



**CITY OF JONESVILLE
DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
SEPTEMBER 14, 2021, 8:30 A.M.
JONESVILLE POLICE DEPARTMENT, 116 W. CHICAGO STREET**

DDA FY 2020-21 Project Priorities:

1. Klein Tool Building Redevelopment
2. Streetscape Reconstruction
3. South Parking Lot

1. **CALL TO ORDER**
2. **PRESENTATIONS AND RECOGNITIONS**
 - A. None
3. **APPROVAL OF AGENDA** [Action Item]
4. **APPROVAL OF MINUTES** – May 11, 2021 Meeting [Action Item]
5. **PUBLIC COMMENT**
6. **FINANCIAL REPORT**
 - A. Through August 31, 2021 [Action Item]
7. **COMMITTEE REPORTS**
 - A. None
8. **NEW BUSINESS**
 - A. Request for Proposals – Klein Tool [Action Item]
 - B. Resignation – Don Germann [Action Item]
 - C. Streetscape and South Parking Lot Design [information Item]
9. **OTHER BUSINESS**
 - A. Project Updates [Information Item]
10. **ADJOURNMENT**– Next Scheduled Meeting: Tuesday November 9, 2021 8:30 a.m.

**Jonesville Downtown Development Authority
Regular Meeting
Minutes of May 11, 2021**

Present: Don Toffolo, Don Germann, Joe Ruden, Gale Fix, Gerry Arno and Abe Graves.

Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast.

Also Present: Jeff Gray

Chairman Don Toffolo called the meeting to order at 8:30 a.m.

A motion was made by Don Germann and supported by Gerry Arno to approve the agenda as presented. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion carried.

Don Germann made a motion and was supported by Gale Fix to approve the minutes of March 9, 2021. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion carried.

A motion was made by Gerry Arno and supported by Abe Graves to approve the Special Meeting minutes of April 28, 2021. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion carried.

A motion was made by Don Germann and supported by Abe Graves to accept the financial report through March 31, 2021. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion carried.

Updates were provided by the Redevelopment Committee and the Facilities and Design Committee.

A motion was made by Don Germann and supported by Abe Graves to amend the Fiscal Year 2021-22 Budget Recommendation to add \$1,000 donation to Riverfest. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion approved.

Don Germann made a motion and was approved by Joe Ruden to recommend that City Council approve the Fiscal Year 2021-22 Budget as amended. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion carried.

A motion was made by Joe Ruden and supported by Abe Graves to approve the Façade Improvement Grant Application from Mary Playford for work to the Playford Real Estate building. The application has been received and remaining work is set to begin in the near future. The application includes glass, entry and sign work that totals just under \$25,000. The project qualifies for the maximum \$2,500 grant. The funds will be distributed once the work has been completed and proof of payment submitted. All in favor. Absent: Penny Sarles, Mary Ellen Sattler and Chris Fast. Motion carried.

Manager Gray provided project updates.

The meeting was adjourned at 9:39 a.m.

The next scheduled DDA Meeting is Tuesday, July 13, 2021 at 8:30 a.m. and will be in-person at the Jonesville Fire Station.

Submitted by;

Cynthia D. Means
Clerk



To: Jonesville DDA Board
From: Jeffrey M. Gray, City Manager 
Date: September 10, 2021
Re: Manager Report and Recommendations – September 14, 2021 DDA Meeting

DDA FY 2020-21 Project Priorities:

1. Klein Tool Building Redevelopment
2. Streetscape Reconstruction
3. South Parking Lot

6. A. Financial Report

[ROLL CALL][Action]

Attached is a revenue and expenditure report for the DDA through August 31st. The report shows revenue and expenditure activity for the month of August and fiscal year-to-date. It also illustrates the amount budgeted for each line item and the available balance in that line. With the new fiscal year having started on July 1, very little of the annual budget has been utilized. Also attached is a report of the current cash balances in all accounts as of August 31st. I recommend a motion to accept the financial report through March 31, 2021. *Please refer to the attached revenue and expenditure report and cash balance report.*

COMMITTEE REPORTS:

7. A. None. Staff has been working directly with Chair Toffolo on the draft of the Request for Proposals that is on the agenda for consideration.

NEW BUSINESS:

8. A. Request for Proposals – Klein Tool

[Action]

The attached Request for Proposals (RFP) would solicit redevelopment concepts from qualified developers for the former Klein Tool property. Staff has built a project website www.jonesville.org/redevelopment.aspx and will post signs on the building. Staff will send invitations to submit a proposal to those who have previously looked at the building. We would welcome a discussion of others to send invites to.

The intent is to hold an open house in early October for interested parties and to begin reviewing proposals in late October. Please review the content of the RFP and the project dates and offer thoughts and feedback. Legal counsel is reviewing the confidentiality aspects associated with financial submittals. Any recommended changes will be communicated at the meeting next week.

After the DDA reviews the RFP and makes any desired changes, the City Council will consider it at their meeting on September 15th. Section 13.2 of the City Charter requires that sale of real property be done by resolution. The attached resolution would authorize the issuance of the RFP and the entertaining of proposals.

The DDA will also want to discuss composition of a Review Committee to review proposals. I would anticipate 1-2 members of the DDA, 1-2 members from the City Council, and a member from the

Planning Commission, as well as any other City boards that the DDA proposes. If the RFP is in acceptable form, I recommend a motion to approve and to recommend it to the City Council. The DDA may also want to recommend the size and board representation for a review committee. *Please refer to the attached RFP.*

8. B. Resignation – Don Germann

[Action]

Please refer to the attached email from Don Germann. A motion to accept his resignation, with regret, is in order. The Mayor and DDA Chair are working on recruitment of a new member. A recommendation will be presented at a later date.

8. C. Streetscape and Parking Lot Design

[Information]

This agenda item is reserved for an update on streetscape and south parking lot redesigns. *Please refer to the attached letters from the Michigan Department of Transportation (MDOT) and the project designer.*

OTHER BUSINESS:

9. A. Project Updates

[Information]

This item is reserved to address status updates on projects, and to address others that members may have questions about.

09/09/2021

REVENUE AND EXPENDITURE REPORT FOR CITY OF JONESVILLE
 PERIOD ENDING 08/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2021 INCREASE (DECREASE)	YTD BALANCE 08/31/2021 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
248-000-403.000	CURRENT PROPERTY TAX	0.00	0.00	141,000.00	141,000.00	0.00
248-000-403.075	PERSONAL PROPERTY TAX REIMB	0.00	0.00	17,000.00	17,000.00	0.00
248-000-665.000	INTEREST EARNINGS	1.65	3.28	250.00	246.72	0.01
TOTAL REVENUES		1.65	3.28	158,250.00	158,246.72	0.01
Expenditures						
Dept 442 - PARKING LOTS						
248-442-921.000	ELECTRICITY	0.00	113.91	1,500.00	1,386.09	0.08
248-442-965.100	CONTRIB TO GEN FUND-PKG LOT M&	0.00	0.00	13,990.00	13,990.00	0.00
Total Dept 442 - PARKING LOTS		0.00	113.91	15,490.00	15,376.09	0.08
Dept 443 - SIDEWALKS						
248-443-702.000	SALARIES AND WAGES	135.26	135.26	600.00	464.74	0.23
248-443-702.100	SALARIES AND WAGES - OVERTIME	0.00	0.00	50.00	50.00	0.00
248-443-715.000	EMPLOYERS SHARE - FICA & MEDICA	10.01	10.01	50.00	39.99	0.20
248-443-716.000	HEALTH INSURANCE	18.27	18.27	50.00	31.73	0.37
248-443-718.000	DISABILITY	1.24	1.24	5.00	3.76	0.25
248-443-719.000	RETIREMENT - EMPLOYER PORTION	6.76	6.76	50.00	43.24	0.14
248-443-721.000	LIFE INSURANCE	0.92	0.92	3.00	2.08	0.31
248-443-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.10	0.10	1.00	0.90	0.10
248-443-723.000	DENTAL INSURANCE	2.08	2.08	10.00	7.92	0.21
248-443-724.000	OPTICAL INSURANCE	0.40	0.40	2.00	1.60	0.20
248-443-930.000	REPAIRS & MAINTENANCE	0.00	0.00	200.00	200.00	0.00
248-443-940.000	EQUIPMENT RENTAL	262.76	262.76	800.00	537.24	0.33
Total Dept 443 - SIDEWALKS		437.80	437.80	1,821.00	1,383.20	0.24
Dept 729 - DEVELOPMENT ACTIVITIES						
248-729-702.000	SALARIES AND WAGES	323.62	323.62	0.00	(323.62)	100.00
248-729-715.000	EMPLOYERS SHARE - FICA & MEDICA	23.14	23.14	0.00	(23.14)	100.00
248-729-716.000	HEALTH INSURANCE	88.76	88.76	0.00	(88.76)	100.00
248-729-718.000	DISABILITY	2.21	2.21	0.00	(2.21)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF JONESVILLE
PERIOD ENDING 08/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2021 INCREASE (DECREASE)	YTD BALANCE 08/31/2021 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
248-729-719.000	RETIREMENT - EMPLOYER PORTION	16.18	16.18	0.00	(16.18)	100.00
248-729-721.000	LIFE INSURANCE	2.28	2.28	0.00	(2.28)	100.00
248-729-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.24	0.24	0.00	(0.24)	100.00
248-729-723.000	DENTAL INSURANCE	10.11	10.11	0.00	(10.11)	100.00
248-729-724.000	OPTICAL INSURANCE	1.94	1.94	0.00	(1.94)	100.00
248-729-740.000	OPERATING SUPPLIES	9.00	9.00	0.00	(9.00)	100.00
248-729-800.000	COMMUNITY PROMOTION-FACADE P	0.00	2,500.00	17,500.00	15,000.00	0.14
248-729-820.000	MEMBERSHIPS/DUES/SUBSCRIPTION	0.00	0.00	200.00	200.00	0.00
248-729-900.000	PRINTING & PUBLISHING	0.00	180.00	0.00	(180.00)	100.00
248-729-965.200	CONTRIB TO GEN FUND	0.00	0.00	3,837.00	3,837.00	0.00
248-729-965.300	CONTRIB TO GEN FUND - ADMIN/WA	0.00	0.00	28,728.00	28,728.00	0.00
Total Dept 729 - DEVELOPMENT ACTIVITIES		477.48	3,157.48	50,265.00	47,107.52	0.06
Dept 733 - DOWNTOWN/STREETSCAPE						
248-733-702.000	SALARIES AND WAGES	519.23	671.52	5,500.00	4,828.48	0.12
248-733-715.000	EMPLOYERS SHARE - FICA & MEDICA	39.17	50.07	500.00	449.93	0.10
248-733-716.000	HEALTH INSURANCE	15.66	88.76	500.00	411.24	0.18
248-733-718.000	DISABILITY	4.29	8.55	50.00	41.45	0.17
248-733-719.000	RETIREMENT - EMPLOYER PORTION	30.31	50.86	300.00	249.14	0.17
248-733-721.000	LIFE INSURANCE	3.15	6.63	30.00	23.37	0.22
248-733-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.32	0.71	5.00	4.29	0.14
248-733-723.000	DENTAL INSURANCE	6.93	19.82	100.00	80.18	0.20
248-733-724.000	OPTICAL INSURANCE	1.32	3.78	25.00	21.22	0.15
248-733-740.000	OPERATING SUPPLIES	0.00	0.00	500.00	500.00	0.00
248-733-910.000	INSURANCE	0.00	177.00	175.00	(2.00)	1.01
248-733-921.000	ELECTRICITY	0.00	357.18	5,300.00	4,942.82	0.07
248-733-921.100	ELECTRICITY - CHRISTMAS LIGHTS	0.00	0.00	1,100.00	1,100.00	0.00
248-733-924.000	WATER AND SEWER	0.00	0.00	200.00	200.00	0.00
248-733-930.000	REPAIRS & MAINTENANCE	0.00	0.00	800.00	800.00	0.00
248-733-930.100	REPAIRS & MAINT - STREET LIGHTS	0.00	894.62	2,000.00	1,105.38	0.45
248-733-940.000	EQUIPMENT RENTAL	401.40	662.42	2,700.00	2,037.58	0.25
Total Dept 733 - DOWNTOWN/STREETSCAPE		1,021.78	2,991.92	19,785.00	16,793.08	0.15

09/09/2021

REVENUE AND EXPENDITURE REPORT FOR CITY OF JONESVILLE
 PERIOD ENDING 08/31/2021

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 08/31/2021 INCREASE (DECREASE)	YTD BALANCE 08/31/2021 NORMAL (ABNORMAL)	2021-22 AMENDED BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Dept 895 - PROMOTIONS						
248-895-702.000	SALARIES AND WAGES	43.72	105.90	4,000.00	3,894.10	0.03
248-895-715.000	EMPLOYERS SHARE - FICA & MEDICA	3.31	7.85	400.00	392.15	0.02
248-895-716.000	HEALTH INSURANCE	0.00	10.44	350.00	339.56	0.03
248-895-718.000	DISABILITY	0.34	0.72	30.00	29.28	0.02
248-895-719.000	RETIREMENT - EMPLOYER PORTION	2.67	6.26	300.00	293.74	0.02
248-895-721.000	LIFE INSURANCE	0.26	0.65	20.00	19.35	0.03
248-895-722.000	EMPLOYEE ASSISTANCE PROGRAM	0.02	0.06	5.00	4.94	0.01
248-895-723.000	DENTAL INSURANCE	0.57	2.30	50.00	47.70	0.05
248-895-724.000	OPTICAL INSURANCE	0.11	0.44	10.00	9.56	0.04
248-895-882.000	DECORATIONS-CHRISTMAS/BANNER	0.00	0.00	2,000.00	2,000.00	0.00
248-895-883.000	OTHER-LUMINATE/CELEBRATE/GATH	0.00	0.00	500.00	500.00	0.00
248-895-883.100	OTHER - RIVERFEST/JBA/ETC	0.00	0.00	1,000.00	1,000.00	0.00
248-895-884.000	BEAUTIFICATION-TREES/FLOWERS/F	0.00	0.00	300.00	300.00	0.00
248-895-940.000	EQUIPMENT RENTAL	5.61	11.22	1,100.00	1,088.78	0.01
Total Dept 895 - PROMOTIONS		56.61	145.84	10,065.00	9,919.16	0.01
TOTAL EXPENDITURES		1,993.67	6,846.95	97,426.00	90,579.05	0.54
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		1.65	3.28	158,250.00	158,246.72	0.01
TOTAL EXPENDITURES		1,993.67	6,846.95	97,426.00	90,579.05	0.54
NET OF REVENUES & EXPENDITURES		(1,992.02)	(6,843.67)	60,824.00	67,667.67	(0.53)

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH - CHECKING	2,473.22
248-000-007.000	CASH - MI CLASS INVESTMENT ACCT	121,093.35
248-000-123.000	PREPAID EXPENSES	126.00
Total Assets		123,692.57
*** Liabilities ***		
248-000-214.101	DUE TO GENERAL FUND	4,681.25
248-000-214.661	DUE TO MOTOR VEHICLE POOL FUND	936.40
248-000-214.750	DUE TO IMPREST PAYROLL	2,137.54
Total Liabilities		7,755.19
*** Fund Balance ***		
248-000-390.000	FUND BALANCE	184,708.32
Total Fund Balance		184,708.32
Beginning Fund Balance - 20-21		184,708.32
Net of Revenues VS Expenditures - 20-21		(61,923.99)
*20-21 End FB/21-22 Beg FB		122,784.33
Net of Revenues VS Expenditures - Current Year		(6,846.95)
Ending Fund Balance		115,937.38
Total Liabilities And Fund Balance		123,692.57

* Year Not Closed

2021-06

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

**RESOLUTION – SALE OF REAL PROPERTY: 121 WATER STREET AND ASSOCIATED
VACANT PARCELS**

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held at the Jonesville Police Department, 116 W. Chicago Street, in said City on the 15th day of September 2021, at 6:30 in the p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____.

WHEREAS, the City of Jonesville and the Jonesville Downtown Development Authority (DDA) purchased the property at 121 Water Street, formerly occupied by Klein Tool, along with associated vacant properties for the purpose of facilitating an economically beneficial redevelopment; and

WHEREAS, the 2019 City of Jonesville Master Plan identifies redevelopment of the property as a top community priority; and

WHEREAS, the City obtained a Site Assessment Grant from the Michigan Department of Environment, Great Lakes and Energy (EGLE) to assess environmental conditions on the site and the grant resulted in a Due Care Plan to assist with the marketing of the property; and

WHEREAS, the City and DDA have shown the property to a number of interested parties for potential reuse and/or redevelopment; and

WHEREAS, the City and DDA have determined that it would be beneficial to issue a Request for Proposals (RFP) to articulate their expectations regarding the redevelopment of the property and to solicit proposals for an economically beneficial redevelopment of the property.

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council does hereby authorize issuance of the attached Request for Proposals for the Chicago Street Riverfront Redevelopment in order to solicit proposals for the redevelopment of the subject property. This action is intended to result in the sale and redevelopment of the property, in accordance with the criteria and process described in the RFP.

Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 15th day of September, 2021, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk



City of
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

(517) 849-2104
(517) 849-9037 Fax
www.jonesville.org

REQUEST FOR PROPOSALS

DOWNTOWN JONESVILLE DEVELOPMENT OPPORTUNITY CHICAGO STREET RIVERFRONT REDEVELOPMENT

CITY OF JONESVILLE, MICHIGAN JONESVILLE DOWNTOWN DEVELOPMENT AUTHORITY

The City of Jonesville (City) and the Jonesville Downtown Development Authority (DDA) are accepting sealed proposals for the **“Chicago Street Riverfront Redevelopment.”** Proposals will be accepted until such time as the City and DDA have received a proposal that they deem to be most favorable to the interests of the City and DDA. Proposals will be reviewed beginning on Monday, October 25, 2021. Proposals will be considered until the City/DDA has entered into a Pre-Development Agreement with a potential developer, or December 31, 2021, whichever occurs sooner.

Please mark sealed envelopes: “Chicago Street Riverfront Redevelopment” on the lower left-hand corner. In addition, if the proposal is to be express mailed, “Proposal Documents Enclosed DO NOT OPEN” must be conspicuously marked on the package. Faxed and emailed proposals will not be considered or accepted.

Proposals shall be submitted to:

Jeff Gray, City Manager
City of Jonesville
116 W. Chicago Street
Jonesville, MI 49250
jgray@jonesville.org

The City and DDA reserve the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City and DDA.

**REQUEST FOR PROPOSALS
DOWNTOWN JONESVILLE DEVELOPMENT OPPORTUNITY
CHICAGO STREET RIVERFRONT REDEVELOPMENT**

The City of Jonesville (City) and the Jonesville Downtown Development Authority (DDA) are seeking experienced development entities that have demonstrated success in executing highly complex redevelopment projects. The selected entity will be the City/DDA’s redevelopment partner for the project. The selected developer will be responsible for coordinating all development activities, including, but not limited to: conceptual and final site plans, project pro formas, property acquisition, market and feasibility studies, securing private sector equity and financing, and partnering with the City of Jonesville and Jonesville DDA to facilitate all project components, including the potential use of public financing and other incentives. Should the City select a developer, it will require that the developer enter into a Pre-Development Agreement regarding their due diligence responsibilities. Any final development plans will be subject to negotiation of a complete development agreement between the City/DDA and developer, as well as the City’s development review process.

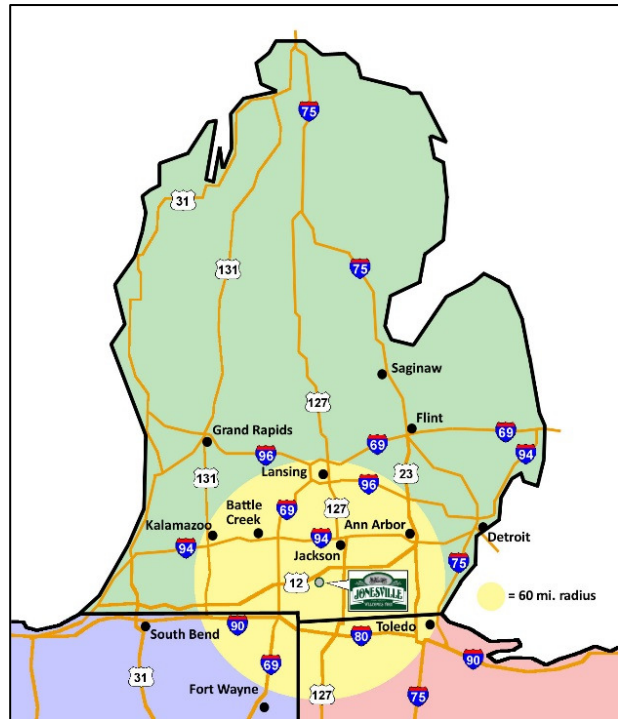
BACKGROUND

Jonesville is located in southern Michigan at the intersection of US-12 and M-99. The City is approximately 30 minutes south of Jackson and approximately 20 miles north of the point where the Michigan, Indiana and Ohio borders meet. The City is well-positioned within an hour drive to several cities in the three states, with good access to area interstates.

Jonesville is about 2.9 square miles and has a population of 2,258 residents (2010 Census). Despite its small size, the City boasts a diverse economy that includes professional services, retail and manufacturing. Industry includes a large international fabrication company, as well as several smaller shops and manufacturers, including several locally- and family-owned businesses.

Downtown Jonesville has established a reputation as a destination for food and arts. Our restaurants are widely known, with Jonesville often recognized as a top small town for food. We boast an active and vibrant community theater. There are many service and retail offerings, as well. Andrew Mack and Sons Brush Company, Jonesville Lumber, and Powers Clothing – the nation’s oldest Carhartt retailer – are all centennial businesses in the Downtown.

The DDA is active in Downtown maintenance, having upgraded the streetscape and investing in several public parking improvements. The City takes great pride in its efforts to maintain and improve its streets and other public infrastructure.



DETAILED DESCRIPTION OF SITE AND OPPORTUNITY

The City of Jonesville and the Jonesville DDA collectively own three parcels in the Downtown. The primary parcel includes a vacant 68,500 square foot former manufacturing building, depicted as Parcel I on Attachment A. Parcel II is a small parcel, formerly used for parking. It is separated from Parcel I by a Consumers Energy substation; there is an access easement across the rear of the substation property that connects Parcel I and II. Parcel IV was acquired by the City and DDA in anticipation that additional parking would be needed to accommodate the redevelopment.

The property provides a unique redevelopment opportunity, overlooking the St. Joseph River, and with frontage on US-12/Chicago Street. Traffic counts taken in 2020 put the Average Daily Traffic (ADT) on US-12/Chicago Street in the vicinity of the site at 11,866 vehicles per day.

The property was acquired by the City and DDA in 2010. Previously, the structure on Parcel I was operated from 1945 until 1986 by Vaco Products, a manufacturer of metal hand tools. Klein Tools purchased the building in 1986 and continued to manufacture metal hand tools until approximately 2008. The historic development of the existing building is illustrated in Attachment 2.

Known historical uses of Parcel I date back to 1884 and include Jonesville Woolen Mill building, as well as a restaurant, an engineering business, a steam printing business, a meat market, a fire house, hardware store, tin shop, photo shop, shed, icehouse, agricultural implements store, wagon shop, bowling alley, paint shop, dwelling, machine shop, laundry cleaning and pressing business, carpenter shop, auto garage, hardware store, auto repair facility, hay rack factory, auto sales business, and a lodge/hall.

ENVIRONMENTAL CONSIDERATIONS

The property has existing subsurface contaminants typical of a manufacturing site of its age. A baseline environmental assessment (BEA) conducted on behalf of the City in 2011 found known areas of volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), metals, and trichloroethylene (TCE). The BEA includes both a Phase I and two Phase II Environmental Assessments, as well as soil and groundwater test results.

A Due Care Compliance Plan was completed in 2019 through a grant from the Michigan Department of Environment, Great Lakes and Energy (EGLE). The Plan includes additional subsurface tests, as well as indoor air sample results.

These environmental reports can be viewed on the City's website at:
<http://www.jonesville.org/redevelopment.aspx>.

DEVELOPMENT TOOLS - The City and DDA will assist the developer with public financing options with a number of local, state and federal tools.

- **Tax Increment Financing (TIF).** The use of Downtown Development Authority TIF may be used to cover eligible public infrastructure costs.
- **State and Federal Incentives.** The City will work with the developer to secure any available State and Federal incentives, including the Michigan Economic Development Corporation (MEDC) Community Revitalization Program and/or Community Development Block Grant (CDBG); remediation grants and loans from the Michigan Department of Environment, Great Lakes and

Energy (EGLE) or Environmental Protection Agency (EPA); and the Michigan Natural Resources Trust Fund (MNRTF) grant through the Michigan Department of Natural Resources (MDNR), if applicable. The City has previously worked closely with EGLE staff for environmental evaluations; EGLE has advised that they will consider grant and loan proposals for qualifying developments.

- **Property.** The building and land controlled by the City and DDA is available to the selected developer to purchase, as deemed appropriate based upon the project needs. The developer will negotiate with the Jonesville DDA/City on the sales price of the property. The City and DDA may consider a below market sale price to assist with a development that expands tax base and/or job creation in the Downtown. The DDA and City may consider partnering in the development of aspects of the project, particularly if public parking and/or public utilization of the riverfront are necessary to the redevelopment.

RFP CONCEPT GUIDELINES

The City and DDA are seeking a proposal that will maximize land values, and result in a design and use that compatible with existing uses in the Downtown. The purpose of this RFP **is not** to require prospective developers to fully design the project. On the contrary, the intent is to generate a design concept that the developer, City, and DDA feel has market potential and will be an improvement to Downtown Jonesville. The following guidelines are provided to assist in the development of a design concept for the redevelopment site:

- The DDA and City prefer that the property be redeveloped for a “Downtown compatible” use. The preferred building use or uses would include retail, office, food service, residential, or other uses similar to existing businesses Downtown.
- However, the DDA and City will entertain proposals for any viable re-use or redevelopment of the building that will result in the creation of new jobs and/or tax base in the Downtown.
- The building design would be consistent with the appearance and site design that exists Downtown, as stated in the form-based regulations for Downtown buildings. The City’s form-based regulations are included on the City’s website at:
<http://www.jonesville.org/redevelopment.aspx>.

RFP CRITERIA

Along with a concept plan, the City of Jonesville and Jonesville DDA are requesting that interested developers submit qualifications. The amount of information submitted is not limited to a set number of pages, but we ask that you be concise and mindful of the review team. The proposal must include a Letter of Interest, as well as the following content:

- **Development Entity.** Identify the development entity that would enter into a Pre-Development Agreement with the City/DDA, including all intended partners to the extent known at this time. Please indicate complete listing of names, titles, addresses, and phone numbers, as well as the primary contact person.
- **Relevant Experience.** Provide evidence of a substantial development project(s) that the development entity is currently undertaking or has completed. Please provide at least one reference for the City/DDA to contact in relation to each applicable project. Allow proprietary information related to prior development to be reviewed by select members of the review team if requested.

- **Financial Capacity.** Provide evidence of developing and financing similar projects. A sworn statement certifying that the submitting entity is not delinquent to any local, County, State or Federal taxing jurisdiction in any property, income, or business taxes must also be provided.

EVALUATION CRITERIA

Respondents shall provide sample reports, plans, schedules, financing strategies and photos of completed projects, as well as awards, recognition of successful project and partnerships. The best candidate will demonstrate the following:

- a. Years of experience in the field of large-scale development projects, including experience in Downtown redevelopment.
- b. Qualifications, financial capacity and track record of key personnel and the development entity.
- c. Ability to seek and secure multi-layer financing tools, coordinate complex construction schedules and lead a public/private partnership team and the capacity to deliver the overall project, as well as reasonable estimates of project costs and sources and uses of funds.
- d. Experience with brownfield redevelopment, including contaminated sites.
- e. Compatibility of the conceptual design and proposed use(s) with the Downtown.
- f. The evaluation criteria are intended to assist the review committee in comparing and assessing the qualifications; however, the determination of the most qualified entity or the most appropriate proposal may incorporate additional criteria or considerations.

SELECTION PROCESS

A Review Committee made up of representatives from the City, DDA, and representatives from related City Boards and Commissions will evaluate the qualifications based upon the criteria above. Proposals will only be accepted if the entity is deemed qualified under the qualifications criteria. The Review Committee will determine if there are one or more development entities/teams and conceptual proposals to consider further. If the evaluation results in more than one proposal being considered, then there will be an interview process to further evaluate the experience and qualifications of the key personnel. The review team will take their recommendation to the DDA and the City Council. City Council will make the final decision.

Upon selection of one development entity or team, the City and DDA would enter into a Pre-development Agreement that would include a defined timeline in which the developer will conduct additional due diligence in partnership with the City, and the City would commit not to sell the properties to anyone else during that defined term. During that due diligence phase the developer would be expected to further define the project scope, design and program, as well as to advance the financial evaluation of the site and conduct appropriate feasibility studies.

During the pre-development phase the City/DDA will perform a detailed review of the developer's financial capacity to complete the proposed project, among other considerations, which will also be reviewed. At the end of the time defined in the pre-development agreement the City/DDA and Developer would evaluate the results of the due diligence and determine if there is a feasible and mutually beneficial redevelopment project for the site that would justify moving toward negotiation of a development agreement.

The City and DDA reserve the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City and DDA. The public entities are not liable for any costs incurred by any developer prior to the negotiation, approval and execution of a development agreement.

ADDITIONAL INFORMATION

Questions and Inquiries

Any and all questions related to this RFP must be submitted in writing by 12:00 pm, Friday, October 15, 2021. No questions will be accepted after that time. Answers to questions will be provided on the City's project webpage (<http://www.jonesville.org/redevelopment.aspx>) on, or before 4:30 p.m. on Wednesday, October 20, 2021. All inquiries related to this RFP must be directed, in writing to:

Jeff Gray, City Manager
City of Jonesville
116 W. Chicago Street
Jonesville, MI 49250
jgray@jonesville.org

Acceptance of Responses

The RFP is not a binding agreement. Responses to the RFP will be evaluated, as cited herein, and respondents will be notified whether they have been chosen to proceed in the process. Submissions will be kept confidential, as permitted by law. The anticipated timeline for the selection process is outlined, as follows:

- September 17, 2021 – RFP Issued
- October 6, 2021 – Building open house, 4:00 p.m. to 6:00 p.m., 121 Water Street
- October 15, 2021 – Written questions/requests for clarification due by 12:00 p.m.: email to jgray@jonesville.org
- October, 20, 2021 – Responses to written inquiries posted to city's website <http://www.jonesville.org/redevelopment.aspx>
- October 25, 2021 – Review Committee will begin reviewing proposals, as they are received.

Written Proposals shall include: Nine (9) copies of the Proposal, along with one electronic copy (on CD or thumb drive) of proposal shall be submitted, as follows:

Proposals will be accepted until such time as the City and DDA have received a proposal that they deem to be most favorable to the interests of the City and DDA. Proposals will be reviewed beginning on Monday, October 25, 2021. Proposals will be considered until the City/DDA has entered into a Pre-Development Agreement with a potential developer, or December 31, 2021, whichever occurs sooner.

Please mark sealed envelopes: "Chicago Street Riverfront Redevelopment" on the lower left-hand corner. In addition, if the proposal is to be express mailed, "Proposal Documents Enclosed DO NOT OPEN" must be conspicuously marked on the package. Faxed and emailed proposals will not be considered or accepted.

Proposals shall be submitted to:
Jeff Gray, City Manager
City of Jonesville
116 W. Chicago Street
Jonesville, MI 49250
jgray@jonesville.org

- Following review of proposals, finalist firms will be selected for further consideration. If deemed warranted, interviews of a firm or firms will take place prior to recommending a firm to the City and DDA.
- Execution of a pre-development agreement would allow the selected firm to conduct due diligence and develop a project design and scope for consideration by the City and DDA.

Conflict of Interest

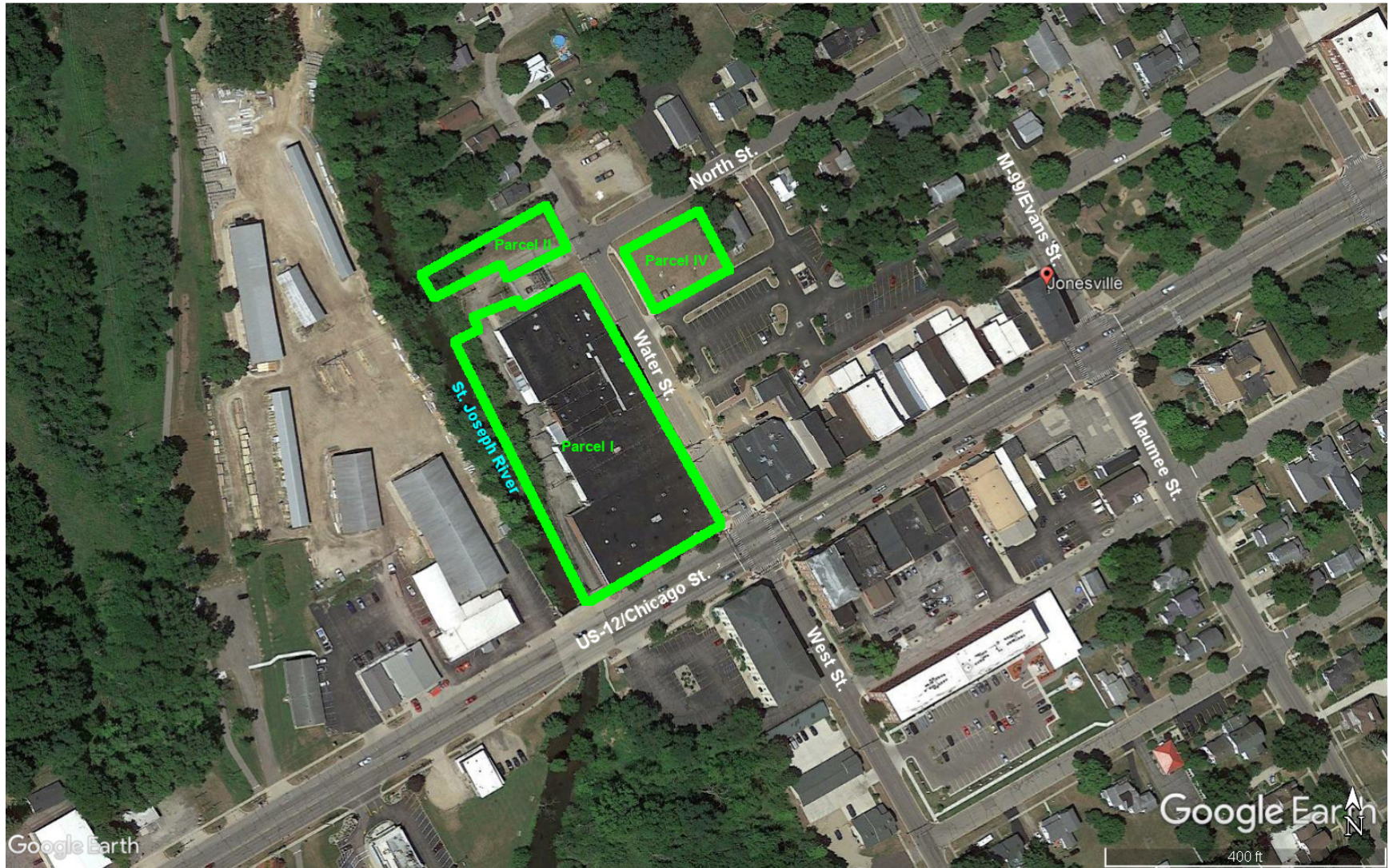
The respondent should disclose any conflicts of interest, in writing, to the City of Jonesville/Jonesville DDA. The City of Jonesville/Jonesville DDA will consider the nature of the respondent's responsibilities and the degree of potential or apparent conflict in deciding the course of action that the respondent needs to take to remedy the conflict of interest.

A conflict of interest exists wherever an individual could benefit directly or indirectly from access to information or from a decision over which they may have influence and also includes a perceived conflict where someone might reasonably perceive there to be such benefit and influence.

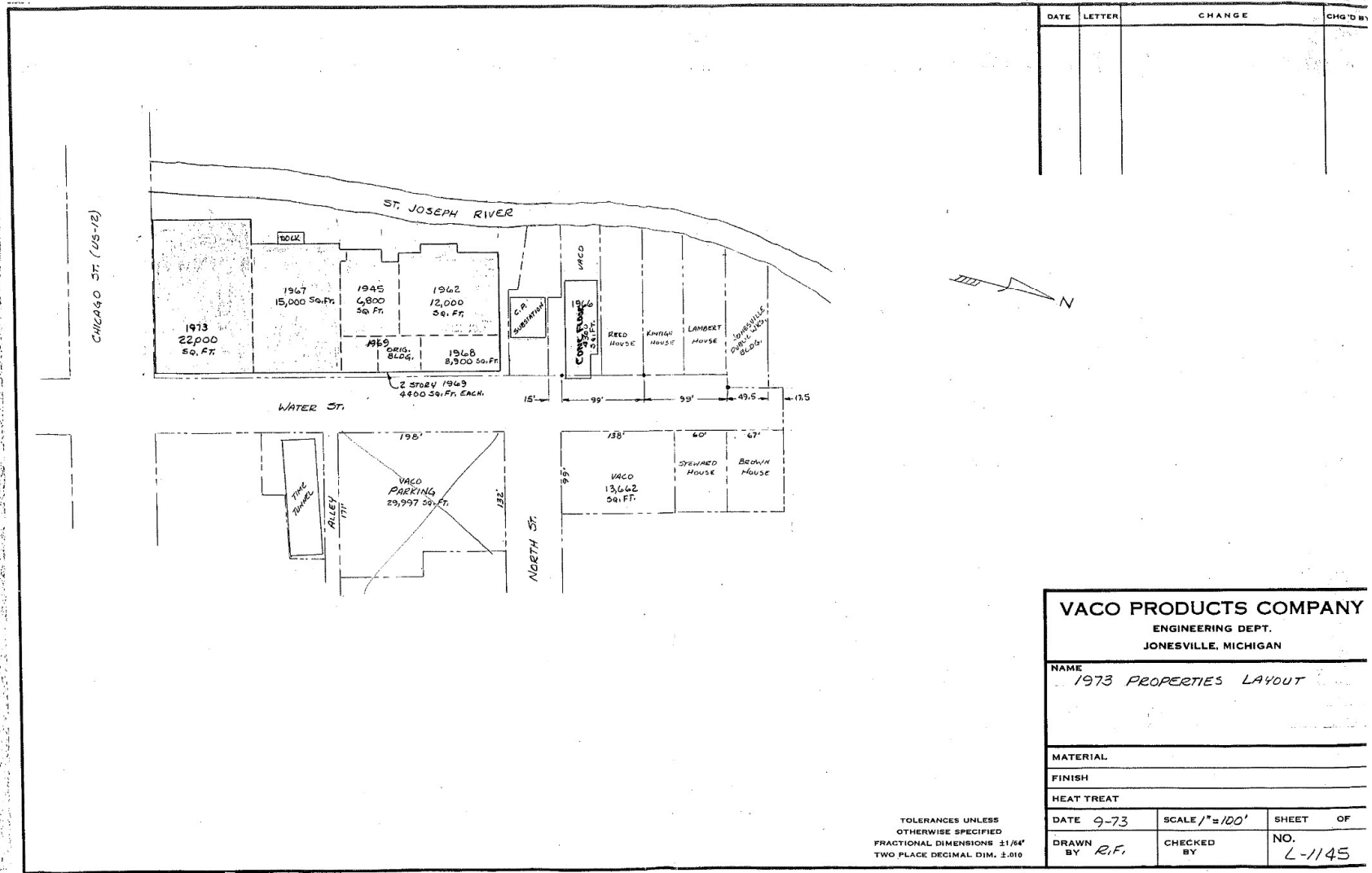
A conflict of interest occurs when a staff member or consultant attempts to promote a private or personal interest that results in an interference with the objective exercise of their job responsibilities, or gains any advantage by virtue of his/her position and working relationship with the City of Jonesville and Jonesville DDA.

Conflicts of interest may be real, potential or perceived. Failure by the respondent to disclose a conflict of interest, be it real, potential, or perceived, will result in disqualification.

Attachment 1



Attachment 2



Jeff Gray

From: Donald Germann <Don.Germann@cnbb.bank>
Sent: Monday, August 23, 2021 6:49 PM
To: Jeff Gray; 'don.toffolo@edwardjones.com'
Subject: Don Germann - Resignation from the Jonesville Down Town Development Authority

Good evening,

Please accept email as my resignation from the Jonesville Down Town Development Authority.

I have accepted a promotion and will be working in both the Hillsdale and Jonesville markets.

I will look forward to seeing the continued growth and development of the Jonesville Community.

Don Germann

Assistant Vice President - Branch Officer

NMLS Number 465221

P: (517) 849-0201

Don.Germann@cnbb.bank



"This message is intended only for the use of the individual or entity to which it is addressed. It may contain proprietary information that is privileged, confidential, and/or contain individually identifiable health information that is exempt from disclosure under law and protected by the federal law, the Health Insurance Portability and Accountability Act (HIPAA) of 1996. If the reader of this message is not the recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you are not the intended recipient, please delete the information from your system and contact the sender. Although reasonable precautions have been taken to ensure that no viruses are present, the sender makes no warranty or guarantee with respect thereto. The sender is not responsible for any loss or damage arising from the receipt or use of this e-mail or attachments thereto."

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our website.

Jeff Gray

From: Fossitt, Jason (MDOT) <FossittJ@michigan.gov>
Sent: Thursday, September 2, 2021 3:22 PM
To: Jeff Gray
Cc: Pittman, Jason (MDOT)
Subject: 2023 MDOT Project on US-12 in Jonesville

Jeff,

MDOT has an upcoming project to cold mill and resurface US-12 from East of Pine Drive to Concord Rd in 2023. This project is part of MDOTs Capital Preventative Maintenance Program. The hot mix asphalt resurfacing will include cold milling off 1 ½ inches and paving back 1 ½ inches. The sidewalk ramps that were not replaced with the past signal project will be replaced with the 2023 project. Within the limits of this project there are areas that have a five lane cross section (2 lanes each direction with a center left turn lane) with on street parking. It is MDOTs policy that the city covers the cost to mill and pave the on street parking areas only. MDOT would cover all costs for the lanes and turn lanes.

In past conversations you mentioned that Jonesville could be interested in a locally funded enhancement to update the streetscape work done in the past. If this is still the case we would have to discuss the details on how this would work. Also, if the city has any watermain or sanitary work planned we ask it be completed before the resurfacing project in 2023.

Thank you

Jason Fossitt PE
Operations Engineer
Jackson TSC
517-719-3215

Jeff Gray

From: David Fisher <DavidF@wolveng.com>
Sent: Wednesday, June 23, 2021 6:25 PM
To: Jeff Gray
Cc: Donald Heck
Subject: Parking options
Attachments: parking options 062321.pdf

Hi Jeff,

Attached are a couple of options for additional parking. I tried another with perpendicular parking directly off the alley, but it created some circulation problems and not as efficient. Please let me know if you have any questions or would like to explore some other options.

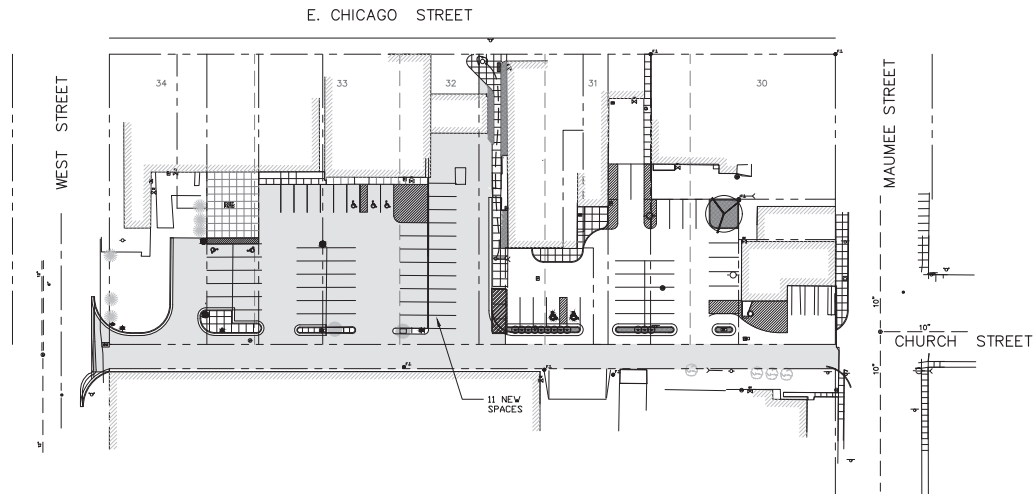
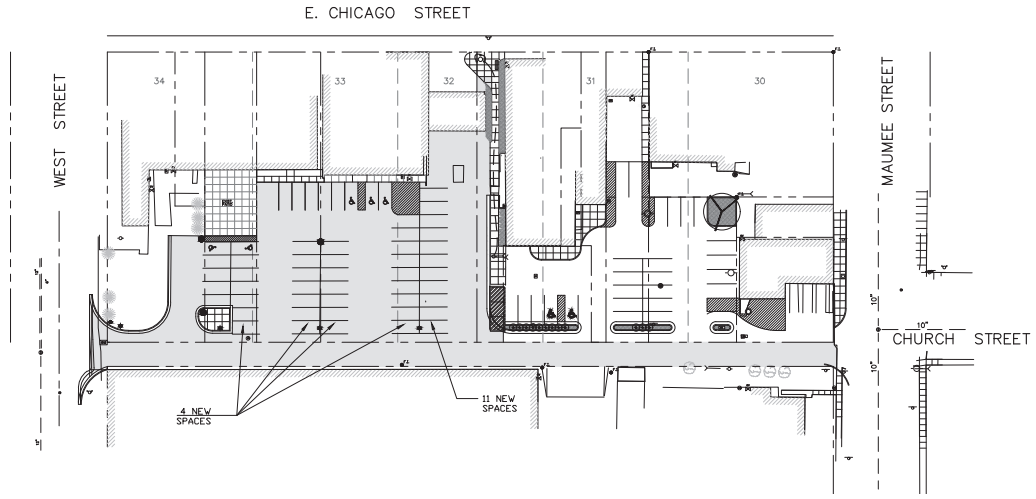
Regards,

David Fisher, PLA
Landscape Architect

Wolverine Engineers & Surveyors, Inc.
312 North Street
Mason, Michigan 48854-1169
Ph: 517.676.9200 Fx: 517.676.9396
davidf@wolveng.com <http://www.wolveng.com>

This electronic communication and its attachments contain confidential information. Design data and recommendations included herein are provided as a matter of convenience and should not be used for final design. Data on electronic media can deteriorate or can be modified without the knowledge or consent of Wolverine Engineers & Surveyors. Rely only on the final hardcopy materials bearing the Engineers or Surveyors original signature and seal. Recipient agrees that utilization of this electronic data is at their own risk. If you have received this information in error, please notify the sender immediately.

This electronic communication and its attachments contain confidential information. Design data and recommendations included herein are provided as a matter of convenience and should not be used for final design. Data on electronic media can deteriorate or can be modified without the knowledge or consent of Wolverine Engineers & Surveyors. Rely only on the final hardcopy materials bearing the Engineers or Surveyors original signature and seal. Recipient agrees that utilization of this electronic data is at their own risk. If you have received this information in error, please notify the sender immediately.

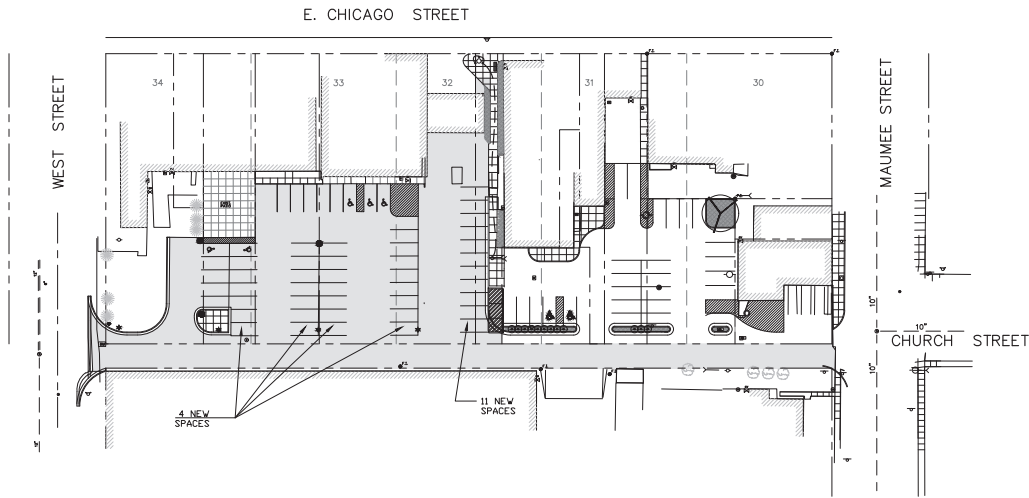


DATE	DESCRIPTION

WOLVERINE
ENGINEERS AND SURVEYORS, INC.
MADEIRA HEIGHTS, OHIO
MANSION, MICHIGAN 48854
TEL: 616-933-0300
FAX: 616-933-2946

VILLAGE OF JONESVILLE
SOUTH ALLEY AND PARKING LOT
JONESVILLE, MI
PARKING OPTIONS

PROJECT	APPROVED
	DBH
	CHECKED
	DBH
	DRAWN
	DPF
JOB NO.	05-0111
DATE	6/18/21
SCALE	1" = 40'
SHEET NO.	C0.0



SPACES ALIGNED WITH
EXISTING UTILITY POLES,
ISLANDS REMOVED
55 TOTAL

WOLVERINE ENGINEERS AND SURVEYORS, INC. ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

WOLVERINE
ENGINEERS AND SURVEYORS, INC.
MAKON, MICHIGAN 48854
TEL: 269-9330
FAX: 269-93296

VILLAGE OF JONESVILLE
SOUTH ALLEY AND PARKING LOT
JONESVILLE, MI
PARKING OPTIONS

PROJECT: _____
SHEET TITLE: _____

APPROVED: _____
CHECKED: DBH
DRAWN: DPF

JOB NO.: 05-0111
DATE: 6/18/21
SCALE: 1" = 40'
SHEET NO.: C0.0