed by them on behalf of the Authority by authority of its Commission,  
and that such persons acknowledged such instrument to be the free act and deed of the  
Authority.

\_\_\_\_\_  
Notary Public, Washtenaw County,  
Michigan  
My Commission Expires:\_\_\_\_\_

(Seal)

STATE OF MICHIGAN)  
                  )ss.  
COUNTY OF WASHTENAW)

On this \_\_\_\_ day of \_\_\_\_\_, 2002, before me appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being by me duly sworn, did each say that they are, respectively, the Chair of the Board of Commissioners and the County Clerk of the COUNTY OF WASHTENAW and that the foregoing Lease Contract was signed and sealed by them on behalf of the County by authority of its Board of Commissioners, and that such persons acknowledged such instrument to be the free act and deed of the County.

\_\_\_\_\_  
Notary Public, Washtenaw County,  
Michigan  
My Commission Expires:\_\_\_\_\_

(Seal)

Instrument Drafted By:  
  
John R. Axe  
Axe & Ecklund, P.C.  
21 Kercheval, Suite 360  
Grosse Pointe Farms, Michigan 48236

## APPENDIX A

### CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the \_\_\_\_\_ (the "Issuer") [\_\_\_\_\_] (the "Obligated Municipality") in connection with the issuance of \$ \_\_\_\_\_ [Name of Issue] (the "Securities"). The Securities are being issued pursuant to a \_\_\_\_\_ Resolution adopted by the Governing Body of the Issuer on \_\_\_\_\_, \_\_\_\_\_; a \_\_\_\_\_ Resolution adopted by the governing body of the Issuer [Obligated Municipality]; and an Award Resolution adopted by the Governing Body of the Issuer on \_\_\_\_\_, \_\_\_\_\_ (collectively the "Resolution") and delivered to \_\_\_\_\_ (the "Purchaser") on the date hereof. Pursuant to the Resolution, the Issuer [Obligated Municipality] has covenanted and agreed to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events. In addition, the Issuer [Obligated Municipality] hereby specifically covenants and agrees as follows:

Section 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer [Obligated Municipality] for the benefit of the holders of the Securities in order to assist the Participating Underwriters within the meaning of the Rule (defined herein) in complying with SEC Rule 15c2-12(b)(5). This Disclosure Certificate constitutes the written Undertaking required by the Rule.

Section 2. Definitions. In addition to the defined terms set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" means any annual report provided by the Issuer [Obligated Municipality] pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Audited Financial Statements" means the Issuer's [Obligated Municipality's] annual financial statements, which are currently prepared in accordance with generally accepted accounting principles [GAAP for governmental units as prescribed by GASB] and which the Issuer [Obligated Municipality] intends to continue to prepare in substantially the same form.

"Fiscal Year" means the fiscal year of the Issuer [Obligated Municipality].

"Final Official Statement" means the final official statement dated \_\_\_\_\_, \_\_\_\_\_ delivered in connection with the Securities, which is available from the MSRB.

"Governing Body" means the \_\_\_\_\_ of the Issuer [Obligated Municipality] or such other body as may hereafter be the chief legislative body of the Issuer.

"Issuer" means \_\_\_\_\_ which is the obligated person with respect to the Securities.

["Obligated Municipality" means \_\_\_\_\_ which is the obligated person with respect to the Securities.]

"Issuer Contact" means the [Clerk, or \_\_\_\_\_] of the Issuer who can be contacted at \_\_\_\_\_.

["Obligated Municipality Contact" means the [Clerk, or \_\_\_\_\_] of the Obligated Municipality who can be contacted at \_\_\_\_\_.]

"Material Event" means any of the events listed in Section 5(a) of this Disclosure Certificate.

"MSRB" means the Municipal Securities Rulemaking Board located at 1150 18th Street, N.W., Suite 400, Washington, D.C. 20036.

"NRMSIR" means any nationally recognized municipal securities information repository as recognized from time to time by the SEC for purposes of the Rule.

"Participating Underwriter" means any of the original underwriter(s) of the Securities (including the Purchaser) required to comply with the Rule in connection with the offering of the Securities.

"Repository" means each NRMSIR and each SID, if any.

"Rule" means SEC Rule 15c2-12(b)(5) promulgated by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time.

"SEC" means the Securities and Exchange Commission.

"SID" means any public or private repository or entity designated by the State of Michigan as a state information depository for the purpose of the Rule.

### Section 3. Provision of Annual Financial Information and Audited Financial Statements.

(a) The Issuer [Obligated Municipality] shall, not later than two hundred seventy (270) days after the end of the Fiscal Year, commencing with the year that ends \_\_\_\_\_, \_\_\_\_\_, provide each Repository with annual financial information which is consistent with the requirements of Section 4 of this Disclosure Certificate. The annual financial information may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the Audited Financial Statements of the Issuer [Obligated Municipality] may be submitted separately from the balance of the annual financial information; and provided further that unaudited financial statements will be included with the other financial information, if audited statements have not already been furnished.

(b) If the Issuer [Obligated Municipality] is unable or fails to provide to the Repositories an Annual Report by the date required in subsection (a), the Issuer [Obligated Municipality] shall send a notice of that fact in a timely manner to the NRMSIRs, the MSRB and any SID.

(c) The Issuer [Obligated Municipality] shall determine each year prior to the date for providing the Annual Report the name and address of each NRMSIR and each SID, if any.

Section 4. Content of Annual Reports. The Issuer's [Obligated Municipality's] Annual Report shall contain or incorporate by reference the following:

Updates of the "State Equalized Valuation", "Taxable Valuation", "County Tax Rates and Levies", "Tax Collection Record", "General Fund Revenues and Expenditures", and "Debt Statement (Direct and Overlapping Debt)" contained in the Final Official Statement and the current Audited Financial Statements.

Any or all of the items listed above may be incorporated by reference from other documents, including official statements of debt issues of the Issuer [Obligated Municipality] or related public entities, which have been submitted to each of the Repositories or the SEC. If the document incorporated by reference is a final official statement, it must be available from the MSRB. The Issuer [Obligated Municipality] shall clearly identify each such other document so incorporated by reference.

Section 5. Reporting of Material Events.

(a) This Section 5 shall govern the giving of notices of the occurrence of any of the following events in a timely manner if material with respect to the Securities:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions or events affecting the tax-exempt status of the Securities;
7. Modification to rights of holders of the Securities;
8. Securities calls;
9. Defeasances;
10. Release, substitution or sale of property securing repayment of the Securities; and
11. Rating changes.

(b) Whenever a Material Event occurs, the Issuer [Obligated Municipality] shall promptly file a notice of such occurrence with either all NRMSIRs or with the MSRB and with any SID. Notwithstanding the foregoing, notice of Material Events described in subsections (a) (8) and (9) need not be given under this subsection any earlier than the notice (if any) of the underlying event is required to be given to holders of affected Securities pursuant to the Resolution.

(c) Unless otherwise required by law and subject to technical and economic feasibility, the Issuer [Obligated Municipality] shall employ such methods of information transmission as shall be requested or recommended by the designated recipients of the Issuer's [Obligated Municipality's] information.

Section 6. Termination of Reporting Obligation. The Issuer's [Obligated Municipality's] obligations under the Resolution and this Disclosure Certificate shall terminate upon the defeasance, prior redemption or payment in full of all the Securities.

Section 7. Issuer [Obligated Municipality] Contact; Agent. Information may be obtained from the Issuer [Obligated Municipality] Contact. Additionally, the Issuer [Obligated Municipality] may, from time to time, appoint or engage a dissemination agent to assist it in carrying out its obligations under the Resolution and this Disclosure Certificate, and may discharge any such agent, with or without appointing a successor dissemination agent. The initial dissemination agent shall be the Municipal Advisory Council of Michigan, 1445 First National Building, Detroit, Michigan 48226.

Section 8. Amendment; Waiver. Notwithstanding any other provision of the Resolution or this Disclosure Certificate, as provided in this Section 8, and any provision of this Disclosure Certificate may be waived, if such amendment or waiver is supported by an opinion of nationally recognized bond counsel to the effect that such amendment or waiver would not, if and of itself, cause the undertakings to violate the Rule. The provisions of this Disclosure Certificate constituting the Undertaking or any provision hereof, shall be null and void in the event that the Issuer [Obligated Municipality] delivers to each then existing NRMSIR and the SID, if any, an opinion of nationally recognized bond counsel to the effect that those portions of the Rule which require this Disclosure Certificate are invalid, have been repealed retroactively or otherwise do not apply to the Securities. The provisions of this Disclosure Certificate constituting the Undertaking may be amended without the consent of the holders of the Securities, but only upon the delivery by the Issuer [Obligated Municipality] to each then existing NRMSIR and the SID, if any, of the proposed amendment and an opinion of nationally recognized bond counsel to the effect that such amendment, and giving effect thereto, will not adversely affect the compliance of this Disclosure Certificate and by the Issuer [Obligated Municipality] with the Rule. Any such amendment may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the Issuer [Obligated Municipality] for other obligated person, as defined in the Rule), or type of business conducted. No such amendment may be made unless the Undertaking, as amended, would have complied with the requirements of the Rule at the time of the primary offering of the Securities, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances. No such amendment shall be made unless it does not materially impair the interests of holders of the Securities, as determined by nationally recognized bond counsel. The annual financial information containing any amended operating data or amended financial information will explain, in narrative form, the reasons for the amendment and the impact of the change in the type of operating data or financial information being provided.

If an amendment is made to the Undertaking specifying the accounting principles to be followed in preparing financial statements, the annual financial information for the year in which the change is made will present a comparison between the financial statements or information prepared on the basis of the new account principles and those prepared on the basis of the former accounting principles. The comparison will include a qualitative discussion of the differences in the accounting principles and the impact of the change in the account principles on the presentation of the financial information , in order to provide information to investors to enable them to evaluate the ability of the Issuer [Obligated

Municipality] or any obligated person to meet its obligations. To the extent reasonably feasible, the comparison will also be quantitative. A notice of the change in the accounting principles will be sent to each then existing NRMSIR or the MSRB, and to the SID, if any.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer [Obligated Municipality] from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Material Event, in addition to that which is required by this Disclosure Certificate. If the Issuer [Obligated Municipality] chooses to include any information in any Annual Report or notice of occurrence of a Material Event in addition to that which is specifically required by this Disclosure Certificate, the Issuer [Obligated Municipality] shall have no obligation under this Disclosure Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Material Event.

Section 10. Default. In the event of a failure of the Issuer [Obligated Municipality] to comply with any provision of this Disclosure Certificate any holder of the Securities may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer [Obligated Municipality] to comply with its obligations under the Resolution and this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default with respect to the Securities and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer [Obligated Municipality] to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer [Obligated Municipality], the Participating Underwriters and holders from time to time of the Securities, and shall create no rights in any other person or entity.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity effective the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
[Executive Officer]

\_\_\_\_\_  
Clerk/Secretary

[SEAL]  
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**EXHIBIT A to LEASE CONTRACT**

**PROJECT DESCRIPTION**

The project will consist of a Head Start Facility described as follows:

Washtenaw County Head Start serves at-risk 3-4 year olds and their families within the Ypsilanti Public School District. The proposed new 17,500 sq. ft., single story, Head Start facility centralizes students, resources and administrative staff. Eight classrooms will have a maximum capacity of 160 students at any one time. In addition to classrooms, the building contains a multipurpose room, commercial kitchen, parent resource area, administrative and support space. 10,000 sq. ft. of the site will be developed as a fenced playground including a covered, hard-surface play area and 120 sq. ft. storage building. The play area also contains a garden, sandbox, accessible playstructure, trike track, picnic and art area. Parking for 63 cars and a drop off area for four buses is provided. The woodlands, containing over 100 landmark trees, and wetland on the site are preserved as natural areas.

**LEGAL DESCRIPTION**

PART OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 32, TOWN 2 SOUTH, RANGE 7 EAST, TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 32, TOWN 2 SOUTH, RANGE 7 EAST, TOWNSHIP OF SUPERIOR, WASHTENAW COUNTY, MICHIGAN; THENCE N 03°30'00" W, 738.24 FEET ALONG THE EAST LINE OF SAID SECTION TO THE POINT OF BEGINNING; THENCE S 87°34'30" W, 671.60 FEET; THENCE N 03°30'00" W, 739.50 FEET; THENCE N 87°34'30" E, 671.60 FEET; THENCE S 03°30'00" E, 739.50 FEET ALONG THE EAST LINE OF SAID SECTION 32 TO THE POINT OF BEGINNING. CONTAINING 11.40 ACRES OF LAND.

**ESTIMATED PROJECT COSTS**

Acquisition, Construction, Furnishings and Equipment Costs	\$3,500,000
Financing Costs, Bond Discount & Project Contingency	<u>173,000</u>
TOTAL	\$3,673,000
Less Funds on Hand	<u>673,000</u>
<b>MAXIMUM AMOUNT OF BONDS</b>	<b><u>\$3,000,000</u></b>

**EXHIBIT B**  
to  
LEASE CONTRACT

WASHTENAW BUILDING AUTHORITY PROJECT

SCHEDULE OF PRINCIPAL AND INTEREST

---

DUE

AMOUNT

\$

TOTAL

\$ \_\_\_\_\_

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## APPENDIX II

### NOTICE OF INTENTION OF THE COUNTY OF WASHTENAW TO ENTER INTO A LEASE CONTRACT WITH THE WASHTENAW COUNTY BUILDING AUTHORITY AND NOTICE OF RIGHT TO PETITION FOR REFERENDUM THEREON

TO ALL ELECTORS AND TAXPAYERS OF  
THE COUNTY OF WASHTENAW:

NOTICE IS HEREBY GIVEN that the Board of Commissioners of the County of Washtenaw, Michigan (the "County"), has authorized the execution of a full faith and credit general obligation lease contract (the "Lease") between the County and the Washtenaw County Building Authority (the "Authority"). The Lease provides, among other things, for the following purposes: SEE APPENDIX A all of which to be located as set forth in Appendix A (the "Project"). The Lease provides further that the Authority will finance all or a portion of the total cost of the Project by the issuance of one or more series of building authority bonds (the "Bonds") pursuant to the provisions of Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), in anticipation of the receipt of cash rental payments to be made by the County to the Authority pursuant to the Lease. The maximum amount of bonds to be issued in one or more series shall not exceed \$3,000,000, the term of the Lease shall not exceed 30 years and the Bonds shall bear interest at a rate or rates that will result in a net interest cost of not more than 8% per annum.

### FULL FAITH AND CREDIT AND TAXING POWER OF THE COUNTY OF WASHTENAW WILL BE PLEDGED

NOTICE IS FURTHER GIVEN that in the Lease the County will obligate itself to make cash rental payments to the Authority in amounts sufficient to pay the principal of and interest on the Bonds. The full faith and credit of the County will be pledged for the making of such cash rental payments. Pursuant to such pledge of its full faith and credit, the County will be obligated to levy such ad valorem taxes upon all taxable property in the County as shall be necessary to make such cash rental payments, which taxes, however, will be subject to applicable statutory and constitutional limitations on the taxing power of the County. In addition to its obligation to make cash rental payments, the County will agree in the Lease to pay all costs and expenses of operation and maintenance of the Project and all expenses of the Authority incidental to the issuance and payment of the Bonds, to the extent such expenses are not payable from the proceeds of the Bonds.

### RIGHT TO PETITION FOR REFERENDUM

NOTICE IS FURTHER GIVEN to the electors and taxpayers of the County to inform them of the right to petition for a referendum on the question of entering into the Lease. The County intends to enter into the Lease without a vote of the electors thereon, but the Lease shall not become effective until 60 days after publication of this notice. If, within 45-days after publication of this notice, a petition for referendum requesting an election on the Lease, signed by not less than 10% or 15,000 of the registered electors of the County, whichever is less, has been filed with the County Clerk, the Lease shall not become effective unless and until approved by a majority of the electors of the County voting thereon at a general or special election.

This notice is given by order of the Board of Commissioners pursuant to Act 31. Further information may be obtained at the office of the Washtenaw County Clerk, County Court House, 101 E. Huron, Ann Arbor, Michigan 48107.

Peggy M. Haines  
Washtenaw County Clerk

DATED: [Date of Publication]

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## APPENDIX A, page 1

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<b>MAXIMUM AMOUNT OF BONDS</b>	<b><u>\$3,000,000</u></b>

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**APPENDIX III**

**FORM OF DECLARATION  
OF OFFICIAL INTENT**

I, the undersigned Controller/Administrator of the County of Washtenaw, Michigan, do hereby certify as follows:

1. I am an officer of the County authorized to declare official intent of the County to reimburse expenditures made, prior to the issuance of debt, from the proceeds of said debt.

2. This Declaration relates to the following expenditures (the "Expenditures"):

<u>Amount</u>	<u>General Purpose</u>
---------------	------------------------

3. The Expenditures are with respect to property (the "Property") having:

(A) the following general character, type or purpose:

\_\_\_\_\_;

(B) the following size, quantity or cost: \_\_\_\_\_; and

(C) a reasonably expected economic life at least one (1) year.

4. I understand that a substantial deviation between the above description of the Property for which the Expenditures are being made and the actual Property which is acquired or constructed will invalidate this declaration of official intent with the result that any proceeds of tax-exempt debt which are used to reimburse for the Expenditures will not be deemed to have been expended upon such reimbursement.

5. The County intends to reimburse the Expenditures by incurring taxable or tax-exempt debt (the "Reimbursement Obligations").

6. The expected source of funds that will be used to pay the Expenditures is as follows: issuance of up to \$\_\_\_\_\_ of Building Authority Bonds by the Washtenaw County Building Authority.

7. The expected source of funds to be used to pay debt service on the Reimbursement Obligation is as follows: payment made by the Washtenaw County \_\_\_\_\_ through the Washtenaw County General Fund.

8. This declaration of intent is consistent with the budgetary and financial circumstances of the County as of the date hereof in that there are no funds which are now or are reasonably expected to be, (A) allocated on a long-term basis, (B) reserved or (C) otherwise available pursuant to the County's budget, to pay the Expenditure.

9. The County does not have a pattern of failure to reimburse expenditures for which official intent has been declared in that at least seventy-five percent (75%) of all expenditures made after \_\_\_\_\_, \_\_\_\_\_, for which the County has declared an intent to reimburse from the proceeds of taxable or tax-exempt debt have been, or are expected to be, so reimbursed.

10. I acknowledge that in the event that the County fails to use the proceeds of Reimbursement Obligations issued within three (3) years of the date hereof to reimburse expenditures the same may adversely affect the ability of the County to use the proceeds of tax-exempt obligations in the future to reimburse for expenditures made prior to the issuance of such obligations.

11. I further acknowledge that unless the Expenditures constitute preliminary expenditures (in the nature of architect services and soil testing but excluding land acquisition) for the Property not in excess of ten percent (10%) of the expected cost of the project of which the Property constitutes a part, the Expenditures will be paid within not in excess of two (2) years following the date hereof or, as an alternative, this declaration of intent will be renewed.

12. I further acknowledge that it is expected that the proceeds of Reimbursement Obligations will be used for reimbursement of each Expenditure not later than (A) the date that is one (1) year after the date on which such Expenditure is paid or (B) the date that is one (1) year after the date on which the Property is placed in service.

13. I further acknowledge that I will assure that the allocation referenced in item 12 (A) will be evidenced by an entry on the records of the County maintained with respect to the Reimbursement Obligations, (B) will specifically identify the Expenditure being reimbursed, and (C) on the advice of the appropriate counsel will be sufficient to relieve the allocated proceeds of the Reimbursement Obligations covered by such entry from any restrictions under the relevant legal documents and applicable state law that apply only to unspent proceeds of Reimbursement Obligations.

14. I further acknowledge that I will assure that except as referenced in item 15 the proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures will not be used, directly or indirectly, (A) to pay debt service on an issue of tax-exempt obligations, (B) to create or increase the balance in a sinking fund established for the payment of debt service on the Reimbursement Obligations or another issue of tax-exempt obligations of the County or to replace funds that have been, are being, or will be so used for reserve or replacement fund purpose, or (D) to reimburse any expenditures or any payment with respect to financing of an expenditure that was originally paid with proceeds of any tax-exempt obligations of the County to any person or entity other than the County.

15. I understand that item 14 does not prohibit the use of those proceeds of the Reimbursement Obligations that are used to reimburse the Expenditures for (A) deposit in a bona fide debt service fund (that is, a fund established to pay debt service on any tax-exempt obligation of the County, other than the Reimbursement Obligation, which is depleted annually except for a reasonable carry over amount not in excess of one (1) year's interest earnings on said fund or one-twelfth (1/12th) of annual debt service), (B) to pay current debt service coming due within the next succeeding one-year period on any tax-exempt obligation of the County, other than the Reimbursement Obligations, or (C) to reimburse for expenditures originally made from the proceeds of a tax-exempt obligation of the County which were not reasonably expected by the County, on the date of issue of such obligation, to be used for such expenditure.

IN WITNESS WHEREOF, the undersigned has executed this declaration of official intent this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
County Controller/Administrator

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A RESOLUTION SETTING A PUBLIC HEARING ON THE PROPOSED 2002 MILLAGE RATE TO ADJUST THE 4.7174 AUTHORIZED OPERATING MILLAGE RATE TO 4.6683 AND THE .4900 MILLS FOR PARKS & RECREATION TO .4848 AND THE .2500 MILLS FOR NATURAL AREAS TO .2474 FOR 2002 AS THE RATES PERMANENTLY ESTABLISHED BY MCL 211.34d; FOR WEDNESDAY, OCTOBER 2, 2002 AT 6:45 P.M. IN THE BOARD ROOM, COUNTY ADMINISTRATION BUILDING, IN COMPLIANCE WITH SECTION 24e OF ACT 206, P.A. 1893 (M.C.L.A. 211.24e), THE MILLAGE REDUCTION FRACTIONS ACT 6, P.A. 1981, AS AMENDED (M.C.L.A. 211.34d), SECTION 6 OF ACT 264 P.A. 1987, (M.C.L.A. 141.471), AND SECTION 10(3) OF ACT 106 P.A. 1985 (M.C.L.A. 207.630); AND DIRECTING THE COUNTY CLERK/REGISTER TO CAUSE TO BE PUBLISHED A NOTICE OF SAID MEETING

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2002

WHEREAS, this matter has been reviewed by the County Administrator's office, the Finance office, Corporation Counsel, and the Ways & Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby sets a Public Hearing on the proposed 2002 millage rate to adjust the 4.7174 authorized operating millage rate to 4.6683 and the .4900 mills for Parks & Recreation to .4848 and the .2500 mills for Natural Areas to .2474 for 2002 as the rates permanently established by MCL 211.34d; for Wednesday, October 2, 2002 at 6:45 p.m. in the Board Room, County Administration Building, in compliance with Section 24e of act 206, P.A. 1893 (M.C.L.A. 211.24e), the Millage Reduction Fractions Act 6, P.A. 1981, as amended (M.C.L.A. 211.34d), Section 6 of Act 264 P.A. 1987, (M.C.L.A. 141.471), and Section 10(3) of Act 106 P.A. 1985 (M.C.L.A. 207.630).

BE IT FURTHER RESOLVED that the Board of Commissioners directs the County Clerk/Register to cause to be published, in accordance with Public Act 5 of 1982, the following Public Notice of said hearing in a newspaper of general circulation within Washtenaw County at least six (6) days prior to such hearing:

COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A	COMMISSIONER	Y	N	A
Armentrout	X			Irwin	X			Prater	X		
Bergman	X			Kern	X			Shaw	X		
Craiger	X			Kestenbaum	X			Sizemore	X		
DeLong	X			Montague			X	Solowczuk	X		
Gunn	X			Peterson	X			Yekulis	X		

CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY                      ROLL CALL VOTE: TOTALS                      14           0           1

STATE OF MICHIGAN )  
COUNTY OF WASHTENAW ) SS.

I, Peggy M. Haines, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on September 18, 2002, as appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

PEGGY M. HAINES, Clerk/Register

BY: \_\_\_\_\_ Deputy Clerk



Res. No. 02-0178

WASHTENAW COUNTY BOARD OF COMMISSIONERS  
PUBLIC NOTICE OF HEARING  
ON THE PROPOSED INCREASE IN PROPERTY TAXES FOR 2002

PLEASE TAKE NOTICE, that the Washtenaw County Board of Commissioners will hold a Public Hearing on the Proposed 2002 Millage which includes a proposed .3059 mill increase to realize the net benefit of increases in State Equalized Valuation to the limit permitted by the Headlee Amendment, a .1221 mill increase to realize the net benefit of revenues from the State Liquor Tax, and a .0163 mill increase to realize the net benefit of revenues from the State Cigarette Tax, all of which will enable the County to establish its operating millage at 4.6683 mills, Parks & Recreation at .4848 mills and Natural Areas at .2474 mills.

The Board of Commissioners has complete authority to establish the number of mills to be levied from within its authorized millage rate limitation.

If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 6.00% over such revenues generated by levies permitted without holding a hearing. If the proposed additional millage rate is not approved the operating revenue will increase by 1.35% over the preceding year's operating revenue.

The Hearing will be held on Wednesday, October 2, 2002, in the Board Room, County Administration Building, 220 North Main Street, Ann Arbor, Michigan at 6:45 p.m.

All citizens of Washtenaw County shall have the opportunity to provide written and oral comments and to ask questions concerning the proposed operating millage.