

MEMORANDUM OF UNDERSTANDING

By and between

Washtenaw County Economic Development Corporation, Washtenaw County
Administration and the Washtenaw Development Council

In support of services to the Washtenaw County Economic Development
Corporation

Purpose: The purpose of this Memorandum is to outline the responsibilities of the above parties to the administration of the Washtenaw County Economic Development Corporation. Responsibilities are as follows:

Routine Monthly Activities:

- o Legal Notices
 - o Washtenaw County Administration ('Admin.') will post annual schedule as required by the Open Meetings Act.
 - o In the event of Special Meetings, Washtenaw Development Council (WDC) will notify the Media as required, and assure a meeting room and quorum is available.
- o Board Agendas
 - o WDC will draft agendas and forward to the Secretary and President for their approval prior to meeting distribution. This will be made available at least one week prior to the meeting.
 - o WDC will provide all materials for distribution, except for Minutes of the meetings. These will be provided one week prior to the meeting. Late materials shall be distributed directly by the WDC.
 - o Admin. will distribute the meeting notice, agenda and support materials to all members
- o Minutes
 - o Admin. will provide Minutes from all meetings.
 - o Admin. shall maintain the official Minutes book.
- o Accounting
 - o WDC will provide appropriate accounting for all revenues taken in by the Washtenaw County Economic Development Corporation (EDC)
- o Seal/Official Records
 - o Admin. will cause a 'seal' to be created with a logo for letterhead purposes, and shall create a letterhead for the EDC.
 - o The official records of the EDC shall be kept at Admin.

Project Activities

- Development of Agenda Materials
 - WDC will develop agenda materials related specifically to projects, to the extent such materials are not developed by John Axe, as bond counsel.
- Project Materials for Board of Commissioners
 - Admin will develop materials related to projects for the Board of Commissioners, and ensure their appropriate distribution.
- Legal Notices
 - Notices on the site itself shall be posted by the WDC
 - Newspaper notices on public hearings shall be posted by Admin.
- Communications with Municipalities
 - WDC will initiate contact verbally; provide coordination with municipality
 - Admin will provide written follow up correspondence, copied to the WDC
- Communications with Client
 - Excepting that initiated by the Attorney, the WDC shall be the point for contact for clients

Marketing

- WDC shall be responsible for marketing the EDC

Distribution of Fees

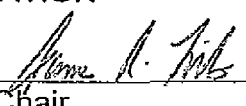
- All fees will be deposited to a separate checking account maintained for the exclusive use of the EDC.
- No dollars will be disbursed from the account until all legal notices are placed.
- The fees for the balance shall be distributed as follows:
 - 10% remains in EDC accounts
 - 40% payable to Admin, upon receipt of invoice and approval of EDC
 - 50% payable to WDC, upon receipt of invoice and approval of EDC

Effective Date and Termination:

This document will take effect immediately upon execution by all parties. It shall terminate 30 days following the request of any single party.

Signatures:

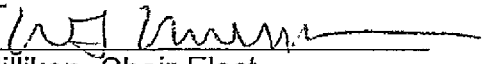
ECONOMIC DEVELOPMENT
CORPORATION


Jim Libs, Chair

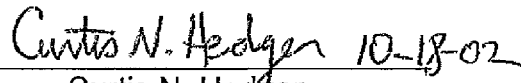
WASHTENAW COUNTY


Robert Guenzel
County Administrator

WASHTENAW DEVELOPMENT
COUNCIL


William Milliken, Chair-Elect

APPROVED AS TO FORM:

 10-18-02
Curtis N. Hedger
Office of Corporation Counsel

ATTESTED TO:


Peggy M. Haines
County Clerk/Register of Deeds

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE MEMORANDUM OF UNDERSTANDING BETWEEN WASHTENAW COUNTY AND THE ECONOMIC DEVELOPMENT CORPORATION FOR THE PURPOSE OF PROVIDING SUPPORT TO THE ECONOMIC DEVELOPMENT CORPORATION

WASHTENAW COUNTY BOARD OF COMMISSIONERS

October 16, 2002

WHEREAS, in 1974, the Michigan Legislature passed the EDCA, which permits certain municipalities, including counties, to create an economic development corporation ("EDC"); and

WHEREAS, the broad purpose of an EDC is to promote economic development within the EDC's governmental entity; and

WHEREAS, an EDC is designed with broad powers to provide financial and other assistance and to encourage industrial, commercial, forestry and agricultural ventures to purchase, construct, reconstruct, modernize, improve, maintain, repair, furnish equip and expand projects within the local governmental entity; and

WHEREAS, these actions are designed to maintain or increase employment within the County; and

WHEREAS, on July 18, 2001 Washtenaw County created a Washtenaw County Economic Development Corporation and confirmed the appointment of representation; and

WHEREAS, the purpose of the EDC is to develop programs to alleviate and prevent conditions of unemployment, to assist and retain local industries and commercial enterprises to strengthen and revitalize the County's economy; and

WHEREAS, Washtenaw County and the Washtenaw County Development Council have been coordinating efforts to support the Economic Development Corporation; and

WHEREAS, this matter has been approved by Economic Development Corporation, Corporation Counsel, the County Administrator's Office and the Ways & Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorize the Administrator to sign the Memorandum of Understanding between Washtenaw County and the Washtenaw Development Council for the purpose of supporting the Economic Development Corporation, 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

12 0 3

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 October 16, 2002, as it 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 17th day of October, 2002.

PEGGY M. HAINES, Clerk/Register

BY: Barbara L. King
Deputy Clerk



Res. No. 02-0201